

Joint Staff Advisory Committee 1 March 2023

STRONGER together



Lewes District Council



Working in partnership with Eastbourne Homes

Time and venue:

2:30pm in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG

Membership:

Chair: Linda Farley (Staff Group Representative)

Vice-Chair: Councillor Isabelle Linington

Councillors Chris Collier, Penny di Cara, Stephen Holt, James MacCleary and Colin Swansborough (Reserves: Councillors Jonathan Dow, Tony Freebody and Alan Shuttleworth)

Staff side: Joshua Cooper (UNISON), Abbey Dunn (UNISON), Hilary Mitchell (Staff Group Representative) and Lynda Walker (UNISON)

Published: Monday, 20 February 2023

Agenda

1 Minutes (Pages 5 - 8)

To confirm and sign the minutes of the previous meeting held on 13 June 2022 (attached herewith).

2 Apologies for absence/Declaration of substitute members

3 Declarations of interest

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

4 Urgent items

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

5 Verbal update from Director of Organisational Development and Director of Devonshire Quarter/Head of HR

6 Update on Safer Driving campaign (Pages 9 - 20)

Report of Director of Organisational Development and Director of Devonshire Quarter

7 Exclusion of the public and press

To consider, under Section 100(A) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of Items 8, 9, 10, 11 and 12 on this agenda as there are likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

8 Review of Lewes and Eastbourne Councils' Corporate Health and Safety Management System (Pages 21 - 46)

Report of Specialist Advisor - Health and Safety

9 1st to 3rd Quarter Accident Statistics (Pages 47 - 58)

Report of Specialist Advisor - Health and Safety

10 Sickness Absence Quarter 3 2022/23 (Pages 59 - 96)

Report of Head of HR

11 Consideration of matters raised by the employees' side

To consider any matters raised by the employees' side in respect of the items on this agenda.

12 Consideration of health and safety matters raised by the employees' side

To consider any matters raised by the employees' side in respect of health and safety.

13 Date of next meeting

To note that the next meeting of the Joint Staff Advisory Committee which is scheduled to commence at 2:30pm on Monday, 19 June 2023, will take place at a location to be confirmed (TBC).

Information for Councillors

Disclosure of interests: Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

Email: committees@lewes-eastbourne.gov.uk

Telephone: 01273 471600.

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Joint Staff Advisory Committee

Minutes of the meeting held in the Ditchling and Telscombe Rooms, Southover House, Southover Road, Lewes, East Sussex, BN7 1AB on 13 June 2022 at 2:30pm

Present:

Staff Group Representative: Linda Farley (Chair)

Councillors: Councillors Isabelle Linington (Vice-Chair), Chris Collier and Colin Swansborough

Staff Side: Hilary Mitchell (Staff Group Representative)

Officers in attendance:

Becky Cooke (Assistant Director for Human Resources and Transformation), Robert Cottrill (Chief Executive), Becky Holloway (Specialist Advisor for Health and Safety), Jennifer Norman (Committee Officer, Democratic Services)

1 Election of Chair

Resolved:

That Linda Farley (Staff Group Representative) be elected as Chair of the Joint Staff Advisory Committee for the 2022/23 municipal year.

2 Election of Vice-Chair

Resolved:

That Lewes District Councillor Isabelle Linington be elected as Vice-Chair of the Joint Staff Advisory Committee for the 2022/23 municipal year.

3 Minutes

The minutes of the meeting held on 2 March 2022 were submitted and approved, and the Chair was authorised to sign them as a correct record.

4 Apologies for absence/Declaration of substitute members

Apologies for absence were received from Eastbourne Borough Councillors Penny di Cara and Steven Holt, Helen Knight (Head of Human Resources) and Staff Side Representatives Joshua Cooper (UNISON), Abbey Dunn (UNISON), and Lynda Walker (UNISON).

5 Declarations of interest

There were none.

6 Urgent items

There were none.

7 Exclusion of the public and press**Resolved:**

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the public and press be excluded from the meeting during the discussion of items 8, 9, 10, and 11 on the agenda as there was likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

8 4th Quarter and Year End Accident report 2021/22

The Committee received a presentation in respect of key aspects of health and safety matters across both authorities.

Resolved: That the presentation be noted.

9 Sickness Absence Quarter 4 2021/22

The Committee received the Officer's report which provided an update regarding the Council's sickness figures for the period Quarter 4 (1 January to 31 March 2022) and outlined the way in which the figures were presented for both Lewes District Council and Eastbourne Borough Council.

