

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 10 June 2019 at 10.00am.

- Present:**
- Representing Perth and Kinross Council**
Councillor P Barrett
Councillor R McCall (substituting for Councillor K Baird)
Councillor E Drysdale
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, (on behalf of Executive Director (Housing and Environment Services))
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)
- In attendance:**
- S Crawford, Head of Property Services, Environment and Housing Service
D Henderson, Quality Improvement Officer, Education and Children's Services
L McGeorge, Property Compliance Team Leader, Environment and Housing Service
K Molley, Professional Trainee, Corporate and Democratic Services
- Apologies:**
- Councillors K Baird and S McCole

S Hope in the Chair

1. DECLARATIONS OF INTEREST

There were no Declarations of Interest in terms of the Councillors' Code of Conduct.

2. MINUTES

The minute of the meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 11 March 2019 was submitted and approved for signature subject to the following amendment:

Under item 5, S Crawford confirmed that there had also been recommendations for a water system at Perth High school with procedures now in place.

3. HEALTH AND SAFETY PERFORMANCE QUARTERLY REPORT

There was submitted a report by the Regulatory Service Manager (Housing and Environment) (G/19/35) 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.

D Henderson advised the committee of the new Short Life Working Group which has been set up to support staff in dealing with violence and aggression incidents throughout Education and Children's Services. Violence and aggression incidents are now being reported on the online system DASH which has been well received by staff. There will be a re-launch of the guidance on the use of DASH for reporting incidents to ensure staff of its purpose and the benefit of using the system. A data forum is being established to give more analysis of information gathered and highlight what more can be done to reduce violence and aggression incidents. Recommendations arising from the use of the online system DASH shall be looked at over the school summer holidays. The working group are due to meet again in September to review progress made over the summer.

S Hope and M Blacklaws praised the work of the short life working group. They emphasised the importance of the information gathered from the online recording system and how this is then used to reduce violence and aggression incidents is critical.

In response to a question from Councillor Barrett regarding when there will be an update on the work of the Short Life Working Group, D Henderson advised that an update will be brought to the December meeting of the Corporate Health, Safety and Wellbeing Consultative Committee.

Under paragraph 2.17, S Hope raised his concern about the number of work-related stress incidents, with incidents recorded expected to be much higher. L McGeorge added that current reporting procedures need to be revised so that services understand the importance for the Health and Safety Service to be notified of any work-related stress incidents. Councillor Drysdale added that services are focusing largely on ways to reduce violence and aggression statistics and this needs to also be shown in tackling stress incidents.

In response to a question from Councillor Barrett regarding how to reinforce the need for services to report stress incidents to the Health and Safety

Service, P Johnstone advised that this will be further looked at through the implementation plan of the new Health and Wellbeing Framework. She added that it is important for services to support employees in relation to mental wellbeing as incidents are not always work related and therefore do not get reported to the Health and Safety Service. It is up to the individual themselves to report these types of incidents to their line manager who should then complete and submit the necessary paperwork.

Resolved:

The contents of the report, be noted.

4. FIRE SAFETY QUARTERLY REPORT

There was submitted a report by the Health, Safety and Wellbeing Team Leader (G/19/36) 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 4 of 2018/19 for noting.

In response to a question from Councillor Barrett regarding the absence of fire audits taken by the Fire and Rescue Service this quarter, R Turner advised that even though this does not happen often, it is not unusual and can depend on the Fire and Rescue Services priority of business.

Councillor Barrett showed appreciation for the completed work at Dalweem Residential Care home.

Resolved:

The contents of the report, be noted.

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