



JOINT HEALTH AND SAFETY COMMITTEE (JHSC)

Minutes for September 14, 2023

9:30 a.m. to 3:30 p.m.

In Attendance: Lee-Anne Feltham (Co-Chair), Janice McCoy (Alternate Co-Chair) Natasha Baines, Terrena Bennett, Evan Cooper, Jamieson Dyer, Jeff Gervais, Angela Gushue, Krista Hudson, Deborah Langdon, Amy Lapensee, Ken Messervey, Don Rutherford, Bill Tyers, Wanda Mills-Boone

Regrets: Paula Hall (Co-Chair), Pam LeMaistre

Resources: Jennifer Smail, Occupational Health and Safety, Melissa Peters (recording)

Timed item resource/guest: Brian Garbutt, Team Manager of Operations

1 Call to Order and Acknowledgements

The meeting was called to order and acknowledgement given that we are gathered on traditional unceded territory of the Algonquin People.

2 Welcome & JHSC Overview including:

i. Terms of Reference

An overview was provided of the *Terms of Reference for the Structure and Function of the JHSC*. This version was approved in January 2022 by the Ministry of Labour, Immigration, Training and Skills Development (MLITSD). The Terms of Reference provides information about the composition and operating practice of OCDSB's JHSC and outlines the role of Worksite Safety Representatives. Pursuant to 9(18) of the *Occupational Health & Safety Act*, the function of the JHSC includes to identify situations that may be a source of danger or hazard to workers and to make recommendations for the improvement of health and safety of workers.

ii. Certification

All members and alternates are required to take the Part One and Part Two Certification courses. Emails have gone out from OH&S to those who need this training. Please contact OH&S with any questions about certification or recertification training.

iii. JHSC Member List & Designated Contact List

Both lists screened. The JHSC Member List is posted on the Safety Bulletin Board at all OCDSB sites. Information was confirmed during the meeting as this list will be distributed soon with the approved June minutes. The Designated Contact List is for internal use and contains more specific information related to training and alternates. This document can be updated at any time with new information. For contact priority, dangerous circumstance is the only activity that must be certified to investigate.

	<p>Action 14 September 2023: Paula and Lee-Anne- Employee update or in the staff portal, share the JHSC member list.</p> <p>iv. JHSC Meeting Dates Discussion on meeting dates and the format of meetings. Views shared if in person, virtual or hybrid would assist with accessibility to attend meetings. Need a designated confidential space to take phone calls if in person. It was noted that Superintendentcy is now full day but believe the dates have not changed. Administrators some months would be out two days in a row. Virtual would allow administrators to be in the school but can be challenging to take part in meetings. Would like both Co-Chairs present for this discussion so will add back on next month's agenda. Action 14 September 2023: Co-Chairs add to October JHSC Agenda and Lee-Anne follow up about space for calls</p> <p>v. JHSC Goal Chart 2023-2024 The first Goal Chart was created years ago after the OCDSB's JHSC was part of a provincial pilot of an assessment tool. Over the years have aligned with OCDSB's strategic plan and the Cultures of Innovation, Social Responsibility and Caring. New strategic plan now with the key areas of focus being Learning, Well-Being and Social Responsibility. The Goal Chart has one column for focus on agenda items and could expand for the Subcommittees. Action 14 September 2023: Co-Chairs will review and bring back draft</p>
3	<p>Approval of Agenda - 14 September 2023 The 14 September 2023 agenda was approved with the addition of COVID-19 as agenda item 21. The updated <i>Home and Community Visits Safety Guidelines for School Social Workers</i> will be added to the upcoming Workplace Violence Prevention Subcommittee agenda.</p>
4	<p>Approval of Minutes – 9 June 2023 The JHSC minutes from the 9 June 2023 meeting were approved. Action 14 September 2023: OH&S to follow up and get them out with the JHSC member list.</p>
5	<p>Action item Tracker Updates The Action Item Tracker Chart in the JHSC shared drive was reviewed. A few items still outstanding from 2022-2023. Will see if these can get closed off and any outstanding items will move next month to the 2023-2024 tracker chart.</p>
6	<p>Recommendation Tracker Updates <i>Full responses to recent recommendations are available through a link in the Joint Health and Safety Committee Conference in GEM Groups for all employees to view.</i> This agenda item is to highlight any new information in the tracker chart with respect to any previous recommendation made. JHSC members should add specific recommendations to the agenda if they want to discuss during a meeting.</p>

