

The Arc
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To: Chair & Members of the Safety
Committee

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Tuesday, 18 October 2022

Dear Councillor

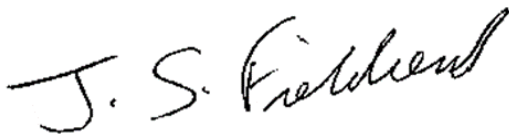
SAFETY COMMITTEE

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, 3rd November, 2022 at 10:00 hours.

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 on page 3.

Yours faithfully



Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

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- **Phone:** [01246 242424](tel:01246242424)
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**SAFETY COMMITTEE
AGENDA**

***Thursday, 3 November 2022 at 10:00 hours taking place in the Council Chamber, The Arc,
Clowne***

Item No.		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 To consider the minutes of the last meeting held on 28 th July, 2022.	4 - 6
5.	Sickness Absence - Quarter 2 (July - September 2022)	7 - 16
6.	Health and Safety Update - Quarter 2 (July - September 2022)	17 - 25

SAFETY COMMITTEE

Minutes of a meeting of the Safety Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Thursday, 28th July, 2022, at 10:00 hours.

PRESENT:-

Members:-

Councillors: Allan Bailey and Stan Fox.

UNISON: Chris McKinney, Jessica Clayton and Liz Robinson.

Officers:- Grant Galloway (Executive Director of Strategy and Development), Bronwen MacArthur-Williams (Health & Safety Manager), Rebecca Hutchinson (Health & Safety Adviser), Ian Clay (Health and Safety Adviser - Housing), Jayne Stokes (Corporate Health & Safety Adviser), Jim Fieldsend (Assistant Director & Monitoring Officer), Sara Gordon (HR & OD Manager), Hannah Douthwaite (Governance Officer) and Lindsay Harshaw (Governance Officer).

SAF01-22/23 ELECTION OF CHAIR 2022/23

Moved by Chris McKinney and seconded by Councillor Stan Fox

RESOLVED that Councillor Andrew Joesbury be elected as Chair of Safety Committee for the ensuing year.

SAF02-22/23 APPOINTMENT OF VICE-CHAIR 2022/23

Moved by Jessica Clayton (Unison) and seconded by Councillor Stan Fox.

RESOLVED that Chris McKinney (Unison) be appointed as Vice-Chair of Safety Committee for the ensuing year.

Chris McKinney in the Chair

SAF03-22/23 APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Maxine Dixon, Andrew Joesbury and Chris Kane, and Wayne Carter (Leisure Operations Manager), Matthew Cooper (Corporate Property Manager) and Steve Brunt (Assistant Director – Streetscene).

SAF04-22/23 URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

SAF05-22/23 DECLARATIONS OF INTEREST

There were no declarations of interest made.

SAFETY COMMITTEE

SAF06-22/23 MINUTES – 5TH MAY 2022

The Health & Safety Manager requested an amendment to paragraph 4 in Minute Number SAF19-21/22 that “the same system” be amended to read “more aligned system”.

Moved by Chris McKinney and seconded by Liz Robinson

RESOLVED that subject to the above amendment, the Minutes of a Safety Committee meeting held on 5th May, 2022, be approved as a correct record.

(Governance)

SAF07-22/23 SICKNESS ABSENCE – QUARTER 1 (APRIL – JUNE 2022)

The HR & OD Manager presented the Sickness Absence report for Quarter 1 (April – June 2022) and highlighted that the average number of days lost per employee was 2.29 days, and the average number of days lost per employee, if COVID related symptoms were discounted, was 1.63 days. The 2022/23 forecast figure for the average number of days lost per employee was 9.16 days.

It was noted that there had been a slight decrease in short term sickness absence in comparison to the previous quarter and an increase in the number of long term sickness cases.

Support and advice continued to be made available to employees and there were 14 long term cases in this quarter – 11 were physical health ailments and 3 were stress/depression, one of which was work related. It was noted that Covid 19 sickness remained in the top 3 reasons for sickness absence and that this perhaps reflected the national position of ‘Living with Covid’ and the need for continued vigilance and measures to minimise the spread of Covid.

Mental Health Awareness sessions had been rolled out across the Council as part of the quarterly corporate training programme and the number of attendees would be reported at the year end.

Managers and Employees had accessed regular monthly Occupational Health Clinics which included counselling and physiotherapy. It was noted that the telephone support contract had been renewed to enable relevant support to be continued.

