

Health, Safety and Wellbeing Committee

AGENDA

Notice of Meeting:

An ordinary meeting of the Health, Safety and Wellbeing Committee will be held on:

Date: Thursday 7 March 2024
Time: 9.30 am
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Membership

Chairperson	Councillor Tim Scandrett
Deputy Chairperson	Councillor Kelly Barber
Members	Councillor Melanie Coker Councillor Mark Peters Mr Chris Jones Ms Helen Sadgrove

29 February 2024

Principal Advisor

Pari Hunt
Te Aporei Whakawhanaunga ā-Tiriti
Tel: 941 6652

Simone Gordon
Democratic Services Advisor
941 6527
simone.gordon@ccc.govt.nz
www.ccc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

Our focus this Council term 2022–2025

Strategic Priorities

-  Be an **inclusive and equitable city which puts people at the centre** of developing our city and district, prioritising wellbeing, accessibility and connection.
-  **Champion Ōtautahi-Christchurch** and collaborate to build our role as a leading New Zealand city.
-  **Build trust and confidence** in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023

-  **Reduce emissions** as a Council and as a city, and invest in **adaptation and resilience**, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.
-  **Manage ratepayers' money wisely**, delivering quality core services to the whole community and addressing the issues that are important to our residents.
-  Actively balance the needs of **today's residents** with the **needs of future generations**, with the aim of leaving no one behind.

Our goals for this Long Term Plan 2024–2034

Draft Community Outcomes

-  **Collaborative and confident**
Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.
-  **Green and liveable**
Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.
-  **A cultural powerhouse**
Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.
-  **Thriving and prosperous**
Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

To be adopted by the Council as part of the Long Term Plan 2024–2034

Our intergenerational vision

A place of opportunity for all.
Open to new ideas, new people,
new investment and new ways
of doing things – a place where
anything is possible.



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

Health, Safety and Wellbeing Committee - Terms of Reference Ngā Ārahina Mahinga

Chair	Councillor Scandrett
Deputy Chair	Councillor Barber
Membership	Councillor Coker Councillor Peters Mr Chris Jones Ms Helen Sardgrove
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Quarterly
Reports To	Council

Purpose:

Maintain and continually improve Health, Safety & Wellbeing by promoting consultation, co-operation and coordination between Management and Council. Ensuring active engagement in the ongoing development of a health, safety and wellbeing programmes.

Objective:

The role of the Health, Safety and Wellbeing Committee of Council (Committee) is to assist Council to provide leadership in discharging its health and safety management responsibilities within the organisation.

Secretarial and Meetings:

- The committee may have in attendance such members of management, including the Chief Executive and such other persons as it considers necessary to provide appropriate information and explanations.
- Meetings shall be held at least quarterly. Further meetings will be arranged on an as-needed basis.
- The Chair of the Committee will report all recommendations, key issues and findings to the Council.

Responsibilities:

- To assist the Council in discharging its due diligence responsibilities as a Person Conducting a Business or Undertaking (PCBU), by taking reasonably practicable steps to understand the health and safety risks, and ensure that they are managed so that the organisation meets its legal obligations. Review and monitor the robustness of the organisation's health, safety and wellbeing risk management framework.
- Review and monitor the robustness of the organisation's health, safety and wellbeing risk management framework.
- Seek assurance that the organisation is effectively structured to manage health and safety risks.

- Review progress with completion of organisational Health and Safety Plan objectives.
- Monitor compliance with policies and relevant legislation.
- Seek assurance that systems used to identify and manage health and safety hazards and risk are fit for purpose, effectively implemented, regularly reviewed and continuously improved.
- Ensure that the Council is properly and regularly informed and updated on matters relating to health and safety risks.
- Enquire as to the steps management have taken to embed a proactive culture through engagement with workers and provide reasonable opportunities for workers to participate in health, safety & wellbeing.
- Seek assurance that Council are working in partnership so far as reasonably practical with other PCBU's as a primary duty of care to ensure the health and safety of workers.
- Seek advice periodically from internal and external auditors regarding the effectiveness and completeness of the health and safety systems.
- Ensure management are keeping the Committee fully apprised of all independent sources of assurance, via the health and safety framework including any internal or external audits undertaken.
- Consider whether appropriate actions are being taken by management to mitigate Council's significant health and safety risks.
- Ensure that management is kept apprised of the Council's governance body's views on health and safety issues.
- Any other duties and responsibilities that have been assigned to it from time to time by the Council.

Appointment Process for External Members:

Principles:

The following principles guide the appointment process for External Members of the Committee:

- The Head of Human Resources will provide candidates to the Chief Executive and GM Strategy & Transformation Office for consideration.
- The Chair of the Committee and Chief Executive will endorse the nominations, if appropriate.

Candidates will be contacted at the appropriate time to confirm their willingness to serve for the term for which External Members are appointed as set out below. If they are willing to serve, independence and confidentiality requirements and a background check will be conducted. They will also be informed of Council policies.

The Chair of the Committee and the Health and Safety Manager or Head of Human Resources will review the candidates to develop a shortlist by assessing the following:

- Professional credentials and relevant experience
- Their understanding of current Health and Safety legislative requirements
- Experience with prevention, and response to compliance risks; education, auditing and monitoring concepts
- Experience overseeing or assessing the performance of organisations with respect to their health and safety compliance or risk function
- Understanding implications for compliance and culture in a changing regulatory environment

- Potential conflicts for the candidate
- Affiliations or connections with the Council and its related entities
- Reference and background check reports

The results of the review of the candidates will be reported to the Committee's External Members Appointments Panel, who will select from the shortlist which External Members are appointed to the Committee.

Term:

- External Members of the Committee will be appointed for a term of three years (subject to the terms their contract and the Council failing to resolve anything that would by implication necessarily shorten that term). The term for External Members shall, unless the Chief Executive specifies otherwise, begin on 1 April following the Triennial elections and end on 31 March three years later to provide continuity for the Committee over the initial months of a new Council.
- External Members are eligible for re-appointment by the Committee's External Members Appointments Panel for one further term. However, the Council may approve the re-appointment of External Members for any number of subsequent terms to ensure continuity of knowledge.

Delegations

External Members Appointments Panel:

- The Committee delegates to its External Members Appointments Panel (Panel) the authority to consider shortlisted candidates for appointment as the External Members of the Committee and to appoint 2 External Members.
- The Chair of the Panel shall be the Chair of the Committee, and the further members of the Panel shall be the elected members of the Committee.
- The quorum of the Panel shall be half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.

Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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1. Apologies Ngā Whakapāha

At the close of the agenda no apologies had been received.

2. Declarations of Interest Ngā Whakapuaki Aronga

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

That the minutes of the Health, Safety and Wellbeing Committee meeting held on [Friday, 8 December 2023](#) be confirmed (refer page 8).

4. Public Forum Te Huinga Whānui

A period of up to 30 minutes may be available for people to speak for up to five minutes on any issue that is not the subject of a separate hearings process.