Resolved:

That the Quarter 4 (1 January to 31 March 2022) sickness figures and the way in which the figures were presented for both Lewes District Council and Eastbourne Borough Council, be noted.

10 Consideration of matters raised by the employees' side

The Assistant Director for Human Resources and Transformation (ADHRT) provided a brief verbal update in respect of the *Safe driving near waste operatives campaign* presentation which the Committee received at its previous meeting on 2 March 2022. The ADHRT noted that information would be circulated to members of the Committee outside of the meeting, with an additional update to be received by the Committee at its next meeting on 21 September 2022.

There were no additional matters raised by the employees' side over and above those which had been recorded in the minutes of the meeting.

11 Consideration of health and safety matters raised by the employees' side

There were no additional health and safety matters raised by the employees' side over and above those which had been recorded in the minutes of the meeting.

12 Date of next meeting

That it be noted that the next meeting of the Joint Staff Advisory Committee was scheduled to commence at 2:30pm on Wednesday, 21 September 2022, in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, East Sussex, BN21 4UG.

The meeting ended at 3:00pm.

Linda Farley (Chair)

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Agenda Item 6

Report to:	Joint Staff Advisory Committee
Date:	1 March 2023
Title:	Update on Safer Driving campaign
Report of:	Becky Cooke, Director of Organisational Development and Director of Devonshire Quarter
Ward(s):	All
Purpose of report:	To update the Committee on progress of the campaign to-date.
Officer recommendation(s):	That the Committee notes the outcomes of the campaign to-date and considers the next steps, including incorporating safer driving into the Councils' business as usual comms output.
Reasons for recommendations:	To provide progress update and seek agreement for next steps.
Contact Officer(s):	Name: Bryn Mabey Post title: Communications Lead E-mail: bryn.mabey@lewes-eastbourne.gov.uk Telephone number: 07538 375552

1 Introduction

- 1.1 Following a recommendation from the Joint Staff Advisory Committee (JSAC) in early 2022, the Councils' communications team developed a campaign to raise awareness amongst residents around dangerous driving near Environment First waste operatives, and to warn against this form of anti-social driving.
- 1.2 The campaign materials were developed in close collaboration with Environment First colleagues and implemented between April and November 2022.

2 Outcomes of the campaign

- 2.1 The campaign proved very popular with residents, receiving high levels of engagement across the Councils' social media channels throughout the campaign period. It became one of the most successful council campaigns of the year in terms of positive audience interaction.
- 2.2 A report showing the outcomes of the campaign, including examples of the campaign materials and performance of individual posts issues is available in Appendix 1.

- 2.3 To-date the campaign has been viewed by over 26,000 residents through the Councils' digital channels, though the true audience exposed to the campaign will be significantly higher when taking into account external media, the analytics for which the Councils do not have ready access.
- 2.4 The campaign has also proven popular with colleagues in the waste service, with many choosing to interact positively with these posts on social media, something which has further helped the reception of the campaign amongst residents.
- 2.5 Environment First managers have delivered training through team meetings and toolbox talks to encourage near misses, referencing the safer driving campaign to clearly demonstrate this is a priority for the organisation.

3 Next steps for the campaign

- 3.1 To maintain an awareness of the issue of dangerous driving near waste operatives. It is proposed that rather than ending the campaign, the Councils imbed it as part of their ongoing business as usual waste communications. This would mean it sits alongside key waste communications activity such as collection dates, recycling advice and promotion of additional waste services.
- 3.2 The campaign graphics will be refreshed periodically to ensure they remain noticeable and feature current staff. Utilising different digital assets also leads to better performance in the social media platform algorithms.
- 3.3 Near miss reporting will continue to be a training and internal communications priority for the service.
- 3.4 Any further prosecutions, including those that occur in other authority areas, will be publicised through the Councils' communications channels.

4 Financial appraisal

- 4.1 No financial implications. The campaign was developed and delivered within the existing staff resource and Council-owned communications channels.

5 Legal implications

- 5.1 No legal implications. The Councils' legal team were engaged in the development of the prosecution press release.

6 Risk management implications

- 6.1 This project is not listed in the Councils' corporate projects registers.

7 Equality analysis

- 7.1 No implications to equality or protected groups.

8 Environmental sustainability implications

8.1 The campaign has been implemented using primarily digital channels, or external hard copy publications. This has ensured a close to zero carbon footprint of the campaign.

