PLEASE NOTE VENUE

PERFORMANCE PORTFOLIO (HEALTH & SAFETY CONSULTATIVE GROUP) DECISION SCHEDULE

HARTLEPOOL
BOROUGH COUNCIL

Friday 13th July 2007

at 3.15pm or immediately following Performance Portfolio being held at 3.00pm whichever is the later

in Training Room 2, Belle Vue Community, Sports and Youth Centre, Kendal Road, Hartlepool

Councillor Pamela Hargreaves, Cabinet Member responsible for Performance, will consider the following items:-

1. **KEY DECISIONS**
   None

2. **ITEMS FOR INFORMATION / DISCUSSION**

   2.1 Safety and Health Work Plan 2007/08 – *Chief Personnel Officer*

   2.2 Prevention of Violence and Aggression to Employees – *Chief Personnel Officer*

   2.3 Health and Safety Performance Statistics – *Chief Personnel Officer*

3. **REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**
   None

PERFORMANCE MANAGEMENT (HEALTH AND SAFETY CONSULTATIVE GROUP) PORTFOLIO

Report to Portfolio Holder
13th July 2007

HARTLEPOOL BOROUGH COUNCIL

Report of: Chief Personnel Officer

Subject: SAFETY AND HEALTH WORK PLAN 2007/08

SUMMARY

1. PURPOSE OF REPORT

To provide updating information on progress of work on the safety and health projects included in the Health, Safety & Wellbeing Team's plan of work for 2007/08.

2. SUMMARY OF CONTENTS

The report, via its appendix, provides a commentary on progress made on the projects included in the plan for safety and health work to be carried out during the current year, by the Health, Safety & Wellbeing Team. This is work on specific projects, rather than the scheduled and reactive work that is carried out continuously.

3. RELEVANCE TO PORTFOLIO HOLDER

Corporate issues.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Portfolio Holder only.

6. DECISION(S) REQUIRED

To note the report.

Report of: Chief Personnel Officer

Subject: SAFETY AND HEALTH WORK PLAN 2007/08

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1. PURPOSE OF REPORT

1.1 To provide updating information on progress of work on the safety and health projects included in the Health, Safety & Wellbeing Team's plan of work for 2007/08.

2. BACKGROUND

2.1 At its meeting in June 2006, the Health and Safety Consultative Group received a report on the plan for safety and health projects for 2006/07. An undertaking was given that, at each future meeting of the Group, a report would be made on progress made with the tasks involved and on the final completion of each of the projects included in the service plan for the current year i.e 2007/08.

3. THE PROGRESS MADE TO DATE AND OTHER DEMANDS

3.1 An updated edition of the Work Plan forms the appendix to this report, with the comments column used to indicate the progress made to date, in comparison with the originally planned target date milestones. Progress has been made in the first quarter of 2007/08 despite two vacancies within the team.

3.2 In this respect it should be remembered that the members of the Wellbeing Team are not assigned exclusively to work on service plan projects. This work has to be integrated with the recurring tasks of inspections, delivery of training, professional support to health and safety committees, providing advice and consultation to managers, as well as to accident reporting and reacting to other unplanned and unpredictable safety and health related events.

4. RECOMMENDATION

4.1 To note the report.

Health and Safety Work Plan: April 2007 – March 2008

Progress on Projects at July 2007

1. Safety policy development and reviews

Activity 1.1	Lead Resp.	Tasks	Input From	Target Dates Milestones	Comments
Implement violence and aggression policy via red flagging launch and administration	BT	• Edit existing draft policy & guidance • Carry out final consultation • Obtain members' approval • Publish policy & guidance • Start to monitor to ensure implementation of policy & guidance • Report to Portfolio Holder on implementation monitoring	AC	Jun. '07	The guidance remains to be completed and this is subject to the prior completion of work on the Employee Protection Register, currently being led by the Legal Division and expected to be operational July2007
Activity 1.2	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Review new inspection procedures following operational experience and customer feedback	BT	• Sent questionnaire to all departments and schools • Analyse data	Services/ Schools	July '07 August. '07	Questionnaire sent 15/06/07 Feedback date 06/07/07
Activity 1.3	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Ensure compliance with vibration regulations.	SC	• Review existing policy & procedures to determine a gap analysis and realign with Vibration at Work Regulations 2005 requirements • Identify 'High risk workgroups' and Strategy • Draft new policy & procedures	Departments	Sep. '07 Sep '07 Sep '07	

