

Minutes of the **General Purposes Committee**
of the **Test Valley Borough Council**
held in Conference Room 1, Beech Hurst, Weyhill Road, Andover
on 6 November 2019 at 4.00 pm

Attendance:

Councillor K Hamilton (Chairman)

Councillor K North (Vice-Chairman)

Councillor Z Brooks

Councillor N Gwynne

Councillor S Cross

Councillor I Jeffrey

Councillor M Flood

Councillor P North

Also in attendance

Councillor T Burley

Councillor C Dowden

Apologies for absence were received from Councillors N Adams-King and D Baverstock

189 Urgent Items - Appointment to the Employment Appeals and Ethics Sub-Committee

Consideration was given to a report of the Head of Legal and Democratic Services which requested the Committee to appoint a member to the Employment Appeals and Ethics Sub-Committee in place of Councillor Farrer.

Councillor Farrer was appointed to the Sub-Committee on 20 May 2019. The Council was aware that Councillor Farrer had publically expressed his wish to resign from his position as a Councillor and therefore is not available to fulfil the function of service on the Sub-Committee.

An Employment Appeals and Ethics Sub-Committee hearing has been scheduled in the near future and three out of five members are required to attend in order to be quorate. Due to the special circumstances described above the Chairman considered this should be dealt with as an urgent item so that there was a sufficient pool of Members available to form an effective Employment Appeals and Ethics Sub-Committee to deal with the business at the upcoming hearing.

The reduction in the number of members able to serve on an appeal hearing meant that it was difficult to convene a hearing in a timely manner.

Resolved:

That Councillor Kevin Farrer is replaced by Councillor Gwynne as a member of the Employment Appeals and Ethics Sub-Committee of the General Purposes Committee.

190

Minutes of the meeting held on 30 July 2019

Resolved:

That the minutes of the Employment Appeals and Ethics Sub-Committee held on 30 July 2019 be confirmed and signed as a correct record.

191 **Annual Health and Safety Performance Report 2018 - 2019**

Consideration was given to a report of the Head of Environmental Services which summarised significant health and safety management activities over a twelve month period (April 2018 to March 2019) covering key achievements, council-wide statistics and developments for the year ahead. The report also demonstrated the Council's compliance with its statutory responsibilities under the Health and Safety at Work etc. Act 1974 and subsequent regulations.

The Council's Health and Safety function had delivered on its objectives during the year. A few highlights of the year were;

- The total number of accidents has reduced by 26% year-on-year.
- The total number of all incidents recorded (accidents, near-miss and violent incidents) has reduced by 23%.
- A number of safety training courses were run: Fire Warden, Ladder safety, Manual handling and Conflict management.

The Council's continued ability to manage health and safety in a good and proportionate manner reduced the likelihood of non-routine inspections by the Health and Safety Executive (HSE).

The approval of the Annual Health and Safety Report 2018-2019 would fulfil the Council's obligation to health and safety legislation and would reinforce its commitment to following HSE best practice guidance.

Resolved:

That the Annual Health and Safety Report 2018-2019 be approved.

(The meeting terminated at 4.17 pm)