9 Appendices

9.1 Appendix 1 - Safer Driving campaign outcomes report

10 Background papers

10.1 None.

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Appendix 1: Safer Driving campaign outcomes report

1 March 2023

Summary

Our campaign to encourage safer driving when near waste operatives has achieved a high level of engagement, proving one of the most popular council campaign this year.

Environment First were closely involved in the development of the campaign and have led the internal work to encourage reporting of near misses within the service.

The campaign has been delivered within existing resource (at zero additional cost) and using the council's communications channels as well as external media outlets.

Following a strong start in the Spring, we took a break from the campaign in the summer before restarting the campaign in September 2022 in issuing a press release in November 2022 following a successful prosecution of a resident for dangerous driving. This pause and relaunch has helped keep the campaign fresh and more noticeable amongst the target audiences.

Most encouragingly, the campaign has proven popular with colleagues in the waste service, with many choosing to interact positively with these posts on social media, something which has further helped the reception of the campaign amongst residents.

On the back of the campaign, Environment First colleagues have engaged Sussex Police to better understand how near miss reports are handled and ensure outcomes of investigations are fed back to Environment First staff.

Activity since JSAC in March 2022

Following the Joint Staff Advisory Committee on 2 March 2022, the Communications Lead further developed the initial campaign materials and shared these at the councils' Waste and Recycling Communications group for feedback on the 28 March 2022.

Engaging the service in the development of the campaign meant that we:

- Achieved awareness and buy-in from the service
- Ensured operatives are confident the campaign will be effective

Appendix 1

- Utilised the insight and experience of staff with first-hand experience of the issue when developing the campaign.
- Assist the internal elements of the campaign, namely encouraging increased awareness of the importance of reporting near-misses.

Campaign elements

- A suite of static and animated social media assets showing pictures of real Environment First staff accompanied by key messages. These are designed to 'speak to the heart' and encourage empathy with operatives while ensuring the service is presented in a positive light.

Examples:

www.facebook.com/photo?fbid=380800017417438&set=a.300871755410265

www.facebook.com/EastbourneC/videos/742095990543669/

www.facebook.com/EastbourneC/videos/363394425855740/

- Use of the national Driving Recklessly on Pavements campaign videos, which the council was granted the rights to use (following an approach from the Lewes service manager). These include extremely dramatic footage of near misses which could have been fatal (though not actual EF staff in danger) intended to provoke a response of shock and encourage engagement.

Example: www.facebook.com/watch/?v=363394425855740

- Use of Environment First training, team meetings and toolbox talks to encourage near misses, referencing the safer driving campaign to clearly demonstrate this is a priority for the organisation.
- A press release was issued following the successful prosecution of a Lewes resident for driving dangerously near Environment First operatives, which references the communications campaign: www.lewes-eastbourne.gov.uk/lewes-district-council-news/motorists-told-to-drive-safely-near-waste-vehicles

Outcomes of the campaign

- The campaign launched in April 2022 and has received particularly high rates of engagement amongst residents in Lewes district and Eastbourne.
- We have utilised the council's various social media channels to share the campaign materials, achieve engagement over the issue and encourage sharing of these posts to amplify the messages.

Appendix 1

- We have used the latest social media tools such as 'reels' and 'stories' to drive engagement.
- All accidents and near misses have been discussed at operational team meetings with staff and at the Safety Improvement team meetings.
- EF has recently finished refresher induction training with all operational staff where it was also discussed.
- The press release was picked-up by various external media outlets as well as being published on the council website, share on social media and issued to the council's email mailing list (over 18k active subscribers).

Summary of social media engagement analytics

Total number of people who have viewed the campaign to date (29.11.22)	26,238
Total likes / interactions	520
Total shares or retweets	75

Next steps

- Maintain the regular social media post schedule, tweaking graphics and copy where needed to keep the campaign fresh and engaging.
- Review recent near-miss on-vehicle footage to see whether this can be utilised in further campaign videos.
- Continue to promote near-miss reporting internally with staff.

Appendix 1

Analytics of example social media posts

LDC, Twitter

Tweet activity

Lewes District Council @LewesDC
Driving recklessly on pavements (DROPS) puts waste collectors and pedestrians in danger.

This footage is from [@Biffa](#) collection vehicles, but the same happens to our Environment First collectors too.

Don't risk a life to save a few minutes on your commute. [#StopDROPS pic.twitter.com/DEGMLwssYF](#)

Impressions	1,177
Media views	371
Total engagements	72
Media engagements	37
Detail expands	26
Retweets	4
Link clicks	3
Likes	1
Profile clicks	1

Tweet activity


Lewes District Council @LewesDC
Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.