		• Consult on draft policy & procedures • Publish policy & provide guidance to depts. • Start monitoring to ensure implementation of new policy & procedures		Sep. '07 Mar. '08 Mar '08	
Activity 1.4	**Lead Resp.**	**Tasks**	**Input From**	**Target Date Milestones**	**Comments**
Ensure compliance with work at height regs.	BT	• Continue to monitor use of initial guidance & training material compliance with regs. • Continue to monitor delivery of training in NS Dept. • Start to review guidance & training material in light o experience gained, prior to revision of material	NS	Sep. '07 Sep. '07 Mar. '08	
Activity 1.5	**Lead Resp.**	**Tasks**	**Input From**	**Target Date Milestones**	**Comments**
Ensure compliance with noise regs.	SC	• Review existing policy and procedures realign with the Control of Noise at Work Regulations 2005 • Develop draft policy & procedures • Consult on policy & procedures • Identify suitable noise monitoring facility, arrange initial sampling work & continuing availability of service • Publish policy & procedures and guidance to depts. • Start to monitor compliance	Depts	Sep. '07 Mar. '08 Mar. '08	
Activity 1.6	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Ensure compliance with fire regs. & produce report & project plan on modifications to buildings & procedures to ensure proper	SC	• Realign existing risk assessment procedures in accordance with the Regulatory Reform (Fire Safety Order) 2005 • Arrange training for fire risk assessors • Form working group to assess & report on requirements to ensure evacuation by	Building Control Manager	Sep. '07 Mar '08 Mar '08	

evacuation of disabled persons		disabled persons, identify refuges and fire resistant (one hour burn through fire doors). • Draft & present report & project plan			
Activity 1.7	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Update & publish revised asbestos procedures	SC	• Devise and deliver awareness training required by current legislation. • Ensure compliance with CDM 2007 survey available pre-construction information.	FD & S. Horne	Sep '07 Mar '08	
Activity 1.8	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Review bomb procedures & appointments of officers to carry them out	SC/BT	• Review each building for occupancy and dissemination of employees. • Review & re-publish procedures • Devise & establish system for re-defining re-appointment of bomb team members • Establish consequence analysis and safety by distance of evacuated employees.	JE SC/BT	Jul. '07	Review completed
Activity 1.9	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Draft and Publish ConnexIons visits procedures and guidance	BT	• Establish in line with the Schools and Youth Service Policy and procedures	Connexions	June' 07	Representative required for 'Educational Visits Steering Group. Process for visit documentation and endorsement already established.
Activity 1.10	Lead Resp	Tasks	Input From	Target Dates Milestones	Comments
Re-instate CDM Project Inspections	SC/BT	• Inspections need to be discussed at Project Lead In stage to establish project duration and inspection frequency. Linked with F10 submission.	FD CDM Co-ordinators AK	July '07	Current and planned projects established (during school holidays in some cases).

Activity 1.11	Lead Resp	Tasks	Input From		Comments
Assess requirements for non-construction contractor inspections & implement	SC/BT	To be developed		Sept '07	
Activity 1.12	Lead Resp	Tasks	Input From	Target Dates Milestones	Comments
Complete and Implement First Aid Policy		To be developed		Sep '07	
Activity 1.13	Lead Resp	Tasks	Input From	Target Dates Milestones	Comments
Revise and Republish DSE Procedures		To be developed		Dec '07	
Activity 1.14	Lead Resp	Tasks	Input From	Target Dates Milestones	Comments
Devise and inplement procedure for ensuring renewal of fire, bomb, first aid, SACO etc.appointments.		To be developed		Sep '07	
Activity 1.15	Lead Resp	Tasks	Input From	Target Dates Milestones	
Revise and Republish standard H&S Forms		To be developed		Sep '07	

