



The Arc
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Clowne
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To: Chair & Members of the Safety
Committee

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Wednesday, 15 September 2021

Dear Councillor

SAFETY COMMITTEE

You are hereby summoned to attend a meeting of the Safety Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Thursday, 30th September, 2021 at 11:30 hours.

Whilst COVID restrictions have now been eased, we are still taking social distancing measures where possible for the safety of everyone involved in meetings.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised from page 2 onwards.

Yours faithfully



Solicitor to the Council & Monitoring Officer



Bolsover
District Council

We speak your language
Polish **Mówimy Twoim językiem**
Slovak **Rozprávame Vaším jazykom**
Chinese **我们会说你的语言**

**If you require this agenda in large print
or another format please call us on 01246 217753**

If you require an adjustment to enable you to participate in or access the meeting please contact the Governance Team at least 72 hours before the meeting starts.

**SAFETY COMMITTEE
AGENDA**

***Thursday, 30 September 2021 at 11:30 hours taking place in the Council Chamber, The
Arc, Clowne***

Item No.	PART 1 – OPEN ITEMS	Page No.(s)
1.	Appointment of Chair 2021/22	
2.	Appointment of Vice-Chair 2021/22	
3.	Apologies For Absence	
4.	Urgent Items of Business To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972.	
5.	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any urgent additional items to be considered c) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
6.	Minutes To consider the minutes of the last meeting held on 11 th February 2021.	3 - 5
7.	Sickness Absence Quarter 1 (April – June 2021)	6 - 15
8.	Health and Safety Update - Quarter 1	16 - 22

SAFETY COMMITTEE

Minutes of a meeting of the Safety Committee of the Bolsover District Council held as a Virtual Meeting on Thursday, 11 February 2021 at 11:30 hours.

PRESENT:-

Members:-

Councillor David Dixon in the Chair

Councillors Allan Bailey, Nick Clarke, Tricia Clough and Andrew Joesbury.

UNISON:- Chris McKinney, Kevin Shillitto and Liz Robinson

Officers:- Steve Brunt (Joint Head of Streetscene), Sarah Gordon (Human Resources and OD Manager), Mark Dungworth (Strategic Repairs Manager), Bronwen MacArthur – Williams (Health & Safety Manager), Ian Clay (Health and Safety Advisor (Housing)), Matt Cooper (Corporate Property Manager), Jayne Stokes (Health and Safety Apprentice), Tom Scott (Governance Officer) and Hannah Douthwaite (Democratic Services Assistant).

SAF7-20/21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Wayne Carter (Leisure Operations Manager) and Rebecca Hutchinson (Health and Safety Advisor).

SAF8-20/21 URGENT ITEMS OF BUSINESS

There was no urgent business to be considered at the meeting.

SAF9-20/21 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

SAF10-20/21 MINUTES

Moved by Councillor Andrew Joesbury and seconded by Chris McKinney

RESOLVED that the minutes of a meeting of the Safety Committee held on the 17th September 2020 be approved as a true and correct record.

SAF11-20/21 SICKNESS ABSENCE QUARTER 3 (OCTOBER - DECEMBER 2020)

The HR and Organisational Development Manager presented the Sickness Absence report for quarter three (October 2020 – December 2020). The average number of days lost per employee for quarter three was 1.14 days this meant that the projected 2020/21 outturn figure for the average number of days lost per employee was 5.32 days which was well below the annual target for the Local Performance Indicator of 8.5 days.

SAFETY COMMITTEE

Table one in the report showed the comparison of data to previous years with 2020/21 on track to be significantly lower than the last three years for average days lost per employee. Table two also looked at the percentage of long term cases compared to short term sickness absence again with a comparison to data from previous years. Table four compared the three highest departments for sickness absence per quarter over the last three years and table five showed the departments with the lowest sickness absence levels.

Analysis work had also been undertaken on whether the lockdown period had increased specific sickness issues, such as stress and depression, headaches and migraines and back problems. The average days lost for those specific areas had remained around the same level of days lost in comparison to previous years but would be looked at in more detail at the end of quarter four.

Moved by Councillor David Dixon and seconded by Councillor Tricia Clough
RESOLVED that the report for sickness absence be noted.