Getting to work few minutes early isn't worth a life.

Please be considerate and allow them to carry out their job safely. [pic.twitter.com/A5Kb4Tdw58](#)

Impressions	297
Media views	77
Total engagements	15
Detail expands	5
Retweets	3
Likes	3
Media engagements	2
Profile clicks	2

Tweet activity



Lewes District Council @LewesDC
In the last year, our teams have experienced eight near-misses due to dangerous driving.

When you go out to work in the morning, you expect to return home safely.

Please give our staff the time and space they need, to make sure they get home safely too. [pic.twitter.com/FaSNvKeYjm](#)

Impressions	325
Total engagements	18
Detail expands	9
Media engagements	6
Replies	1
Retweets	1
Profile clicks	1

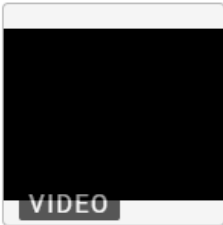
LDC, Facebook:


Appendix 1

Driving recklessly on pavements (DROPS) puts waste collectors and pedestrians in danger.

This footage is from Biffa collection vehicles, but the same happens to our Environment First collectors too.

Each year, five waste collectors die from work related incidents - don't risk a life to save a few minutes on your commute. [#StopDROPS](#)



 This post was custom scheduled for April 28th at 08:15 (GMT+1).


0 Comments	5 Likes	51 Clicks	521 Reach	7 Shares
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Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.

Getting to work few minutes early isn't worth a life.


Please be considerate and allow them to carry out their job safely.


If you have any dashcam footage of dangerous driving around collection vehicles putting our collectors or the public in danger, please direct message us on here so that we can investigate further.



 This post was custom scheduled for May 24th at 08:00 (GMT+1).

0 Comments	6 Likes	30 Clicks	506 Reach	0 Shares
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 Lewes District Council
Published by Buffer · 14h




In the last year, our teams have experienced eight near-misses due to dangerous driving.


When you go out to work in the morning, you expect to return home safely.



Please give our staff the time and space they need, to make sure they get home safely too.


[Edit](#)

  43 9 comments 5 shares

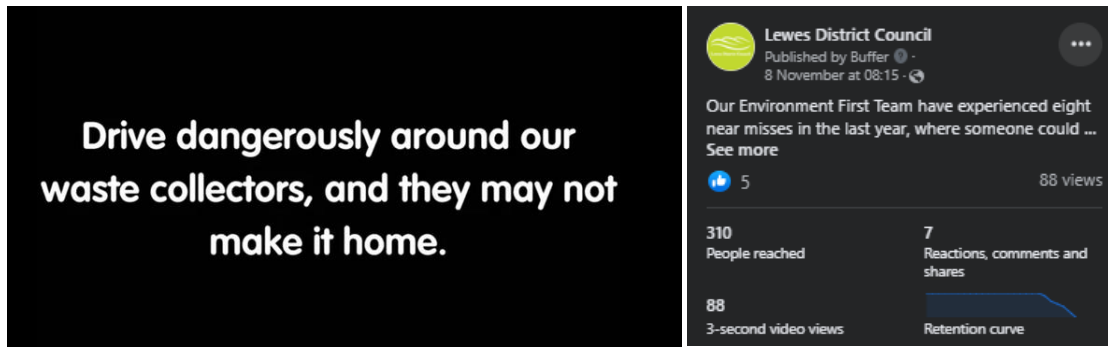
  

 Iris Barnes
Totally agree!!! This goes for all drivers
[Like](#) [Reply](#) [Hide](#) [Send message](#) 17h

 Geoff Stevens
The best teams ever. 
[Like](#) [Reply](#) [Hide](#) [Send message](#) 17h

 Gordon Paterson

Appendix 1



EBC, twitter:

<p>Eastbourne BC @EastbourneBC Driving recklessly on pavements (DROPS) puts waste collectors and pedestrians in danger.</p> <p>This footage is from @Biffa collection vehicles, but the same happens to our Environment First collectors too.</p> <p>Don't risk a life to save a few minutes on your commute. #StopDROPS pic.twitter.com/qOgLOIRibY</p>	Impressions	626
	Media views	206
	Total engagements	29
	Media engagements	12
	Detail expands	11
	Retweets	2
	Likes	2
	Replies	1
	Profile clicks	1

