



NOTICE OF MEETING

HOUSING & SOCIAL CARE SCRUTINY PANEL

THURSDAY, 25 NOVEMBER 2021 AT 2.00 PM

COUNCIL CHAMBER - THE GUILDHALL

Telephone enquiries to Anna Martyn Tel 023 9283 4870
Email: anna.martyn@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Information with regard to public access due to Covid precautions

- Attendees will be requested to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting. Around one in three people who are infected with COVID-19 have no symptoms so could be spreading the virus without knowing it. Asymptomatic testing – getting tested when you don't have symptoms - helps protect people most at risk by helping to drive down transmission rates. We strongly encourage you to take up the habit of regular asymptomatic testing to help prevent the spread of coronavirus to your colleagues and residents you work with.
- We strongly recommend that attendees should be double vaccinated.
- If symptomatic you must not attend and self-isolate following the stay at home guidance issued by Public Health England.
- All attendees are recommended to wear a face covering while moving around within the Guildhall.
- Although it will no longer be a requirement attendees may choose to keep a social distance and take opportunities to prevent the spread of infection
- Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall and are requested to follow the one-way system in place.
- Attendees are encouraged book in to the venue (QR code). An NHS test and trace log will be retained and maintained for 21 days for those that cannot or have not downloaded the app.
- Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

Membership

Councillor Cal Corkery (Chair)
Councillor Stuart Brown
Councillor Lee Hunt

Councillor Gemma New
Councillor Robert New
Councillor Linda Symes

Standing Deputies

Councillor Matthew Atkins
Councillor Tom Coles
Councillor Lewis Gosling

Councillor Ian Holder
Councillor Scott Payter-Harris
Councillor Rob Wood

(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

AGENDA

Meeting information: Risk assessment for the Council Chamber

- 1 Apologies for absence**
- 2 Declarations of interest**
- 3 Minutes of previous meeting on 11 November 2020 (Pages 7 - 8)**

RECOMMENDED that the minutes of the meeting held on 11 November 2020 be approved as a correct record.

- 4 Review into repairs and maintenance**

To agree a scoping document for a review into repairs and maintenance.

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Whilst every effort is made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

Coronavirus Risk Assessment for the Council Chamber, Guildhall

Date: 21 October 2021(based on Government Autumn and Winter Plan and associated Guidance published September 2021)

Review date: Next time Government guidance is updated

Author: Lynda Martin, Corporate Health and Safety Manager, Portsmouth City Council

Coronavirus Risk Assessment for the Council Chamber, Guildhall

Manager's Name and Job Title completing Risk Assessment:	Lynda Martin Corporate Health and Safety Manager	Risk Assessment Dept:	Corporate Services	Date:	21 October 2021	Signature:	
		Location:	Council Chamber, Guildhall				

Hazard	Who could be harmed and how	All controls required	How controls will be checked	Confirmed all in place or further action required
Risk of exposure to Covid-19 virus - Ventilation	Staff, contractors and attendees	<ul style="list-style-type: none"> • The capacity for the Guildhall Council Chamber for all attendees (including members of the public) has been calculated to be maximum of 30 people to accommodate 2 m social distancing. • Improvements in ventilation permits up to an additional 30 attendees. Members of the public will be advised to follow Covid safety recommendations. If 2m social distancing cannot be maintained then face coverings should continue to be worn and should only be removed when addressing the meeting. • The actions taken to maximise ventilation in the Guildhall Council Chamber includes: <ul style="list-style-type: none"> ○ The removal of internal casement secondary glazing windows. ○ Large casement windows will be opened. ○ Pedestal fans - positioned in each of the wing areas and along the back wall behind the pillars, maximum speed and modulation setting. ○ High level doors and window - the double doors to the high level galleries and the gallery corridor window will be opened. 	Security staff will be available to ensure numbers are not exceeded. Staff will ensure windows are open and fans switched on.	In place
Page 4 Risk of transmission of virus - Risk mitigation	Staff, contractors and attendees	<ul style="list-style-type: none"> • The Guildhall takes its responsibility to help limit the risk of infection seriously and has the following measures and requirements in place, attendees should: <ul style="list-style-type: none"> • Be double vaccinated. • Have a negative Asymptomatic / lateral flow device within 48 hours of a meeting. • Wear face coverings at all times, unless exempt. • Follow Track & Trace requirements - track and trace QR posters will be displayed to allow check in. • Not attend if their result is positive attendees must and follow government guidance regarding isolation: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place
Risk of transmission of virus - Hygiene and prevention		<ul style="list-style-type: none"> • Wash hands for 20 seconds using soap and water or hand sanitiser. • Maintain good hygiene particularly when entering or leaving. • Hand sanitiser will be located at the entrance of the building. • Hand sanitiser and wipes will be located in the meeting room. • Additional cleaning measures are in place, door handles, surfaces, etc. • No refreshments will be provided. Attendees should bring their own water bottles/drinks. • All attendees should bring and use their own pens/stationery. • Doorways marked, where possible, with entry and exit channels. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place

