

**CORPORATE HEALTH AND SAFETY GROUP****NOTES OF MEETING HELD ON 1ST APRIL 2009**

**PRESENT:** Gareth Hardacre (Corporate Services/Chief Executives, Chair)  
 Bleddyn Hopkins (Education/Leisure)  
 Emma Townsend (Corporate Services/Chief Executives)

**APOLOGIES:** Nigel Barnett (Corporate Services/Chief Executives)  
 Adrian Williams (Social Services)  
 Mark Williams (Environment)\*

\* Mark gave advance warning that he would be late. Due to the briefness of the meeting, the meeting had concluded by the time Mark arrived.

- |   | ACTION       |
|---|--------------|
| <b>1. NOTES OF LAST MEETING</b>   |              |
| 1.1 Postponed until the next meeting.   |              |
| <b>2. MATTERS ARISING</b>   |              |
| 2.1 Postponed until the next meeting.   |              |
| <b>3 BUILDING CONSULTANCY UPDATE</b>  |              |
| 3.1 It was agreed to invite Mark Williams, Building Consultancy Manager to the next meeting.    | <b>ET</b>    |
| <b>5. ACCIDENT REPORTING AND INVESTIGATION POLICY AND CMA</b>                                   |              |
| 5.1 The Policy and CMA were agreed and will go to Corporate Health and Safety Committee in May. | <b>ET</b>    |
| <b>6 BUDGET 09/10</b>   |              |
| 6.1 Postponed until the next meeting.   | <b>All</b>   |
| <b>7 WAO REPORT</b>   |              |
| 7.1 Consultation on the report is hoped to commence shortly.                                    | <b>GH/NB</b> |
| <b>8 HSE UPDATE</b>   |              |
| 8.1 Postponed until the next meeting.   |              |

9        **FEEDBACK FROM PROFESSIONALS GROUP**

9.1        Postponed until the next meeting. The note of the last H&S Professionals Meeting has been circulated.

10        **ANY OTHER BUSINESS**

10.1        It was agreed that the following reports would be drafted for Corporate Health and Safety Committee on 13<sup>th</sup> May:

**ET**

- Accident Statistics
- Health and Safety Audits
- Accident Reporting and Investigation Policy and CMA
- Legionella Update
- Asbestos Update
- H&S Update
- Note of Corporate H&S Group

A report on elected members training proposals will be drafted for the August H&S Committee meeting.

12        **DATE OF NEXT MEETING** – 6<sup>th</sup> May, 2 o'clock, Room 2.1, Penallta House.

**All**