

## **SAFETY COMMITTEE**

Minutes of a meeting of the Safety Committee of the Bolsover District Council held in the Council Chamber, The Arc, Clowne, on Friday 1<sup>st</sup> May 2026 at 1000 hours.

### **PRESENT:-**

Members:-

Councillor Jane Yates in the Chair

Councillors:- Sandra Peake and Tom Munro.

Union Representatives:- Chris McKinney and Jon Hendy.

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

### **SAF15-25/26. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **SAF16-25/26. URGENT ITEMS OF BUSINESS**

There were no urgent items of business.

### **SAF17-25/26. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **SAF18-25/26. MINUTES – 2<sup>ND</sup> SEPTEMBER 2026**

Moved by Councillor Jane Yates and seconded by Councillor Sandra Peake  
**RESOLVED** that the Minutes of a Safety Committee held on 2<sup>nd</sup> September 2026 be approved as a true record.

### **SAF19-25/26. HEALTH AND SAFETY QUARTER 2 (1<sup>ST</sup> JULY 2025 – 30<sup>TH</sup> SEPTEMBER 2025)**

Committee considered a report presented by the Health and Safety Manager which provided an overview of the Authority's overall Health & Safety performance for the Quarter 2 period (July 2025 to September 2025).

BDC employee accidents - the total number in Quarter 2 was 6 (this excluded Dragonfly and compared with 12 accidents occurring during Quarter 2 of 2024/2025). There were no RIDDOR reportable incidents and no lost days. Three near misses were reported by Streetscene employees, none of which resulted in Injury, but all involved members of the public; two were recorded as dangerous driving by members of the public around Streetscene vehicles and one employee recorded that a member of the public was

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wearing black insignia and pointed a knife at him before driving off. The Strategic Director of Services advised the meeting that he would look into this incident further and report back to the Committee outside of the meeting.

Accidents reported by members of the public - the total number of accidents was 46, none of which were serious enough to be RIDDOR reportable. All 46 incidents occurred across Leisure Services and Extreme wheels; however, it should be remembered that the average quarterly footfall in Go!Active was 85,958 people.

Training - during the Quarter, 58 BDC employees undertook various Health and Safety training.

Inspections - five formal BDC inspections were undertaken by a member of the Health & Safety Team, Facilities Management Team, a building representative and a Trade Union Representative (when available). There were no formal Dragonfly Development inspections, however, an external Health & Safety consultant undertook monthly visits to all sites, and various visits were undertaken at Pleasley Vale, New Woburn and Victoria House.

Moved by Councillor Tom Munro and seconded by Councillor Sandra Peake  
**RESOLVED** that the report be noted.

**SAF19-25/26.**

**HEALTH AND SAFETY QUARTER 3 (1<sup>ST</sup> OCTOBER 2025  
– 31<sup>ST</sup> DECEMBER 2025)**

Committee considered a report presented by the Health and Safety Manager which provided an overview of the Authority's overall Health & Safety performance for the Quarter 3 period (October 2025 to December 2025).

BDC employee accidents - the total number of accidents in Quarter 3 was 8 (excluding Dragonfly). This compared to 8 accidents occurring during Quarter 3 of 2024/2025. There were no RIDDOR reportable incidents. There were no near misses reported.

Accidents reported by members of the public - the total number of accidents reported by members of the public was 20 and none of these were serious enough to be RIDDOR reportable. There were 2 employee accidents reported by Dragonfly Development during Quarter 3. None were RIDDOR reportable. Additionally, 2 Dragonfly Development contractor incidents occurred.

Training - during the Quarter, 55 BDC employees undertook various Health and Safety training.

Inspections - three formal BDC inspections and one informal pre-opening visit were undertaken by a member of the Health & Safety Team, Facilities Management Team, a building representative and a Trade Union Representative (when available). There were 12 formal Dragonfly Development inspections, in addition to monthly visits undertaken by an external Health & Safety consultant.

In response to Members concerns, the Strategic Director of Services would make enquiries regarding operatives wearing the correct health and safety equipment when working and whether further training was required to be undertaken.

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Moved by Councillor Tom Munro and seconded by Councillor Sandra Peake  
**RESOLVED** that the report be noted.

### **SAF20-25/26. SICKNESS ABSENCE QUARTER 2 (JULY 2025 – SEPTEMBER 2025)**

Committee considered a report, presented by the HR and Payroll Manager, which provided sickness absence information for the Quarter 2 period (July 2025 to September 2025).

The average number of days lost per employee for Quarter 2 was 3.11 days and this was the highest Quarter 2 over the last three years. The 2025/26 projected outturn figure for the average number of days lost per employee was 11.82 days. The annual target for the Local Performance Indicator to the end of March 2026 was 8.5 days.

For the purposes of sickness reporting, Senior Management was accounted for as One Joint Assistant Director Post (0.5 FTE) with no days sickness experienced during Quarter 2.

