

## Health, Safety and Wellbeing Committee AGENDA

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### Notice of Meeting:

An ordinary meeting of the Health, Safety and Wellbeing Committee will be held on:

**Date:** Friday 5 August 2022  
**Time:** 9.30am  
**Venue:** Committee Room 1, Level 2, Civic Offices  
53 Hereford Street

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### Membership

Chairperson	Councillor James Gough
Deputy Chairperson	Councillor Phil Mauger
Members	Chief Executive Dawn Baxendale Mr Paul Coleman Mr Bevan Killick Councillor Sam MacDonald

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29 July 2022

### Principal Advisor

Leah Scales  
General Manager - Resources / CFO  
Tel: 941 8999

Simone Gordon  
Committee and Hearings Advisor  
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[www.ccc.govt.nz](http://www.ccc.govt.nz)

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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# Developing Resilience in the 21st Century

Strategic Framework

Whiria ngā whenu o ngā papa,  
honoa ki te maurua tāuiki  
Bind together the strands of each mat and join  
together with the seams of respect and reciprocity

## Ōtautahi–Christchurch is a city of opportunity for all

Open to new ideas, new people and new ways of doing things – a city where anything is possible

### Principles

Being open, transparent and democratically accountable  Promoting equity, valuing diversity and fostering inclusion	Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future	Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga–Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect	Actively collaborating and co-operating with other local, regional and national organisations  Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making
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### Community Outcomes

<b>Resilient communities</b> Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children)	<b>Liveable city</b> Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in	<b>Healthy environment</b> Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste	<b>Prosperous economy</b> Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities
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### Strategic Priorities

Enabling active and connected communities to own their future	Meeting the challenge of climate change through every means available	Ensuring a high quality drinking water supply that is safe and sustainable	Accelerating the momentum the city needs	Ensuring rates are affordable and sustainable
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### Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with the community and partners	Strategies, Plans and Partnerships	Long Term Plan and Annual Plan	Our service delivery approach	Monitoring and reporting on our progress
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## Health, Safety and Wellbeing Committee - Terms of Reference Ngā Ārahina Mahinga

Chair	Councillor Gough
Deputy Chair	Councillor Mauger
Membership	Councillor MacDonald Chief Executive Dawn Baxendale 2 External Members: Mr Bevan Killick Mr Paul Coleman
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Quarterly
Reports To	Council

### **Purpose:**

Maintain and continually improve Health, Safety & Wellbeing by promoting consultation, co-operation and coordination between Management and Council. Ensuring active engagement in the ongoing development of a health, safety and wellbeing programmes.

### **Objective:**

The role of the Health, Safety and Wellbeing Committee of Council (Committee) is to assist Council to provide leadership in discharging its health and safety management responsibilities within the organisation.

### **Secretarial and Meetings:**

- The committee may have in attendance such members of management, including the Chief Executive and such other persons as it considers necessary to provide appropriate information and explanations.
- Meetings shall be held at least quarterly. Further meetings will be arranged on an as-needed basis.
- The Chair of the Committee will report all recommendations, key issues and findings to the Council.

### **Responsibilities:**

To assist the Council in discharging its due diligence responsibilities as a Person Conducting a Business or Undertaking (PCBU), by taking reasonably practicable steps to understand the health and safety risks, and ensure that they are managed so that the organisation meets its legal obligations.

- Review and monitor the robustness of the organisation's health, safety and wellbeing risk management framework.
- Seek assurance that the organisation is effectively structured to manage health and safety risks.

- Review progress with completion of organisational Health and Safety Plan objectives.
- Monitor compliance with policies and relevant legislation.
- Seek assurance that systems used to identify and manage health and safety hazards and risk are fit for purpose, effectively implemented, regularly reviewed and continuously improved.
- Ensure that the Council is properly and regularly informed and updated on matters relating to health and safety risks.
- Enquire as to the steps management have taken to embed a proactive culture through engagement with workers and provide reasonable opportunities for workers to participate in health, safety & wellbeing.
- Seek assurance that Council are working in partnership so far as reasonably practical with other PCBU's as a primary duty of care to ensure the health and safety of workers.
- Seek advice periodically from internal and external auditors regarding the effectiveness and completeness of the health and safety systems.
- Ensure management are keeping the Committee fully apprised of all independent sources of assurance, via the health and safety framework including any internal or external audits undertaken.
- Consider whether appropriate actions are being taken by management to mitigate Council's significant health and safety risks.
- Ensure that management is kept apprised of the Council's governance body's views on health and safety issues.
- Any other duties and responsibilities which have been assigned to it from time to time by the Council.

### ***Appointment Process for External Members:***

#### Principles:

The following principles guide the appointment process for External Members of the Committee:

- The Head of Human Resources will provide candidates to the Chief Executive and GM Strategy & Transformation Office for consideration.
- The Chair of the Committee and Chief Executive will endorse the nominations, if appropriate.
- Candidates will be contacted at the appropriate time to confirm their willingness to serve for the term for which External Members are appointed as set out below. If they are willing to serve, independence and confidentiality requirements and a background check will be conducted. They will also be informed of Council policies.
- The Chair of the Committee and the Health and Safety Manager or Head of Human Resources will review the candidates to develop a shortlist by assessing the following:
  - Professional credentials and relevant experience
  - Their understanding of current Health and Safety legislative requirements
  - Experience with prevention, and response to compliance risks; education, auditing and monitoring concepts
  - Experience overseeing or assessing the performance of organisations with respect to their health and safety compliance or risk function
  - Understanding implications for compliance and culture in a changing regulatory environment
  - Potential conflicts for the candidate
  - Affiliations or connections with the Council and its related entities
  - Reference and background check reports

- The results of the review of the candidates will be reported to the Committee's External Members Appointments Panel, who will select from the shortlist which External Members are appointed to the Committee.

Term:

- External Members of the Committee will be appointed for a term of three years (subject to the terms their contract and the Council failing to resolve anything that would by implication necessarily shorten that term). The term for External Members shall, unless the Chief Executive specifies otherwise, begin on 1 April following the Triennial elections and end on 31 March three years later to provide continuity for the Committee over the initial months of a new Council.
- External Members are eligible for re-appointment by the Committee's External Members Appointments Panel for one further term. However, the Council may approve the re-appointment of External Members for any number of subsequent terms to ensure continuity of knowledge.

***Delegations***

External Members Appointments Panel:

- The Committee delegates to its External Members Appointments Panel (Panel) the authority to consider shortlisted candidates for appointment as the External Members of the Committee and to appoint 2 External Members.
- The Chair of the Panel shall be the Chair of the Committee, and the further members of the Panel shall be the elected members of the Committee.
- The quorum of the Panel shall be half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.

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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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## **1. Apologies Ngā Whakapāha**

At the close of the agenda no apologies had been received.

## **2. Declarations of Interest Ngā Whakapuaki Aronga**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

## **3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua**

That the minutes of the Health, Safety and Wellbeing Committee meeting held on [Friday, 6 May 2022](#) be confirmed (refer page 8).

## **4. Public Forum Te Huinga Whānui**

A period of up to 30 minutes may be available for people to speak for up to five minutes on any issue that is not the subject of a separate hearings process.

