

## **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, 6<sup>th</sup> March 2025 at 10:00 hours.

### **PRESENT:-**

Members:-

Councillor Jane Yates in the Chair

Councillors Amanda Davis, Tom Munro and Jeanne Raspin.

UNISON:- Chris McKinney (Vice Chair), Violet Parker and Liz Robinson (UNISON Convenor).

Officers:- Steve Brunt (Strategic Director of Services), Ian Clay (Health and Safety Advisor), Lorna Fowler (Health and Safety Apprentice), Mark Giles (Assistant Director of Streetscene, Community Safety and Enforcement), Jayne Stokes (Health and Safety Advisor), Peter Wilmot (HR Business Partner) and Matthew Kerry (Governance and Civic Officer).

Also in attendance at the meeting, observing, was Councillor Donna Hales.

### **SAF16-24/25 APOLOGIES FOR ABSENCE**

An apology for absence was received on behalf of Councillor Justin Gilbody.

### **SAF17-24/25 URGENT ITEMS OF BUSINESS**

There was no urgent business to be considered at the meeting.

### **SAF18-24/25 DECLARATIONS OF INTEREST**

There were no declarations made at the meeting.

### **SAF19-24/25 MINUTES**

Moved by Liz Robinson (UNISON Convenor) and seconded by Councillor Jeanne Raspin **RESOLVED** that the minutes of a meeting of the Safety Committee held on 5<sup>th</sup> December 2024 be approved as a true and correct record.

### **SAF20-24/25 HEALTH & SAFETY UPDATE - QUARTER 3 (OCTOBER - DECEMBER 2024)**

The Health and Safety Adviser presented the report to the Committee.

## **SAFETY COMMITTEE**

The total number of Council employee accidents in Quarter 3 2024/25 was 8. This compared to 6 accidents during Quarter 3 of 2023/24. Employee accidents occurred in the following service areas: Streetscene (7); and Finance (1).

The types of incidents were: slips/trips/falls on the same level (6); cuts & abrasions (1); and contact with moving machinery (1). 2 of these were RIDDOR reportable as they totalled 47 lost days (each involving lost time of over 7 days).

The number of near misses reported during Quarter 3 2024/25 was 1 (near miss with no injury).

The report provided further details of the dates, locations, etc. of incidents.

The total number of accidents reported by members of the public was 43 (none serious enough to be RIDDOR reportable). Although all incidents occurred across Leisure Services, it was noted in the report that the average quarterly footfall in Go!Active was 85,958 people.

The Health and Safety Adviser informed there was 1 near miss, 1 accident and 1 other incident reported by Dragonfly Development Ltd. (DDL) & Dragonfly Development Management (DDM) during Quarter 3 2024/25.

The 1 near miss was a result of a ladder clamp coming loose and landing onto a van roof. From this, new ladder clamps had been ordered.

For the 1 other incident, the trespass at the Roseland Crematorium, Shirebrook, the Committee was informed all trespasses were logged and investigated.

Graphs were available in the report visually detailing the total accidents / incidents by month, Employee accidents by month, and the Employee accident types recorded.

The Health and Safety Adviser shared that during Quarter 3 2024/25, 21 Council employees received the following training: IOSH Managing Safely (3); First Aid (6); Sharps Awareness (8); and Accident Investigation (4).

6 recharges were made for unattended training places. Reasons included: delegate sent apologies too late for the place to be reallocated (1); delegate removed by Manager to attend other duties (4); and, no message received from delegate regarding absence (1).

During Quarter 3 2024/25, 4 DDL / DDM employees received the following training: IOSH Managing Safely (1); Sharps Awareness (1); and Accident Investigation (2). 1 recharge for non-attendance was made – removed by Manager to attend other duties.

The report detailed inspections carried out at Council locations and DDL sites.

To a question on delegates not attending training due to Managers removing them (to assist in duties), the Health and Safety Adviser confirmed these removals from training courses would be investigated and no recharges would be made if these removals could not be avoided.