Activity 1.16	Lead Resp	Tasks	Input From	Target Dates Milestones	Comments
Assess Contractors in compliance with procurement procedures		To be developed		Oct '07	
Activity 1.17	Lead Resp	Task	Input From	Target Dates Milestones	Comments
Improve SIRF AND RIDDOR procedures		To be developed		Dec '07	
Activity 1.18	Lead Resp	Task	Input From	Target Dates Milestones	Comments
Devise and implement additional H&S PI's		To be developed		Sept '07	
Activity 1.19	Lead Resp	Task	Input From	Target Dates Milestones	Comments
Develop Health and Safety Scenarios		To be developed		Mar '08	

2. Development of safety culture

Activity 2.1	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Review of corporate H&S training	SC/BT	• Refer to Workforce Development. • Review status of health and safety training • Establish training matrix appropriate for posts. Link training to specific business need.	RW Depts	Sep '07	Preliminary discussions held with CPSO and ODM around delivery of bespoke single HSE modules, IOSH Managing Safely. Form partnership with HJTUC.

Activity 2.2	Lead Resp.	Tasks	Input From	Target Dates Milestones	Comments
HBC/HJTUC safety partnership agreement	SC	• Undertake actions from the first H&S Partnership Agreement Review. • Undertake 2nd Partnership Agreement Review.	Edwin Jeffries Other TU Reps.	July '07 Jan '08	Preliminary discussions held with EJ.

3. Departmental activities

Activity 3.1	Lead Resp.	Tasks	Input From	Target Dates Milestones	Comments
Publish Children's Services Dept. services H&S manual	SC/BT	• Edit & add to A&CS Dept. manual as required	Alan Macnab Other CSD officers	June. '07	Work progressing in parallel with A&CS manual, as content expected to be fairly similar
Activity 3.2	**Lead Resp.**	**Tasks**	**Input From**	**Target Dates Milestones**	**Comments**
Publish A&C **Services Dept. H&S Manual**.	SC/BT	• Develop contents • Publish as electronic document	A&CS Dept	June '07	Document with Dept for signing off

4. Safety governance

Activity 4.1	Lead Resp.	Tasks	Input From	Target Dates Milestones	Comments
Undertake Health & Safety Review	SC/BT	• Tasks relate to policies and procedures for producing statistical and trends via Norton Waugh and sickness spreadsheets (see report safety performance). • Gap analysis on incident recording, investigation and route cause analysis. • SMART actions regarding incident close out and learnings from incidents. • Report to Portfolio Holder		Sep. '07	In process of undertaking gap analysis.

PERFORMANCE MANAGEMENT PORTFOLIO
(HEALTH AND SAFETY CONSULTATIVE GROUP)
Report to Portfolio Holder
13th July 2007

HARTLEPOOL BOROUGH COUNCIL

Report of: Chief Personnel Officer

Subject: PREVENTION OF VIOLENCE AND AGGRESSION TO EMPLOYEES

SUMMARY

1. PURPOSE OF REPORT

To provide information on progress towards the completion of corporate procedures for the protection of employees from violence or aggression or threats of such actions.

2. SUMMARY OF CONTENTS

The report provides an update on the development of a system of red-flagging of difficult-to-deal-with individuals and premises that should be subject to additional control measures.

3. RELEVANCE TO PORTFOLIO HOLDER

Corporate issues.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Portfolio Holder only

6. DECISION(S) REQUIRED

To note the report.

Report of: Chief Personnel Officer

Subject: PREVENTION OF VIOLENCE AND AGGRESSION TO EMPLOYEES

1.0 PURPOSE OF REPORT

1.1 To provide information on progress towards the completion of corporate procedures for the protection of employees from violence or aggression or threats of such actions.

2.0 BACKGROUND

2.1 Violence and aggression is not a new matter and both managers and staff have an interest in reducing violence at work. The mechanism for this is to carry out a risk assessment. Part of the risk assessment is also to identify which employees are at risk and where appropriate identify potentially violent people in advance so that risks can then be minimised.

2.2 The risk assessment process identified that there was a real need from each department to have a corporate information system to provide a sharing of information approach, which would communicate effectively any potentially violent and aggressive people who may put members of staff at risk during the delivery of their services.

2.3 A corporate policy on violence and aggression to employees was adopted during 2006. In order to complement and fully implement this policy, a system of recording and advising Council officers about difficult-to-deal-with customers and any premises with which they are associated also needs to be developed. The proposed system is to be named the 'Employee Protection Register'.