Moved by Liz Robinson (Unison) and seconded by Councillor Allan Bailey

RESOLVED that the report be noted.

SAF08-22/23 HEALTH AND SAFETY UPDATE – QUARTER 1 (APRIL – JUNE 2022)

The Health & Safety Manager presented the Quarter 1 (April – June 2022) Health and Safety update.

It was noted that the total number of accidents reported by members of the public was 53, however, none of these were RIDDOR reportable.

SAFETY COMMITTEE

Quarter 1 of 2022/23 had seen 14 employee accidents reported compared to Quarter 1 of 2021/22, which had seen 9 accidents reported. The 14 accidents had taken place in the service areas of Streetscene (10), Leisure (2) and Housing (2).

The Health & Safety Team had recently completed an evaluation of a triennial procurement exercise involving the evaluation of 19 courses and this had assisted with the preparation of the 2022-2025 Health & Safety Plan.

Training had continued to be delivered during Quarter 1, with the following courses taking place:-

- 3 sessions of Accident Investigation training for 15 people – this had achieved an attendance rate of 82%
- 4 employees had attended a 2 day First Aid refresher - this had achieved an attendance rate of 50%
- 7 employees had attended an Emergency First Aid course – this had achieved an attendance rate of 83%

Service Managers were reminded that reasonable excuses for non-attendance at training sessions were considered on their own merits. Arrangements had been put in place for monitoring adequate training availability for all employees.

It was noted that future training courses would be advertised to the Derbyshire Safety Group if spare places were anticipated in order to achieve best value for money where possible.

In relation to safety Inspections, the Health & Safety Manager highlighted that two had taken place, these being at The Arc, Clowne, and Riverside Depot, Doe Lea. A biannual Inspection Programme had been prepared to spread the inspections across all quarters and include a mix of locations from Bolsover and North East Derbyshire District Councils.

A Unison representative commented that the report was excellent and provided the correct level of information for the Committee to consider and he thanked the Health & Safety Manager for the report.

Another Unison representative referred to training and offered her thanks to the Council for involving Unison in discussions.

Moved by Chris McKinney and seconded by Councillor Allan Bailey
RESOLVED that the report be noted.

The meeting concluded at 10:22 hours.

Bolsover District Council

Report of Human Resources & OD Manager

Meeting of the Safety Committee on Thursday, 3rd November, 2022

Sickness Absence - Quarter 2 (July – September 2022)

7 1. **Purpose of the Report**

1.1 To report the sickness absence figures throughout the Council for Quarter 2, (July - September 2022).

2. **Issues for Consideration**

2.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months July - September 2022.

2.2 Absence for the Senior Managers Group is shown as 50% of the total absence for Joint Senior Managers as this is split with Bolsover/NE Derbyshire District Council. For other employees the absences included are for the employing authority only.

2.3 **The average number of days lost per employee for Quarter 2 was 2.02 days.**

2.3.1 The 2022/23 forecast figure for the average number of days lost per employee is 8.62 days.

2.3.1. The Quarter 2 figure for the average number of days lost per employee if COVID related symptoms were discounted was 1.65 days.

2.4 The annual target for the Local Performance Indicator to the end of March 2023 is 8.5 days.

- 2.7 For the purposes of sickness reporting, Senior Management is accounted for as follows:-
- 1 Joint Assistant Director Post (0.5 fte).

3. Summary of Key Corporate Trends

The following tables detail the key pattern and trends being experienced corporately in relation to sickness absence.

Table One: Organisational Outturn Average Number of Days Absence
(Average sickness days per fte employee)

	2019/20	2019/20 Costs	2020/21	2020/21 Costs	2021/22	2021/22 Costs	2022/23	2022/22 Costs
Quarter One	1.85	£79,136.56	1.50	£51,292.61	1.91	£81,917.94	2.29	£84,309.63
Quarter Two	1.84	£69,134.38	1.35	£52,351.59	2.31	£91,025.58	2.02	£84,144.83
Quarter Three	2.43	£84,863.87	1.14	£46,411.80	2.29	£85,306.37		
Quarter Four	1.68	£56,257.50	1.58	£66,731.07	2.19	£84,857.65		
Overall Outturn	7.8	£289,392.31	5.57	£216,787.07	8.7	£343,107.54		

