Date: Friday 7 June 2019
Time: 9:01am
Venue: Committee Room 1, Level 2, Civic Offices, 53 Hereford Street, Christchurch

Present
Deputy Chairperson
Councillor David East
Head of Human Resources
Mark Saunders
Committee and Hearings Advisor
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www.ccc.govt.nz

7 June 2019

Principal Advisor
Prue Norton
Head of Human Resources

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The agenda was dealt with in the following order.

1. **Apologies**
   
   Part C
   
   Committee Resolved HSCM/2019/00004
   
   That the apologies from Councillor Gough and Mr Coleman be accepted.

   Councillor Keown/Mr Harrington  
   
   Carried

2. **Declarations of Interest**
   
   Part B
   
   There were no declarations of interest recorded.

3. **Confirmation of Previous Minutes**
   
   Part C
   
   Committee Resolved HSCM/2019/00005
   
   That the minutes of the Health, Safety and Wellbeing Committee meeting held on Friday, 15 March 2019 be confirmed.

   Mr Harrington/Councillor Keown  
   
   Carried

4. **Public Forum**
   
   Part B
   
   There were no public forum presentations.

5. **Deputations by Appointment**
   
   Part B
   
   There were no deputations by appointment.

6. **Presentation of Petitions**
   
   Part B
   
   There was no presentation of petitions.
7. Health, Safety and Wellbeing Update

Committee Resolved HSCM/2019/00006 (Original Staff Recommendations Accepted without Change)

Part C

That the Health, Safety and Wellbeing Committee:

1. Receives the information in this report.
2. Receives the appended summary (Attachment A) of the Health and Wellbeing Support provided after the 15 March 2019 event.
3. Receives the presentation to this meeting on the upcoming plan for Change Management related to the Council’s new processes and HSW software system (ABLE).
4. Receives the presentation to this meeting on the HSW software system (ABLE) – related to two key functions:
   a. Visible Leadership
   b. Event Reporting

Councillor Keown/Mr Harrington  Carried

8 Resolution to Exclude the Public

Committee Resolved HSCM/2019/00007

Part C

That at 10:53am the resolution to exclude the public set out on pages 18 to 19 of the agenda be adopted.

Councillor East/Councillor Keown  Carried

The public were re-admitted to the meeting at 10:57am.

Meeting concluded at 10:58am.

CONFIRMED THIS 6TH DAY OF SEPTEMBER 2019

COUNCILLOR DAVID EAST
DEPUTY CHAIRPERSON