

West Suffolk Health and Safety Group

DATE: 31 August 2022 MS Teams

PRESENT: Martin Hosker (MH), John Eden (JE), Andrew Samson (AS), Natasha Holdgate (NH), Stephanie Grayling (SG), Julie Dean (JD).

APOLOGIES: Lance Alexander, Gary Quilter, Sylvia Bayford, Charlotte Fuller, Nigel Dulieu

ADDITIONAL DISTRIBUTION: None

	Item	Points Raised	Action
1.	Apologies	1.1 Apologies as above	All
2.	Minutes of Last Meeting	2.1 MH went through the minutes of last meeting, no issues were raised	All
3.	Health and Safety Statistics	3.1 MH presented the accident statistics for employees and members of the public April 2022 to the end of July 2022. 3.2 The Health and Safety Team will continue to monitor, investigate, and recommend/implement remedial actions where necessary to reduce the likelihood of similar incidents/accidents occurring in the future.	MH H&S team
4.	Statistics from the HSE	4.1 MH presented the fatality statics across all industry for the year 2021/22.	MH
5.	Legislation Update	5.1 No new legislation to discuss.	All
6.	Health and Safety policy	6.1 As previously emailed the link to the new H&S policy that has been re-written and made accessible! If you can go through the whole policy over the next week and let me have any comments, by COP Tuesday 6 September 2022.	All
7.	Training	7.1 IOSH Managing Safely is planned for March 2023 dates TBC. 7.2 There is ongoing first aid training for annual refreshers and requalification's.	
8.	Health and Safety issues around the table	8.1 AS, had concerns staff still were unsure what their responsibilities are in the event of a fire evacuation. MH re-iterated the procedures and asked all group members to highlight them at team meetings, he will also re-publish on the intranet and confirm with VERSE FM that this is covered at induction. 8.2 MH highlighted that there had been an incident at the weekend at Nowton Park during a third-party music festival, this is currently being looked into.	All

9.	Health and Safety News	9.1 JE went through went through incidents and prosecutions of other Councils/Industries that have similar undertakings, outlining the potential lessons to be learnt.	All
10.	Any other Business	10.1 There being no further business the meeting closed at 10.50 am.	All

Next meetings

HSSC – 10 October 2022 (MS Teams)

HSG – 04 January 2023 (Venue/Teams TBC)