## SAFETY COMMITTEE

A Member thanked Officers for the report and asked what inspections were made at DDL sites. The Health and Safety Adviser explained sites like Woburn & Pendean, Blackwell, and the Roseland Crematorium, Shirebrook, were construction sites with full inspections of work and documentation taking place.

For the other sites listed, these were DDM (Housing Repairs and Maintenance) in nature. Inspections included void properties and of repair staff and hired private contractors. These were to ensure the correct provision, usage and maintenance of equipment, as well as the correct paperwork being completed.

Referring back to Managers pulling delegates from training to assist in duties, the Strategic Director of Services informed that due to staff shortages in Streetscene, some refuse collectors would have to be pulled from training to carry out duties. It was stressed the removal of delegates for duties was never taken lightly.

To a question from the Chair regarding Union representation taking part in inspections, the UNISON Convenor confirmed Union representatives were invited and attended these inspections.

Moved by Councillor Tom Munro and seconded by Chris McKinney (UNISON)

**RESOLVED** that: 1) Safety Committee Members note the Health and Safety updates and provide any appropriate advice to officers on this work stream;

- 2) Safety Committee members be assured that good Health and Safety management remains a key performance priority for Bolsover District Council.

### **SAF21-24/25      SICKNESS ABSENCE - QUARTER 3 (OCTOBER - DECEMBER 2024)**

The HR Business Partner presented the report to the Committee.

The average number of days lost per employee in Quarter 3 2024/25 was 2.09 days – to date the lowest quarter in terms of average days lost for 2024/25.

The projected outturn for the average number of days lost per employee was 8.93 days for 2024/25 (the target was 8.5 days).

6 Services experienced zero sickness in Quarter 3 2024/25 (a further 5 Services experienced less than 1 day per full-time equivalent (FTE) employee).

Stress/Depression had remained in the top three reasons for absence since Quarter 2 2019/20, with 3 cases of absence due to Stress/Depression during Quarter 3 2024/25 (1 work-related, 1 non work-related, and 1 a combination of home and work-related issues).

It was noted that in the previous 3 years of data, Stress/Depression had been regularly first in reason for absence. To date this had not been the case for 2024-25.

There was a direct correlation between employees undertaking physically demanding work and high levels of sickness. This was reinforced by Muscular/Skeletal absences regularly being in the top three reasons for sickness absence for Quarter 3 2024/25.

## SAFETY COMMITTEE

There were 12 long term sickness cases in Quarter 3 2024/25 – 9 of which were due to physical health ailments and 3 related to Stress/Depression (1 of which was work related).

Appropriate assistance was being provided to facilitate support for those who had returned to work and those planning to do so.

5 employees had returned to work, 5 remained absent, and 2 had left the Council's employ (1 resigned and 1 was retired on Ill Health grounds).

Health and wellbeing initiatives included: Christmas energy saving tips; Mental Health First Aider Trainers; Safeguarding Adults Webinars; an Are You a Carer? event; Support When You Need It; Vivup Rewards and Benefits; Flu Vaccinations; Menopause Support Group (which followed the establishment of a Menopause Policy); wellbeing and first aid rooms were increasing in number; Mental Health Awareness Sessions; Neurodiversity Awareness Training; and Go!Active subsidised membership (for Quarter 3 2024/25, this was 62 subscribers).

Moved by Councillor Tom Munro and seconded by Liz Robinson (UNISON Convenor)  
**RESOLVED** that the report be noted.

Approved by Councillor Clive Moesby Portfolio Holder for Resources

Before the meeting ended, a Member expressed gratitude for the Chamber's new partition – Members and Officers had shared greater ease at its presence for a meeting of the Council the previous day.

The Chair echoed this sentiment and thanked the Assistant Director of Streetscene, Community Safety and Enforcement for the recommendation.

The meeting concluded at 10:18 hours.