

	AGENDA ITEM NO.
Report Cover Sheet	
Name of Meeting:	Member / Trade Union Joint Panel
Date of Meeting:	4 th October 2007
Report Title:	ACCIDENT REPORT (ACCIDENTS SINCE START JUNE 07 - END OF AUG 07)
Summary of report:	This report summarises incidents for the period specified above. The tables below show comparative accident data tracked over this same period..
For further information please contact (report author);	(Alan Richardson – Health & Safety Adviser, WDC, Riverside House, Leamington Spa, tel: 456716)
Business Unit:	Environmental Health,
Would the recommended decision be contrary to the policy framework:	No
Would the recommended decision be contrary to the budgetary framework:	No
Wards of the District directly affected by this decision:	N/A
Key Decision?	No
Included within the Forward Plan?	No
Is the report Private & Confidential?	No
Date and name of meeting when issue was last considered and relevant minute number:	04/07/2007
Background Papers:	Warwick District Council Accident Reports

Consultation Undertaken		
Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.		
Consultees	Yes/ No	Who
Other Committees	n/a	
Ward Councillors	n/a	
Portfolio Holders	n/a	
Other Councillors	n/a	
Warwick District Council recognised Trades Unions	Yes	
Other Warwick District Council Service Areas	Yes	Those appropriate to accident investigations
Project partners	n/a	
Parish/Town Council	n/a	
Highways Authority	n/a	
Residents	n/a	
Citizens Panel	n/a	
Other consultees	n/a	
Officer Approval With regard to officer approval, all reports must be approved by the report authors relevant director, Financial Services and Legal Services.		
Officer Approval	Date	Name
Relevant Director(s)	24/09/07	Craig Anderson
Chief Executive		
CMT		
Section 151 Officer		

Legal		Simon Best (no comment)
Finance		Marcus Miskinis (no comment)
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

1. RECOMMENDATION(S)

1.1 That the contents of this report be noted.

2. REASON(S) FOR THE RECOMMENDATION(S)

2.1 The information below summarises applicable incidents for the period specified above, in a format which will hopefully be useful to members and staff and will allow comparative accident data to be tracked over time.

TYPE OF ACCIDENT – WDC EEMPLOYEE	NUMBER OF ACCIDENTS
SLIPS, TRIPS & FALLS	1
CUTS / TRAPPING TO HANDS & FINGERS	0
SWIMMING POOL INCIDENTS	0
SCALDS / BURNS	0

EMPLOYEE – LOST TIME ACCIDENTS	NUMBER OF ACCIDENTS
	0

TYPE OF ACCIDENT – MEMBER OF THE PUBLIC	NUMBER OF ACCIDENTS
SLIPS, TRIPS & FALLS	0
SWIMMING POOL INCIDENTS	0
TRAPPING / CUTS TO FINGERS	0

SLIPS, TRIPS & FALLS

Staff Member of Leisure & Amenities – Newbold Comyn Leisure Centre 13/06/07.
Female employee slipped and fell on wet floor of the small Cleaning Equipment store room. This resulted in bruising to her left side.
<p><u>Action</u> – The H & S Adviser investigated this incident.</p> <p>There is a low level sink with hot and cold taps positioned approximately 18 inches above the sink to enable a person to place a mop bucket in the sink to obtain water for cleaning floors. On the day of the investigation, there was also water on the floor.</p> <p>The main cause for this is the height of the taps above the sink and pressure at which the water comes out of the taps – water splashes onto the sink and then onto the floor.</p> <p>The following actions were recommended to the Leisure Centre Manager:</p> <ul style="list-style-type: none">• Post accident risk assessment to be completed – Target date end of Sept 07.• Property Department to assess the sink and taps to determine how water can be prevented from splashing onto the floor from the sink / taps – Target Date end of August 07 (H & S Adviser contacted Property Dept).• Due to the nature of the room, where there is an increased risk of spillages from / cleaning fluids, it is recommended that the LC Manager provides absorbent spill kits to remove surface water / cleaning fluids quickly – Target Date 13th Aug 07.• Leisure Centre Manager to ensure that a warning sign to be displayed on the door to the

store room – 'Warning / Slippery Floor Surface' – Target Date 13th Aug 07.

H & S Adviser agrees with the above courses of action.

2.2 Use of additional Headings

2.2.1 Not Applicable.

3. ALTERNATIVE OPTION(S) CONSIDERED

3.1 Not Applicable.

4. BUDGETARY FRAMEWORK

4.1 Not Applicable.

5. POLICY FRAMEWORK

5.1 Not Applicable.