

AGENDA ITEM 1

DECISIONS OF THE CORPORATE HEALTH AND SAFETY JOINT NEGOTIATION AND CONSULTATION COMMITTEE

6 September 2011

*Councillor Wendy Prentice (Chairman)

*Mr Paul Coles (Vice-Chairman)

Employers' Side	Employees' Side	
Councillors:		
* John Hart	* Ms Christine Hayes	}Staff Side
* Ross Houston	Mr Hugh Jordan	}Representatives
* Andrew Strongolou	* Ms Val Kemp	}
* Stephen Sowerby	* Ms Tracey Lowe	}
* Jim Tierney (substituting for Andrew McNeil)	Mr Chris Ward	}
	<i>Vacancy</i>	}
	* Mr Keith Nason	}Teachers'
	<i>Vacancy</i>	}Representatives
	<i>Vacancy</i>	}

*denotes Member present

\$denotes Member absent on Council business

**(1) MINUTES and MATTERS ARISING FROM THE MEETING HELD ON
7 March 2011 (Agenda Item 1):**

Officers undertook to contact the appropriate Children's Service manager regarding EpiPen training and resolved in the minute (4) of the 7 March 2011 meeting.

**RESOLVED – That the minutes of the last meeting held on
7 March 2011 be agreed as a correct record.**

(2) APOLOGIES FOR ABSENCE (Agenda Item 2):

Apologies for absence were received from Councillor Andrew McNeil, for whom Councillor Jim Tierney substituted.

Apologies for absence were also received from Mr Hugh Jordan.

**(3) DECLARATION OF MEMBERS' PERSONAL AND PREJUDICIAL
INTERESTS (Agenda Item 3):**

There were no such declarations.

(4) UPDATE REPORT (Report of the Deputy Chief Executive) (Agenda Item 4.1)

The Chairman and Members of the Committee paid tribute to the sad passing of Alan Homes, who had served Barnet with distinction for many years.

RESOLVED – That the Committee noted the progress since the last meeting.

(5) CORPORATE HEALTH, SAFETY AND WELFARE POLICY – SECTION B (Report of the Deputy Chief Executive– Agenda Item 4.2)

The Committee agreed the revisions to Section B of the Corporate Health, Safety and Welfare Policy, subject to the Secretary to the Employer's side making the following changes:

- To amend the Health and Safety Responsibilities – Council Director's Group (Appendix 1) to make reference to procedures and arrangements being devised and implemented "in consultation with the Trade Unions".
- To involve Trade Union representatives with the health and safety responsibilities of the Safety Leadership Officer (Appendix 2).
- To rename Appendix 5 "Head Teachers" and to remove specific reference to Community Schools.
- To amend the policy to explicitly state where appropriate that "Copies of reports shall be available to Trade Unions on request".

The Secretary to the Employers' Side also agreed to assess the need to include volunteers in the council's policy and if so the most appropriate place to include those requirements.

RESOLVED: –

- 1. That the revisions to Section B of the Corporate policy be approved, subject to the above amendments.**
- 2. That the Secretary to the Employers' Side publicise the revised arrangement in accordance with paragraph 9.5.**
- 3. That the Secretary to the Employers' Side review to assess the need to include the volunteers in the councils policy and if so the most appropriate place to include those requirements.**

(6) CORPORATE HEALTH, SAFETY AND WELFARE POLICY – WORKING IN PARTNERSHIP (Report of the Deputy Chief Executive - Agenda Item 4.3)

The Committee agreed the revised arrangements for working in partnership, subject to the Secretary to the Employers' side to drafting

an additional paragraph setting out the duties of the Safety co-ordinator.

The Committee agreed that this paragraph would be distributed for agreement by e-mail.

RESOLVED -

- 1. That the revised arrangements for Working in Partnership be approved, subject to the drafting and approval of the above amendment.**
- 2. That the Secretary to the Employers' Side publicise the revised arrangement in accordance with paragraph 9.5.**

(7) CHILDREN'S SERVICE ANNUAL HEALTH, SAFETY AND WELFARE REPORT FOR THE YEAR ENDING 31 AUGUST 2011 (Report of the Deputy Chief Executive - Agenda Item 4.4)

The Committee received a report setting out the Health, Safety and Welfare arrangements within the Children's Service for the year ending 31 August 2011.

The Committee agreed to reclassify the 'Emergency First Aid at Work' course 'Emergency First Aid at Work – Refresher Course'.

RESOLVED – That the report be noted.

(8) REPORTS OF THE SECRETARY TO THE EMPLOYEES' SIDE

There were no such reports.

(9) ANY OTHER BUSINESS TO WHICH BOTH SIDES AGREE THE INTRODUCTION (Agenda Item 6)

The Committee thanked the recently retired Dan O'Connell for his service both to the Committee and to Barnet.

The meeting ended at 7:48pm