SAF12-20/21 HEALTH & SAFETY UPDATE

The Health and Safety Manager presented the Committee with a Health and Safety update and details of any incidents that had occurred. The total number of employee accidents recorded in the quarter was five, of those five there were no lost time accidents reported for quarter three and therefore there were no days lost.

The breakdown for the five reported accidents were two falls from heights, two incidents of being struck by a moving object and one slip, trip or fall. Four were associated with StreetScene and one was Housing repairs. The overall total number of incidents for the year was significantly lower than last year however, it was noted that due to lockdown and associated restrictions some service areas hadn't been operational in the same capacity as previous years.

Risk assessments for The Arc and Riverside Depot had been updated at the end of January and the Coronavirus Protective Measures Guidance Notes had been reviewed and version 6 recently issued. The Health & Safety Team were maintaining a presence across all sites during lockdown, this had been more frequent at Riverside Depot due to the number of people on site and the nature of activities undertaken. The Arc remained fairly quiet as employees continued to work from home following Government guidance and where required and practical any Health and Safety training had taken place over Zoom.

It was noted that guidance and policies were in place but ultimately it was down to the individual employees to ensure they were complying with guidance to ensure everyone's safety. Numbers had been added to office doors to clearly display the maximum number of people that could safely be in each room at the same time.

A Member wished to note that they had recently attended a meeting regarding asbestos and the planned approach to keep everyone safe; it was clear from the meeting that the team were dedicated to their role.

A query was raised with the incident relating to hedge cutting as the beginning of the report stated no days had been lost due to accidents in this quarter but this incident

SAFETY COMMITTEE

detailed that the employee concerned had phoned in sick at a later date. It was confirmed that this would be looked into and clarified.

A Unison representative questioned what the procedure was for reporting incidents while working from home and whether or not they would be classed as a workplace incident. It was confirmed that if an incident happened at home during normal working hours it would be reportable however, as of yet none had been received. Guidance would be circulated to senior managers to pass on to their teams.

It was likely that there had been a couple of occasions where Covid-19 had been passed between staff however, it was hard to prove if the cases were directly related or a coincidence. The authority was unable to force staff to undertake regular Covid-19 testing however, employees were actively encouraged to visit community testing centres where possible. Any confirmed cases or suspected cases of Coronavirus needed to be reported immediately to managers, each case was dealt with individually but each area the employee had been would be deep cleaned to help reduce any further transmission.

Moved by Councillor Andrew Joesbury and seconded by Kevin Shillitto
RESOLVED that the Health and Safety update be noted.

The meeting concluded at 12:10 hours.

Bolsover District Council

Report of HR & OD Manager

Sickness Absence Quarter 1 (April – June 2021)

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1. Purpose of the Report

1.1 To report the sickness absence figures throughout the Council for Quarter 1, (April – June 2021).

2. Issues for Consideration

2.1 Figure 1 shows a summary of sickness absence levels within Bolsover District Council for the months April to June 2021.

2.2 Absence for the Senior Managers Group is shown as 50% of the total absence for Joint Senior Managers as this is split with Bolsover/NE Derbyshire District Council. For other employees the absences included are for the employing authority only.

2.3 The average number of days lost per employee for Quarter 1 was **1.91 days**

2.4 The projected 2022/21 outturn figure for the average number of days lost per employee is **7.64 days**.

2.5 The annual target for the Local Performance Indicator to the end of March 2022 is **8.5 days**.

2.6 For the purposes of sickness reporting, following recent restructures Senior Management is split as follows

- 1 x Joint Director (2 x 0.5 fte), 1 x Director (BDC), 1 Assistant Director (BDC only), 1.5 x Joint Heads of Service (3 x 0.5 fte), 0.5 Joint Assistant Director (1 X 0.5 fte) and 4 x Heads of Service (BDC). There was 14 days sickness (50% which equates to 7 days for BDC reporting purposes) experienced during Quarter 1.

3. Summary of Key Corporate Trends

The following tables detail the key pattern and trends being experienced corporately in relation to sickness absence.