There were no public forum requests received at the time the agenda was prepared

5. Deputations by Appointment Ngā Huinga Whakaritenga

There were no deputations by appointment at the time the agenda was prepared.

6. Petitions Ngā Pākikitanga

There were no petitions received at the time the agenda was prepared.

Health, Safety and Wellbeing Committee OPEN MINUTES

Date: Friday 8 December 2023
Time: 9.30 am
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present
Deputy Chairperson Councillor Kelly Barber
Members Councillor Melanie Coker
Councillor Mark Peters
Mr Chris Jones

Principal Advisor
Nicholas Hill
Head of Risk and Assurance
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- Part A** Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation

Karakia Tīmatanga: All Members

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved HSCM/2023/00011

That the apologies for absence received from Councillor Scandrett and Committee Member Helen Sadgrove be accepted.

Councillor Barber/Councillor Peters

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Committee Resolved HSCM/2023/00012

That the minutes of the Health, Safety and Wellbeing Committee meeting held on Friday, 15 September 2023 be confirmed.

Councillor Coker/Councillor Peters

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Diamond Harbour incident

Peter Simmonds spoke about an incident that occurred at Diamond Harbour in February 2023.

Committee Resolved HSCM/2023/00013

Part B

That the Health, Safety and Wellbeing Committee:

1. Thanked Peter Simmonds for his presentation.

Councillor Barber/Councillor Peters

Carried

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui

Committee Resolved HSCM/2023/00014

Part C

That at 9.38 am the resolution to exclude the public set out on pages 11 to 12 of the agenda be adopted.

Councillor Barber/Mr Jones

Carried

The public were re-admitted to the meeting at 10.30am.

Meeting concluded at 10.31am.

CONFIRMED THIS 8th DAY OF MARCH 2024

**COUNCILLOR TIM SCANDRETT
CHAIRPERSON**

7. Health, Safety and Wellbeing Update

Reference / Te Tohutoro: 24/273864

Report of / Te Pou Matua: Mike Marr, Acting Manager – Health, Safety and Wellbeing
(mike.marr@ccc.govt.nz)

Senior Manager / Pouwhakarae: Russell Holden, Acting General Manager Resources/Chief Financial Officer

1. Purpose and Origin of Report Te Pūtake Pūrongo

- 1.1 To provide an update to the Health, Safety and Wellbeing Council Committee.
- 1.2 This is an operational report focussed on Health, Safety and Wellbeing for the Christchurch City Council for the past quarter.

2. Officer Recommendations Ngā Tūtohu

That the Health, Safety and Wellbeing Committee:

1. Receive the information in the Health, Safety and Wellbeing Report.

3. Leadership and Engagement

- 3.1 An updated Health, Safety and Wellbeing policy has been presented to the Executive Leadership Team following Interim changes to the Executive Office.
- 3.2 An updated Executive Leadership Team Health, Safety and Wellbeing Charter has been presented to the Interim Executive Leadership Team to reinforce their commitment to the Councils HSW system.
- 3.3 With changes to the Executive Leadership Team, the Visible Safety Leadership visits have been temporarily suspended and a reviewed programme of visits is being developed for the remainder of FY24.

4. Brief Summary

- 4.1 The Health, Safety and Wellbeing dashboard for November - December 2023 and January 2024 is attached (**Attachment A**)
- 4.2 During this period, staff registered 16 confirmed high-potential severity events.
- 4.3 Two events have been notified to WorkSafe New Zealand as outlined in section 5.

5. Engagement with WorkSafe New Zealand (Mahi Haumarū Aotearoa)

- 5.1 There has been one incident reported to WorkSafe New Zealand during this period directly by Council.
 - 5.1.1 A technician at the Art Gallery has partially amputated their thumb while using a bench saw.
 - 5.1.2 An investigation into the incident is underway and due to be released to WorkSafe in February 2024.
 - 5.1.3 The technician spent three days in Christchurch Hospital receiving treatment and continues to be supported by Council and WellNZ.

- 5.1.4 The technician has since returned to full-time duties.
- 5.2 There has been one incident reported to WorkSafe New Zealand during this period directly by our contractor.
 - 5.2.1 A worker for an electrical lines company working in Cathedral Square has struck an 11kVa cable with a reciprocating saw.
 - 5.2.2 The worker was taken to a medical centre for assessment.
 - 5.2.3 The worker received a minor burn to the forearm as a result of a flashover but was otherwise unharmed.
 - 5.2.4 The contractor is undertaking an investigation and will submit to Council and WorkSafe New Zealand upon completion.
- 5.3 Hagley Park Fatality update
 - 5.3.1 Interviews with WorkSafe New Zealand are scheduled with key stakeholders from Council in February 2024
 - 5.3.2 No other updates are available at this time.
- 5.4 WorkSafe New Zealand continues to provide support to BESIX Watpac and Council for Te Kaha Multi-Use Arena Project (Te Kaha).
- 5.5 WorkSafe conducts monthly site visits to Te Kaha. To date, only minor items have been addressed.

6. Supporting worker competence

- 6.1 Staff HSW induction numbers remain at a consistent 79%, currently below the target of 90% of all staff.
- 6.2 Work is almost complete on a new, all of staff HSW induction module which will introduce an online learning platform for Health, Safety and Wellbeing. Upon completion of the module, it will be loaded into Councils Learning Management System and become a compulsory module for all staff.
- 6.3 Health, Safety and Wellbeing Responsibilities training for Managers will be fully reviewed after the induction module is rolled-out, with an aim to move this training to an online module by the end of FY24.
- 6.4 Additional online modules are being considered to provide ongoing training across the organisation for health, safety, and wellbeing.
- 6.5 Health, Safety and Wellbeing Advisors are all booked to complete Temporary Traffic Management Inspector training by 31 March 2024. The purpose of this training is to ensure compliance with the Code of Practice for Temporary Traffic Management allowing the team to continue to conduct health and safety site inspection on active projects with a Temporary Traffic Management zone.

7. Planning

- 7.1 Group level Health, Safety and Wellbeing Committees have been scheduled for 2024, these will be aligned to support General Managers going forward. A review of committee chairs will be undertaken in FY25.
- 7.2 Training has been scheduled with Safety N Action to provide Health and Safety Representative training in February and March 2024 to continue to support the employee representative

programme and meet our obligations. These courses are fully booked with further dates being investigated.

- 7.3 Legislative changes now require at 1:19 ratio of representatives to employees. There has been a good uptake across most business units in increasing representative numbers.