There were no public forum requests received at the time the agenda was prepared

## **5. Deputations by Appointment Ngā Huinga Whakaritenga**

There were no deputations by appointment at the time the agenda was prepared.

## **6. Petitions Ngā Pākikitanga**

There were no petitions received at the time the agenda was prepared.

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## Health, Safety and Wellbeing Committee OPEN MINUTES

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**Date:** Friday 6 May 2022  
**Time:** 9.30am  
**Venue:** Council Chambers, Civic Offices, 53 Hereford Street,  
Christchurch

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**Present**

Chairperson	Councillor James Gough
Deputy Chairperson	Councillor Phil Mauger
Members	Mr Paul Coleman - <i>by audio/visual Link</i>
	Mr Bevan Killick - <i>by audio/visual Link</i>
	Councillor Sam MacDonald

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**Principal Advisor**

Leah Scales  
General Manager - Resources / CFO  
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**Part A Matters Requiring a Council Decision**

**Part B Reports for Information**

**Part C Decisions Under Delegation**

The agenda was dealt with in the following order.

**1. Apologies Ngā Whakapāha**

**Part C**

**Committee Resolved HSCM/2022/00004**

That the apologies received from Chief Executive Dawn Baxendale for absence and apologies from Councillor MacDonald for early departure be accepted.

Councillor Gough/Councillor Mauger

**Carried**

**2. Declarations of Interest Ngā Whakapuaki Aronga**

**Part B**

There were no declarations of interest recorded.

**3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua**

**Part C**

**Committee Resolved HSCM/2022/00005**

That the minutes of the Health, Safety and Wellbeing Committee meeting held on Friday, 4 February 2022 be confirmed.

Councillor MacDonald/Mr Coleman

**Carried**

**4. Public Forum Te Huinga Whānui**

**Part B**

There were no public forum presentations.

**5. Deputations by Appointment Ngā Huinga Whakaritenga**

**Part B**

There were no deputations by appointment.

**6. Presentation of Petitions Ngā Pākikitanga**

**Part B**

There was no presentation of petitions.

## 7. Health, Safety and Wellbeing Report: January - March 2022

The Manager Health and Safety, Duncan Sandeman, presented the Health, Safety & Wellbeing (HSW) Quarterly Report to the Committee, and canvassed updates to the report and developments since the last quarter.

The Committee requested to see the risk register for the Citizens and Community Business Unit, along with the targets for risk assessments.

It was noted that from event source analysis that threats and abuse from the public is down 65% from the previous quarter. In terms of employee wellbeing, employee days lost is down significantly.

Members queried whether there was an action plan for getting Managers within the organisation to complete reviews and necessary health and safety related training. The General Manager Resources advised that training has been at 99%, which is above the target of 95%. It was noted that the health and safety training that the organisation offers could benefit from an update.

In this discussion, Members were pointed to the 'Organisation Health & Safety Maturity' graph as a way of measuring an organisations overall health and safety culture. The graph has 5 different columns that outlines different levels of an organisations health and safety maturity. These are:

1. No Care Culture (least desirable)
2. Blame Culture
3. Compliance Culture
4. Ownership Culture
5. Way of Life (most desirable)

Officers advised that the organisation falls at the lower end of the 'Compliance Culture' category. Ultimately the organisation aspires for best practice health, safety and wellbeing measures and to be within the 'Way of Life' category.

**Committee Resolved Officer Recommendations Accepted without Change**  
**HSCM/2022/00006**

### Part C

That the Health, Safety and Wellbeing Committee:

1. Receive the information in the Health, Safety & Wellbeing Quarterly Report January – March 2022.

Councillor Gough/Councillor Mauger

**Carried**

Councillor MacDonald left the meeting at 9.54am during consideration of item 8.

## 8. Resolution to Exclude the Public

Committee Resolved HSCM/2022/00007

### Part C

That at 9:54am the resolution to exclude the public set out on pages 30 to 31 of the agenda be adopted.

Councillor Gough/Councillor Mauger

Carried

**The public were re-admitted to the meeting at 10.19am.**

**Meeting concluded at 10.20am.**

**CONFIRMED THIS 5<sup>th</sup> DAY OF AUGUST 2022.**

**COUNCILLOR JAMES GOUGH  
CHAIRPERSON**



## 7. Health, Safety and Wellbeing Report: June 2022

Reference / Te Tohutoro: 22/913908

Report of / Te Pou  
Matua:

Nicholas Hill, Head of Risk and Assurance, [nicholas.hill@ccc.govt.nz](mailto:nicholas.hill@ccc.govt.nz)

General Manager /  
Pouwhakarae:

Leah Scales, General Manager Resources/CFO,  
[leah.scales@ccc.govt.nz](mailto:leah.scales@ccc.govt.nz)

### 1. Brief Summary

- 1.1 The purpose of this report is to inform the Health, Safety and Wellbeing Committee of health, safety and wellbeing matters at Christchurch City Council for the period June 2022.

### 2. Officer Recommendations Ngā Tūtohu

That the Health, Safety and Wellbeing Committee:

1. Receive the information in the Health, Safety & Wellbeing report for June 2022.
2. Note the intent of the HSW team forward planning and provide any recommendations.

### 3. Forward plan

- 3.1 The HSW team continues to evolve our focus from lag to lead indicators and taking a proactive forward leaning stance. Part of this has been to develop improved KPIs for leaders that represent improvement in capability and capacity across the organisation. This intent and performance indicators were agreed with the Executive Leadership Team for the 2022/23 year.
- 3.2 In 2022/23, the improvement expectations are represented through demonstrating HSW leadership and implement the HSW plan for your unit, supported by the HSW team. This is in contrast with the previous year measure for senior leaders “95% of all managers must attend the Health, Safety and Wellbeing Responsibility Training for Managers course”.
- 3.3 The broadened KPIs represent a lot more than just recording conformance with a target – each unit has some core similarities but often a very different risk profile – hence our primary focus in our first quarter of 2022/23 is around developing a refreshed risk profile – as evident in our June 2022 dashboard, this work has already begun.
  - All people leaders are trained and competent for their HSW responsibility.
  - All work groups have appointed trained HSW reps and a management HSW champion.
  - All Units have identified their hazards and have a mitigation plan in place for each.
  - All Units have a HSW improvement plan in place including a risk assessment improvement plan.
  - All health and safety events reported in the Health and Safety Information System are reviewed by the one-up manager within 30 days.
- 3.4 These KPIs are fundamental to achieving work underway to clearly articulate our Health, Safety and Wellbeing goal and strategic vision – telling the story and setting expectations about compliance and improvement. Associated with this will be a clear delivery framework and a documented programme of planned work. These will form new lead indicators that

demonstrate progress towards our desired outcomes, including aspects of our leaning culture and our learning infrastructure to ensure we know learning and improvements are embedded.