Table One: Organisational Outturn Average Number of Days Absence
(Average sickness days per fte employee)

	2018/19	2019/20	2020/21	2021/22	Current Year Costs
Quarter One	2.23	1.85	1.50	1.91	£81917.94
Quarter Two	1.86	1.84	1.35		
Quarter Three	2.52	2.43	1.14		
Quarter Four	2.09	1.68	1.58		
Overall Outturn	8.7	7.8	5.57		

Table Two: Organisational Long Term/Short Term Split Days Percentage

	2018/19		2019/20		2020/21		2021/22	
	Short term	Long Term	Short term	Long Term	Short Term	Long Term	Short Term	Long Term
Quarter One	34.0%	66.0%	43%	57%	33%	67%	40%	60.0%
Quarter Two	35.0%	65.0%	54%	46%	37%	63%		
Quarter Three	32.4%	67.6%	44.8%	55.2%	47.1%	52.9%		
Quarter Four	43.6%	56.4%	60.1%	39.9%	42.90%	57.10%		
Overall Outturn	36.25%	63.75%	48.1%	51.9%	40.71%	59.29%		

Table Three: Number of Long Term/Short Term Cases
(long and short term occurrences of sickness in the quarter)

	2018/19		2019/20		2020/21		2021/22	
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Quarter One	104	18	94	15	48	15	90	15
Quarter Two	85	14	87	11	50	11		
Quarter Three	98	21	102	14	48	6		
Quarter Four	103	14	90	9	57	10		
Overall Outturn	390	67	373	49	203	42		

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Table Four: Top Three Services Proportionately Experiencing Highest Levels of Absence
(The three service areas who have the highest average fte employee sickness absence days in the quarter)

	2018/19	2019/20	2020/21	Current Year 2021/22
Quarter One	1.Customer Services 2.Property/Estates 3.Housing/CS	1.Elections 2.Customer Services 3.CEO/Dir/HoS	1. Leaders/Exec.Team 2. Legal 3. Planning	1. Elections 2.Democratic 3.Streetscene
Quarter Two	1. Customer Services 2. Elections 3 .Revs & Bens	1.Customer Services 2.Revs & Bens 3.Housing	1. Dev/Bus. Growth 2. Elections 3. Housing Repairs	1. 2. 3.
Quarter Three	1. Elections 2..HR/Payroll/H&S 3 CEO/Dir/HoS	1. Customer Services 2.HR/Health & Safety 3. Revs & Bens	1. Elections 2. Streetscene 3. Democratic Services	1. 2. 3.
Quarter Four	1. CEO/Dir/HoS 2. Democratic 3. Customer Services	1.Legal 2.Revs & Bens 3.Partnership	1. Elections 2. Governance 3. Customer Services	1. 2. 3.
Overall Outturn	1. Customer Services 2 .CEO/Dir/HoS 3. HR &Payroll	1.Customer Services 2.Comms 3.Housing/CS	1. Elections 2. Democratic 3. LEPT	1. 2. 3.

Table Five: Top Three Services Proportionately Experiencing Lowest Level of Absence

(The three service areas who have the lowest average fte employee sickness absence days in the quarter)

	2018/19	2019/20	2020/21	Current Year 2021/22
Quarter One	1. HR & Payroll 2. Elections 3. Procurement	1. Performance 2. HR& HS 3. Econ Dev	1. Finance 2. Democratic 3. Customer Services	1. Human Resources 2. Revs. & Bens 3. Customer Services
Quarter Two	1. Perf/Comms 2. CEPT 3. Econ Growth	1. Legal 2. Governance 3. HR&Health& Safety	1. Finance 2. Revs & Bens 3. Directors/HofS	1. 2. 3.
Quarter Three	1. Procurement 2. Partnerships 3. Finance	1. Elections 2. Performance 3. Econ Dev	1. Finance 2. Customer Services 3. Property & Estates	1. 2. 3.
Quarter Four	1. Finance 2. Partnerships 3. Procurement	1. Elections 2. Econ Dev 3. Legal	1. Finance 2. Planning 3. LEPT	1. 2. 3.
Overall Outturn	1. Procurement 2. Finance 3. CEPT	1. Performance 2. Econ Dev 3. Planning	1. Finance 2. Directors/HofS 3. Property & Estates	1. 2. 3.