8. Worker Wellbeing

- 8.1 In November/December 2023, Council staff completed the wellbeing survey.
- 8.2 The survey results highlighted a range of areas for improvement and staff are currently coordinating around what actions might be most effective. These results have been presented to the Executive Leadership Team and a decision is pending on next steps.
- 8.3 The Health, Safety and Wellbeing team have reviewed the Consultation document from WorkSafe New Zealand on Psychosocial risks in the workplace.
 - 8.3.1 The HSW team agrees in principle with the proposed document.
 - 8.3.2 An initial risk register with controls has been developed and is being consulted on with staff.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	HSW Governance Dashboard - January 2024	24/282133	15

In addition to the attached documents, the following background information is available:

Document Name - Location / File Link
Not applicable

Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement. <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>

Signatories Ngā Kaiwaitohu

Authors	Kurt Scoringe - Senior Health & Safety Advisor Lee Downie - Health, Safety and Wellbeing Advisor Mike Marr - Manager Internal Audit
Approved By	Nicholas Hill - Head of Risk & Assurance

Health, Safety and Wellbeing Governance Dashboard

January 2024

Our core Health, Safety and Wellbeing Values

Visible Leadership

- We seek to drive best practice Health, Safety and Wellbeing management through strong leadership and by championing a positive Health, Safety and Wellbeing culture.
- We support increased Health, Safety and Wellbeing engagement through partnering with business units to improve performance.
- We integrate health, safety and wellbeing through all aspects of operations, from policy to project management.

People-Centric

- Our people come first and are given opportunities to actively participate.
- We support the right people, processes, tools and standards for each and every job.
- Every person at Council is empowered and trusted to be a leader in health, safety and wellbeing.

Risk Aware

- We seek to understand key health and safety risks and ensure they are actively communicated and addressed.
- We implement safe systems of work that match the level of risk involved.
- We conduct regular inspections and prioritise high risk work.

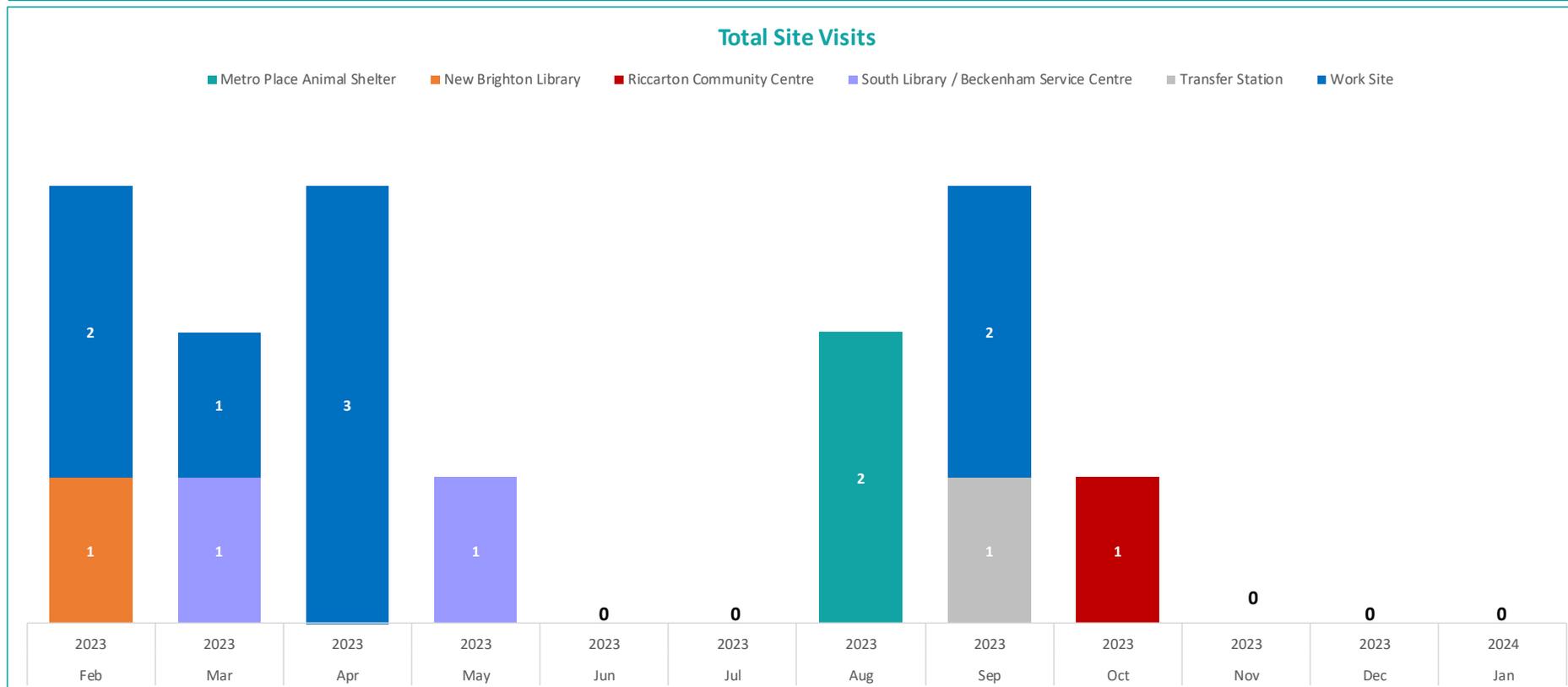
Learning Culture

- We promote a positive learning culture.
- We seek to implement good practice and learn from our mistakes.
- We ensure staff are provided with appropriate training.

This dashboard report is in a process of continuous improvement, each iteration aims to provide clearer context and improved representation of the data available. Over time the intent is to provide greater trend analysis, tracking improvement initiatives and providing more value-added analysis.

Visible Safety Leadership

Visible Safety Leadership visits have temporarily ceased with changes to the Executive office. The programme review is underway for the remaining of FY24.



Health, Safety and Wellbeing Governance Dashboard

Training - Induction and Manager Responsibilities

Staff induction numbers have remained consistent month to month and remain below the targeted rate of 90% of all staff.

Manager HSW Responsibilities training numbers have remained consistent month to month and remain below the targeted rate of 95% of all staff.

Training sessions continue to be facilitated in a face-to-face format by the Health, Safety and Wellbeing team on a monthly basis for the Manager Responsibilities course

