

7.2 Workplace Health and Safety - Delivery

Report To:	Local Services Committee
Meeting Date:	Wednesday, 11 March 2026
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Purpose

To provide an update to the Local Services Committee on the status of Workplace Health and Safety for the Delivery portfolio during the period 21 July to 31 December 2025.

Recommendation

That the Local Services Committee:

- a. Receives and notes the Workplace Health and Safety Report (Resolve # 2026-47).

Executive Summary

This report provides information on health and safety observations, incidents and trends for the Delivery portfolio between 21 July to 31 December 2025.

Discussion

Hazard Identification, Risk Assessment and Management

The below reporting covers the period from 21 July to 31 December 2025

Table one: Summary of safety observations, hazards and health and safety for the reporting period.

Delivery		
Safety Observation Classification	Number of Observations raised	Number completed or resolved
Safe behaviour Observation	2	2
Unsafe behaviour Observation	0	0
Hazards / Unsafe conditions	2	2
Health and Safety Inspections *	17	17

**During the reporting period, a total of 13 contractor health and safety inspections were completed on SWDC contractors. Eight Temporary Traffic Management Condition Inspections were completed.*

Incident and injury reporting, recording and investigation

Notifiable Events:

Nil Notifiable Incidents during this reporting period.

Worker related medical treatment and lost time injuries:

Nil lost time injury (LTI) injury in this reporting period.

Safety trends for the reporting period:

Figure one: Number of incidents reported per type for the reporting period.

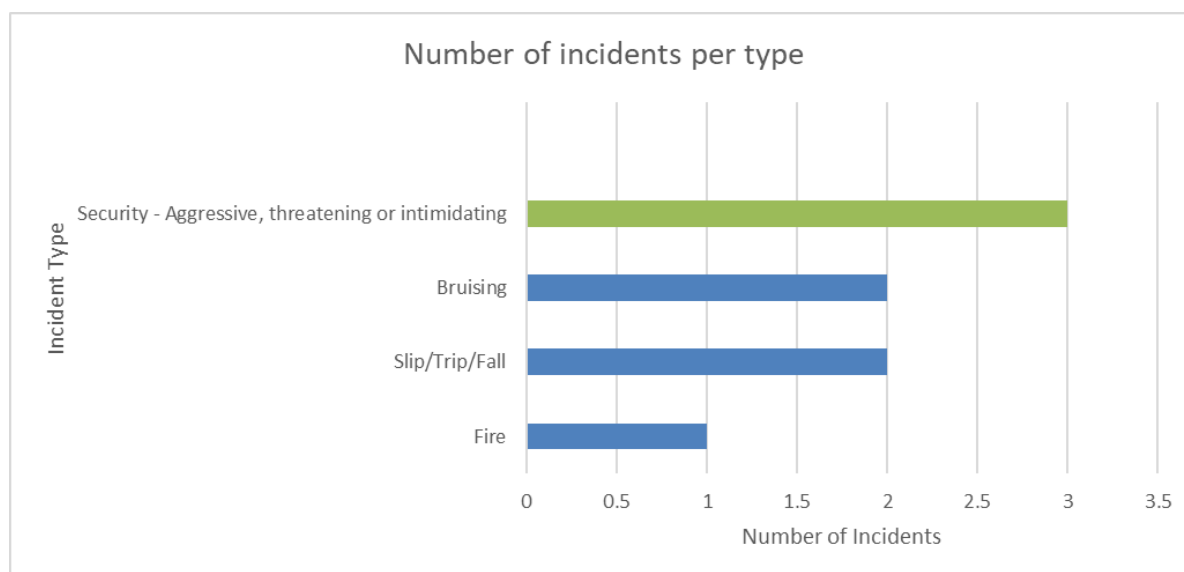


Table two: Summary of events for current reporting period

Number of incidents by area:		Number of incidents by severity by area:			
Parks/Reserves	1	Insignificant	Minor	Moderate	Major
		0	0	1	0
Libraries – Tokoroa	5	Insignificant	Minor	Moderate	Major
		0	4	1	0
Customer Services - Putaruru	1	Insignificant	Minor	Moderate	Major
		0	1	0	0
Customer Services – Tokoroa	1	Insignificant	Minor	Moderate	Major
		0	1	0	0
Totals	8	0	6	2	0

Table two: Details of events with a severity rating of Moderate or above

Date	Area	Event Type	Severity	Description	Outcome
13/09/25	Library Tokoroa	Security - Aggressive, threatening or intimidating	Moderate	An incident occurred at the library involving a customer, who refused to leave the premises at closing time despite multiple requests from staff. Due to non-compliance and discovery of possession of a concealed knife, the police were contacted.	The police were contacted, and person was subsequently removed and trespassed from the library.
08/08/2025	Parks & Reserves – Oval, Memorial Sports Grounds	Fire	Moderate	The electrical box for the light in front of the seating grandstand around the oval caught fire. A fire extinguisher was used to put the fire out.	Property/Parks team followed up to find out if the cause of the fire was identified and the electrical box has been repaired.

Attachments

None