Table Two: Organisational Long Term/Short Term Split Days Percentage

	2019/20		2020/21		2021/22		2022/23	
	Short term	Long Term	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Quarter One	43%	57%	33%	67%	40%	60%	48%	52%
Quarter Two	54%	46%	37%	63%	67%	33%	46%	54%
Quarter Three	45%	55%	47%	53%	48%	52%		
Quarter Four	60%	40%	43%	57%	69%	31%		
Overall Outturn	48%	52%	41%	59%	57%	43%		

Table Three: Number of Long Term/Short Term Cases
(long and short term occurrences of sickness in the quarter)

	2019/20		2020/21		2021/22		2022/23	
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Quarter One	94	15	48	15	90	15	116	14
Quarter Two	87	11	50	11	115	12	99	17
Quarter Three	102	14	48	6	105	13		
Quarter Four	90	9	57	10	126	13		
Overall Outturn	373	49	203	42	436	53		

Table Four: Top Three Services Proportionately Experiencing Highest Levels of Absence
(The three service areas who have the highest average fte employee sickness absence days in the quarter)

	2019/20	2020/21	2021/22	Current Year 2022/23
Quarter One	1.Elections 2.Customer Services 3.CEO/Dir/HoS	1. Leaders/Exec. Team 2. Legal 3. Planning	1. Elections 2.Democratic Services 3.Streetscene	1. LEPT 2. Property & Estates 3. Finance
Quarter Two	1.Customer Services 2.Revs & Bens 3.Housing	1. Dev/Bus. Growth 2. Elections 3. Housing Repairs	1.Elections 2.DemocraticServices 3.Customer Services	1. Streetscene 2. Housing Mgt. 3. Housing Repairs
Quarter Three	1. Customer Services 2.HR/Health & Safety 3. Revs & Bens	1. Elections 2. Streetscene 3. Democratic Services	1.DemocraticServices 2.Health & Safety 3. Housing Mgt.	1. 2. 3.
Quarter Four	1.Legal 2.Revs & Bens 3.Partnership	1. Elections 2. Governance 3. Customer Services	1.Leisure 2. Customer Services 3. Streetscene	1. 2. 3.

Overall Outturn	1.Customer Services 2.Comms 3.Housing/CS	1. Elections 2.DemocraticServices 3. LEPT	1. Elections 2. Governance 3. Streetscene	1. 2. 3.
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Table Five: Top Three Services Proportionately Experiencing Lowest Level of Absence

(The three service areas who have the lowest average fte employee sickness absence days in the quarter)

	2019/20	2020/21	2021/22	Current Year 2022/23
Quarter One	1. Performance 2. HR& HS 3. Econ Dev	1. Finance 2. Democratic Services 3. Customer Services	1. Human Resources 2. Revs. & Bens 3. Customer Services	1.Dirs/Heads of Service 2. Governance 3. Planning
Quarter Two	1.Legal 2.Governance 3.HR&Health& Safety	1. Finance 2. Revs & Bens 3. Directors/HofS	1. Legal 2. Communications 3. Revs & Bens	1. Finance 2. Comms. 3. Governance
Quarter Three	1. Elections 2. Performance 3. Econ Dev	1. Finance 2. Customer Services 3. Property & Estates	1. Dirs/HofS 2. Legal 3. Communications	1. 2. 3.
Quarter Four	1.Elections 2.Econ Dev 3.Legal	1. Finance 2. Planning 3. LEPT	1. Dirs/HofS 2. Legal 3. Communications	1. 2. 3.
Overall Outturn	1.Performance 2.Econ Dev 3.Planning	1. Finance 2. Directors/HofS 3. Property & Estates	1. Performance 2.Communications 3.Human Resources	1. 2. 3.

Table Six: Top Three Reasons for Absence

(Top 3 reasons based on sickness days lost)

	2019/20	2020/21	2021/22	Current Year 2022/23
Quarter One	1. Viral Infection 2. Other Musc. Skeletal 3. Other	1. Stress/Depression 2. Other 3. Headaches/Migraines	1.Stress/Depression 2. Other Musc Skeletal 3.Operations/Hospital	1. COVID Symptoms 2. Other Musc. Skeletal 3.Stress/Depression
Quarter Two	1. Stress/Depression 2. Other Musc. Skeletal 3. Chest/Respiratory	1. Operations/Hospital 2. Other Musc Skeletal 3. Stress/Depression	1. COVID 19 Symptoms 2. Other Musc. Skeletal 3.Stress/Depression	1. Stress/Depression 2. COVID 19 Symptoms 3. Other Musc. Skeletal