3.0 THE PROPOSED SYSTEM

3.1 The Employee Protection Register will be an information technology based system, with the aim of providing a register with a list of people and addresses where an incident or event has been recorded and categorised in terms of seriousness and potential risk to staff members. An incident would be any occurrence which may compromise the health and safety of an employee e.g. actual or threat of physical violence or verbal abuse, hazardous places, dangerous animals etc. It will facilitate employees in reporting on their experiences with difficult-to-deal-with individuals and the making of this information available to other employees whose work also

involves contact with the individuals concerned or the premises with which they are associated. Because of its sensitive nature and the requirements of data protection legislation, legal input is required in the development of this system, as well as information technology expertise and the participation of officers from sections that provide services directly to customers.

3.2 In practice, decisions on making applications to add to the Register will be made by a line manager. There will be a group of representative officers from service departments, HR and Legal Services set up to monitor, review additions, deletions from the Register. All entries on the system will be classified in accordance with categories A to C in accordance with the seriousness of the incident. The register will be maintained by the Health, Safety and Wellbeing Team. The full details of individuals and the events that have led to them being placed on the Register, will of course not be generally accessible. (See attached flow chart Appendix A).

3.3 It should be appreciated however that the effectiveness of the system will be dependant upon information on difficult-to-deal-with customers being reported by employees, loaded onto its database and periodically updated. It will therefore take some time for the information to be as comprehensive and current as it will need to be. However, the initial implementation of the system will allow the planned guidance document to be produced and published.

4.0 PROGRESS TO DATE

4.1 An up-date to the current position regarding implementation of the Employee Protection Register is that alongside the permanent system being developed by a company called Oriel Magdalene, a temporary system was being developed, as a contingency arrangement in case there were any further setbacks with the development of the permanent system. The permanent system was installed on 30th June 2007. Following installation the system is being tested and then populated with the data received from departments with access rights established to relevant officers of the Council.

4.2 All departments have provided the Legal Division with a list of any names, addresses of individuals who may pose a risk to staff members they had. They have given each individual/address an A B or C category in accordance with the table below:-

Category	Action
A	No home visits to be undertaken Office visits only in secure interview rooms Where essential maintenance / works are required two (or more) members of staff to be present
B	Home visits to be carried out in pairs Office visits to be carried out in secure interview rooms
C	Treat with caution - seek further guidance from your line manager

4.3 Access rights to the data are being established, and departments have responded with a list of officers who will need access to the register. These officers will require training on the system and this will follow once the system has been tested and the officers have been given training on use of the register. Alyson Carmen, Solicitor, Legal Division is in the process of drafting a policy with operational procedures, the policy will require amending and updating once the system has been tried and tested as to functionality.

4.4 It is anticipated that in week commencing 2nd July training and awareness sessions will be arranged with relevant staff and ensuring compliance with council policy and procedures and relevant legislation in particular the Data Protection Act 1998.

