

CORPORATE HEALTH AND SAFETY GROUP

NOTES OF MEETING HELD ON 7th JANUARY 2009

PRESENT: Nigel Barnett (Director, Chair)
 Bleddyn Hopkins (Education/Leisure)
 Emma Townsend (Corporate Services/Chief Executives)
 Stephen Howells (Social Services)
 Mark Williams (Environment)

APOLOGIES: Gareth Hardacre (Corporate Services/Chief Executives)

ACTION

1. **NOTES OF LAST MEETING**

1.1 Notes of the meeting held on the 8th December were revisited for accuracy and matters arising.

2. **MATTERS ARISING**

2.1 There were no matters arising.

3. **BUILDING CONSULTANCY UPDATE**

3.1 Asbestos Management – the group were informed that the draft Asbestos report circulated at the last meeting was agreed by CMT and work is in progress to action the recommendations agreed by CMT. A number of meetings have taken place involving Building Consultancy, Procurement and H&S Officers to ensure a specification for works is drafted, guidance drafted etc. The HSE investigation is ongoing and a meeting is planned with the HSE shortly to discuss progress and CCBC actions to date.

CHSU

3.2 Legionella – Emma updated the group as to current position with the Legionella contracts. All legionella risk assessments completed by Aquastat will need to be redone with a new contract to be put in place and assessments expected to commence in April. Investigations are ongoing regarding the Airmec contract. Further meetings to resolve the quality issues with the Airmec contracts are planned for next week.

CHSU

5. **HSE UPDATE**

5.1 There was no update. A meeting with the HSE to discuss progress and actions for the coming year will be arranged shortly.

6. **FEEDBACK FROM EXTERNAL MEETINGS/FORUMS**

6.1 Emma updated the group that the introduction of a Violence and Aggression Passport for Local Authorities was discussed at the WLGA Corporate H&S Forum. There was a discussion around the cost, timescales and implications. Copies of the NHS version of the document will be circulated when it is available.

All

7. **ANY OTHER BUSINESS**

7.1 Bleddyn informed the group that the inquest following the e-coli fatality was generally favourable for Caerphilly.

7.2 Nigel requested that the WAO review be placed on the agenda for the next meeting. Nigel agreed to circulate the report.

NB

8. **DATE OF NEXT MEETING** – 2nd February, 11 o'clock, Room 1.3, Penallta House.

All