

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 December 2018 at 10.00am.

Present: **Representing Perth and Kinross Council**
Councillor P Barrett
Councillor K Baird
Councillor S McCole
Councillor M Williamson (Substituting for Councillor E Drysdale)
G Boland (on behalf of Executive Director (Education and Children's Services))
P Johnstone (on behalf of Corporate Human Resources Manager)
R Lyle, Regulatory Services Manager, Housing and Environment

Trade Union Safety Representatives and Elected Representatives of Employee Safety Committees
M Blacklaws (SSTA)
M Swan (EIS)
S Hope (Unison) (From item 4 onwards)

In attendance: S Crawford, Head of Property Services, Housing and Environment
R Turner, Senior Health and Safety Advisor, Housing and Environment
L McGeorge, Property Compliance Team Leader, Housing and Environment
J Walker, Information Compliance Officer, Corporate and Democratic Services
K Molley, Professional Trainee, Corporate and Democratic Services

Apologies: Councillor E Drysdale and C Flynn (on behalf of the Chief Executive), Corporate and Democratic Services.

Councillor S McCole in the Chair

1. APPOINTMENT OF VICE-CONVENER

It was agreed to defer the item of Appointment of Vice-Convener to the next meeting as not all trade union representatives were present.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

The minute of the meeting of the Corporate Health, Safety and Wellbeing Consultative Committee of 17 September 2018 was submitted and approved for signature subject to the following amendment:-

Under item 5, the reason for the decrease in defibrillator training is due to the fact that defibrillators are becoming personalised and community based.

In response to a query from Councillor P Barrett on an update of sharps in households, S Crawford advised the Committee that each incident is processed and dealt with individually.

4. HEALTH AND SAFETY PERFORMANCE QUARTERLY REPORT

There was submitted a report by the Health, Safety and Wellbeing Manager (Housing and Environment) (G/18/184) (1) preparing to inform and assist the Corporate Health, Safety and Wellbeing Consultative Committee in monitoring health and safety performance across Perth and Kinross Council. This report asks for progress to be noted.

S HOPE ENTERED THE MEETING AT THIS POINT.

In response to a query from Councillor M Williamson regarding the number of road accidents and whether this is linked to tiredness and exhaustion, R Turner explained that road collisions are usually due to human error instead of tiredness and exhaustion.

Councillor S McCole raised concerns that there has not been significant movement in reducing the number of outstanding actions throughout health and safety reports and suggested going back to the service departments to find out more information.

Resolved:

The contents of the report, be noted.

5. FIRE SAFETY QUARTERLY REPORT

There was submitted a report by the Health, Safety and Wellbeing Manager (G/18/185) 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 2 of 2018/19 for noting.

In response to a query from Councillor S McCole on the outstanding work at Parkdale, L McGeorge confirmed that fire safety checks have not yet taken place as construction on the building is waiting to commence first.

Resolved:

The contents of the report, be noted.

6. CUSTOMER CONTACT – UNACCEPTABLE ACTIONS POLICY

There was submitted a report by the Head of Legal and Governance Services (G/18/206) presenting a policy on dealing with unacceptable actions by the Council's customers.

In response to a query from M Blacklaws on who 'we' stands for (Appendix 1, paragraph 3.3) when taking necessary action in dealing with an unacceptable action, J Walker confirmed that the corporate complaints team seek guidance from the legal team or their line manager when dealing with a customer complaint.

In response to a query from Councillor S McCole regarding how the public will be made aware of the unacceptable actions policy, J Walker explained that a copy of this document will be made available on the Perth and Kinross Council website, displayed in all public offices and will be present in public leaflets so that employees and the public are aware of the policy.

Resolved:

The Unacceptable Actions Policy, be noted.

7. TIMETABLE OF MEETINGS FOR 2019

Monday 11 March
Monday 10 June
Monday 9 September
Monday 9 December

All meetings commence at 10am.

~~~~~