

# Minutes of the Meeting of the Health and Safety Group held on 31 August 2023

<b>Report number:</b>	<b>HSS/WS/23/003</b>	
<b>Report to and date(s):</b>	<b>Health and Safety Sub Committee</b>	16 October 2023
<b>Cabinet member:</b>	Councillor Gerald Kelly Cabinet Member for Governance and Regulatory Email: <a href="mailto:gerald.kelly@westsuffolk.gov.uk">gerald.kelly@westsuffolk.gov.uk</a>	
<b>Lead officer:</b>	Richard King Health and Safety Manager Tel: 01284 757010 Email: <a href="mailto:richard.king@westsuffolk.gov.uk">richard.king@westsuffolk.gov.uk</a>	

**Decisions Plan:** **This item is not required to be included in the Decisions Plan.**

**Wards impacted:** **All**

**Recommendation:** That the Health and Safety Sub-Committee are requested to **note** the minutes of the Health Safety Group meeting held on 31 August 2023.

## **1. Context to this report**

1.1 Legislation requires Employers to consult with their employees, or their representatives, on health and safety matters. There are two regulations that require employers to consult with their workforce and they are:

- The Safety Representatives and Safety Committees Regulations 1977 (as amended)
- The Health and Safety (Consultation with Employees) Regulations 1996

## **2. Proposals within this report**

2.1 To note the minutes of the Health and Safety Group meeting

## **3. Alternative options that have been considered**

3.1 None

## **4. Consultation and engagement undertaken**

4.1 Health and Safety representatives from the health and Safety Group, work with employers on health and safety by representing their colleagues in health and safety interests.

## **5. Risks associated with the proposals**

5.1 Legal non-compliance.

## **6. Implications arising from the proposals**

6.1 Financial – None

6.2 Legal Compliance - Statutory duties under Health and Safety legislation.

6.3 Personal Data Processing - Personal data maintained in line with GDPR.

6.4 Equalities – Not applicable

6.5 Crime and Disorder – Not applicable

6.6 Environment or Sustainability – Not applicable

6.7 HR or Staffing – Not applicable

6.8 Changes to existing policies – Not applicable

6.9 External organisations (such as businesses, community groups) – Not applicable

## **7. Appendices referenced in this report**

7.1 Appendix A – West Suffolk Health and Safety Group Minutes 31 August 2023

## **8. Background documents associated with this report**

8.1 Not applicable