Quarter Three	1. Stress/Depression 2. Chest/Respiratory 3. Other Musc. Skel	1. Other Musc. Skel 2. Stress/Depression 3. COVID 19 Symptoms	1.Stress/Depression 2.COVID19 Symptoms 3.Other Musc. Skeletal	1. 2. 3.
Quarter Four	1. Stress/Depression 2. COVID19 Symptoms 3. Other Musc. Skel	1. Stress/Depression 2. Other Musc. Skeletal 3. Operations/Hospital	1.COVID19 Symptoms 2. Other Musc. Skeletal 3. Stress/Depression	1. 2. 3.
Overall Outturn	1. Stress/Depression 2. Other Musc. Skel 3. Operations/Hospital	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1.COVID19 Symptoms 2. Stress/Depression 3. Other Musc. Skeletal	1. 2. 3.

Key Trends

- The overall average days lost due to sickness has reduced from 2.29 in Q1 to 2.02 for Q2
- 157.5 days were lost in Q2 due to Covid19 symptoms (employees unfit for work) compared with 283 days lost in the last quarter, this decrease may be due to the summer period and warmer climate.
- The short term sickness has decreased in comparison to Q1, however long term sickness has increased.
- There is a direct correlation between employees undertaking physically demanding work and high levels of sickness. This is reinforced by Muscular/Skeletal absences being in the top three reasons for sickness absence.
- 5 Services experienced zero sickness in Q2 and a further five Services experienced less than 1 day per FTE employee.
- Stress /Depression has remained in the top three reasons for absence since Q2 of 2019/20.
- There were 3 cases of absence due to Stress/Depression during Q2 one of which was personal/work related, and two were not work related.
- There are 17 long term cases in this quarter, 14 are due to physical health ailments and 3 are related to stress/depression, one of these cases was a combination of personal and work related stress, appropriate support and assistance has/is being provided to facilitate support for those who have returned to work and those planning to do so.
- Covid19 sickness remains in the top 3 reasons for sickness, continuing from Q1 (2021/2). Covid19 has remained a significant factor for the Council's sickness absence, this may be as a result of the Government relaxing restrictions and mutations of the Virus. This is also a reflection of an increase nationally and locally with the number of Covid cases.

5. Actions

- 5.1 Managers have support from dedicated service area HR Link Officers and are issued monthly sickness absence information. Managers are also able to access sickness information for their teams' on a daily basis via HR21 Self Service.
- 5.2 Steps the Council has taken to support employees include:
- Mental Health awareness sessions are being delivered across the Council as part of the Council's quarterly corporate training programme the number of attendees will be reported at year end.
 - Awareness training explains that colleagues and managers are not specialists in mental health and their role is to listen to employees and signpost them to appropriate support.
 - Resilience Training was rolled out and made available to managers and employees to support workforce mental and physical health.
 - Cycle to Work Scheme is also available to encourage health and wellbeing and to address carbon emissions, the number of employees subscribing to this will reported at year end.
 - The number of Employees subscribing to the Gym during 2022/23 will be reported at year end.
 - Health and Wellbeing Bulletins are produced every three months.
 - Managers and Employees have accessed Occupational Health, Counselling, Physiotherapy, the Council's Employee Assistance Programme and other support.
 - Employees are signposted to incentives which are available via Leisure i.e.:-
 - To encourage health and wellbeing staff can take up membership for Go! Active which includes gym, swim and classes for only £15 per month.
 - There is a Health Referral Programme (Physical Activity & Lifestyle Support) which is available to Employees residing within the BDC Area – This is a programme aimed at changing behaviours and finding solutions to assist people facing daily challenges resulting in a concentrated approach regarding service users health and wellbeing.
- 5.3 Operational concerns about the management of sickness absence cases that exist are being raised with the respective managers and dealt with as per standard practice and policy.