BUSINESS

7 11:00 a.m. Timed item: Update on Pest Control Company, Guest Brian Garbutt

Brian was welcomed and he provided an update on pest control that included the following:

- Rentokil/Terminix is the new OCDSB vendor for pest control. The OCDSB and Ottawa Catholic School Board (OCSB) often take turns tendering to save resources and money and this time it was the OCSB who tendered for this contract.
- The OCDSB has used this company in the past. There is new staff and new protocols in place since the Charles H. Hulse Public School incident.
- Chief Custodians do not directly call the company and use the work order system to put in a request.
- The contract determines the product or treatment being used. The company uses an Integrated Pest Management Program to address the issues. For most pests, it is a mild gel or dust product that is used. For mice, a box trap and for wasps, a foaming spray is used that is put in the nest or cravats. Wildlife management and relocation is bound by City of Ottawa policies and can only be moved 1km away. Usually, school yard activity makes wildlife move along.
- For sprays, it would only be for wasps and it's a foam that fills out. Occasionally, a light spray for exterior ant infestation. Spraying for cockroaches is a last resort. It's been 4-5 years and have not had to do any spray for cockroaches or bed bugs.
- The pricing for service has gone up. We are having the pest control company do monthly inspections, but we are analyzing the costs to see if that will be able to be continued.

A question was asked, who is responsible for removing the rodent and cleans up the droppings? Custodial staff clean up the droppings and clean and reset the traps. If an employee is not comfortable removing the dead rodent and resetting the traps, we have another staff member of the pest control company return but for the most part it is custodial staff that reset the traps.

It was asked if Rentokil can come back more than the once a month? They do. An example was given; if they treat a wasp nest yet we still see activity, they follow up after they have treated it the first time.

A question was asked about keys for the traps, Brian will inquire. For the snap traps custodial staff can use those but if the traps are licensed as a pesticide, they are not to touch it and only a licenced person can touch those ones.

A pest control procedure has been discussed since the Charles H. Hulse PS incident. The draft was too specific to what was in the previous pest control contract and needs to be kept more general. Operations has the draft procedure right now and will work with OH&S to move it forward.

It was noted not to rely on pest control company, and that if there are sightings that pest management strategies should be implemented. Also, timely to have these reminders prior to the summer or other breaks when the rooms are unoccupied. Memos are good for these reminders and could have a checklist as part of the procedure to check before leaving for a break.

8 Extreme Weather - Heat including Procedure PR.581.HS, Health and Safety Concern Forms Submitted and Memo May 2023

Started the school year out with some extreme weather. Many concerns were raised including from 52 Health and Safety Concern Forms submitted from 30 August 2023 until 13 September 2023 from the following 17 schools:

- Elementary Schools: Arch Street Public School, Berrigan Elementary School, Carleton Heights Public School, Farley Mowat Public School, Glashan Public School, Henry Larsen Elementary School, Heritage Public School, John Young Elementary School, Kars on the Rideau Public School, Pinecrest Public School, Sawmill Creek Elementary School, Shingwàkons Public School, Stittsville Public School, Westwind Public School, and Woodroffe Avenue Public School
- 7-12 School – Earl of March Secondary School
- Secondary School – John McCrae Secondary School

There was a range of concerns brought forward from schools and/or portables with no air conditioning to schools and/or portables with air conditioning systems that were not operating to cool down rooms.

These excessive temperatures made working and learning environments challenging and many felt unwell and experienced symptoms such as nausea, headache, exhaustion, and dizziness. Concerns also raised for pregnant staff and students with special needs. Questions raised why schools remained open while schools in Quebec closed during the heatwave. It was noted that many may not have air conditioning at home so do not have any respite from the heat.

Some forms and concerns raised were resolved from the corrective actions taken. Any outstanding Health and Safety Concern forms will be reviewed at the first Inspection Subcommittee meeting.

Currently, no upper limit in legislation. Falls under 25(2)(h) in the *Occupational Health and Safety Act* to take every precaution reasonable in the circumstances for the protection of a worker.

Facilities monitor temperatures and there is a purge where try to get rid of the hot air and replace with cooler outdoor air, but only if the air is cooler outside. Last week this could not happen as the air in the evening did not cool down significantly.

