

Health and Safety Council

Title	Agenda														
Date	Monday 8 February 2021														
Time	4.00 pm														
Venue	Facilitated by Microsoft Teams virtual meetings platform only Members and officers attending this meeting are requested to see their separate Outlook meeting invitation to join the meeting.														
Full Members	<p style="text-align: center;">Chair Councillor Ian Houlder Vice Chair Paul Goodspeed</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 35%; text-align: center;">West Suffolk Council (6) (Employer's side)</td> <td style="width: 35%; text-align: center;">Staff Representatives (6) (Employees' side)</td> </tr> <tr> <td style="vertical-align: top;">Conservative Group (3)</td> <td style="vertical-align: top;">Ian Houlder Robert Nobbs Karen Richardson</td> <td style="vertical-align: top;">Lance Alexander Nigel Dulieu Stephanie Grayling David Green Paul Goodspeed Gary Quilter</td> </tr> <tr> <td style="vertical-align: top;">The Independent Group (2)</td> <td style="vertical-align: top;">John Smith Vacancy</td> <td></td> </tr> <tr> <td style="vertical-align: top;">Labour Group (1)</td> <td style="vertical-align: top;">Cliff Waterman</td> <td></td> </tr> </table>				West Suffolk Council (6) (Employer's side)	Staff Representatives (6) (Employees' side)	Conservative Group (3)	Ian Houlder Robert Nobbs Karen Richardson	Lance Alexander Nigel Dulieu Stephanie Grayling David Green Paul Goodspeed Gary Quilter	The Independent Group (2)	John Smith Vacancy		Labour Group (1)	Cliff Waterman	
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Labour Group (1)	Cliff Waterman														
Substitutes	Conservative Group (1)	John Augustine	Natasha Holdgate												
	The Independent Group (1)	Richard Alecock													
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 Telephone 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 - 6**
To confirm the minutes of the meeting held on 12 October 2020 (copy attached.)
4. **Declarations of interest**
Members are reminded of their responsibility to declare any pecuniary or local non pecuniary interest which they have in any item of business on the agenda, **no later than when that item is reached** and, when appropriate, to leave the meeting prior to discussion and voting on the item.
5. **Minutes of the meeting of West Suffolk Health and Safety Group: 6 January 2021** **7 - 12**
Paper number: **HSS/WS/21/001**
6. **Employee and members of the public incidents (April to November 2020)** **13 - 18**
Report number: **HSS/WS/21/002**
7. **Legislation Updates (Verbal Report)**
8. **Covid-19 Update (Verbal Report)**
9. **Amendments to the Health and Safety Policy** **19 - 24**
Report number: **HSS/WS/21/003**

- 10. Training (Verbal Report)**
- 11. Health and Safety Corporate Update including Wellbeing (Verbal Report)**
- 12. Health and Safety Lessons Learnt (Local Authority Specific) (Verbal Report)**