

SAFETY COMMITTEE

Minutes of a meeting of the Safety Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Tuesday 2nd September 2025 at 1000 hours.

PRESENT:-

Members:-

Chris McKinney (Unison) in the Chair

Councillors:- Rowan Clarke, Jane Yates, Tom Munro and Sandra Peake.

Officers:- Steve Brunt (Strategic Director of Services), Bronwyn McArthur Williams (Health and Safety Manager), Ollie Fishburn (HR and Payroll Manager) and Alison Bluff (Senior Governance Officer).

Unison Representative: Liz Robinson (Unison Convenor).

SAF9-25/26. APOLOGIES FOR ABSENCE

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

SAF10-25/26. URGENT ITEMS OF BUSINESS

There were no urgent items of business to consider.

SAF11-25/26. DECLARATIONS OF INTEREST

There were no declarations of interest made.

SAF12-25/26. MINUTES – 3RD JUNE 2025

Moved by Councillor Tom Munro and seconded by Sandra Peake

RESOLVED that the Minutes of a Safety Committee held on 3rd June 2025 be approved as a correct record.

SAF13-25/26. HEALTH AND SAFETY UPDATE (Q1 – APRIL TO JUNE 2025)

Committee considered a detailed report presented by the Health and Safety Manager, which provided an overview of the Authority's overall Health & Safety performance for the Quarter 1 (April to June 2025) period.

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The report provided detail of accident statistics, trends and lost time, training numbers including any reports of non-attendance and associated costs and an overview of progress against the workplace inspection programme.

The total number of employee accidents in Quarter 1 of 2025/26 was six (this did not include Dragonfly);

- Streetscene = 5
- Community Enforcement = 1

The following types of incident were involved:

- Struck by a moving object – 1 (RIDDOR reportable)
- Manual handling – 1
- Cuts & abrasions – 1
- Violence and aggression – 1
- Road traffic collision (tyre blow out on the M1) – 1 (RIDDOR reportable)
- Fall from height - 1

Accidents reported by members of the public

The total number of accidents reported by members of the public in Quarter 1 was 29, however, none of these were serious enough to be RIDDOR reportable.

Although 27 incidents occurred across Leisure Services and Extreme Wheels, it should be remembered that the average quarterly footfall in Go! Active was 85,958 people. The remaining two accidents happened in Customer Services and Property Services.

Accidents reported in Dragonfly Development

There were 4 near misses, 4 accidents and an incident of trespass on Council owned land, reported by Dragonfly Development Ltd during Quarter 1.

Training

No training took place during Quarter 1; this was because completion of procuring new training providers took place during the quarter.

Inspections

Formal inspections were undertaken by a member of the Health & Safety Team during Quarter 1 by the Facilities Management Team, a building representative and a Trade Union Representative (when available) at Riverside Depot (biannual), the Arc (biannual) and Clune Street Pavilions (annual).

There were no formal Dragonfly Development Ltd inspections, but four visits had been undertaken at Pleasley Vale and 3 visits at New Woburn.

In response to a Member's query regarding the trespass incident on 23rd April, the Strategic Director of Development noted he would obtain an update from the Operational Repairs Manager and inform the Member outside of the meeting.

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In response to a Member's query regarding frequency of health and safety inspections at the Roseland Park site, the Health and Safety Manager advised that these would be taking place on a more regular basis moving forward.

In response to a Member's query regarding provision of disabled parking at the back of the Arc building, the Strategic Director of Services advised Members that he had carried out some monitoring on this and had felt that as there was sufficient disabled car parking in the main car park and due to limited parking around the back of the Arc, there wasn't a demand to create disabled parking bays. However, he would liaise with the Facilities Management team to look at this again.

Moved by Chris McKinney (Unison) and seconded by Councillor Tom Munro
RESOLVED that 1) the report be noted.

2) Members were assured that good health and safety management remained a key performance priority for the Council.

SAF14-25/26.

SICKNESS ABSENCE (Q1 – APRIL TO JUNE 2025)

Committee considered a detailed report presented by the HR and Payroll Manager which provided the Council's sickness absence outturn figures for the Quarter 1 - April to June 2025 period.

The average number of days lost per employee for Quarter 1 was 2.8 days against an annual target of 8.5 days.

Appended to the report was information in a table format which provided the key patterns and trends in relation to sickness absence. It was noted that table three provided the top three reasons for sickness absence which were: other muscular/skeletal, stress/depression and operations/hospital.

East Midlands Councils were undertaking a benchmarking exercise as neighbouring Councils had also highlighted an increase in sickness as an ongoing trend. Results from this exercise would be provided to Members in future quarterly reports.

Managers had support from the HR Advisor and were issued monthly sickness absence information. Managers were also able to access sickness information for their teams on a daily basis via the HR21 Self Service.

The Council also took steps to support employees, and these included;

- Autism Awareness Training (April 2025)
- Mental Health Awareness Week (12–18 May)
- Men's Health Week (9–15 June)
- Carers Week (9–15 June)
- Heatwave Safety Reminder
- Sun Safe Workplace Training
- New eLearning Platform Launched

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- What is SkillGate (offering a broad range of interactive courses and a dedicated wellbeing section for staff)
- Vivup Rewards & Benefits (since the launch of Vivup in September 2024, the Lifestyle Savings feature had helped employees save a combined total of £1308).
- Go-Active @ the Arc (50% reduction to staff for the Membership fee)

Further details of the above initiatives which were promoted to staff were provided in the report.

In response to a Member's query regarding the attendance split between Members and staff at the Mental Health Awareness Week in May, the HR and Payroll Manager advised that although he did not hold this specific information, events were always open to Members as the Council felt it was important that they were also supported.

In response to a Member's query regarding SkillGate, the HR and Payroll Manager advised that there had been a good take up by staff of this provision. The platform was accessible anytime, anywhere, and was tailored to meet individual learning needs. The Unison Convenor noted that some staff (Leisure, Housing and Streetscene) did not have access to email facility so could not access the SkillGate platform, and she queried when this would be addressed. The HR and Payroll Manager acknowledged that this had been an issue for non-office based staff in the past, but computers had now been provided at the Depot, and these staff would be able to complete management training, however, this would need to be hosted by a manager. The Strategic Director of Services added that going forward, large group training sessions via SkillGate would be carried out during suspension of the green bin period. The Leader noted she would look forward to hearing more about SkillGate going forward.

The Leader stated that staff were the Council's biggest asset, and their health and wellbeing was of paramount importance. She noted that the East Midlands benchmarking exercise had showed that other councils also had an increase in sickness levels, and it would be interesting to see how this compared to the Council's figures; seven services in the Council had not had any sickness absence and Covid was still a factor in some sickness absence. As physical exercise had a positive impact on mental health, she would like to see the walking challenge continue in the future; staff who were absent due to work related stress were being offered full support, with all policy and procedures being followed.

Members thanked the HR and Payroll Manager for a comprehensive report.

Moved by Councillor Tom Munro and seconded by Liz Robinson (Unison)
RESOVLED that the report be noted.

The meeting concluded at 1032 hours.