Temperature set points are approved by the Trustees. The most recent set point for cooling is 25°C, with thermostats being set to 24.5°C and for heating, the set point is 21°C and 21.5° for the buffer. It was noted that it could be set at a temperature but could climb before it comes down. There are some quirks that Facilities is working through with some systems. Sooner that Facilities gets information from sites, the quicker work can occur to fix any issues.

School Ventilation Memo dated 5 September 2023 from the Ministry of Education outlines guidance for the 2023-2024 school year. This includes that school boards must post on their website no later than 29 September 2023 a report with information outlined in the Memo related to ventilation.

Discussion about the *Hot Weather – Strategies for Dealing with Heat and Extreme Weather Events* that went out in May, the use of cooling areas, ice packs and other measures that could be available. The Extreme Weather Conditions Procedure PR.581.HS lists some measures but should be reviewed including to see if the correct Humidex Based Heat Response Plan is being referenced. It was noted that a response can often be to move or to rotate classrooms through an air-conditioned room in the school in unairconditioned buildings/portables. It was noted that for some classes this would be too challenging based on the needs of the students. It was also raised that some school staff were wearing PPE related to workplace violence and this added to the heat concerns. When reviewing PR.581.HS should consider workers who wear PPE.

Discussion about closing schools during a heat wave that do not have air conditioning. There is a lot that goes into consideration for closing a school or schools. It affects the community.

Action 14 September 2023: Add PR.581.HS to October JHSC Agenda

Action 14 September 2023: Management rep from Facilities to follow up to get number of sites with air conditioning and if have locations of where cooling rooms are located in sites

9 Update Worksite Safety Representatives, Alternates & Training

Round 5 Memo went out on 5 September 2023 for 5 sites requiring a Worksite Safety Representative and closed on 11 September 2023. Able to confirm 3 new representatives. For the two remaining schools may need to look at options such as attending a staff meeting to provide additional information about the role.

Discussion about Terms of Reference and additional sites that may require a Worksite Safety Representative where there is a minimum of one worker who is regularly assigned to work. Rideau High School would require a representative. Since it's mostly third-party rental there would be limited areas that need to be inspected. It is normally in our lease agreements that third parties are responsible for inspecting their rented areas. If our staff are in those third-party

areas, they are to bring any concerns to their supervisor. It was noted that we do have a Worksite Safety Representative at the CHEO School who reports to the CHEO JHSC any items from inspections.

Follow up to find out more about closed schools. OPH is currently in J.H. Putman Public School.

Action 14 September 2023: Lee-Anne and OH&S look into closed sites

An email will go out to request the name of an alternate if a worksite safety representative was able to find one. Alternates seem to be working out well when they are identified.

Information about training for new representatives has been sent out and the returning representative email will be sent out soon. There is a mandatory Q&A to go over inspecting First Aid Kits.

There has been one vote so far during the selection of 2023-2024 Worksite Safety Representatives. Usually, we do not have many votes. A question was asked whether it would be current staff or 2023-2024 staff that would be eligible to vote. When questions come up, it is always beneficial to add into the voting guidelines. It was agreed that it should be the staff who are currently at the site who would be eligible to vote with the exception of a new school opening up where it would be the new staff for the school.

Action 14 September 2023: Lee-Anne to add in more information to the voting guidelines

Action 14 September 2023: Let OH&S know if any JHSC members want to be included in the Q&A sessions.

10 Kilns: Memo June 2023 & Kiln Survey, Silica Assessment Order

Ceramics (and clays) and Kilns – Health and Safety Training Memo went out on 29 June 2023 and was re-sent in September. The Memo included:

- To dispose of dry ceramic compounds (including clay and dry kiln wash) immediately.
- A moratorium on the use of ceramics, clay, and kilns until those listed have completed training.
- Principals must complete the ceramics and kiln survey.

Silica in curriculum areas was brought forward again at the end of last school year. OH&S provided some guidance to reduce exposure. The Ministry of Labour, Immigration, Training and Skills Development (MLITSD) visited a school on 22 June 2023 to audit compliance with the Occupational Health and Safety Act and Regulations with a focus on occupational hygiene hazards related to the handling and use of ceramics. The MLITSD returned on 22 August 2023 and issued an order to carry out an assessment of the exposure or likelihood of exposure to a worker to crystalline silica in a ceramics class. Comply by date of 1 December 2023.