- 3.5 In future reports to this Committee the HSW team will seek to provide updates on more lead indicators, an example being Facilities Management staff having recently completed permit issuer training through an accredited provider. This will improve our facilities team capability to identify and manage high risk activities.
- 3.6 Recognition of this work has seen the approval of additional budget in this year's annual plan, and agreements with other units to increase our dedicated HSW focus:
  - 3.6.1 Three Waters have assigned a six month embedded role (with staffing now allocated) to improving HSW capability in their Unit.
  - 3.6.2 Recreation, Sport and Events have hired a 12 month fixed term H&S Advisor to support their key operations.
  - 3.6.3 HSW core team have an immediate new role under development to support the health and safety of industrial processes present within the organisation.
- 3.7 Beyond dedicated resourcing, and in line with our priority on worker-participation the HSW team have initiated a H&S Representative forum to provide networking, cross-functional support, forward planning and continuous shared learning with the staff holding these roles.

#### 4. Health, Safety & Wellbeing Dashboard

- 4.1 The HSW dashboard for June 2022 is included at **Attachment A**.
- 4.2 Key items to note:
  - 4.2.1 **Show visible leadership of HSW practices.**
    - There has been an increase in recorded visible leadership events over the previous quarter with the Executive Leadership Team and Heads of Service encouraging staff to record events in the Health, Safety and Wellbeing (HSW) reporting system.
    - Visible leadership occurs across the organisation daily, however the numbers reflected within the dashboard remain low which is due to under reporting.
  - 4.2.2 **Support competent and committed workers.**
    - Health and Safety Management Responsibilities training for Team Leaders and Managers continues monthly, to date, there are only 16 of the 274 managers and team leaders remaining to undergo this training. A review of this training is currently underway to assess the need for periodic refresher training.
    - There is a good number of health and safety representatives across the organisation, however work needs to be undertaken to ensure the maximum number are trained in order to get the best from them. The HSW team are working on ways to better support the representatives including through more regular training, development and networking opportunities. It is acknowledged that the representatives are all volunteers undertaking this work in addition to their own workloads.
  - 4.2.3 **Effectively manage risk.** This is the most important piece of work that needs to be completed in order for the organisation to improve our health and safety performance.
    - A major push over the quarter has occurred in terms of supporting business units to develop hazard risk registers. Previously these were decentralised, and we recognised the need to both provide technical advisory support in partnership with

the units, as well as develop improvements based on learnings and common themes across the whole organisation. The report identifies a very small number of units where the risk register status is “to do” and these reflect areas that are in an establishment phase.

- Further work is underway to streamline the information within the risk registers.
- The other major push in this space has been the Health, Safety and Wellbeing team engaging with workers and leaders across the organisation to ensure the effective management of critical risks and working with them to effectively manage those risks.
- Ongoing review of risks registers shows that Council has a good understanding of its critical risks and control measures. The HSW team will continue to collate risk information and develop improved structure, documentation and support for operational areas around the identification and management of critical risks and controls.



#### 4.2.4 **Continuously improve performance.**

- Health, Safety and Wellbeing events for this period did not deviate from the trends from the past 12 months.
- There has been a significant improvement in events overdue for review. The HSW team, along with managers have focused on reviewing and closing out events outstanding of 90 days plus. The number of these events now sits at 43 with the intent to have these closed out before the end of July 2022.
- There are 51 events awaiting review in the 31-90 day period. It is expected these will be closed out by the end of August 2022.
- New targets are being set for one-up managers to acknowledge events and review them. Expectations are that managers review any event within 30 days of being lodged.
- Human behaviours accounts for the largest source of events both for the reporting period and for the previous 12 months. Furniture, fixtures and fittings remain the second highest source.

#### 4.2.5 **Promote employee wellbeing.**

- The Wellbeing Group have been busy arranging opportunities for their colleagues to improve their wellbeing over the last 3 months that have included a seminar on how to boost your wellbeing, a mindfulness course, men’s health seminar, a promotion on mental health which supports counselling for children ‘I am Hope’ charity, staff donated \$920 to this. We have also offered a monthly ‘Money Bites’ series, where staff are provided with independent information on financial matters.
- Teams have also been undertaking wellbeing sessions with Workplace support professionals who are invited to team meetings. There is opportunity for discussion and tips on how to improve team engagement and wellbeing.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A  	HSW Dashboard June 2022	17

In addition to the attached documents, the following background information is available:

Document Name	Location / File Link
Not applicable	Not applicable

## Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

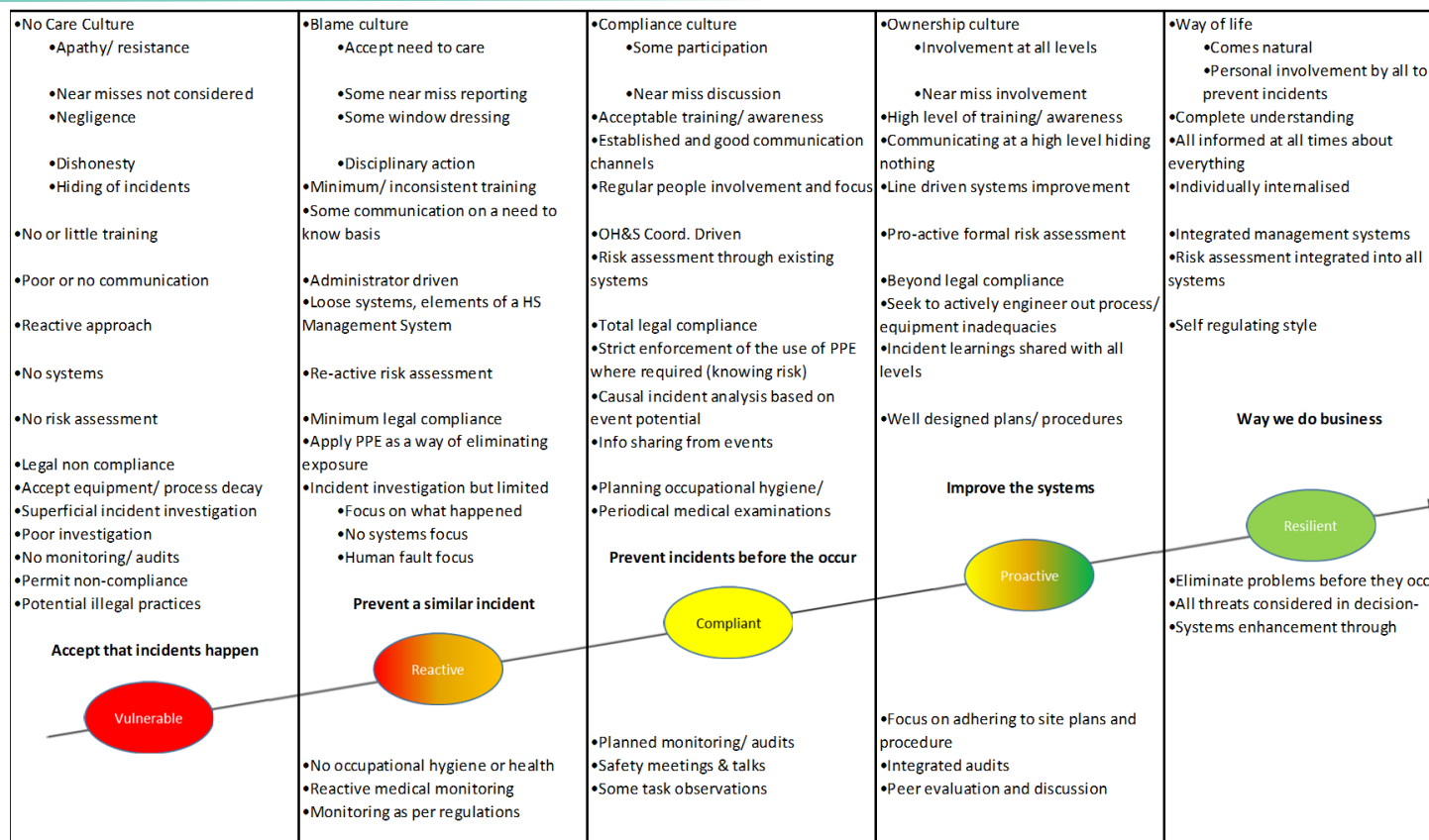
## Signatories / Ngā Kaiwaitohu

<b>Authors</b>	Nicholas Hill - Head of Risk & Assurance Kurt Scoringe - Senior Health & Safety Advisor
<b>Approved By</b>	Leah Scales - General Manager Resources/Chief Financial Officer



# Health, Safety and Wellbeing Dashboard June 2022

# Organisation Health & Safety Maturity



# Health, Safety & Wellbeing Plan 2021-2026

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## **Goal: Be the safest and healthiest council in New Zealand**

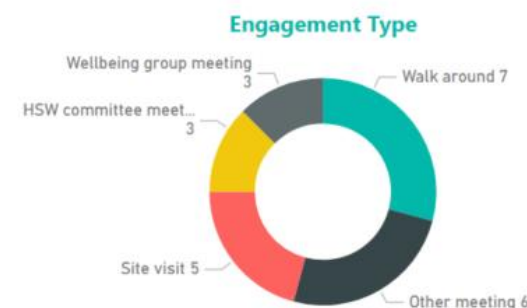
- Show visible leadership of HSW practices
- Support competent, committed people
- Effectively manage risks
- Continuously improve performance
- Collaborate with industry and community partners
- Promote employee wellbeing

*This dashboard report is in a process of continuous improvement, each iteration aims to provide clearer context and improved representation of the data available. Over time the intent is to provide greater trend analysis, tracking improvement initiatives and providing more value-added analysis.*

# Lead Indicator - Recording Visible Leadership



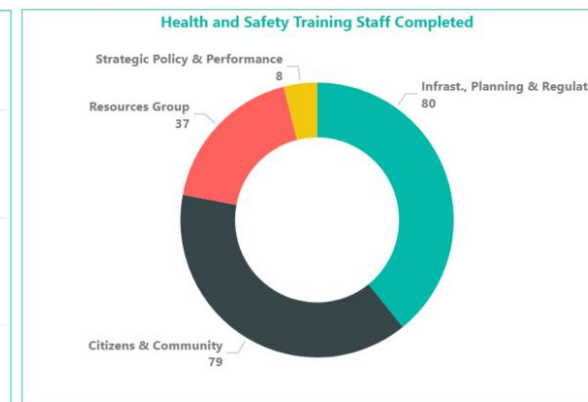
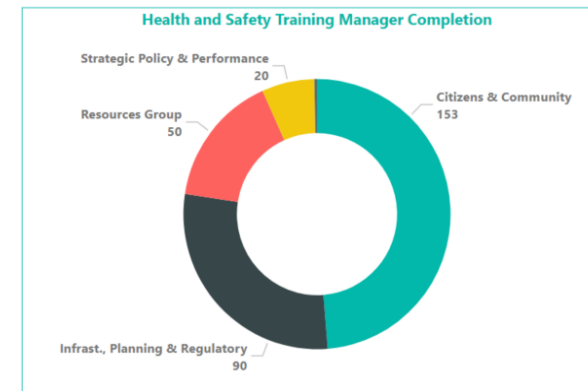
- The purpose of this activity is to demonstrate leadership commitment to specific Health, Safety and Wellbeing activities and as a result, influence others to do so too. Leaders may engage in conversations or observe employees or contractors.
- Leaders are expected to embed conversations about Health, Safety and Wellbeing in our day-to-day meetings, interactions and other behaviour, modelling best practice, creating physically and psychologically safe and inclusive work environments
- The results rely on staff recording events in Able.



## Lead Indicator - Support competent and committed workers

### Goals to support competent and committed workers

- Increase worker engagement and participation.
- Ongoing development of resources and training to ensure all our people have the right skills and competence to undertake health and safety.
- Develop a single source of truth for HSW resources at Council.
- Ensure resources and training are available.

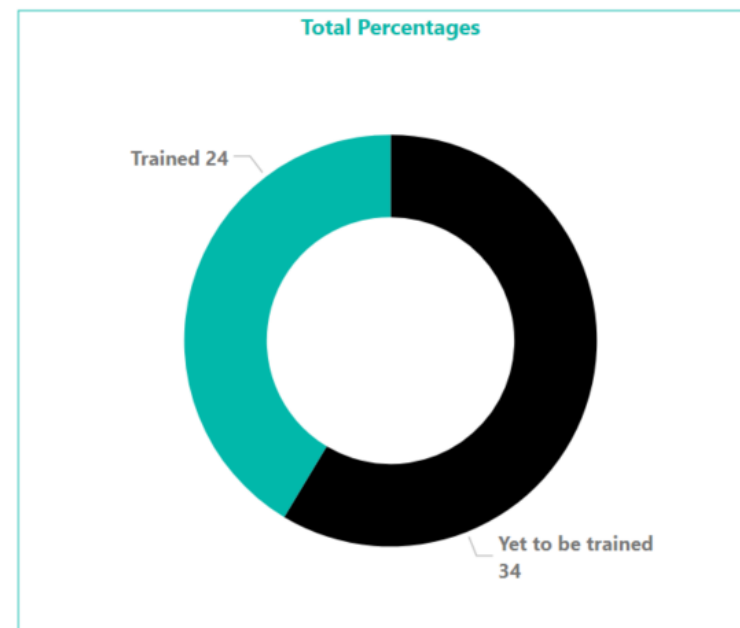
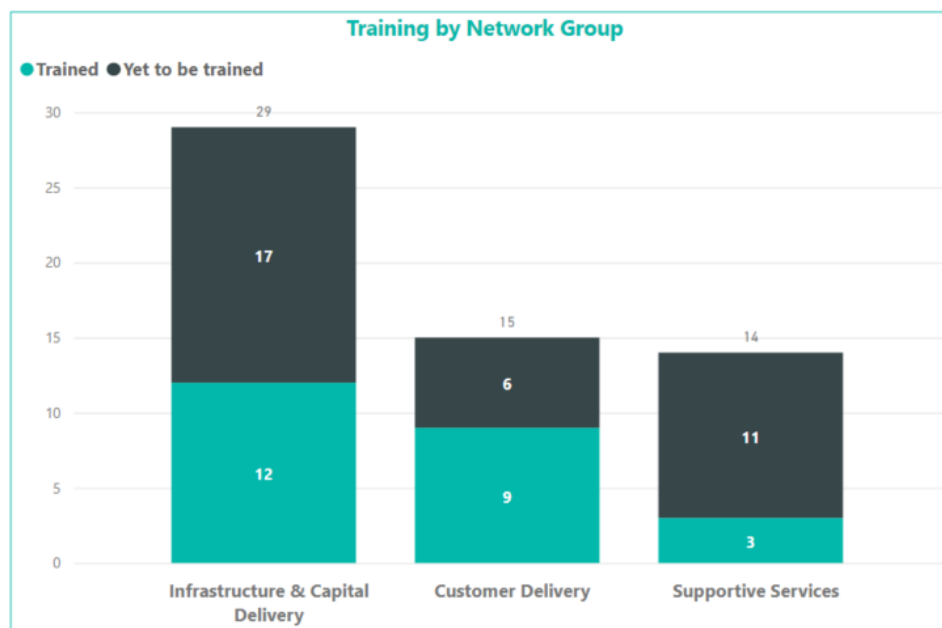