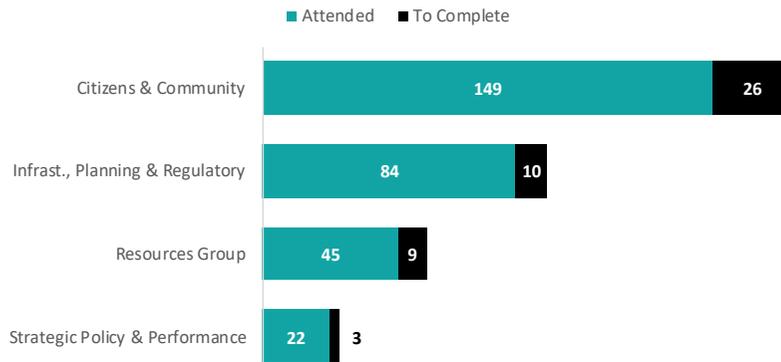
Manager HSW Responsibilities Completed

86% ↓ 1% from last month

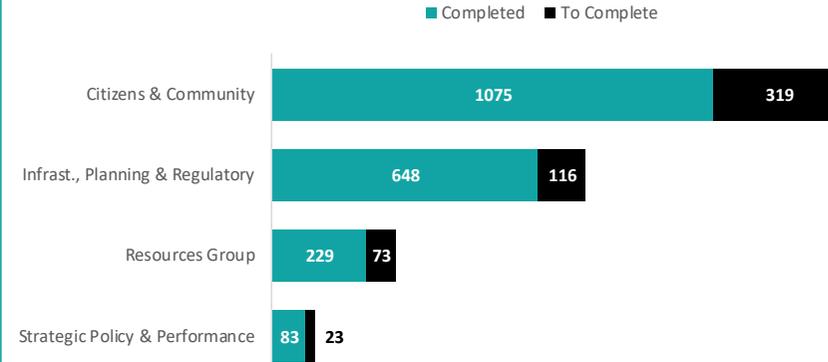
Induction Completed

79% ↻ from last month

H&S Manager Training by Group



H&S Induction Training by Group

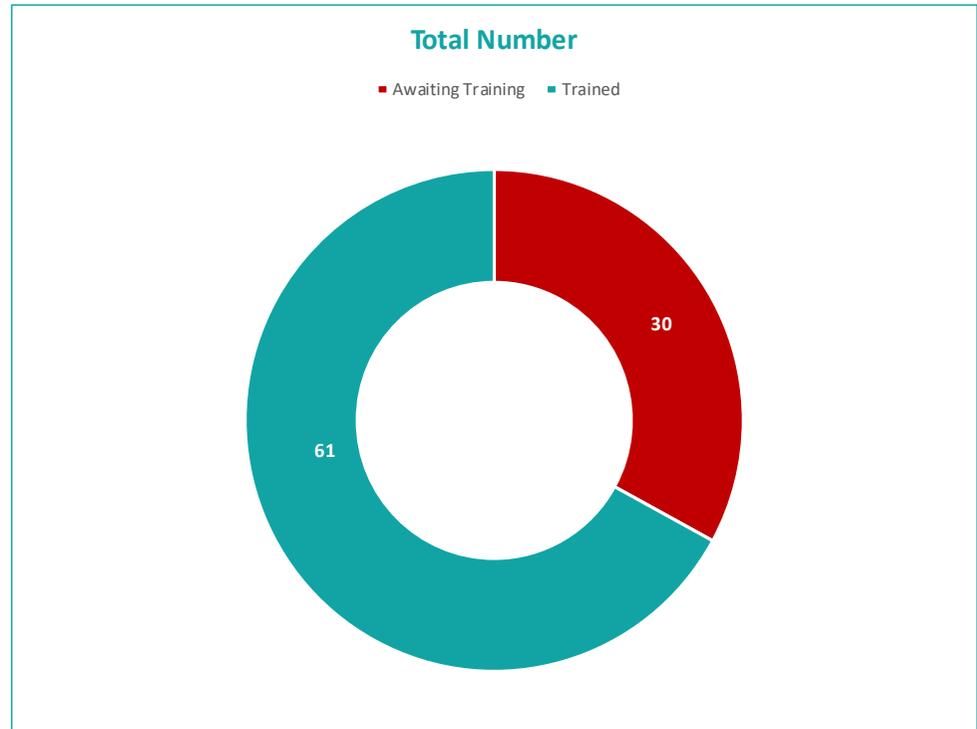
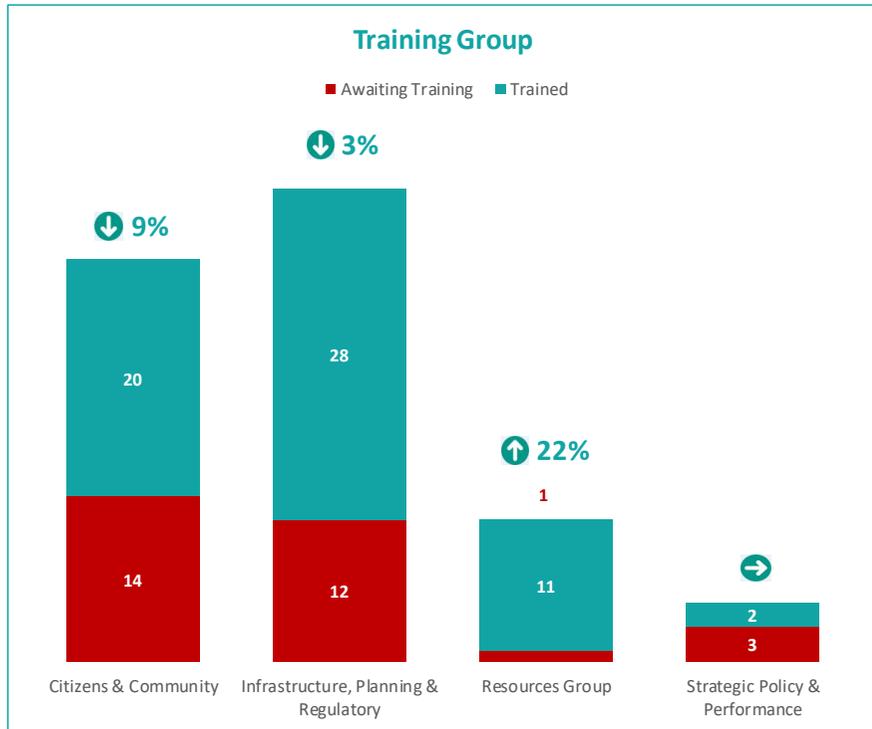


Health, Safety and Wellbeing Governance Dashboard

Training – Health & Safety Representatives



Health, Safety & Wellbeing Representative training is booked for February & March, with communications being sent out to all HSR's and relevant Managers. The Training plan for 2024 has been defined but will be monitored to ensure it remains aligned to training needs as the year progresses. Due to WorkSafe Changes to HSR ratios a review of numbers across the organisation is underway.