<p>Eastbourne BC @EastbourneBC Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.</p> <p>Getting to work few minutes early isn't worth a life.</p> <p>Please be considerate and allow them to carry out their job safely. pic.twitter.com/mKJ4ethy0</p>	Impressions	301
	Media views	84
	Total engagements	2
	Retweets	1
	Detail expands	1

Tweet activity ×		
<p>Eastbourne BC @EastbourneBC Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.</p> <p>Getting to work few minutes early isn't worth a life.</p> <p>Please be considerate and allow them to carry out their job safely. pic.twitter.com/HoWn6ofmNS</p>	Impressions	47
	Media views	12
	Total engagements	1
	Retweets	1

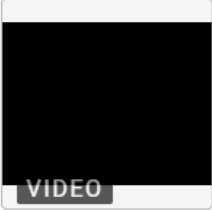
EBC Facebook:


Appendix 1

Driving recklessly on pavements (DROPS) puts waste collectors and pedestrians in danger.

This footage is from Biffa collection vehicles, but the same happens to our Environment First collectors too.

Each year, five waste collectors die from work related incidents - don't risk a life to save a few minutes on your commute. [#StopDROPS](#)

 VIDEO

 This post was custom scheduled for May 3rd at 08:15 (GMT+1).

2 Comments	11 Likes	85 Clicks	764 Reach	3 Shares
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Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.

Getting to work few minutes early isn't worth a life.

Please be considerate and allow them to carry out their job safely.

If you have any dashcam footage of dangerous driving around collection vehicles putting our collectors or the public in danger, please direct message us on here so that we can investigate further.



 This post was custom scheduled for May 23rd at 08:00 (GMT+1).


0 Comments	11 Likes	90 Clicks	1.1k Reach	9 Shares
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Our Environment First Team have experienced eight near misses in the last year, where someone could have been seriously hurt due to dangerous driving.

Getting to work few minutes early isn't worth a life.

Please be considerate and allow them to carry out their job safely.

If you have any dashcam footage of dangerous driving putting our collectors in danger, please direct message us on here so that we can investigate further.



This post was sent today at 08:00 (GMT+1).

0 Comments	0 Likes	1 Click	0 Reach	0 Shares
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Press release issued November 2022

A Landport Estate resident who drove his car into a council waste vehicle has been fined £660.

The incident happened earlier this year after the man's bin had not been put out for collection.

A court heard the man furiously pursued the crew for 12 minutes, attempting to block the collection vehicle several times and overtaking on grass verges before the collision.

Councillor Julie Carr, Cabinet member for Recycling, Waste and Open Spaces at Lewes District Council, said: "This was completely reckless driving. Somebody could have been knocked over by this car and seriously injured, which is an appalling thought.

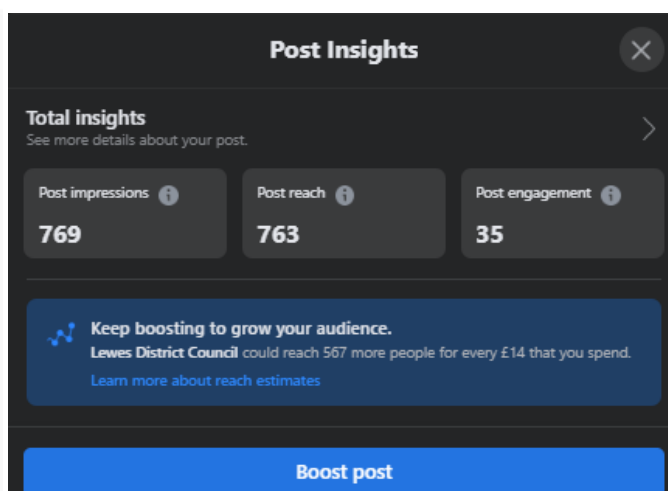
"Our waste crew members were also on the receiving end of a great deal of hostility, despite their politeness, something that nobody should be subjected to as they carry out their work. We have zero tolerance for this kind of vile behaviour.

"It is crucial that people drive safely in the vicinity of waste vehicles to prevent accidents and anyone who fails to take heed of this, while putting others at risk, could end up in court."

As well as the £660 fine, the driver in this case was also ordered to pay £110 court costs, a £66 victim surcharge and his driving licence was endorsed with seven points.

The incident was reported to Operation Crackdown run by Sussex Police and Sussex Safer Roads Partnership. To report anti-social driving or an abandoned vehicle visit www.operationcrackdown.org

News story on website: www.lewes-eastbourne.gov.uk/lewes-district-council-news/motorists-told-to-drive-safely-near-waste-vehicles



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Agenda Item 9

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