Health, Safety and Wellbeing Dashboard June 2022

## Lead Indicator - Health & Safety Representatives

We support a HSW representative program that enables worker selected representatives and management champions to meet, gain knowledge and understanding and represent themselves and their work areas. The data here shows the current numbers of representatives, broken down by group and shows the proportion trained.

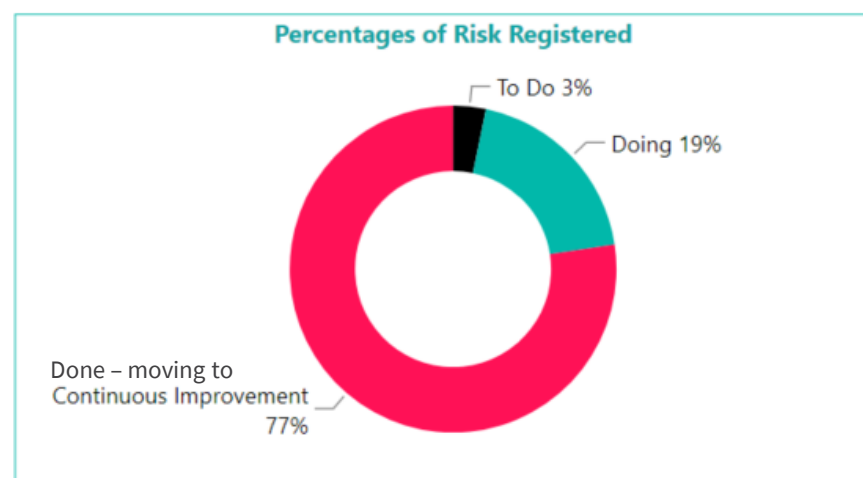
Our goal is for all reps and management champions to be trained and to ensure we have the right numbers.



## Lead Indicator - Business Unit Hazard Risk Registers

- Each business unit is required to have an up-to-date hazard risk register. These registers record the identified HSW risks and the things the unit is doing to address them.
- This is the baseline information required to identify critical hazards and risks, support role-based requirements for competency and safety equipment.
- We are working towards greater consistency and quality in our hazard risk data, leading to an improved ability to learn across the organisation and make planned improvements.

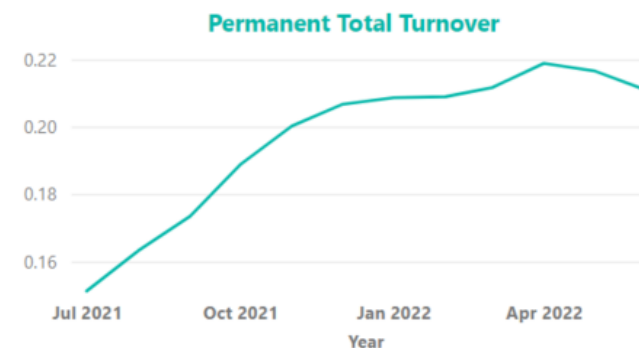
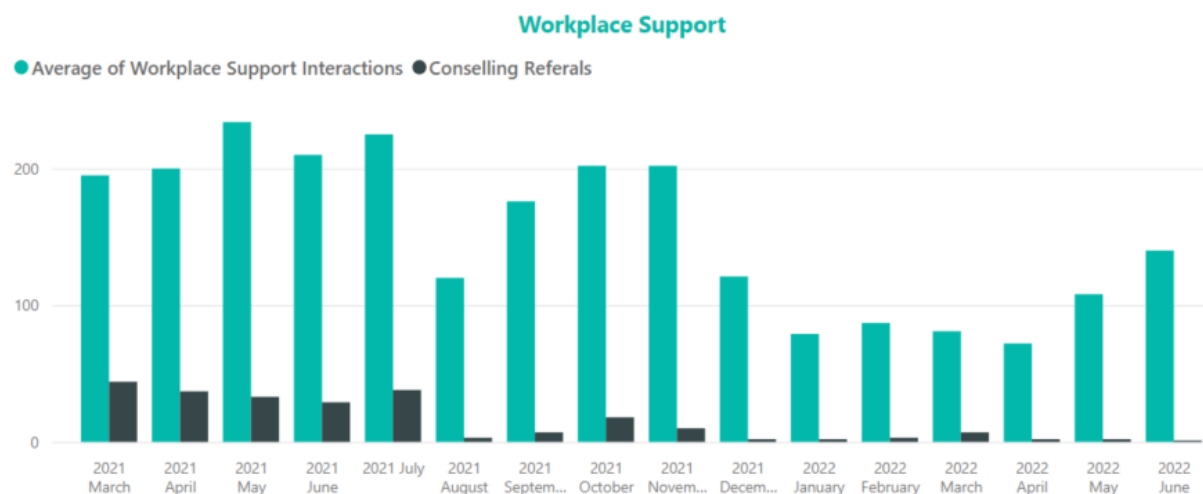
Groups	To Do	Doing	Continuous Improvement
Citizens & Community		2	7
Infrastructure, Planning & Regulatory Services	1	1	6
Resources		2	6
Strategic Policy & Performance		1	5
<b>Total</b>	<b>1</b>	<b>6</b>	<b>24</b>



## Lead/Lag Indicator - Support Employee Wellbeing

This graph shows the support provided by Workplace Support. The impact of Covid changing working patterns is evident through the dip in general interactions in August 2021 and then from January to May 2022. Staff and Workplace Support continue to review the best approach to support our people as working habits change.

Wellbeing initiatives were delivered during the period such as a seminar on how to boost your wellbeing, a mindfulness course, men's health seminar, a monthly 'Money Bites' series, supporting staff around personal financial matters and supporting Pride Month.

