

7.1 Health, Safety & Wellbeing

Report To: Local Services Committee
Meeting Date: Thursday, 21 August 2025
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Authorised by: Executive Manager Delivery

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 1 May to 20 July 2025.

Recommendation

That the Local Services Committee:

- a. Receives and notes the Workplace Health and Safety Report (Resolve # 2025-163).

Executive Summary

This report provides information on health and safety observations, incidents and trends for the Delivery portfolio between 1 May and 20 July 2025.

Discussion

Hazard Identification, Risk Assessment and Management

The below reporting covers the period from 1 May to 20 July 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	3	3
Unsafe behaviour Observation	1	1
Hazards / Unsafe conditions	6	6
Health and Safety Inspections		26

**During the reporting period, a total of 21 contractor health and safety inspections were completed on SWDC contractors. Additionally, 5 Temporary Traffic Management Condition Inspections were completed.*

Incident and Injury Reporting, Recording and Investigation

Notifiable Events:

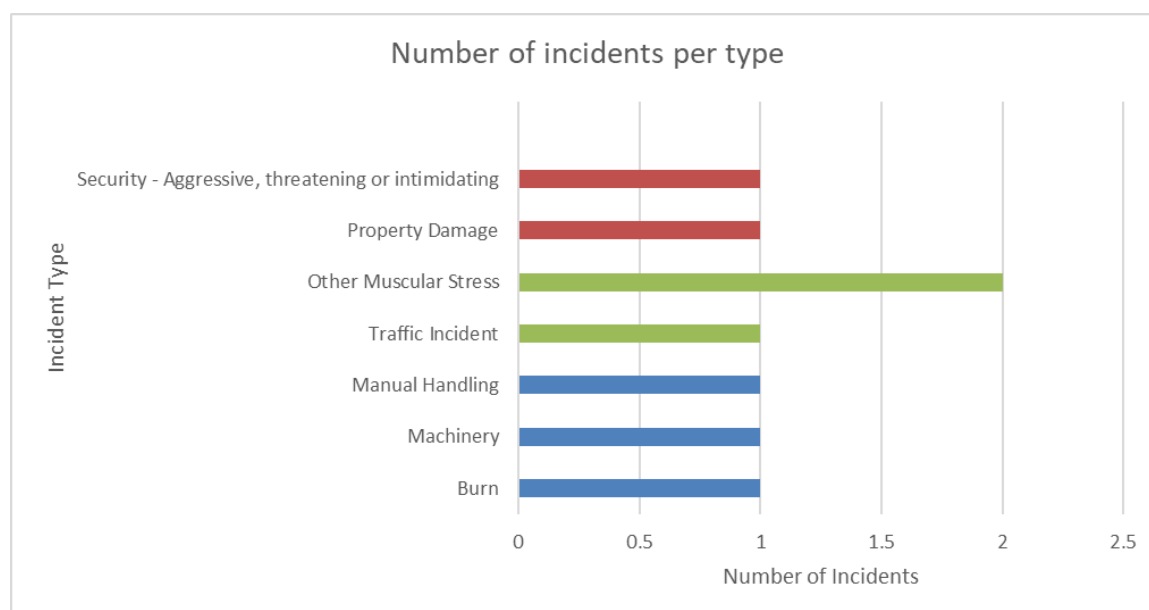
No Notifiable Incidents during this reporting period.

Worker related medical treatment and lost time injuries:

One lost time injury (LTI) injury in this reporting period. See table four for details on this incident.

Safety trends for the reporting period:

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



The leading cause of incidents for the reporting period was 'Other Muscular Stress', with both reported cases resulting from sports-related injuries sustained by participants during games at the Sports and Events Centre.

The incident classified under 'Machinery' involved a contractor and is outlined in further detail in table four below.

The 'Manual Handling' incident reported during this period resulted in a Lost Time Injury (LTI).

Table two: Summary of incidents by severity for the reporting period

Number of incidents by area:		Number of incidents by severity by area:			
Events	3	Insignificant	Minor	Moderate	Major
		0	3	0	0
Libraries – Tokoroa	1	Insignificant	Minor	Moderate	Major
		0	1	0	0
Parks and Reserves	2	Insignificant	Minor	Moderate	Major
		0	1	1	0
Wastewater Services	1	Insignificant	Minor	Moderate	Major
		0	0	1	0
Customer Services – Tokoroa	1	Insignificant	Minor	Moderate	Major
		0	1	0	0
Totals	8	0	6	2	0

Table three: Provides descriptions for each severity level for context.

Severity	Description
Insignificant	- No injuries or very minor injuries requiring no treatment. - No disruption to operations. - No property damage. - No environmental impact.
Minor	- Minor injuries requiring basic first aid with full recovery expected. - Minor disruption to operations, quickly resolved. - Minor property damage, easily repaired. - Minor, short-term environmental impact.
Moderate	- Injuries requiring medical treatment but not resulting in permanent disability. - Moderate disruption to operations, with some downtime. - Moderate property damage needing repair or partial replacement. - Noticeable environmental impact requiring some remediation.
Major	- Serious injuries or illnesses resulting in long-term disability or hospitalisation. - Major disruption to operations, potentially impacting service delivery. - Significant property damage requiring major repair or replacement. - Significant environmental impact requiring specialised cleanup.

Table four: Details of events with a severity rating of moderate or above.

Date	Area	Event Type	Severity	Description	Outcome
07/05/2025	Wastewater Services	Manual Handling (LTI)	Moderate	While lifting a manhole cover, the lid unexpectedly shifted, causing the worker to experience a pinching sensation in their hand. This resulted in an injury affecting the forearm, wrist, and hand.	Medical treatment and time off work to recovery.
07/05/2025	Parks & Reserves	Machinery (Contractor)	Moderate	While operating a ride-on lawn mower, a contractor lost control and slid down a slope, resulting in the mower entering a stream. The operator was wearing a seatbelt at the time and remained with the machine as it entered the water. The operator did not sustain any serious injuries.	The incident was investigated, and a safer method for mowing the area has been identified and implemented. The mower was removed from site for inspection and minor repairs.

ACC Levy Experience Rating - 2026

The Council's ACC Levy Experience Rating for 2026 reflects a positive improvement compared to previous years. As a result, a 10% discount will be applied to our levy invoice for the upcoming period.

In comparison:

- 2025: Neutral rating (no discount or loading applied)
- 2024: 20% loading applied

The Experience Rating is determined by our ACC claims performance relative to other organisations within the same levy risk group. Claims that involve weekly compensation payments and medical costs of \$750 or more negatively impact the rating.

Attachments

None