

Health, Safety and Wellbeing Committee
OPEN MINUTES

Date: Friday 21 May 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 Bevan Killick Councillor Sam MacDonald

21 May 2021

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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

Committee Resolved HSCM/2021/00004

That the apology for absence received from Mr Paul Coleman be accepted.

Councillor MacDonald/Councillor Mauger

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/2021/00005

That the minutes of the Health, Safety and Wellbeing Committee meeting held on Friday, 19 February 2021 be confirmed.

Mr Killick/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 further made several requests of staff to: investigate staff refresher health and safety courses; develop targets on lead indicators and comment on work being done to meet these; develop reporting on the number of essential staff

and roll out of the COVID-19 vaccination to the organisation; and develop health and safety benchmarking against other councils and relevant public entities.

Officer Recommendations / Ngā Tūtohu

That the Health, Safety and Wellbeing Committee:

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

Committee Resolved HSCM/2021/00006

Part C

That the Health, Safety and Wellbeing Committee:

1. Receives the information in the Health, Safety and Wellbeing Quarterly Report.
2. Requests that staff investigate refresher courses for staff in health and safety.
3. Requests that staff develop targets on the lead indicators and offer commentary on what work is being done to meet the targets.
4. Requests that staff develop reporting to provide the Committee oversight of the number of essential staff and the roll out of vaccination throughout the organisation.
5. Requests that staff develop health and safety benchmarking against other councils and/or other relevant public organisations.

Councillor MacDonald/Mr Killick

Carried

8. Resolution to Exclude the Public

Committee Resolved HSCM/2021/00007

Part C

That at 10.02am the resolution to exclude the public set out on pages 31 to 32 of the agenda be adopted.

Councillor Gough/Councillor Mauger

Carried

The public were re-admitted to the meeting at 10.23am.

Meeting concluded at 10.24am.

CONFIRMED THIS 20th DAY OF AUGUST 2021

COUNCILLOR JAMES GOUGH
CHAIRPERSON