- A consultant is coming in to do the sampling. There has been discussion with the consultant and MLITSD of what testing is required. There will be personal samples and area samples. Looking to put practices in place to reduce exposures. A school has been picked with an active ceramics program. John McCrae Secondary School currently has 3 ceramics classes. It was questioned about Canterbury High School being a possible

	<p>location. OH&S still trying to determine where the ceramic classes are active. Do not have a complete understanding yet of how many and where courses are being run. There might be a smaller school that has more activities underway right now. More information needs to be gathered in regard to exposure and calculating that.</p> <p>Discussion about the survey and that need principals to complete to get the data to assist with the assessment. It was raised that additional clarification, especially for elementary, would be beneficial to define what clay products that are looking to see if in use. It was noted that as a last resort, kilns could be locked out until can confirm that requirements completed in the Memo or could lock out kilns that are identified as not in use.</p> <p>It was questioned if the assessment will include potential exposure during cleaning of areas after ceramic activities. Custodial staff on site should be aware that there are specific ways to clean up those areas that clay is being used. Teachers should be minimizing the clean up as part of the activity process. The custodial staff are doing the deep cleaning at the end of the day. It was raised that would like all the activities that surround silica included in the assessment.</p> <p>Will continue to gather information and bring back to October JHSC for consultation on the plan before the assessment is done. If needed, it was suggested that there would be agreement to request to extend the order to allow for consultation.</p> <p>Action 14 September 2023: OH&S to follow up and gather data for October JHSC Meeting.</p>
<p>11</p>	<p>Lakeview Public School - Vermiculite & JHSC Recommendation 1516-09</p> <p>Concerns raised at Lakeview Public School this summer again. OH&S followed up and identified where the failure was. The asbestos records are in eBASE. The record says the vermiculite is in the exterior walls. The rebar penetrated the exterior walls and interior walls (new discovery). They did the abatement, and everything went well. During the reconstruction, it fell. Facilities still thought they are using the file on their server. That report wasn't part of the documentation because it was in eBASE, not in the file. This is the issue with not one central location for this information. Information should be pulled from eBASE and include it with the project specific to the consultation. Facilities provided a project specific, but it was missing this piece. The contractor did not mean to penetrate the wall.</p> <p>It was raised that the consultant company should have had knowledge that there is the possibility for disturbance in this close proximity. In response, it was noted that the contractor had no reason to think this was part of the job. Their response to finding something was adequate. They closed off the area and no staff were in the area. This was something that changed in the moment. Their project specific and scope of work did not include the rebar or impacting concrete block walls. They did not know the rebar was in there until they dropped the ceiling. An unforeseen event that happened. If there are further renovations the consultants have this information. They include this information for the consultants.</p>
<p>12</p>	<p>Action item: Update Naloxone Kits & Training</p>

	<p>An update was provided that the kits have now been sent out to the 25 remaining sites. A kit should be in all AED boxes and at least one in the main office. Kits are tied in with the monthly inspection for the AED box that is completed by Chief Custodians. Will find out when this report is generated at the end of September if all sites now have the kits.</p> <p>Training is being handled through Safe Schools. It has been offered to administrators and office staff. First aid attendants have it included in their training. The Naloxone sticker can be anywhere on, or above the AED box.</p>
13	<p>Update First Aid Kits (Recommendation 2223-04)</p> <p>The upcoming Worksite Safety Representative training will outline that they will now be required to inspect the first aid kits every three months. The training will include the content checklist. Inspections will start with the first aid kit in the main office and then will expand from there as it is determined how many kits are on site. There will be a minimum of two kits. The condition inspection is still the First Aid Attendant. The employer obligation to inspect kits will now reside with the Worksite Safety Representative. Discussion about administrative sites and where kits are located.</p> <p>Action 14 September 2013: Safety Bulletin Board Memo to go out</p>
14	<p>Action item: Response to Recommendation 2223-27 - Training Custodial Staff</p> <p>The meeting took place and moving forward to develop training. It will be a group effort to put together and be a lot more informative and relatable. Looking to include videos. Came to a compromise to include specific examples and include moving techniques. Will have in eBASE so that there is a record that have completed. Will look for consultation before finalized.</p>
15	<p>Action item WHMIS: Training and Procedure</p> <p>OH&S was looking into a different provider but do not have an update yet. Procedure is out of date. Need to look at what WHMIS products that we have in our schools/sites. Facilities staff use. Years ago, there was a large audit and chemical clean up in Science Labs at Secondary Schools. Secondary Laboratory Assistant has created a WHMIS 2015 folder that contains examples of chemicals currently in use. For Elementary, one of the initial Health and Safety PA Days did a chemical clean up. Shops are another area where WHMIS products are often found.</p>
16	<p>Feedback PA Day 1 September 2023</p> <p>A question was asked about the timing of training in eBASE and when these expire. There is a backlog right now with procedures and training. People Culture and Leadership is looking at training and certificates and when certificates need to be renewed.</p> <p>Challenging when have the first PA Day without much notice to prepare. At the May JHSC meeting it still had not been confirmed when the health and safety training was going to take place. It was only at the 9 June 2023 meeting that found out that it would be in September. It also was the June meeting that the JHSC saw for the first time a proposed agenda that was only screened without many details. This made it hard to provide feedback and to make</p>

