
Health, Safety and Wellbeing Committee OPEN MINUTES

Date: Friday 4 February 2022
Time: 9.31am
Venue: Held by Audio/Visual Link

Present

Chairperson Councillor James Gough – *Via Audio/Visual Link*
Members Chief Executive Dawn Baxendale
Mr Paul Coleman
Mr Bevan Killick – *Via Audio/Visual Link*
Councillor Sam MacDonald – *Via Audio/Visual Link*

Principal Advisor

Lynn McClelland
Assistant Chief Executive, Strategic
Policy & Performance
Tel: 941 8595

Simone Gordon
Committee and Hearings Advisor
941 6527
simone.gordon@ccc.govt.nz
www.ccc.govt.nz

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

Secretarial note: *The Committee Chair and Members Councillor MacDonald and Mr Killick attended the meeting via Audio/Visual link. The rest of the Committee membership and staff attended the meeting in person. Members of the public were provided the option to attend the meeting via Audio/Visual link on request.*

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved HSCM/2022/00001

That the apology received from Councillor Phil Mauer be accepted.

Councillor Gough/Councillor MacDonald

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/2022/00002

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

Councillor MacDonald/Mr Killick

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 & Wellbeing Quarterly Report October-December 2021

The Manager Health and Safety, Duncan Sandeman, presented the Health, Safety & Wellbeing (HSW) Quarterly Report to the Committee, and canvassed updates to the report and developments since the last quarter. It was noted that a recent site visit to Pages Road was well received by staff. The GM Citizens & Community has also done a number of visits to Council pool facilities.

A key theme was a marked increase of abuse towards staff at Council facilities due to vaccine passes and mask use. The Council has engaged security staff from a third-party provider to manage customer entry to facilities.

The Council's Covid-19 staff vaccination policy was finalised on 6 January. Formal consultation with staff received a strong response which helped inform the final policy.

The Committee acknowledged the report, but queried lead indicators needing significant work, with a move towards corrective action notice, planned actions and responsive actions. The Committee requested a memo on how members can be notified of health and safety events, and a schedule of how health and safety events are notified and escalated. Staff present were open to hearing the member's expectations and utilising their expertise, and to keep reporting in line with what other organisations are doing. The Committee and staff agreed to have a workshop to discuss these matters.

The Committee requested a memo outlining the health and safety measures for essential Council staff in response to the Covid-19 Omicron outbreak.

Committee Resolved HSCM/2022/00003 (Original Staff Recommendation Accepted without Change)

Part C

That the Health, Safety and Wellbeing Committee:

1. Receive the information in the Health, Safety & Wellbeing Quarterly Report October – December 2021.

Councillor Gough/Mr Killick

Carried

8. Resolution to Exclude the Public

Committee Resolved HSCM/2022/00004

Part C

That at 10:01am the resolution to exclude the public set out on pages 67 to 68 of the agenda be adopted.

Councillor Gough/Mr Coleman

Carried

The public were re-admitted to the meeting at 10:22am.

Meeting concluded at 10:23am.

CONFIRMED THIS 6TH DAY OF MAY 2022.

COUNCILLOR JAMES GOUGH
CHAIRPERSON