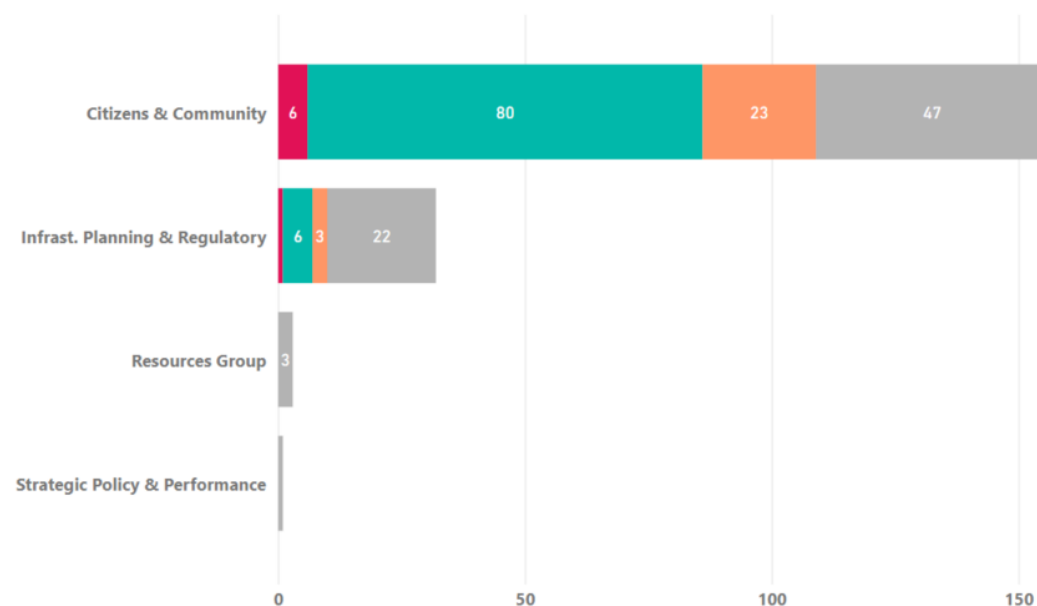




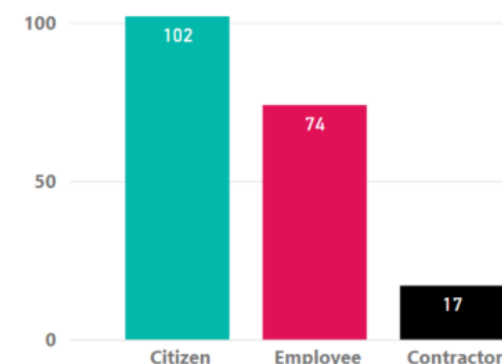
## Lag Indicator – Events

This graph indicates the number of events of confirmed potential severity. This has been broken down by group and severity of accident (from high to low) and includes unconfirmed cases (i.e. under review). The highest number of incidents is in the citizen category; the details will be shown on the next slide.