#### Key Trends

East Midlands Councils were undertaking a benchmarking exercise as neighbouring councils had highlighted an increase in sickness as an ongoing trend. These results would be provided in future quarterly reports.

Long term sickness cases had contributed to the escalation of the absence figures (accounting for 75% of sickness) in Quarter 2. Some services experienced zero sickness during Quarter 2.

Stress/Depression had remained in the top three reasons for absence since Quarter 2 of 2019/20. There were eight cases of absence due to Stress/Depression during Quarter 2, four of which were work related and four none work related. 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.

Five days sickness was recorded for Covid19 in Quarter 2; however, this was lower than Quarter 1 in 2024/25.

There were 20 long term sickness absence cases in Quarter 2. Fifteen were due to physical health ailments and five were related to stress/depression (2 of which were work related). Nine employees had now returned to work and nine remained absent with two leaving the Council's employment.

Appropriate support and assistance were provided to facilitate employees who had returned to work and those planning to do so. 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 daily via HR21 Self Service.

The Council continued to prioritise the health and wellbeing of its workforce and a wide range of initiatives, events, and support services were promoted and delivered across the organisation which were set out in the report.

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A short discussion took place regarding the current cost of living crises, and it was noted that the Council was a living wage employer.

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

### **SAF21-25/26. SICKNESS ABSENCE QUARTER 3 (OCTOBER 2025 – DECEMBER 2025)**

Committee considered a report, presented by the HR and Payroll Manager, which provided sickness absence information for the Quarter 3 period (October 2025 to December 2025).

The average number of days lost per employee for Quarter 3 was 3.31 days; this was the highest Quarter 3 over the last three years. The 2025/26 projected outturn figure for the average number of days lost per employee was 12.29 days. The annual target for the Local Performance Indicator to the end of March 2026 was 8.5 days.

For the purposes of sickness reporting, Senior Management was accounted for as 1 Joint Assistant Director Post (0.5 FTE) with no days sickness experienced during Quarter 3.

Long term sickness cases had contributed to the escalation of the absence figures (accounting for 69% of sickness) in Quarter 3. Three services experienced zero sickness during Quarter 3. Stress/Depression remained in the top three reasons for absence since Quarter 3 of 2019/20. There were 17 cases of absence due to Stress/Depression during Quarter 3; five of which were work related, 11 none work related and one was a combination of home and work-related issues.

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.

8.5 days sickness was recorded for COVID19 in Quarter 3, and this was higher than Quarter 2 in 2025/6. There were 20 long term cases in Quarter 3; 10 were due to physical health ailments and 10 cases were related to stress/depression (4 of which were work related, one was a combination of home and work-related issues), eight employees had now returned to work, 10 remained absent, 2 had left the Council's employment.

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

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

The Council continued to prioritise the health and wellbeing of its workforce and a wide range of initiatives, events, and support services were promoted and delivered across the organisation which were set out in the report.

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Moved by Councillor Tom Munro and seconded by Councillor Sandra Peake  
**RESOLVED** that the report be noted.

### **SAF22-25/26. SICKNESS ABSENCE QUARTER 4 (JANUARY 2026 – MARCH 2025)**

Committee considered a report, presented by the HR and Payroll Manager, which provided sickness absence information for the Quarter 4 period (January 2026 to March 2026).

The average number of days lost per employee for Quarter 4 was 2.27 days. This was the lowest Quarter 4 over the last four years. The 2025/26 actual outturn figure for the average number of days lost per employee was 11.49 days. The annual target for the Local Performance Indicator to the end of March 2026 was 8.5 days.

Four services had experienced zero sickness during Quarter 4. Stress/Depression had remained in the top three reasons for absence since Quarter 4 of 2019/20. There were 19 cases of absence due to Stress/Depression during Quarter 4, two of which were work related, 16 were none work related, and one was a combination of home and work related issues.

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.

A neurodiversity support group had been launched, and this had been well attended. The menopause support group also saw good attendance. An employee celebration event had also taken place for staff achievements.

Councillor Munro congratulated the Council on all the support given to ex armed service personnel and requested that this be evidenced in future reports. The HR and Payroll Manager noted that he would pass this request on to the HR Business Manager who carried out work in relation to the Armed Forces Covenant.

Councillor Munro added that he and Councillor David Bennett were supporting the Customer Service, Standards & Complaints Manager who was leading on the Council working towards the Defence Employer Recognition Scheme (ERS) Silver Award, which recognised employers that went above and beyond their Armed Forces Covenant pledges to actively support reservists, veterans, and military families in the civilian workforce. Councillor Peake noted that Housing also played a part in supporting ex armed service personnel.

The Leader thanked staff for the excellent informative reports presented to the Committee.

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

The meeting concluded at 1041 hours.