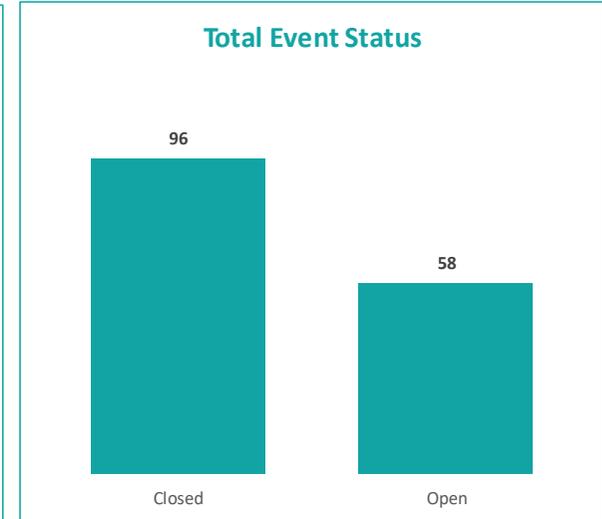
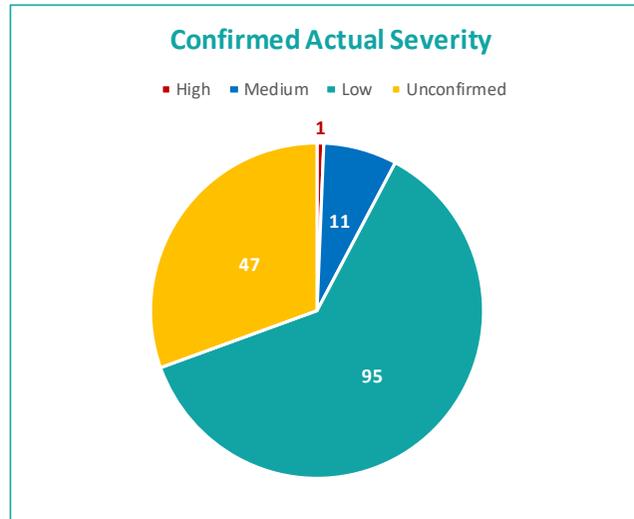
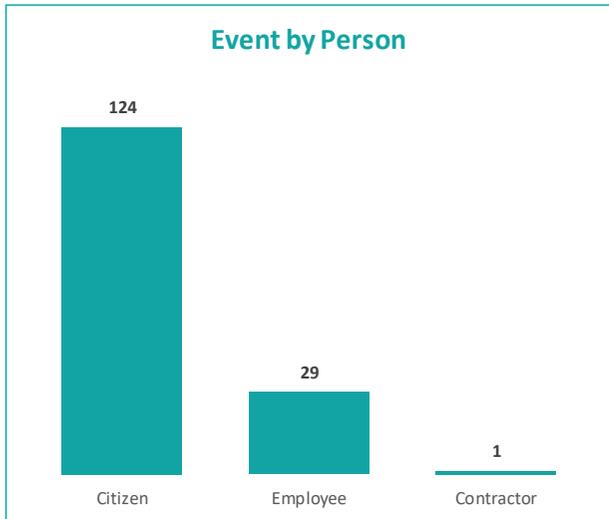
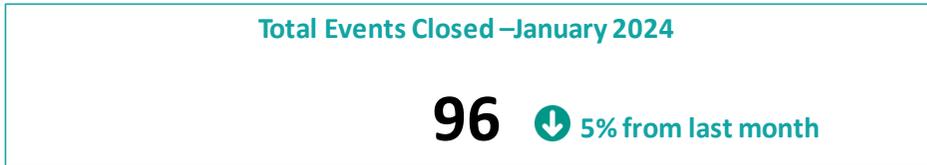


Health, Safety and Wellbeing Governance Dashboard

Event - Overview



Event reporting is down by 11% in January 2024, with the majority of the impact of the events being from the category of Citizens. This is typically expected over the summer period with more people active at our facilities



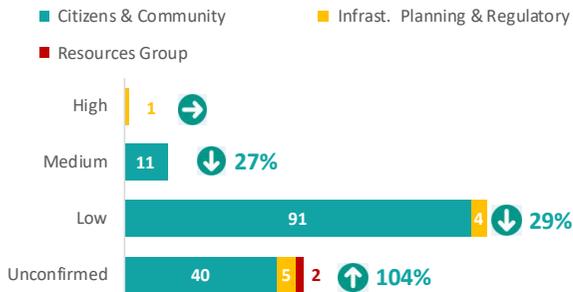
Health, Safety and Wellbeing Governance Dashboard

Item 7
Attachment A

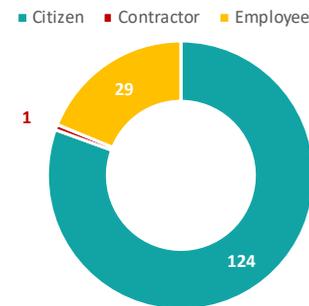
Event - Summary

Event summary of lag indications shows citizen events remain the highest quantity of reports, this is consistent with previous years particularly over the summer season while more people are active within our Recreation, Sports and Parks facilities.. There has been an increase in staff injuries over the last month primarily relating to sprains, strains and discomfort. The majority of these events register have a low risk impact.