Confirmed Potential Severity ● High ● Low ● Medium ● Unconfirmed

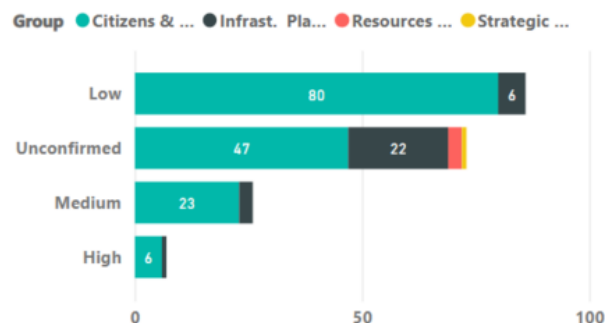


Event by Person Type

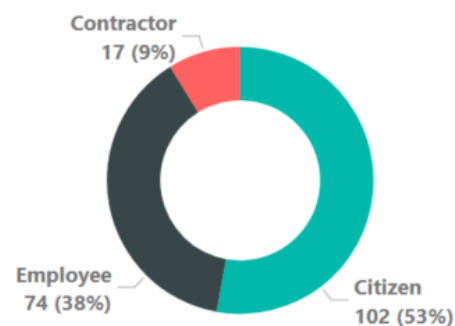


# Lag Indicator – Events

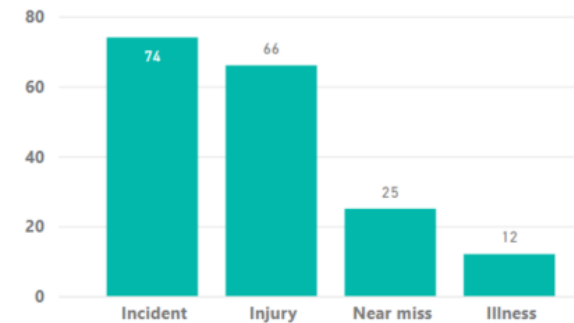
Events by Confirmed Potential Severity



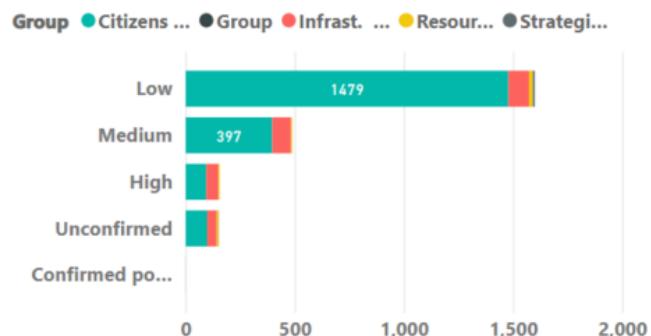
Event by Person Type - June 2022



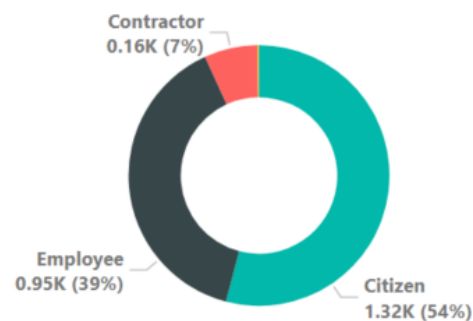
Event by Type - June 2022



Events by Confirmed Potential Severity - Past 12 Months



Event by Person Type - Past 12 Month



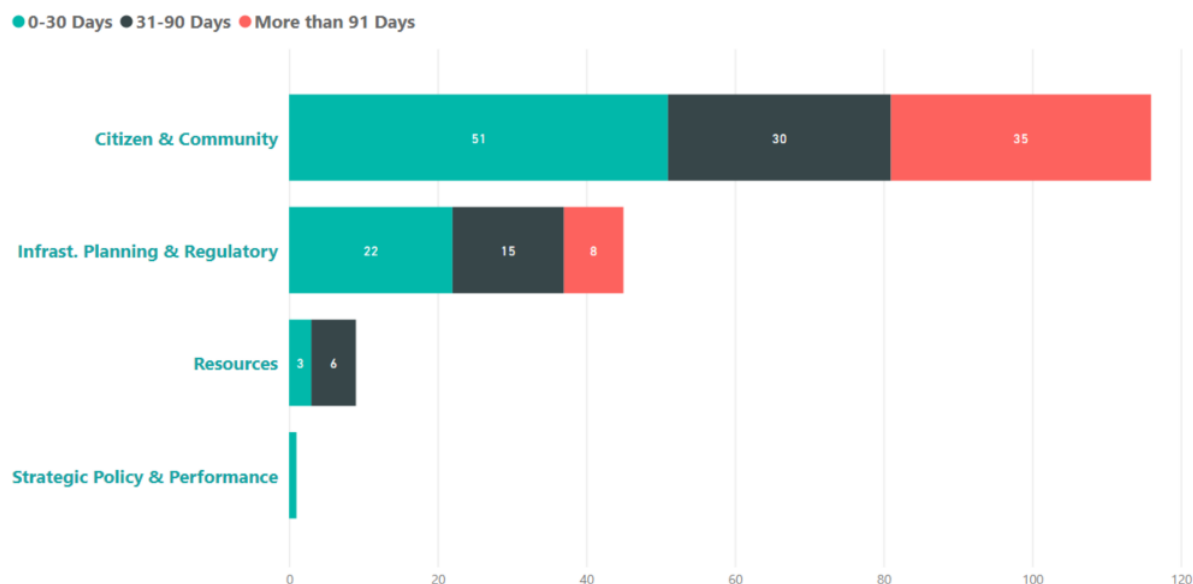
Event by Type - Past 12 Months



## Lag Indicator – Reviewing Events

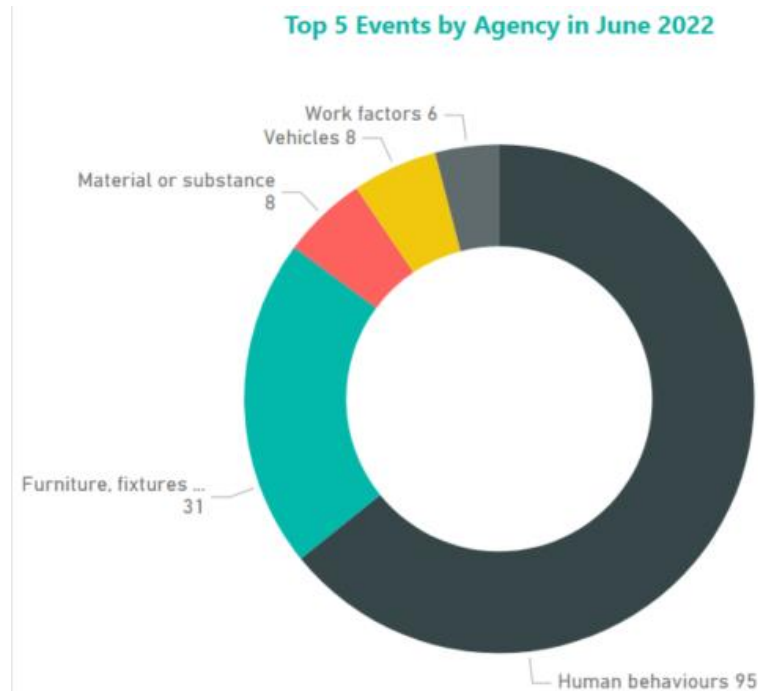
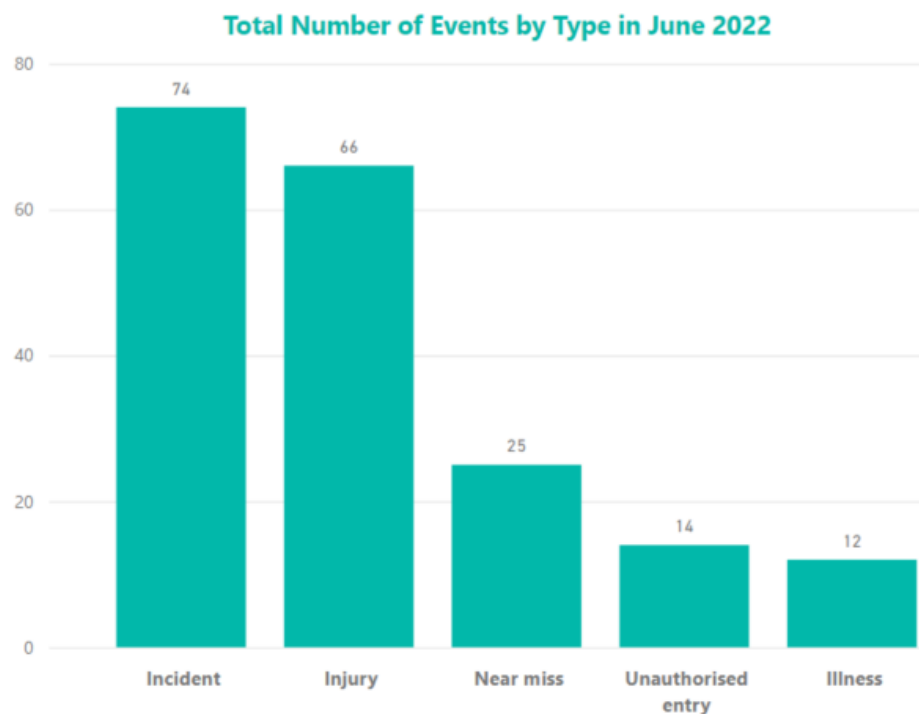
Each HSW event logged in our information management system includes multiple bits of information.

The data displayed below shows the current open events in our system and how long it took for the one-up manager to review the event. Our key priority is to review all events immediately, support high risk/high consequence events and then reviewing and closing the backlog of aged 90+ day events.



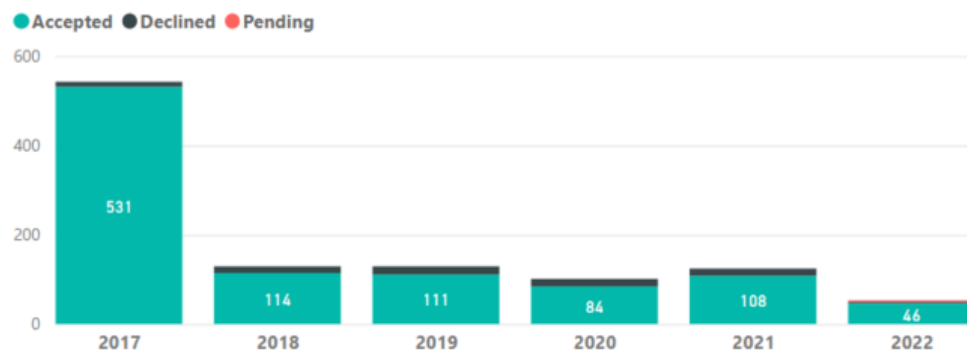
Health, Safety and Wellbeing Dashboard June 2022