Hazard	Who could be harmed and how	All controls required	How controls will be checked	Confirmed all in place or further action required
		<ul style="list-style-type: none"> Only one person should use the lift at a time. Attendees should follow entry/exit signage to and around the building. Each speaker to have their own microphone. No sharing of microphones. 		
PPE	Staff, contractors and attendees	<ul style="list-style-type: none"> All attendees must wear a face covering and are encouraged to bring their own. Face coverings to be available at the entrance to the Guildhall if required. Gloves, anti-bacterial wipes and bin bags to be provide to all events staff. Sanitiser available at the entrance and exit of the building and in reception areas. <p>The following guidance on using face coverings should be followed:</p> <ul style="list-style-type: none"> Wash/sanitise hands prior to fitting the face covering Avoid touching face or mask, to not contaminate the covering Change face covering if it becomes damp or contaminated Continue to wash hands regularly 	Posters displayed Guidance provided in advance of meeting to all attendees.	In place
Financial Risk	Staff, contractors and attendees	<ul style="list-style-type: none"> The council meeting may need to be cancelled at short notice if the Covid-19 situation changes due to local outbreaks, local sustained community transmission, or a serious and imminent threat to public health. Contact details of all attendees held by the event manager to enable easy efficient cancellation. Technology in place to move to virtual council meeting if required and permitted by legislation. 	Financial commitments minimised wherever possible. PCC Insurance department aware of council meeting.	In place

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Updates	<ul style="list-style-type: none"> This risk assessment is a live document and will be updated as new information becomes available. All managers should feel free to adapt the measures contained within this risk assessment when assessing the risks for their own department's work activities/ premises.
Further information	<ul style="list-style-type: none"> Further government information on support during the coronavirus pandemic can be found here HSE guidance, on working safely during the coronavirus pandemic can be found here Staff wellbeing advice during the coronavirus pandemic can be found here

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Agenda Item 3

HOUSING & SOCIAL CARE SCRUTINY PANEL

Minutes of the meeting of the Housing & Social Care Scrutiny Panel held virtually on Wednesday 11 November 2020 at 2.30 pm

Present

Councillor Luke Stubbs (in the Chair)
Cal Corkery
Leo Madden
Will Purvis
Steve Wemyss

- 1. Apologies (AI 1)**
Apologies for absence were received from Councillor Jason Fazackarley.
- 2. Declarations of Members' Interests (AI 2)**
There were no declarations of interests.
- 3. Minutes of the previous meeting held on 20 September 2019 (AI 3)**

RESOLVED that the minutes of the meeting held on 20 September 2019 be agreed as a correct record.

- 4. Review of the experiences gathered after the decant of residents from tower blocks (AI 4)**
Paul Fielding, Assistant Director of Housing, Housing, Neighbourhood & Building Services, introduced the review of experiences gathered after the decant of residents from tower blocks. Members agreed to sign off the review.

Members suggested topics for the panel's next review. Although a social care topic had been suggested as the last two reviews had covered housing topics, and a review could examine how services have performed during the Covid-19 pandemic, it was felt to be inappropriate for the time being. The current priority for health and social care organisations is dealing with Covid-19 whilst with reduced staff. Aspects such as the transfer of residents to care homes were national issues where lessons may be learnt as a whole. In addition, organisations may be defensive discussing sensitive matters such as deaths in care homes.

The need for mental health support is expected to increase greatly because of Covid-19. In particular, more support may be needed for those with lower level needs to prevent them escalating. However, members felt that as with social care topics this theme could be considered once Covid-19 subsides to see what could be done better or differently. Some aspects of scrutinising mental health may come under different bodies.

Another suggestion was repairs and maintenance services provided by housing associations which members thought was more appropriate. Members were aware of residents who have had problems with housing associations and a review could consider how associations manage their properties compared with the council. The advantages and disadvantages of

different practices amongst associations or between associations and the council could be considered. A review could help improve standards.

With regard to the council having the authority to scrutinise housing associations Mr Fielding said that it could ask them to engage but was unsure of the council's legal powers. Housing has a regulatory role in housing standards but this mainly applies to the private sector; however, Housing can investigate housing associations. It would be more beneficial to scrutinise several associations rather than just one. Complaints about associations usually go through their own complaints process and then to the Housing Ombudsman. However, members said the process could be very slow and bureaucratic.

Members agreed that the topic of their next review would be:

"To review the procedures and performance of housing associations in relation to repairs and maintenance."

RESOLVED that the report be signed off and submitted to the Cabinet for consideration.

The meeting concluded at 14.57 pm.

Councillor Luke Stubbs
Chair