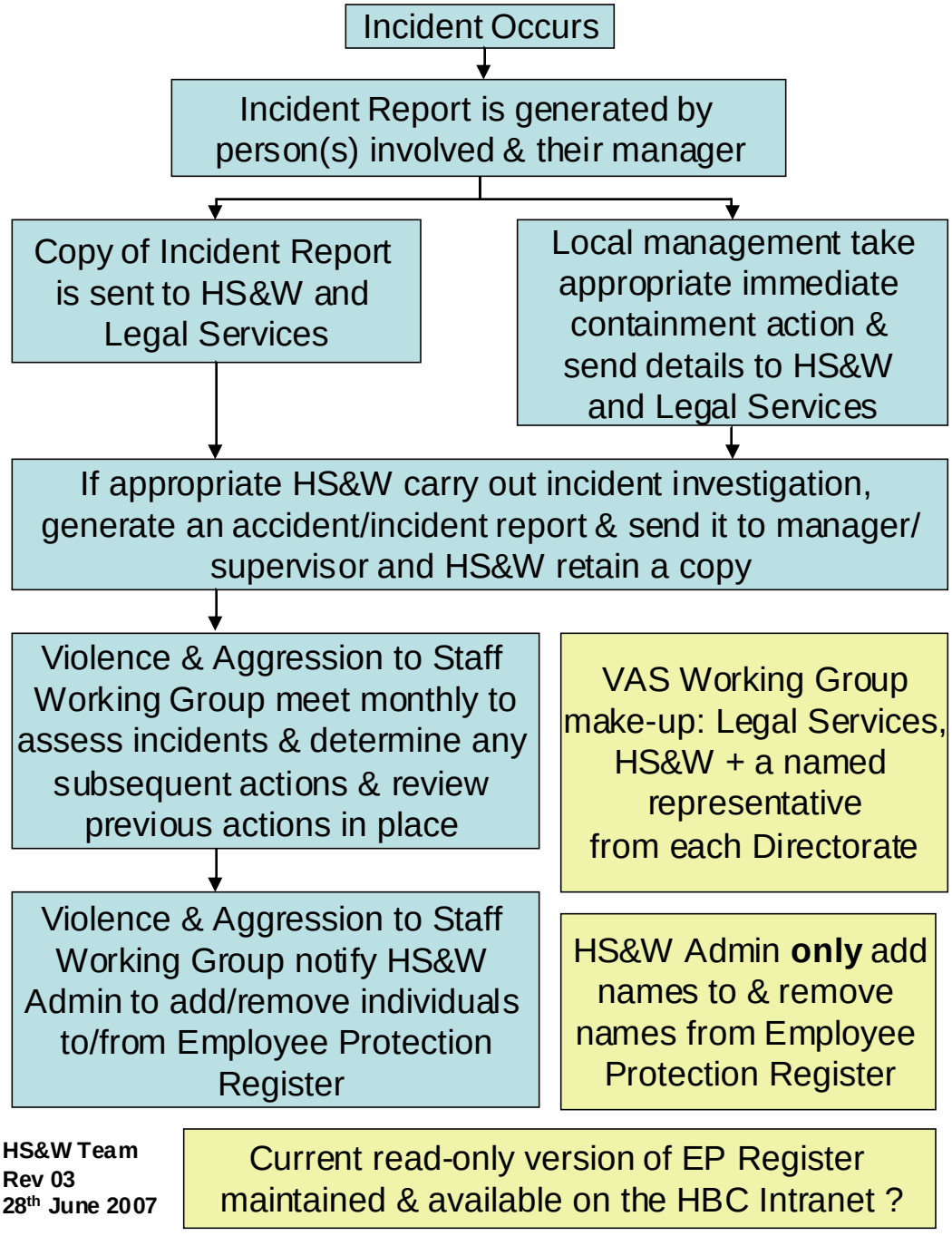
4.5 The register can be customised to Council's requirements and will provide a secure and accurate system, with some automatic functions on input of data, relating to correspondence and important review dates. It will provide a clear audit trail and it will also have the facility to integrate with other council systems if required.

5.0 RECOMMENDATION

5.1 To note the report.

APPENDIX A

Employee Protection Register



HS&W Team
Rev 03
28th June 2007

PERFORMANCE MANAGEMENT (HEALTH AND SAFETY CONSULTATIVE GROUP) PORTFOLIO

Report to Portfolio Holder
13th July, 2007

HARTLEPOOL BOROUGH COUNCIL

Report of: Chief Personnel Officer

Subject: HEALTH AND SAFETY PERFORMANCE STATISTICS

SUMMARY

1. PURPOSE OF REPORT

To present the data obtained for the first quarter of 2007/8, with comparative data for the four quarters of 2005/6 and 2006/7.

2. SUMMARY OF CONTENTS

The report includes statistical data regarding incidents over the last 27 months. A brief commentary is also provided on emerging trends in the statistics.

3. RELEVANCE TO PORTFOLIO HOLDER

Corporate issues.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Portfolio Holder only.

6. DECISION(S) REQUIRED

To note the report and provide comments on the statistics presented.

Report of: Chief Personnel Officer

Subject: HEALTH AND SAFETY PERFORMANCE STATISTICS

1.0 PURPOSE OF REPORT

1.1 To present the data obtained for the first quarter of 2007/8, with comparative data for the four quarters of 2005/6 and 2006/7.

2.0 BACKGROUND

2.1 Since the start of 2005/6, standard statistical formulae have been used to analyse the safety incidents that are reported to the Employee Wellbeing Team and the results have been reported to the quarterly meetings of the Health and Safety Consultative Group.