Recommendations

6.1 To note the contents of this report

Appendix One: Summary Figures for the Quarter by Directorate/Service

Figure One – Service Breakdown Short/Long Term Split

Service	Short term days	No. of Employees absent	Long term days	No. of Employees Absent	Total Days lost	FTE No. in Section	Average days lost per FTE
Directors and Assistant Directors	0	0	20	1	20	9	2.22
Governance	0	0	0	0	0	4.5	0
Elections	0	0	0	0	0	3	0
Health & Safety	8	2	0	0	8	5	1.6
Human Resources	0	0	0	0	0	1.43	0
Legal	1	1	0	0	1	5.03	0.2
Communications	0	0	0	0	0	5	0
Procurement	0	0	0	0	0	2.84	0
Performance	6	1	0	0	6	2.81	2.13
Finance	0	0	0	0	0	10	0
Revenues & Benefits	20	7	0	0	20	27.59	0.72
Customer Services	30	9	2	1	32	23.35	1.37
Leisure	37	10	51	1	88	44.64	1.97
Leaders/Executive Team	5	1	2	1	7	8.3	0.84
Streetscene	135	31	169	6	304	99.83	3.04
Development/Business Growth	5	3	0	0	5	10.05	0.5
Housing Management (including CS)	49	11	146	5	195	66.74	2.92
Housing Repairs (BDC)	71	16	77	2	148	58	2.55
Planning	4	2	0	0	4	22.76	0.17
Prop/Commercial/Estates	24	5	0	0	24	16.43	1.46

FOR INFORMATION ONLY – EMPLOYEES HOSTED BY NEDDC

Service	Short term Days	No. of Employees absent	Long term days	No. of Employees Absent	Total Days Lost	FTE No. in Section	Average days lost per FTE
Environmental Health	41	10	21	1	62	45.88	1.35
ICT	43	12	33	1	76	31.45	2.42

Figure Two: Directorate Breakdown Short/Long Term Split

Directorate	No. of FTE Employees	Short term days	No of employees absent	Long term Days	No of employees absent
Executive Directors/Assistant Directors	9	0	0	20	1
Strategy & Development	155.15	121	30	79	3
Resources	262.15	274	69	368	13

Figure Three: Top Three Reasons for Absence per Directorate

(Top 3 reasons based on sickness days lost – Also include the number of employees in brackets in each directorate)

Directorate	No. of FTE Employees	Top 3 Reasons for Absences
Executive Directors/Assistant Directors.	9	1. Ear/Nose/Mouth
Strategy and Development	155.5	1. Other Musc. Skeletal 2. COVID 19 Symptoms 3. Stress/Depression

Resources	262.15	1. Stress/Depression 2. COVID 19 Symptoms 3. Other Musc. Skeletal
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Figure Four: Stress Cases During Quarter One

Work Related	Outside of Work Related	Total
1 of the cases is part home/work related	3	3

15

Figure Five: COVID-19 Cases During Quarter One

Quarter 1	The Arc	Depot Based	Grouped Dwellings	Remote Contact Centres	Total
No Self-Isolating	0	0	0	0	0
No Shielding	0	0	0	0	0
No of confirmed cases	41	17	0	0	58
No of Covid symptoms related absence days	209	74	0	0	283

Quarter 2	The Arc	Depot Based	Grouped Dwellings	Remote Contact Centres	Total
No Self-Isolating	0	0	0	0	0
No Shielding	0	0	0	0	0
No of confirmed cases	21	15	0	1	37
No of Covid symptoms related absence days	64	91.5	0	2	157.5

Accumulative Total for the year	The Arc	Depot Based	Grouped Dwellings	Remote Contact Centres	Total
No Self-Isolating	0	0	0	0	0
No Shielding	0	0	0	0	0
No of confirmed cases	62	32	0	1	95
No of Covid symptoms related absence days	273	165.5	0	2	440.5



Bolsover District Council

Meeting of the Safety Committee on Thursday, 3rd November, 2022

Quarter 2 Health & Safety Update (1st July – 30th September, 2022)

Classification	This report is Public
Report By	Bronwen MacArthur-Williams, Health & Safety Manager, Tel: 07980 933 990 Email: Bronwen.macarthur-williams@bolsover.gov.uk
Contact Officer	Jayne Stokes, Health and Safety Advisor Tel: 07971 924 972 Email: Jayne.Stokes@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

To provide an overview of the Authority's overall Health & Safety performance as indicated by:

- Accident statistics, trends and lost time.
- Training numbers including reports of non-attendance and associated costs.
- An overview of progress against the workplace inspection programme.

REPORT DETAILS

1. Background

- 1.1 To confirm how Bolsover District Council is performing from a Health and Safety perspective. Good Health and Safety performance is indicative of good management control and vice versa.

