

Health and Safety Council

Title:	Agenda															
Date:	Monday 21 October 2019															
Time:	4.00 pm															
Venue:	Conference Chamber East West Suffolk House Western Way, Bury St Edmunds															
Full Members:	<p style="text-align: center;">Chair Ian Houlder</p> <p style="text-align: center;">Vice Chair Paul Goodspeed</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 35%; text-align: center;"><u>West Suffolk Council (6)</u> (Employer's Side)</td> <td style="width: 35%; text-align: center;"><u>Staff Representatives (6)</u> (Employees' Side)</td> </tr> <tr> <td><u>Conservative Group (3)</u></td> <td>Ian Houlder Karen Richardson Vacancy</td> <td>Lance Alexander Nigel Dulieu Paul Goodspeed Stephanie Grayling David Green Gary Quilter</td> </tr> <tr> <td><u>Spectrum Group (1)</u></td> <td>Trevor Beckwith</td> <td></td> </tr> <tr> <td><u>The Independent Group (1)</u></td> <td>John Smith</td> <td></td> </tr> <tr> <td><u>Labour Group (1)</u></td> <td>Cliff Waterman</td> <td></td> </tr> </table>		<u>West Suffolk Council (6)</u> (Employer's Side)	<u>Staff Representatives (6)</u> (Employees' Side)	<u>Conservative Group (3)</u>	Ian Houlder Karen Richardson Vacancy	Lance Alexander Nigel Dulieu Paul Goodspeed Stephanie Grayling David Green Gary Quilter	<u>Spectrum Group (1)</u>	Trevor Beckwith		<u>The Independent Group (1)</u>	John Smith		<u>Labour Group (1)</u>	Cliff Waterman	
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Note: This Sub-Committee is not governed by the normal Access to Information rules (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012) in the Council. Therefore these meetings are not open to attendance by the public.																
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.															
Quorum:	Four members, comprising at least two employee representatives and two Members of the Council.															
Committee administrator:	Christine Brain Democratic Services Officer (Scrutiny) Tel: 01638 719729 Email: christine.brain@westsuffolk.gov.uk															

Agenda

Note: Whilst these agenda papers are not covered by the normal Access to Information Rules (see agenda front), where items are listed as containing exempt/confidential information, members of the Sub-Committee are requested to treat them as such.

- 1. Substitutes**
Any member (which includes councillors and staff representatives) who is substituting for another member should so indicate, together with the name of the relevant absent member.
- 2. Apologies for Absence**
- 3. Minutes** **1 - 4**
To confirm the minutes of the meeting held on 24 June 2019 (copy attached.)
- 4. Minutes of the Meeting of West Suffolk Health and Safety Group held on 27 August 2019** **5 - 10**
Paper No: **HSS/WS/19/003**
- 5. Employee and Members of the Public Incidents** **11 - 16**
Report No: **HSS/WS/19/004**
- 6. Amendments to the Health and Safety Policy** **17 - 58**
Report No: **HSS/WS/19/005**
- 7. Christmas Fayre 21-24 November 2019 Event Safety Plan** **59 - 78**
Report No: **HSS/WS/19/006**
- 8. Health and Safety Corporate Update and Wellbeing (Verbal)**
- 9. Legislation Updates (Verbal)**
- 10. Health and Safety Lessons Learnt (Verbal)**
- 11. Date(s) of Future Meetings**
The following date(s) for future meetings of the Health and Safety Sub-Committee are listed below. All dates are Mondays starting at 4.00pm and will be held at the venue as indicated:

- 10 February 2020 at the District Offices, Mildenhall