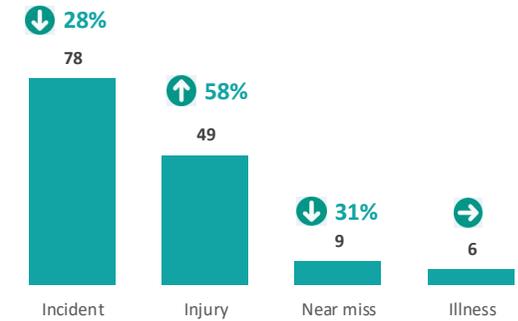
Event Severity - January 2024



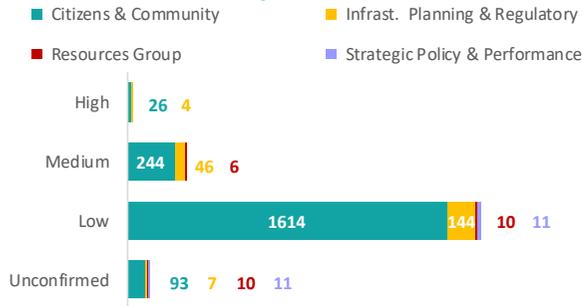
Person Type - January 2024



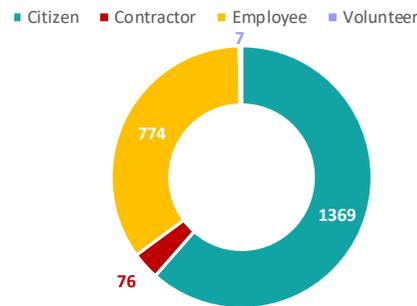
Event Type - January 2024



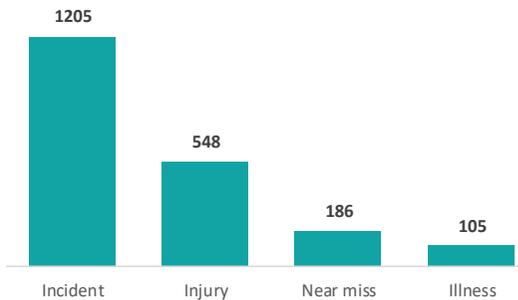
Event Severity Previous 12 Months



Person Type - Previous 12 Months



Event by Type - Past 12 Months

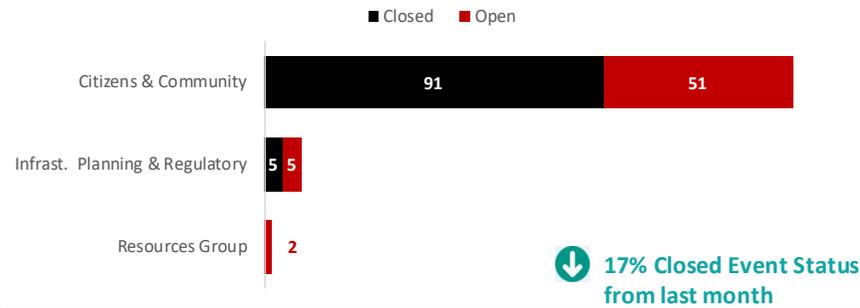


Health, Safety and Wellbeing Governance Dashboard

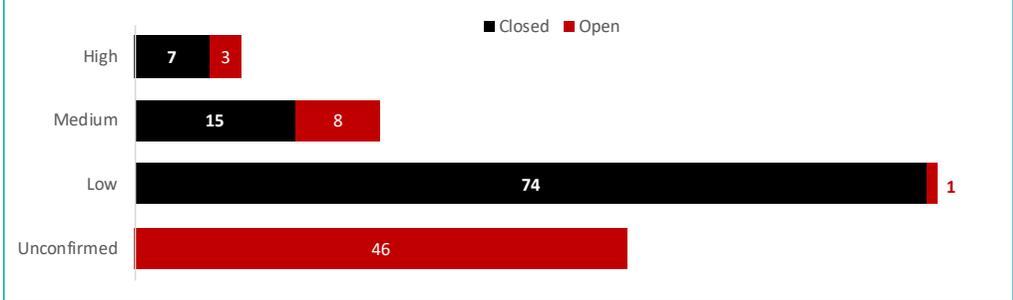
Event – Closeout Status

The target to reduce the event close-out to 14 days, will be integrated into the replacement ABE system. There remains a number of events still to be closed out dating back to October 2022. The HSW Team send monthly reminders to all Team Leaders/Managers with outstanding events. 'Open Unconfirmed' events will be an additional focus – unconfirmed events will eventually become either High, Medium or Low events once assessed.

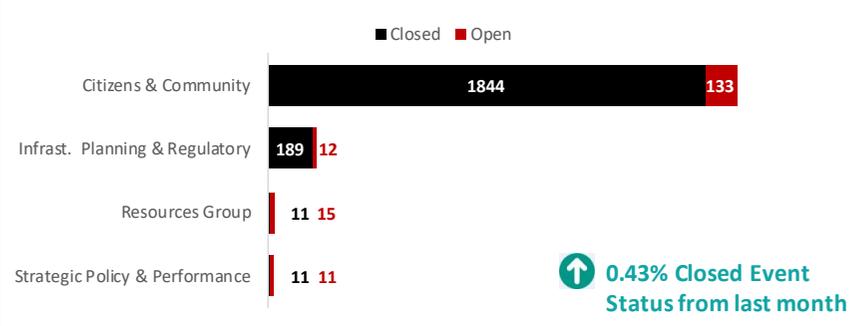
Event Status - January 2024



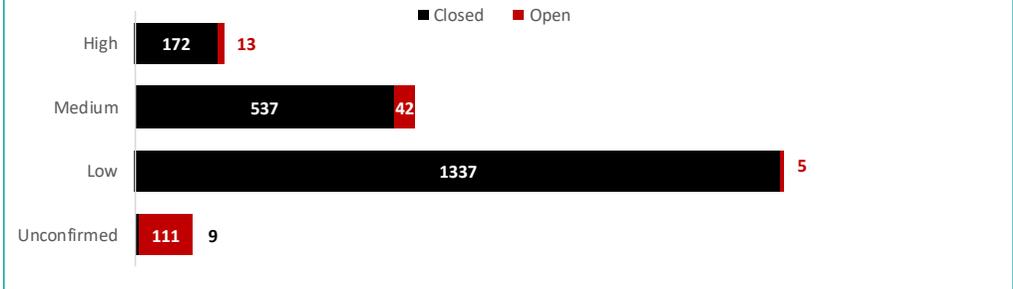
Event Status by Risk Level - Open for 0-30 Days - January 2024