2. Details of Proposal or Information

2.1 ACCIDENT STATISTICS:

A breakdown below includes accident type, a brief description of the incident and lost time details. There are no obvious trends indicated.

- 2.2 The total number of accidents reported involving Members of the Public is **73**. A large scale leisure event took place in August which accounted for 35 of the Member of the Public accidents reported. None of these were RIDDOR reportable.

2.3 Quarter 2 of 2022/23 has seen **18 employee accidents** compared to Quarter 2 of 2021/22 which saw 9 accidents reported. These 18 accidents took place in the following service areas:

Streetscene - 10

Housing – 5

Planning – 1

Property Services - 1

Leisure – 1

None of these were RIDDOR reportable and only **1 lost time day** was recorded.

18 accidents represents a significant increase on the same quarter last year. A number of changes have happened which may result in an increase. The Streetscene Health and Safety Adviser has now been in post for 18 months and is having a positive impact on the accident reporting culture.

Additionally, the new EARS accident reporting system is much simpler to use than the previous system with training more recently completed and refreshed when requested.

The table below shows a brief description of the details of each accident including the circumstances and any lost days.

	Date of Incident	Service Area	Type of Incident	Incident Severity	RIDDOR Reportable	Incident Details	Lost Time Days (Actual)
1	01/07/2022	StreetScene	Other	Minor Injury - No Lost Days	No	Blowing radiator of ride on mower out to clean fan and a bit of debris went into left eye.	0
2	01/07/2022	StreetScene	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Whilst loading refuse collection vehicle, turned on uneven ground and foot went from underneath, pushed onto ankle.	0
3	21/07/2022	Housing	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Tripped and fell on stairs.	0

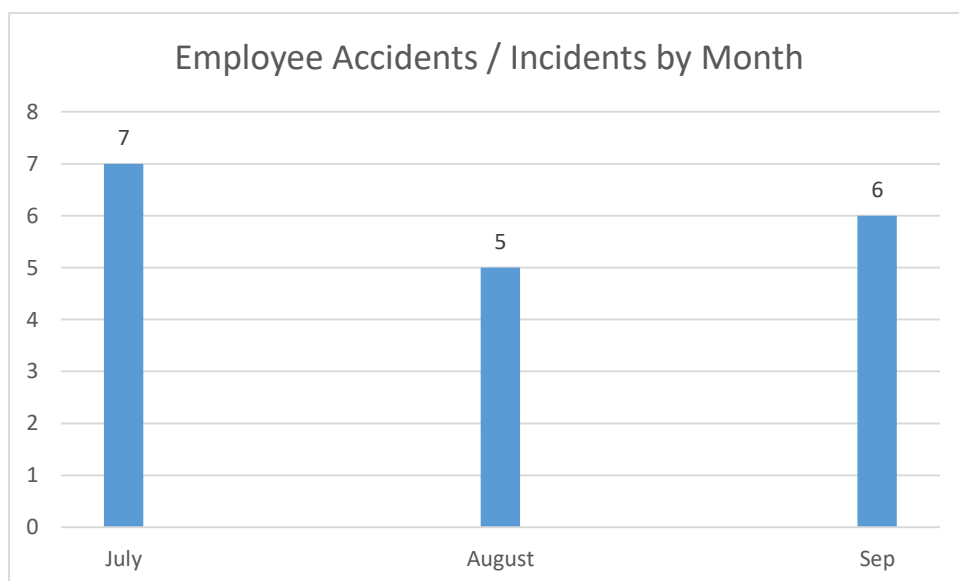
4	22/07/2022	Housing	Striking against a fixed object	Minor Injury - No Lost Days	No	IP bent down and when he stood up he banged his head on the corner of the fixed wall shelving.	0
5	25/07/2022	Housing	Strain	Lost Time - Up to 7 days	No	Twisted his back whilst fitting a smoke alarm.	0
6	25/07/2022	Housing	Contact with moving machinery	Minor Injury - No Lost Days	No	Drilling cupboard door for handle and drill bit came through face of door panel and caught 4th finger of left hand. IP then fainted for a few seconds.	0
7	28/07/2022	StreetScene	Contact with moving machinery	Near Miss - No Injury	No	Shredding tree cuttings using wood chipper and hi-vis vest snagged on branch and started to pull operative towards the machine. IP managed to release vest.	0
8	04/08/2022	StreetScene	Struck by moving object	Minor Injury - No Lost Days	No	Loading roadside seat onto lorry rear tail lift with pallet lifter, while pushing onto the lorry, the upper seat, slipped and trapped IP's right hand first finger causing a cut.	0
9	07/08/2022	StreetScene	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Litter picking A38/M1 J28 roundabout grassed area and tripped on a self-set stem sticking out of ground, stubbed toe and fell onto ground	0

