

**PERTH AND KINROSS COUNCIL**  
**STRATEGIC POLICY AND RESOURCES COMMITTEE**  
**CORPORATE HEALTH, SAFETY AND WELLBEING**  
**CONSULTATIVE COMMITTEE**

Minute of meeting of the Corporate Health, Safety and Wellbeing Consultative Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Monday 11 March 2019 at 10.00am.

- Present:**
- Representing Perth and Kinross Council**  
Councillor P Barrett  
Councillor K Baird  
Councillor E Drysdale  
Councillor S McCole  
G Boland (on behalf of Executive Director (Education and Children's Services))  
P Johnstone (on behalf of Corporate Human Resources Manager)  
C Flynn (on behalf of the Chief Executive)  
R Lyle, Regulatory Services Manager, Housing and Environment Service  
R Turner, Senior Health and Safety Advisor, Housing and Environment Service
- Trade Union Safety Representatives and Elected Representatives of Employee Safety Committees**  
M Blacklaws (SSTA)  
M Swan (EIS)  
S Hope (Unison)  
S Robertson (Unite the Union)
- In attendance:**
- S Crawford, Head of Property Services, Environment and Housing Service  
L McGeorge, Property Compliance Team Leader, Environment and Housing Service  
K Molley, Professional Trainee, Corporate and Democratic Services
- Councillor S McCole in the Chair

**1. APPOINTMENT OF VICE-CONVENER**

Nominations were sought for the appointment of Vice-Convenor.

M Blacklaws nominated S Hope, seconded by M Swan as Vice-Convenor.  
S Hope be appointed as Vice-Convenor for 6 months to September 2019.

## **2. DECLARATIONS OF INTEREST**

In terms of Councillors' Code of Conduct, Councillor S McCole declared a non-financial interest in Item 5 (Fire Safety Quarterly Report).

## **3. MINUTES**

The minute of the meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 10 December 2018 was submitted and approved for signature subject to the following amendment:

Councillor K Baird was present at the meeting.

## **4. HEALTH AND SAFETY PERFORMANCE QUARTERLY REPORT**

There was submitted a report by the Regulatory Service Manager (Housing and Environment) (G/19/135) preparing to inform and assist the Corporate Health, Safety and Wellbeing Consultative Committee in monitoring health and safety performance across Perth and Kinross Council; and (2) asking for progress to be noted.

In response to a question from Councillor E Drysdale regarding the action taken after an employee injury in Corporate & Democratic Services, S Crawford advised that additional lighting was being installed in that area.

In response to a question from Councillor E Drysdale regarding the number of Violence and Aggression incidents throughout schools, R Turner advised that there is now an online reporting system for behavioural incidents which had raised awareness. P Johnstone added that statistics are presented quarterly to the Joint Negotiating Committee for Teaching Staff. These results are broken down into incident, stage, trend and training that is provided to support staff in dealing with aggressive behaviour from children.

M Swan emphasised the importance of looking at methods to reduce violence and aggression behaviour of children throughout schools. S Hope added that violence and aggression behaviour does not only affect teachers but can also include members of staff such as learning support assistants.

P Johnstone advised that a review is currently underway to look at inclusion and how children are learning and being supported in schools. She added that the review is due to last for 12 months. There will be a report on this subject which will go to the Joint Negotiating Committee for Teaching Staff in due course.

Councillor S McCole raised her concern about the number of action plans outstanding in the Housing and Environment Service. R Turner advised that with regard to actions plans, services follow a timeline, making it difficult to get information before reports are due to Committee. R Lyle added that once an action plan has been completed then another action plan is introduced, creating continuous improvement. S Crawford advised that this issue is on the

agenda for the next Senior Management meeting of the Housing and Environment Service. Councillor E Drysdale suggested that Service Coordinator's be invited to future committee meetings of the Corporate Health, Safety and Wellbeing Consultative Committee.

**Resolved:**

The contents of the report, be noted.

**5. FIRE SAFETY QUARTERLY REPORT**

There was submitted a report by the Health, Safety and Wellbeing Team Leader (G/19/136) informing and assisting the Corporate Health, Safety and Wellbeing Consultative Committee in monitoring fire safety performance across Perth and Kinross Council; and (2) providing the Committee with the Fire Safety Key Performance indicators for Quarter 3 of 2018/19 for noting.

In response to a question from Councillor E Drysdale on fire testing and training at Perth High School, G Boland confirmed that R Speedie (Fire Safety and Prevention Adviser) had been working with the business manager at Perth High School to ensure fire tests are occurring regularly. S Crawford confirmed that there had also been recommendations for a water system at Perth High school with procedures in place. He added that updates are received electronically.

In response to a question from Councillor S McCole regarding the action required at Parkdale and if the works had been completed, L McGeorge confirmed that there are fire risk assessment procedures in place and would provide an update to the next Committee. R Turner added that in residential care homes, regular fire evacuation checks are carried throughout the day to accommodate staff working different shifts.

**Resolved:**

The contents of the report, be noted.

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