3.0 THE STANDARD DATA BASED MEASURES OF SAFETY PERFORMANCE

3.1 The three standard data based measures of safety performance that have been used since the start of 2005/6 are:

- incidence rate
- frequency rate
- severity rate.

3.2 Previously the validity of the statistics has been under review and due to staff turnover in the Section, it has not yet been resolved. This report includes only basic incidence rates. Work continues to ensure that reliable base data and calculations are provided in the future.

4.0 COMMENTARY ON THE STATISTICS

There is now a statistical tool for the measurement of the authority's safety performance and this has been applied over a period of 27 months. In earlier reports, caution has been advised concerning attempts to identify trends over a short period and this caution still applies. To this should be added that, when producing statistics for fairly small groups of employees, such as the separate divisions of the Chief Executive's Department, a very small number of accidents could have a disproportionate effect on the recorded incidence rates.

As has also been pointed out in previous reports, it is the parts of the authority in which higher risk operations are carried out (typically involving the use of vehicles, machinery and work at height) where reportable incidents are more

likely to occur, and do occur. So over the whole twenty-seven month period, the Department of Neighbourhood Services recorded twenty-two reportables, while the mainly office based Regeneration & Planning Department did not record a single one. When making such comparisons, apart from higher risks, the other factor that needs to be considered is the number of employees concerned, which is obviously greater in Neighbourhood Services.

Over the whole authority there is still little to be deduced from the number of reportable incidents. The number per quarter has varied from a low of two to a high of nine but this does not seem to be significantly linked to the time of the year or any other currently known factor.

The number of safety incidents reported to the Employee Wellbeing Team but not reportable under RIDDOR has also been fairly consistent. In the lowest quarter there were sixty-one and ninety eight in the highest. It should be remembered that the non-reportables are still an important part of the safety performance picture. Although reflecting minor injuries and incidents such as verbal abuse of employees, they can provide warning of the potential for accidents and incident with potentially much more serious outcomes. Indeed an increase in the number of non-reportables should be encouraged, rather than being regarded with concern. This is because the more safety related incidents that are reported, the fuller picture that can be obtained and acted upon.

5.0 RECOMMENDATION

To note the report and provide comments on the statistics presented.

BASEDATA 2005-06 **APPENDIX A**

No.	Ref	Definition	Annual Target	ACE	CFO	CS	CPSO	CEX Overall	DACS	DChS	Schools	DNS	DRP	Whole Council
1		**Number of HSE reportable occurrences involving employees**												
		Apr - Jun	N/A	0	0	0	0	0	1	0	3	3	0	7
		Jul - Sep		0	0	0	0	0	0	0	0	3	0	3
		Oct - Dec		0	0	0	0	0	1	0	3	1	0	5
		Jan - Mar		0	0	0	0	0	1	1	2	2	1	7
		Apr - Sept		0	0	0	0	0	1	0	3	6	0	10
		Apr - Dec		0	0	0	0	0	2	0	6	7	0	15
		Apr - Mar		0	0	0	0	0	3	1	8	9	1	22
2		**Number of HSE non reportable occurrences involving employees**												
		Apr - Jun		4	0	0	0	4	43	0	20	10	2	79
		Jul - Sep		6	3	0	0	9	20	8	18	10	5	70
		Oct - Dec		1	2	0	0	3	47	0	33	9	6	98
		Jan - Mar		2	0	0	0	2	41	5	32	7	5	92
		Apr - Sept		10	3	0	0	13	63	8	38	20	7	149
		Apr - Dec		11	5	0	0	16	110	8	71	29	13	247
		Apr - Mar		13	5	0	0	18	151	13	103	36	18	339
3		**Number of HSE reportable and non reportable occurrences involving employees**												
		Apr - Jun		4	0	0	0	4	44	0	23	13	2	86
		Jul - Sep		6	3	0	0	9	20	8	18	13	5	73
		Oct - Dec		1	2	0	0	3	48	0	36	10	6	103
		Jan - Mar		2	0	0	0	2	42	6	34	9	6	99
		Apr - Sept		10	3	0	0	13	64	8	41	26	7	159
		Apr - Dec		11	5	0	0	16	112	8	77	36	13	262
		Apr - Mar		13	5	0	0	18	154	14	111	45	19	361

