
Health, Safety and Wellbeing Committee OPEN MINUTES

Date: Friday 19 February 2021
Time: 9.30am
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson	Councillor James Gough
Deputy Chairperson	Councillor Phil Mauger
Members	Mr Paul Coleman Mr Bevan Killick Councillor Sam MacDonald

19 February 2021

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Principal Advisor

Brendan Anstiss
General Manager Strategy &
Transformation

Mark Saunders
Committee and Hearings Advisor
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- Part A** Matters Requiring a Council Decision
Part B Reports for Information
Part C Decisions Under Delegation
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The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Part C

There were no apologies.

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/2021/00001

That the minutes of the Health, Safety and Wellbeing Committee meeting held on Friday, 4 December 2020 be confirmed with this clarification/correction to the comment on Item 7:

The Committee accepted the Staff Recommendations, however expressed concern about the fullness of the remedial actions that were reported. In particular, the Committee emphasised their expectations that the Council organisation comprehensively review the appropriateness of remedial / corrective actions and follow-up actions, ensures that actions include more than reminders, and ensure that a root cause analysis is undertaken to determine the causes of events.

Mr Coleman/Councillor Mauger

Carried

4. Public Forum / Te Huinga Whānui

Part B

There were no public forum presentations.

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. Health, Safety and Wellbeing Quarterly Report

Committee Comment

The Committee accepted the Staff Recommendations and additionally requested that where there is more than one event of the same type, or caused by the same individual, staff provide further information to the Committee on the action being taken. The Committee also requested that staff update the ELT site visit information in the HSW Dashboard.

Officer Recommendations / Ngā Tūtohu

That the Health, Safety and Wellbeing Committee:

1. Receive the Health, Safety and Wellbeing quarterly report.

Committee Resolved HSCM/2021/00002

Part C

That the Health, Safety and Wellbeing Committee:

1. Receive the Health, Safety and Wellbeing quarterly report.
2. Requests that where there is more than one event of the same type, or caused by the same individual, staff provide further information to the Committee on the action being taken.
3. Requests that staff update the ELT site visit information in the HSW Dashboard.

Mr Killick/Mr Coleman

Carried

8. Resolution to Exclude the Public

Committee Resolved HSCM/2021/00003

That at 9.57am the resolution to exclude the public set out on pages 18 to 19 of the agenda be adopted.

Councillor MacDonald/Councillor Mauger

Carried

The Committee reviewed the confidential attachment in public excluded; there being no decisions made while the public were excluded, there are no public excluded minutes.

The public were re-admitted to the meeting at 10.04am.

Meeting concluded at 10.05am.

CONFIRMED THIS 21st DAY OF MAY 2021

**COUNCILLOR JAMES GOUGH
CHAIRPERSON**