Event Status - Previous 12 Months

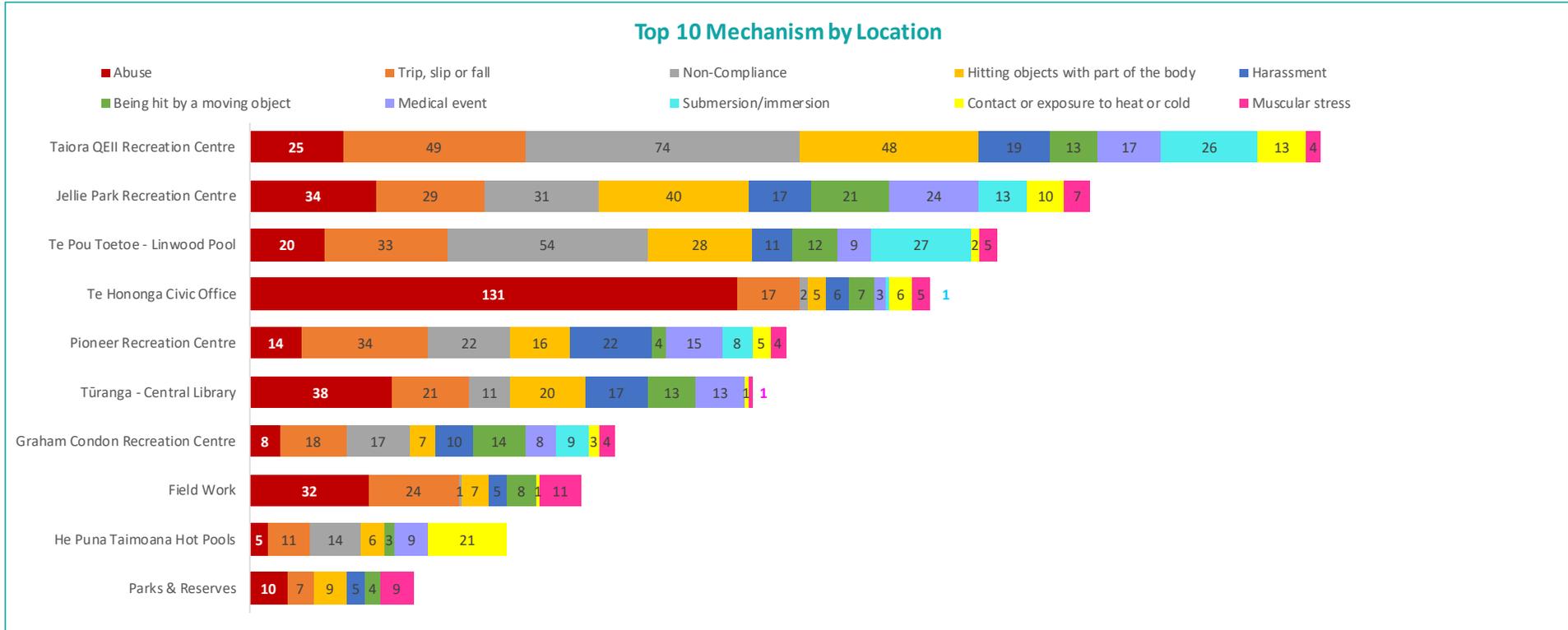


Event Status by Risk Level - Open for 30+ Days Previous 12 Months



Event – Mechanism

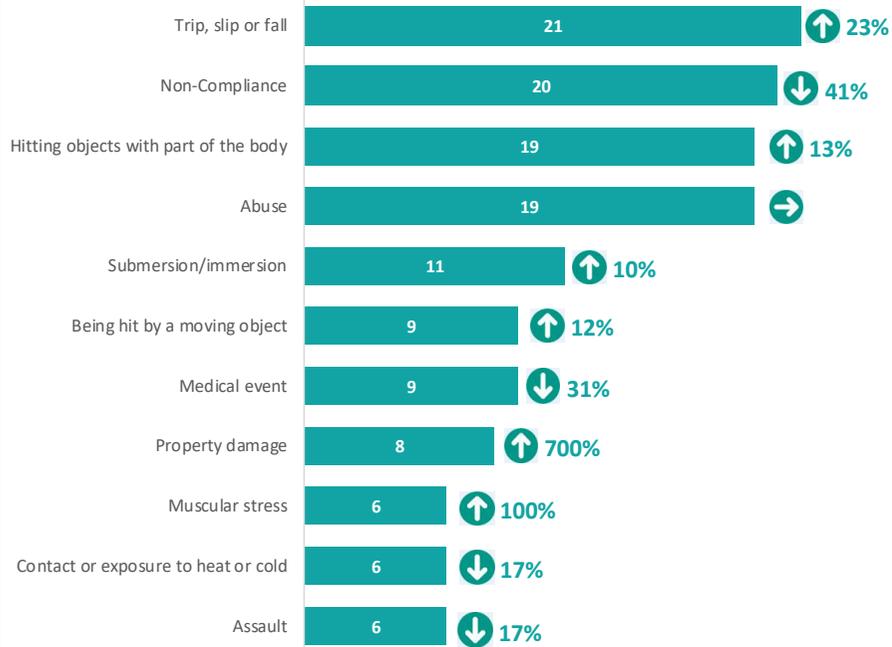
The event mechanism graph remains constant for the year-end. As part of the ABLE replacement project these mechanism will be reviewed to assist in simplifying any output reporting.



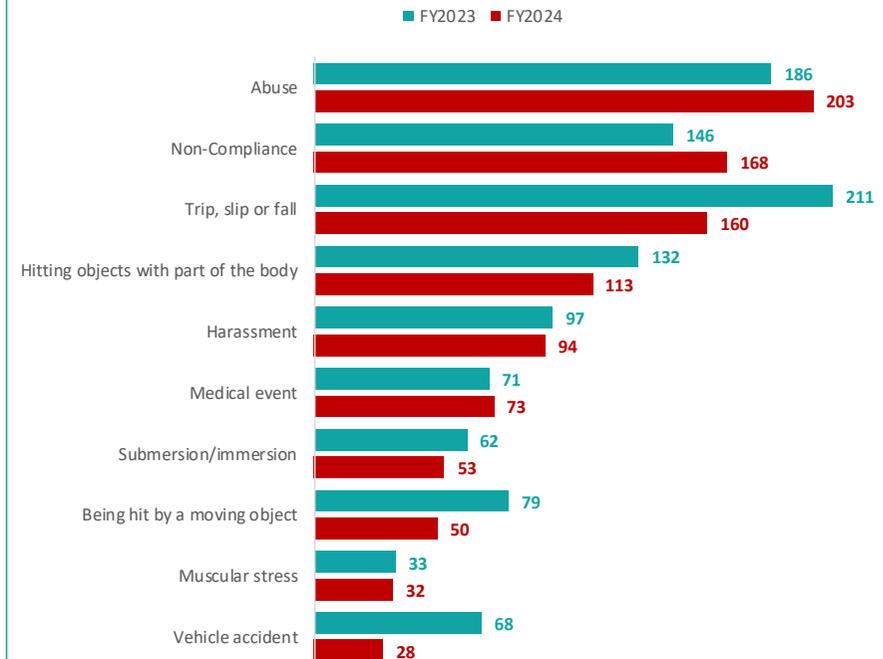
Event – Agency

The top 10 mechanisms for events remain relatively unchanged.
Abuse continues to be a significant risk for front line teams.
Non-Compliance relates to situations where staff have asked a Citizen to comply with a request and they have refused.

Top 10 Mechanism by Agency



Total Mechanism - YTD

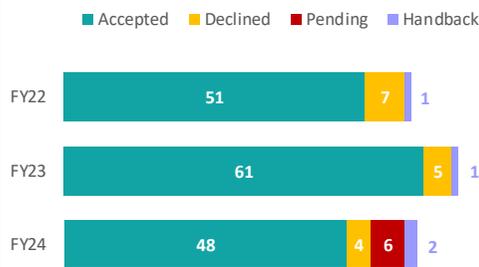


Health, Safety and Wellbeing Governance Dashboard

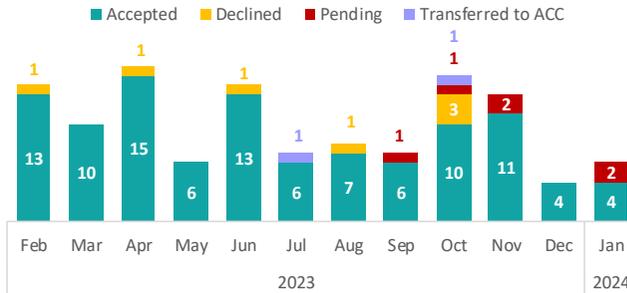
Injury Management - Summary

The 'Total Injury Claim Numbers' have been modified to display the same YTD period for each financial year to provide a direct comparison. For FY24 the Total injury management line graph will include all injury costs including Weekly compensation, Medical fees, WellINZ administration fees and Early Intervention (DPI).