recommendations. June recommendations also can go into the summer before a response is required.

This year we would like to start earlier, updating training is overdue. Had been informed previously that training all had to be in eBASE and no more Power Points. If we could have had Power Points, would have quickly updated the modules in eBASE. An example was provided that the reporting module starts out saying that today is the February 2021 PA Day when eBASE is being launched. Could have included other updates since the training was made including the Discussion section and as had been requested, to highlight that forms need to be closed.

Concerns were raised that no information was sent out to the JHSC about what the final training was going to be on the PA Day. On the agendas that were shared by staff members at different locations, the agendas all indicate 60 minutes for Health and Safety to complete the training in eBASE.

Discussion about the language in collective agreements related to the training. There was an expectation that this training was to be a half day. Feedback received included many questions about when the rest of the training will take place. Clarification provided about who was to receive the training and that training should be developed for all groups, not just those who work directly with students. Training does not have to occur on the same day for all groups. Can look to see if there will be more training offered. Training for those who are not part of a bargaining unit discussed. Training information goes to new hires.

Examples provided that some may not have received an agenda or what should be completed on the PA Day. Concerns raised that for training specific to violence prevention that the Safety Plan module continued to be in the optional column and not mandatory. There are four different safety plans and are not just for those who work directly with students. It was noted that even if an agenda indicated to complete, it is not promoting completion if it is in the optional column once go into eBASE. It was also raised that on the agendas that have seen there also was not any mention of review of Safety Plans from the previous year. One positive of having the first PA Day before school started was to ensure that the provision of information requirements from the Occupational Health & Safety Act was met before students arrived. It was also noted that the reporting hazards module that includes the Health and Safety Concern Form did not move back over to the mandatory column even though it was part of a recommendation that was accepted.

The requirements to have the training or not have it would be a Labour Relations issue. The JHSC would be more providing feedback of how the day goes or the date of PA Day. Whether it's been a compliance piece it would be Labour Relations. It would have been beneficial for the JHSC to see requirement information to help in making recommendations.

For 2022-2023 there were 5936 violent incident reports submitted. Of these 2817 were from specialized program classes and 1415 were from Kindergarten. Have seen these trends for