BASEDATA - 2006-7 No of quarters 4 **APPENDIX B**

No.	Ref	Definition	Annual Target	ACE	CFO	CS	CPSO	CEX Overall	DACS	DChS	Schools	DNS	DRP	Whole Council
1		**Number of HSE reportable occurrences involving employees**												
		Apr - Jun	N/A	0	0	0	0	0	1	0	0	5	0	6
		Jul - Sep		0	0	0	0	0	0	0	0	2	0	2
		Oct - Dec		0	0	0	0	0	0	0	2	0	0	2
		Jan - Mar		0	0	0	0	0	3	0	4	2	0	9
		Apr - Sept		0	0	0	0	0	1	0	0	7	0	8
		Apr - Dec		0	0	0	0	0	1	0	2	7	0	10
		Apr - Mar		0	0	0	0	0	4	0	6	9	0	19
2		**Number of HSE non reportable occurrences involving employees**												
		Apr - Jun		0	0	0	1	1	50	9	14	8	1	83
		Jul - Sep		1	1	0	0	2	46	3	8	5	3	67
		Oct - Dec		0	0	0	0	0	32	1	17	15	2	67
		Jan - Mar		1	0	0	0	1	36	6	24	18	2	87
		Apr - Sept		1	1	0	1	3	96	12	22	13	4	150
		Apr - Dec		1	1	0	1	3	128	13	39	28	6	217
		Apr - Mar		2	1	0	1	4	164	19	63	46	8	304
3		**Number of HSE reportable and non reportable occurrences involving employees**												
		Apr - Jun		0	0	0	1	1	51	9	14	13	1	89
		Jul - Sep		1	1	0	0	2	46	3	8	7	3	69
		Oct - Dec		0	0	0	0	0	32	1	19	15	2	69
		Jan - Mar		1	0	0	0	1	39	6	28	20	2	96
		Apr - Sept		1	1	0	1	3	97	12	22	20	4	158
		Apr - Dec		1	1	0	1	3	129	13	41	35	6	227
		Apr - Mar		2	1	0	1	4	168	19	69	55	8	323

BASEDATA - 2007-8 No of quarters 4 **APPENDIX C**

No.	Ref	Definition	Annual Target	ACE	CFO	CS	CPSO	CEX Overall	DACS	DChS	Schools	DNS	DRP	Whole Council
1		**Number of HSE reportable occurrences involving employees**												
		Apr - Jun	N/A	1	0	0	0	1	0	0	2	4	0	7
		Jul - Sep		0	0	0	0	0	0	0	0	0	0	0
		Oct - Dec		0	0	0	0	0	0	0	0	0	0	0
		Jan - Mar		0	0	0	0	0	0	0	0	0	0	0
		Apr - Sept		1	0	0	0	1	0	0	2	4	0	7
		Apr - Dec		1	0	0	0	1	0	0	2	4	0	7
		Apr - Mar		1	0	0	0	1	0	0	2	4	0	7
2		**Number of HSE non reportable occurrences involving employees**												
		Apr - Jun		5	0	0	0	5	17	3	18	14	4	61
		Jul - Sep		0	0	0	0	0	0	0	0	0	0	0
		Oct - Dec		0	0	0	0	0	0	0	0	0	0	0
		Jan - Mar		0	0	0	0	0	0	0	0	0	0	0
		Apr - Sept		5	0	0	0	5	17	3	18	14	4	61
		Apr - Dec		5	0	0	0	5	17	3	18	14	4	61
		Apr - Mar		5	0	0	0	5	17	3	18	14	4	61
3		**Number of HSE reportable and non reportable occurrences involving employees**												
		Apr - Jun		6	0	0	0	6	17	3	20	18	4	68
		Jul - Sep		0	0	0	0	0	0	0	0	0	0	0
		Oct - Dec		0	0	0	0	0	0	0	0	0	0	0
		Jan - Mar		0	0	0	0	0	0	0	0	0	0	0
		Apr - Sept		6	0	0	0	6	17	3	20	18	4	68
		Apr - Dec		6	0	0	0	6	17	3	20	18	4	68
		Apr - Mar		6	0	0	0	6	17	3	20	18	4	68