## Lag Indicator - Event Source Analysis

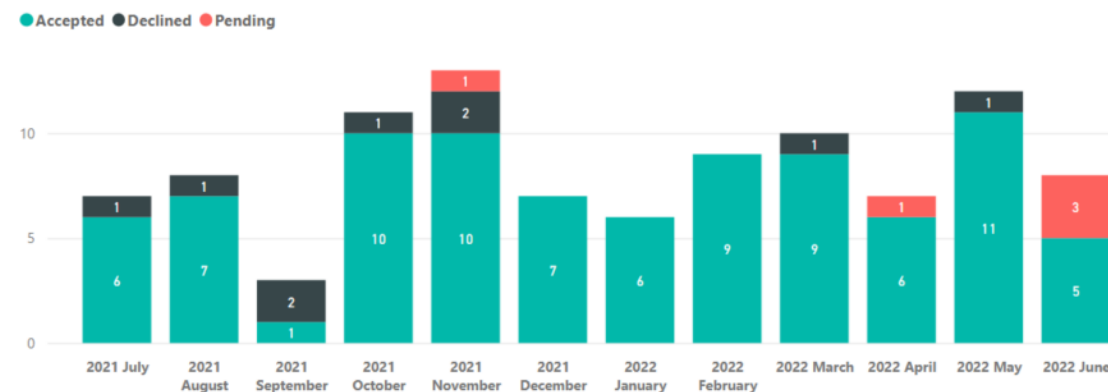


# Lag Indicator - Injury Claim Numbers

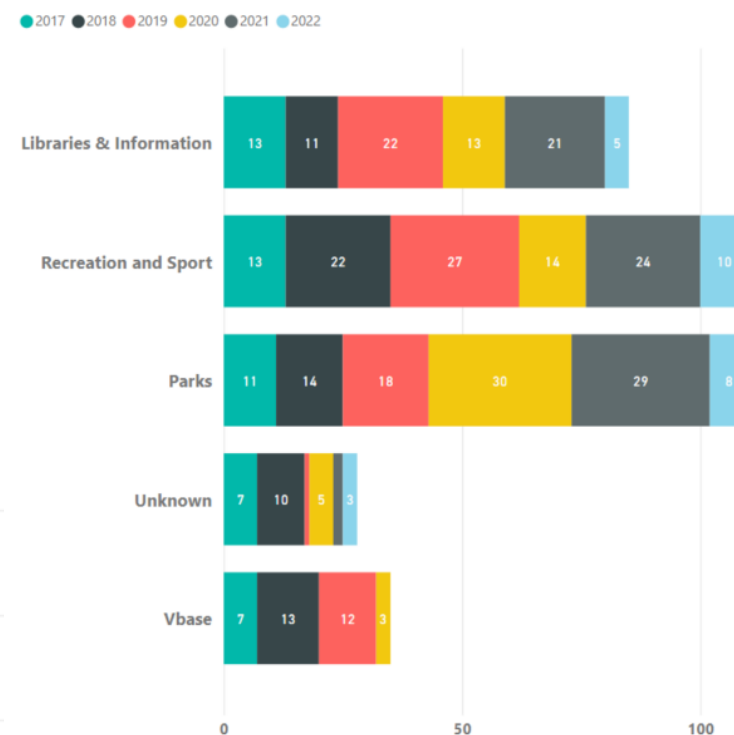
Total Injury Claim Numbers



Injury Claims 12 Months



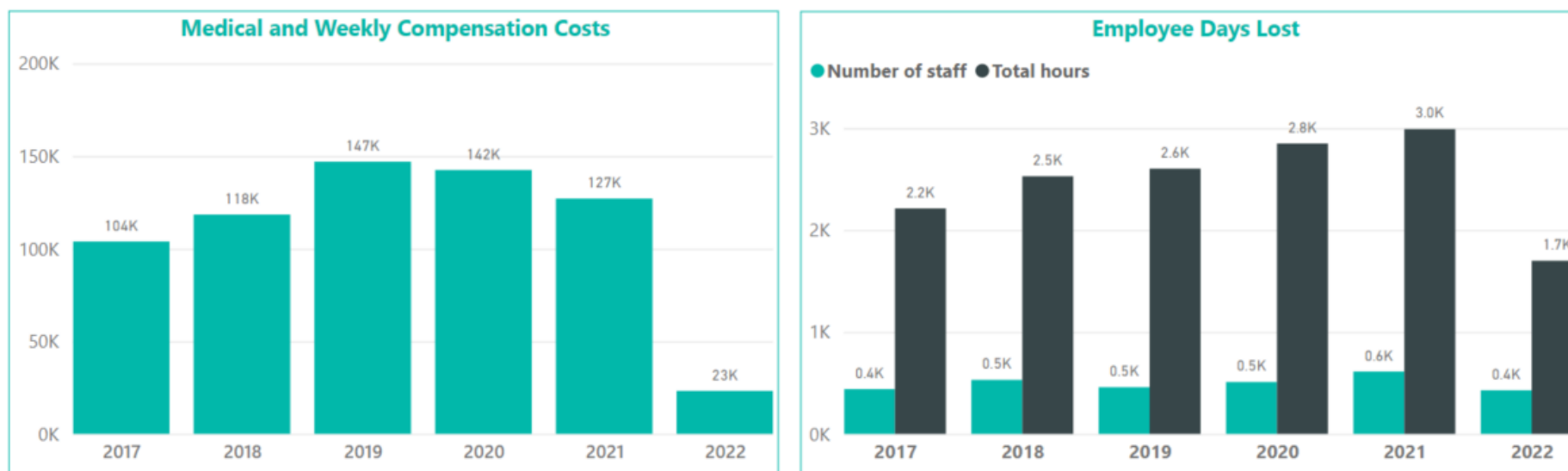
Top 5 Claim by Units



## Medical and Weekly Compensation Costs

The chart below illustrates the costs of medical and weekly compensation paid to staff each calendar year, from 2017 to June 2022. HSW provides advice, assists and monitors staff medical and weekly compensation costs on a regular basis, in order to ensure that we appreciate, and show sympathy and their importance in times of illness.

In terms of Employee Days Lost, the chart compares the number of staff and the total hours used from 2017 to June 2022.



## 8. Resolution to Exclude the Public

*Section 48, Local Government Official Information and Meetings Act 1987.*

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

### Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
9.	PUBLIC EXCLUDED HEALTH, SAFETY AND WELLBEING COMMITTEE MINUTES - 6 MAY 2022			REFER TO THE PREVIOUS PUBLIC EXCLUDED REASON IN THE AGENDAS FOR THESE MEETINGS.	
10.	HEALTH, SAFETY & WELLBEING CONFIRMED HIGH POTENTIAL SEVERITY EVENTS APRIL - JUNE 2022	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	THE REPORT CONTAINS DETAILS OF HEALTH AND SAFETY EVENTS WHERE INDIVIDUALS COULD BE IDENTIFIED. ADDITIONALLY THERE ARE EVENT DETAILS CONTAINED IN THIS REPORT THAT REMAIN UNDER VARIOUS INVESTIGATIONS.	4 AUGUST 2023 ONCE ALL INVESTIGATIONS ARE COMPLETED AND CLOSED AND RELEVANT INFORMATION IS REDACTED.
11.	HEALTH, SAFETY AND WELLBEING REGULATOR UPDATES	S7(2)(B)(II), S7(2)(D), S7(2)(G)	PREJUDICE COMMERCIAL POSITION, PROTECTION OF HEALTH OR SAFETY OF INDIVIDUALS, MAINTAIN LEGAL PROFESSIONAL PRIVILEGE	THIS REPORT INCLUDES MATTERS OF PERSONAL AND COMMERCIAL SENSITIVITY.	WHEN THE MATTERS ARE NO LONGER COMMERCIAL SENSITIVE OR LEGALLY PRIVILEGED.