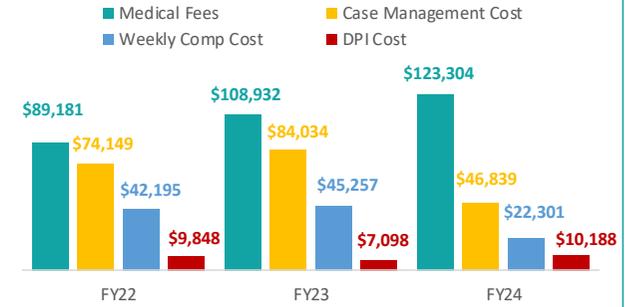
Total Injury Claim Number - YTD



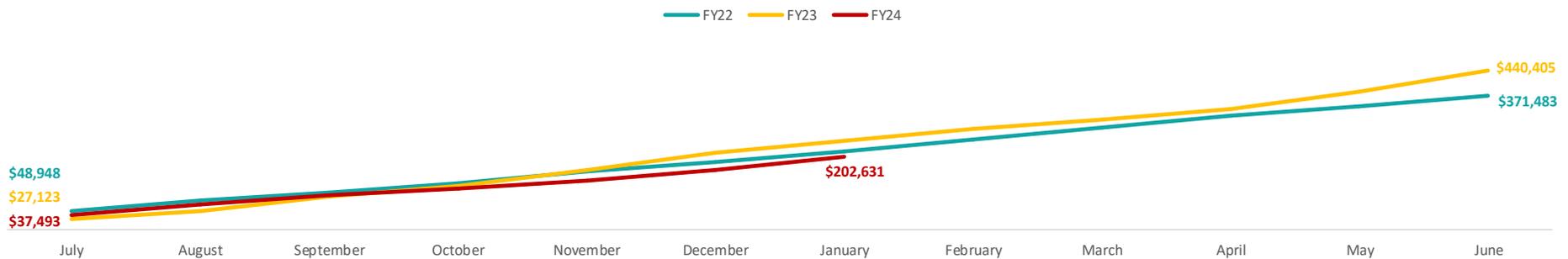
Injury Claim Number - Previous 12 Months



Cost - YTD Comparison



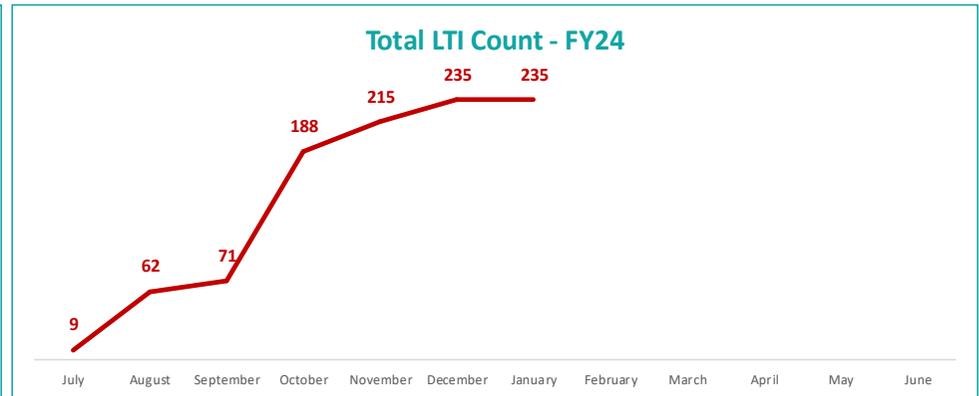
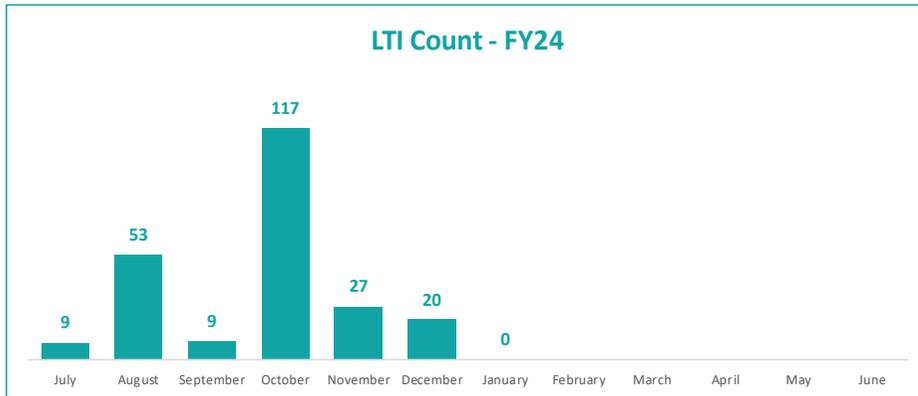
Total Injury Management



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Injury Management – Summary

The number of Lost Time Days YTD comparison shows a continued reduction



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Wellbeing – Employee Support

Workplace Support continues to show a good uptake of services.

HSW team have proposed to the Canterbury Region H&S Forum that statistics are shared to provide an industry comparison during FY24

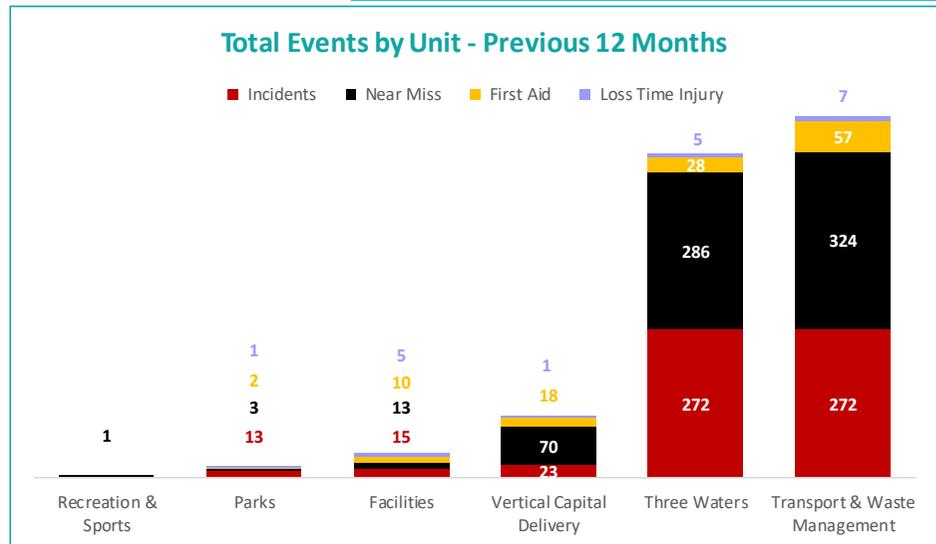


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Contractors Report

Reporting for December 2023 was significantly less than expected. All Project Managers and Contract Engineers are following up with active projects to ensure reporting remains accurate.
 The number of lost time injuries (LTI's) has increased by two as shown below.
 A review of contractor reporting will form part of the ABLE replacement project

Lost Time Injuries – February 2023 to January 2024 19 Cases ↓ 14% from last month	Total Hours Worked – February 2023 to January 2024 1,613,202 Hours ↓ 2.3% from last month	Total Hours Worked – January 2024 148,506 Hours ↑ 69% from last month
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8. Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE REVIEWED FOR POTENTIAL RELEASE
9.	PUBLIC EXCLUDED HEALTH, SAFETY AND WELLBEING COMMITTEE MINUTES - 8 DECEMBER 2023			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	