

Health and Safety Council

Title	Agenda														
Date	Monday 13 February 2023														
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 Ian Houlder Vice Chair Nigel Dulieu</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">West Suffolk Council (6) (Employer's side)</td> <td style="width: 33%; text-align: center;">Staff Representatives (6) (Employees' side)</td> </tr> <tr> <td>Conservative Group (4)</td> <td>Nick Clarke Ian Houlder James Lay Robert Nobbs</td> <td>Lance Alexander Sylvia Bayford Nigel Dulieu Stephanie Grayling Gary Quilter Andrew Samson</td> </tr> <tr> <td>The Independent Group (1)</td> <td>Andy Neal</td> <td></td> </tr> <tr> <td>Labour Group (1)</td> <td>Cliff Waterman</td> <td></td> </tr> </table>				West Suffolk Council (6) (Employer's side)	Staff Representatives (6) (Employees' side)	Conservative Group (4)	Nick Clarke Ian Houlder James Lay Robert Nobbs	Lance Alexander Sylvia Bayford Nigel Dulieu Stephanie Grayling Gary Quilter Andrew Samson	The Independent Group (1)	Andy Neal		Labour Group (1)	Cliff Waterman	
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The Independent Group (1)	Andy Neal														
Labour Group (1)	Cliff Waterman														
Substitutes	Conservative Group (1)	Karen Richardson	Natasha Holdgate												
	The Independent Group (1)	Phil Wittam													
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 democratic.services@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 10 October 2022 (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: 4 January 2023** **7 - 14**
Paper number: **HSS/WS/23/001**
- 6. Employee and members of the public incidents** **15 - 20**
Report number: **HSS/WS/23/002**
- 7. Legislative Update - Verbal**
- 8. Health and Safety Training - Verbal**
- 9. Health and Safety Corporate Update (including Wellbeing) - Verbal**
- 10. Health and Safety Lessons Learnt (Local Authority Specific) - Verbal**

11. Dates of future meetings

The following future meetings of the Health and Safety Sub-Committee are listed below – dates yet to be confirmed, but will be held on Mondays starting at 4pm:

- June 2023
- October 2023
- February 2024