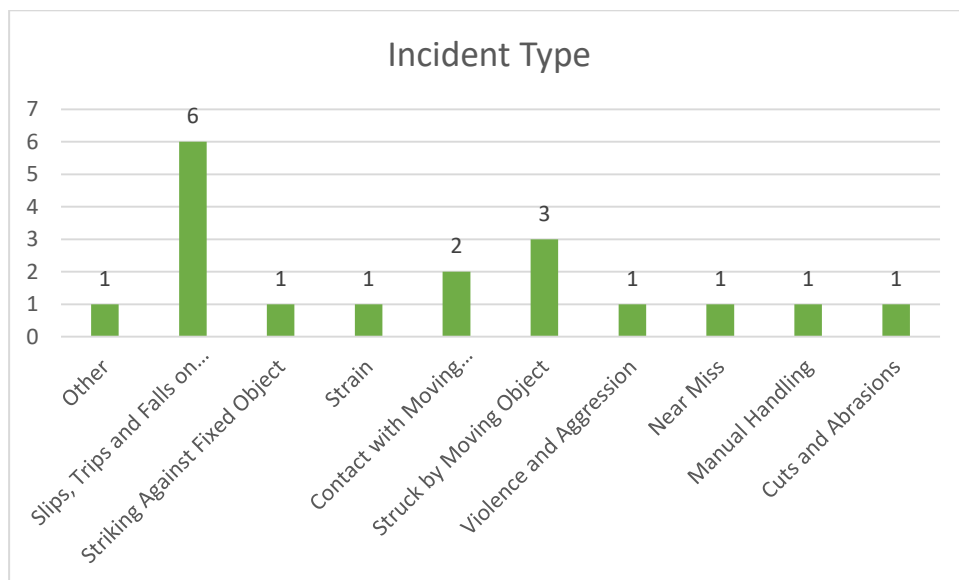
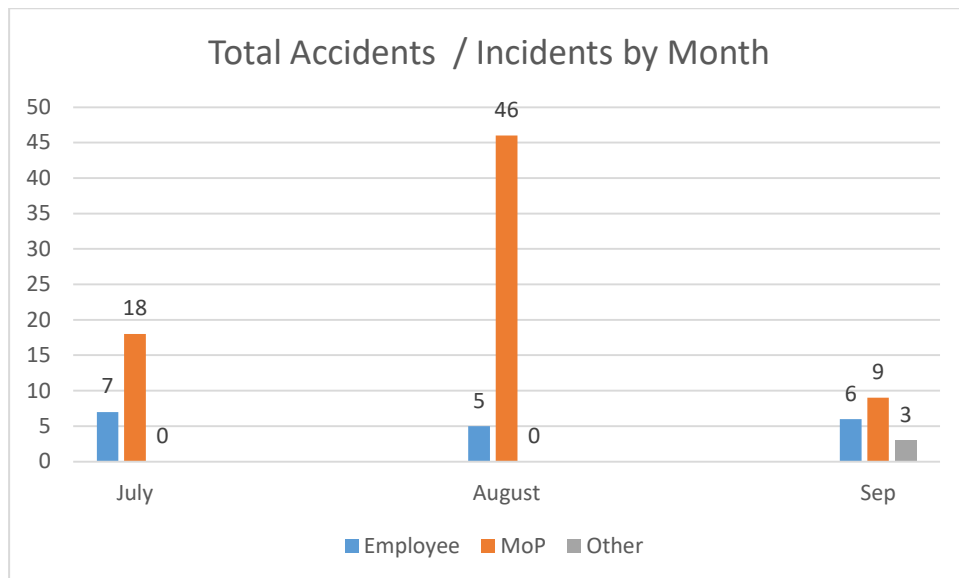
10	12/08/2022	StreetScene	Violence and aggression	Hazard - No Injury	No	Confrontational resident approached team whilst working and again 5 minutes later on another street. He stood to block the van was verbally abusive. The operatives requested he moved away. He then left the scene.	0
	Date of Incident	Service Area	Type of Incident	Incident Severity	RIDDOR Reportable	Incident Details	Lost Time Days (Actual)
11	15/08/2022	StreetScene	Struck by moving object	Lost Time - Up to 7 days	No	Ladder hit IP to rear of head while working on scaffolding pruning trees to the side of BDC bungalow.	1
12	22/08/2022	StreetScene	Near Miss	Hazard - No Injury	No	IP was loading chipper on highway with tree cuttings and his high vis vest was caught with a branch as it went into the chipper, dragging the vest with it. IP stopped the chipper.	0
13	02/09/2022	StreetScene	Manual Handling	Minor Injury – No lost days	No	Trunk snagged on a branch so IP bent down to roll it and felt a twinge in lower back.	0
14	07/09/2022	StreetScene	Cuts and Abrasions	Minor Injury - No Lost Days	No	IP cut index finger on left hand, moving TV around on back of vehicle.	0
15	20/09/2022	Housing	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Large gentleman (approx 25st+) had fallen under the sink and needed to be moved as matter of urgency as it was	0

