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To: Chair & Members of the Safety
Committee

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Tuesday, 19th April 2022

Dear Councillor

SAFETY COMMITTEE

You are hereby summoned to attend a meeting of the Safety Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Thursday, 5th May, 2022 at 11:00 hours.

Risk Assessment Disclaimer

When attending this meeting in person, I confirm that I have read and understood the contents of each of the following risk assessments and agree to act in line with its content.

- Covid-19 ARC RTW RA001
- Working in Offices At The Arc During Covid-19 Pandemic Guidance – ARC – SSW001
- Meetings – EM001 - Committee and Council Meetings during the Covid-19 pandemic

These documents have been emailed to Members and are available on the Modern.Gov App library.



We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

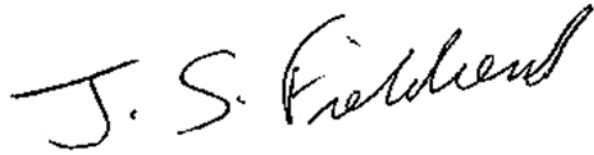
**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised onwards.

Yours faithfully

A handwritten signature in black ink, reading "J. S. Fielden". The signature is written in a cursive style with a large, sweeping initial "J".

Solicitor to the Council & Monitoring Officer

**SAFETY COMMITTEE
AGENDA**

***Thursday, 5th May, 2022 at 11:00 hours taking place in the Council Chamber, The Arc,
Clowne***

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Apologies For Absence	
2.	Urgent Items of Business	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
3.	Declarations of Interest	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	Minutes	4 - 5
	To consider the minutes of the last meeting held on 20 th January 2022	
5.	Sickness Absence - Quarter 4	TO FOLLOW
6.	Health and Safety Update	TO FOLLOW

SAFETY COMMITTEE

Minutes of a meeting of the Safety Committee of the Bolsover District Council held in the Council Chamber on Thursday 20th January 2022 at 11:30 hours.

PRESENT:-

Members:-

Chris McKinney in the Chair (UNISON)

Councillors Andrew Joesbury (Vice-Chair) and Maxine Dixon

UNISON:- Jon Hendy (UNISON)

Officers:- Grant Galloway (Executive Director of Strategy and Development), Steve Brunt (Joint Assistant Director – Streetscene), Bronwen MacArthur-Williams (Health & Safety Manager), Sara Gordon (Human Resources and OD Manager), Rebecca Hutchinson (Health & Safety Adviser) and Tom Scott (Governance Officer).

SAF9-21/22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Allan Bailey and Councillor Nick Clarke.

SAF10-21/22 URGENT ITEMS OF BUSINESS

The Chair explained that under the provisions of Section 100(B) 4(b) of the Local Government Act 1972, he had consented to one urgent item, which was the Sickness Absence - Quarter 3 (October – December 2021) report being presented by the HR & OD Manager.

The Chair referred to the section of the report which read: “Mental Health awareness sessions are being delivered across the Council as part of the Council’s quarterly corporate training programme.” He requested that the Committee should receive feedback on how the mental health awareness sessions go.

Moved by Councillor Andrew Joesbury and seconded by Councillor Maxine Dixon
RESOLVED that:

- (i) The Committee notes the report.
- (ii) The Committee receives feedback on how the mental health awareness sessions go.

(HR & OD Manager)

SAF11-21/22 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

SAFETY COMMITTEE

SAF12-21/22 MINUTES

Moved by Councillor Andrew Joesbury and seconded by Councillor Maxine Dixon
RESOLVED that the minutes of a meeting of the Safety Committee held on the 30th September 2021 be approved as a true and correct record.

SAF13-21/22 HEALTH AND SAFETY UPDATE - QUARTER 2

The Health & Safety Manager presented the Quarter 2 Accident Statistics report. She explained how the total number of accidents in the quarter in the report was 9. The accident breakdown was:

- 4 Manual handling
- 1 Slip, trip and fall
- 1 Struck by a moving object
- 1 Struck against a fixed object
- 2 Other.

The 'Other' incidents related to 1 small electrical shock and 1 scolding. Of these accidents, 6 occurred in Streetscene, 2 occurred in Leisure and 1 in Housing. She explained how in addition to these figures, there had also been an operator in Streetscene injured, and an investigation into the incident was being carried out.

The Health & Safety Manager explained that the table section in Appendix 1 titled '1st Action Review Date' would not appear in future reports.

The Chair referred to the 'Health & Safety Training' section of Appendix 1 and asked what percentage of staff had not received Health & Safety training. The Health & Safety Manager explained that COVID-19 had interrupted the training programme so staff undertaking training had not been recorded, but the programme had now been revisited.

The Chair requested that in future Health & Safety reports received by the Committee, there should be more information on who doesn't have Health & Safety training and who requires it.

The Health & Safety Adviser informed the Committee that managers were given booking sheets to give their officers Health & Safety training.

Moved by Councillor Andrew Joesbury and seconded by Chris McKinney
RESOLVED that the Health & Safety report be noted.

The meeting concluded at 12:00 hours.