	<p>years and could look to see if there can be different training for these classes. These classes all are team environments and beneficial to allow time to meet together.</p> <p>It was mentioned that home visits have been paused. Students are coming into administration buildings. It would be good to have administrative staff trained in de-escalation.</p> <p>Discussion about reporting barriers and challenges. It was also discussed at the Workplace Violence Prevention Subcommittee and if aware of a specific school where forms were being discouraged to let Paula know. Often can be challenging for worker members who are in the middle and know of the concerns, but the workers are concerned about repercussions so do not want any follow up. OH&S will look into getting into an OPS meeting.</p> <p>Action 14 September 2023: Send out the Summary of Health and Safety Related Forms Poster with the June Minutes and JHSC Member List</p>
17	<p>Fire Safety Plans Procedure PR.575.HS: Control of Hazards Section & Fire Drills</p> <p>The new Fire Safety Plans Procedure PR.575.HS was posted on the OCDSB website at the end of June 2023. The procedure went from 32 to 6 pages. Several of these pages still need to be able to reference including the Fire Prevention Checklist. It was asked if this is now what is being referenced in section 4.8 of the revised procedure, or it no longer is part of the procedure. If still part of the procedure would be good to have at a minimum as part of the appendix.</p> <p>One of the focus for agenda topics this year was going to be school operations such as different emergency procedures. It had been noted previously that with changes to practice during the pandemic and a number of new administrators that this would be timely. An example was provided that one school had a practice lockdown and two fire drills one after the other on 28 June 2023 with many classes also being out of the school.</p> <p>Action 14 September 2023: OH&S look into section 4.8 of new procedure</p>
18	<p>Notification Environmental Companies Testing</p> <p>Concerns raised about the late hours that some notifications are coming in and not related to emergency work. Notifications have come in after 10:00 p.m. for the following day. It was also identified in the summer that one company was not providing any notifications to the JHSC about testing being done.</p> <p>OH&S and Lee-Anne discussed how to improve the notification process including the information that the consulting companies receive related to expectations. OH&S followed up with the new company that was not providing notifications and can review with the companies expectations. Aware that it can be challenging with consultants having many projects on the go and it is only when they have time to review the results that they can be sent out.</p>
19	<p>Update Briargreen Public School Concern Form - Air Handling Unit</p>

	<p>A visit is not necessary at this point. Suggestion to defer to the next meeting as there is not enough time at this meeting to fully discuss. Will continue to discuss concern form at the upcoming Inspection Subcommittee meeting and can bring it back to the next meeting if required.</p> <p>Action 14 September 2023: Ken and Don to discuss and Ken to update Don on progress</p>
20	<p>Update Recommendation 2223-16 - Change Tables & New Concern Form 16397</p> <p>Looking for an update on JHSC Recommendations made related to change tables at Half Moon Bay Public School, John Young Elementary School, and Hawthorne Public School. New concern form submitted from Riverview Alternative School raising similar concerns. Half Moon Bay Public School is looking for an update as it continues to be much needed this school year.</p> <p>Not a quick installation. Need to look at things such as space, privacy, and electricity for the adjustable tables. Some of the locations that are trying to put these in are not meeting the requirements. It was noted that these tables can take time to install so we may need to look at temporary measures while the tables are being further investigated.</p>
21	<p>COVID-19 – Defer to the next meeting. Looking to find out mask availability.</p>
	<p>STANDING ITEMS</p>
22	<p>Workplace Accident/Incident/Occupational Illness Reports & Critical Injuries</p> <p>The Summary from June - August 2023 is posted in the JHSC Shared Drive.</p>
23	<p>Report from Inspection Subcommittee</p> <p>The first Subcommittee meeting is in the process of being scheduled.</p>
24	<p>Report from Workplace Violence Prevention Subcommittee</p> <p>Data from the submitted violence and safe schools incidents posted in the JHSC Shared Drive as of 13 September 2023. The first Subcommittee meeting will take place on 29 September 2023.</p>
25	<p>Ministry of Labour, Immigration, Training and Skills Development (MLITSD) - New Field Visit Reports and Outstanding Orders</p> <p>New Field Visit Reports since the last JHSC meeting include:</p> <p>Roch Carrier Elementary School – Field Visit Report dated 19 July 2023. No orders issued. The visit was following up to a complaint made regarding heat stress.</p> <p>Merivale High School – Field Visit Report dated 20 July 2023 that included two stop work orders. One related to 3 Notice of Projects filed for the structure and there were 5 constructors on the property without sufficient separation. The order included that the owner shall request that the Director designate in writing the different projects on the property to be designated as separate. The other order related to a trench and that the employer ensure that the walls of the excavation are supported by a support system that complies with Regulations requirements.</p>

	<p>Earl of March Secondary School – Field Visit Reports dated 22 June 2023 and 22 August 2023. Visits focused on occupational hygiene hazards in the ceramic class. One order issued to carry out an assessment or likelihood of exposure to a worker to crystalline silica in the ceramic class. Comply by date of 1 December 2023.</p> <p>Colonel By Secondary School – Field Visit Report dated 1 September 2023 in response to a reported workplace injury. No orders issued.</p>
26	<p>Date of next JHSC Meeting: 12 October 2023 Agenda items to Co-Chairs: by 9:00 a.m. on 4 October 2023</p>
27	<p>Adjournment</p>

Approved