						affecting his ability to breathe. IP was unable to wait for assistance due to the urgent nature and attempted to move the man, felt her back go immediately and her hip also hurts.	
16	21/09/2022	Planning	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Fell over whilst on a site visit, twisted ankle.	0
17	07/09/2022	Property Services	Slips, trips and Falls on same level	Minor Injury - No Lost Days	No	Fell over and bruised my foot grazed knee and elbow.	0
18	29/09/2022	Leisure	Struck by moving object	Minor Injury - No Lost Days	No	Putting together trampolines for classes. Pulled the cord and the cord came loose and caught middle finger with force	0

2.4 Graphs below show the:

- number of monthly accidents / incidents
- employee and member of the public accidents
- combined incident types for both employees and members of the public





2.5 TRAINING:

During Quarter 2, training delivery continued with the following courses taking place:

- Fire Warden training x 1 session with 16 attendees. All those invited, attended the training.
- Health and Safety Awareness for Caretakers x 1 session. The employee invited from Bolsover attended the training.

2.6 There were no failed attendees or lost costs incurred.

2.7 INSPECTIONS:

The new inspection schedule (spreading the inspections across 4 quarters as opposed to 2 quarters currently) is being implemented. Current inspections have begun but none completed in time for writing this report.

2.8 Inspection Programme

The new schedule is below for reference. This will be fully effective from April 2023 for the financial year 23/24.

Quarter 1	<ul style="list-style-type: none">• The Arc• Riverside Depot• Sharley Park Leisure Centre• Dronfield Leisure Centre• Mill Lane & Pioneer House (ICT)• Coney Green Business Park• Midway Business Centre
Quarter 2	<ul style="list-style-type: none">• 3 Pleasley Vale Mills – 07.10.22• Pleasley Vale Archive Store – rescheduled - tbc• Pleasley Outdoor Activity Centre – Arranged 20.10.22• Pleasley Vale Boat House – Arranged 20.10.22• The Tangent – Arranged 20.10.22• Eckington Depot – On hold due to construction• Killamarsh Leisure Centre – On hold due to construction• Eckington Leisure Centre
Quarter 3	As Quarter 1
Quarter 4	As Quarter 2

3. Reasons for Recommendation

- 3.1 The Health & Safety Manager asks the committee to consider the report as a reflection on the corporate commitment to and continued awareness of the importance of good Health & Safety performance.

4 Alternative Options and Reasons for Rejection

- 4.1 None

RECOMMENDATION(S)

1. N/A

IMPLICATIONS:**Finance and Risk:** Yes ☒ No ☒**Details:** Poor performance can lead to compensation claims, increasing the cost of insurance.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐**Details:** Good performance is an indicator of compliance with Health and Safety legislation.

On behalf of the Solicitor to the Council

Staffing: Yes ☒ No ☐**Details:** Accidents resulting in injury can impact on staffing levels and costs attributed to manager time, sickness absence and replacement labour

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	No
Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	No

District Wards Significantly Affected	N/A
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input checked="" type="checkbox"/> Public <input type="checkbox"/> Other <input checked="" type="checkbox"/>	Details: Trade Union Safety Representatives

Links to Council Ambition: Customers, Economy and Environment.

DOCUMENT INFORMATION	
Appendix No	Title

Background Papers
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>

Reporttemplate/BDC/040222