

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, 30 September 2021 at 11:30 hours.

PRESENT:-

Members:-

Councillors Allan Bailey, Maxine Dixon and Andrew Joesbury.

UNISON:- Jessica Clayton and Kevin Shillitto.

Officers:- Sara Gordon (Human Resources and OD Manager), Mark Dungworth (Strategic Repairs Manager), Steve Brunt (Assistant Director of Street Scene), Matthew Cooper (Corporate Property Manager), Ian Clay (Health and Safety Advisor (Housing)), Hannah Southey – (Health & Safety Adviser (Streetscene)), Tom Scott (Governance Officer) and Hannah Douthwaite (Democratic Services Assistant).

SAF13-20/21 APPOINTMENT OF CHAIR 2021/22

Moved by Kevin Shillitto (Unison) and seconded by Councillor Andrew Joesbury

RESOLVED that Chris McKinney be elected as Chair of the Safety Committee for the ensuing year.

SAF14-20/21 APPOINTMENT OF VICE-CHAIR 2021/22

Moved by Councillor Maxine Dixon and seconded by Kevin Shillitto (Unison)

RESOLVED that Councillor Andrew Joesbury be elected as Vice-Chair of the Union/Employee Consultation Committee for the ensuing year.

Councillor Andrew Joesbury in the Chair

SAF15-20/21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Nick Clarke, Councillor Tricia Clough, Bronwen MacArthur-Williams (Health and Safety Manager) and Rebecca Hutchinson (Health and Safety Advisor).

SAF16-20/21 URGENT ITEMS OF BUSINESS

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

SAFETY COMMITTEE

SAF17-20/21 DECLARATIONS OF INTEREST

There were no declarations made at the meeting.

SAF18-20/21 MINUTES

Moved by Councillor Allan Bailey and seconded by Kevin Shillitto (Unison)

RESOLVED that the minutes of a meeting of the Safety Committee held on 11th February 2021 be approved as a true and correct record.

SAF19-20/21 SICKNESS ABSENCE QUARTER 1 (APRIL – JUNE 2021)

The Human Resources and Organisational Development Manager presented the Sickness Absence report for quarter one (April 2021 – June 2021). The average number of days lost per employee for Quarter 1 was 1.91 days therefore, the projected 2021/22 outturn figure for the average number of days lost per employee was 7.64 days.

Table one in the report showed the comparison of data to previous years with 2021/22 on track to be slightly higher than last year for average days lost per employee. An extra column had now been added to show the financial implication of the number of days lost.

Table four compared the three highest departments for sickness absence per quarter over the last three years and table five showed the departments with the lowest sickness absence levels. The Directorates would be updated to reflect the new structure for forthcoming quarters.

Key trends were detailed within the report which noted that stress/depression remained consistently high but the Council had taken steps to support employees which included Mental Health awareness sessions and resilience training. In addition, it was highlighted that 70 days were lost in quarter 1 due to employees experiencing Covid 19 symptoms and reporting as unfit for work.

Moved by Councillor Allan Bailey and seconded by Kevin Shillitto (Unison)

RESOLVED that the update be noted.

SAF20-20/21 HEALTH AND SAFETY UPDATE - QUARTER 1

The Health and Safety Advisor - Housing presented the Committee with a Health and Safety update for Quarter 1 and detailed the incidents that had occurred. The total number of employee accidents recorded was nine. These included two falls from height, one contact with electricity, one slip, trip or fall, one hit by a moving object, one contact with a moving machinery and one other incident which related to a dislocation of a finger end.

Of these accidents six occurred in Streetscene, two occurred in Housing and one was in Leisure. None of the above accidents were reportable under RIDDOR however, two of the accidents incurred lost time of up to seven days. The appendix to the report broke down each accident into more detail which included the severity and the number of days lost.

SAFETY COMMITTEE

A query was raised on the accident dated 14.04.21 which related to contact with electricity and it was confirmed that there were relevant procedures in place to prevent a more severe situation from occurring in the future.

A member questioned how often the Council owned garage sites were checked. The Committee was advised that they were checked annually and if any faults were identified others would be checked an example was a recent fault noted on a metal garage door, other sites that also had this door were then assessed in addition to the annual checks.

The Committee was also advised that push tests on gravestones were carried out as standard but the incident on the 29th June 2021 was an unfortunate accident that couldn't have been avoided as voids in the ground often can't be seen.

Face to face training has now been resumed following the relaxation of Covid safety measures but sessions were being undertaken with reduced numbers to maintain social distancing. Some sessions were still being carried out on Zoom where required and essential and refresher training would soon be undertaken.

Moved by Councillor Allan Bailey and seconded by Kevin Shillitto (Unison)
RESOLVED that the update be noted.

Meeting concluded at 11:50