Table Six: Top Three Reasons for Absence

(Top 3 reasons based on sickness days lost)

	2018/19	2019/20	2020/21	Current Year 21/22
Quarter One	1. Stress/Depression 2. Other Musc. Skeletal 3. Other	1. Viral Infection 2. Other Musc. Skeletal 3. Other	1. Stress/Depression 2. Other 3. Headaches/Migraines	1. Stress/Depression 2. Other Musc Skeletal 3. Operations/Hospital
Quarter Two	1. Stress/Depression 2. Other Musc Skeletal 3. Other	1. Stress/Depression 2. Other Musc. Skeletal 3. Chest/Respiratory	1. Operations/Hospital 2. Other-Musc Skeletal 3. Stress/Depression	1. 2. 3.
Quarter Three	1. Other Musc. Skeletal 2. Operations/Hosp 3. Stress/Depression	1. Stress/Depression 2. Chest/Respiratory 3. Other Musc. Skel	1. Other Musc. Skel 2. Stress/Depression 3. COVID 19 Symptoms	1. 2. 3.
Quarter Four	1. Ops/Hospital	1. Stress/Depression	1. Stress/Depression	1.

	2. Stress/Depression 3. Viral	2. COVID19 Symptoms 3. Other Musc. Skel	2. Other Musc. Skeletal 3. Operations/Hospital	2. 3.
Overall Outturn	1. Other Musc Skeletal 2. Stress/Depression 3. Back Problems	1. Stress/Depression 2. Other Musc. Skel 3. Operations/Hospital	1. Other Musc. Skeletal 2. Stress/Depression 3. Operations/Hospital	1. 2. 3.

Key Trends

- Sickness levels for Quarter 1 2021/22 are at their highest since Quarter 1 of 2018/19.
- 6 Services experienced zero sickness in Quarter 1 and a further 7 Services have experienced less than 1 day per FTE employee.
- Stress/depression remains consistently high, most cases are as a result of non-work related issues. Steps the Council has taken to support employees include:
 - Mental Health awareness sessions have been rolled out across the Council and are now included on the quarterly corporate training programme
 - Resilience Training rolled out in April, made available to managers and employees to support workforce mental and physical health
 - Health and Wellbeing Bulletins have been issued on a monthly and bi-weekly basis during the pandemic
 - Managers and Employees have accessed Occupational Health, Counselling, Employee Assistance Programme and other support.
- There appears to be a direct correlation between employees aged over 50 undertaking physically demanding work and high levels of sickness.
- There were 70 days lost in quarter 1 due to Covid19 symptoms (employees reporting unfit for work).
- In comparison to Quarter 4 2020/21, Quarter 1 2021/22 has reduced Short Term sickness and increased Long Term sickness cases.
- Analysis work has been undertaken on whether the lockdown periods have increased specific sickness issues. There has been an increase in days lost due to stress and depression and other muscular/skeletal. The Council continues to be proactive in supporting employees whatever the reason.
- Possible factors which may be impacting on sickness include:
 - Housing Repairs, Streetscene and Customer Services have maintained service provision throughout the lockdown periods. Sickness levels in terms of days lost have reduced significantly in Customer Services and Housing Repairs However they have increased within the Streetscene.

- Many employees have been working at home therefore limiting personal interaction and adhering to social distancing practices, resulting in less infections being transmitted between employees leading to reduced sickness. This is reinforced by significant reductions across the range of short term absences and specific sickness reasons such as Viral Infections and Chest/Respiratory issues.
- There is also the possibility that in some cases employees may not have reported poor health as they were working at home.

5. Actions

- 5.1 Managers have support from dedicated service area HR Link Officers and are issued monthly sickness absence information. Managers are also able to access sickness information for their teams' on a daily basis via HR21 Self Service.
- 5.2 Support for managers and employees is provided by Occupational Health where appropriate and employees have access to a 24 hour, 7 days a week Employee Assistance Programme where confidential advice is provided on a range of issues
- 5.3 Operational concerns about the management of sickness absence cases that exist are being raised with the respective managers and dealt with as per standard practice and policy.

Recommendations

- 6.1 To note the contents of this report

Appendix One: Summary Figures for the Quarter by Directorate/Service

Figure One – Service Breakdown Short/Long Term Split

Service	Short term days	No. of Employees absent	Long term days	No. of Employees Absent	Total Days lost	FTE No. in Section	Average days lost per FTE
Directors and Heads of Service	7	1	0	0	7	9	0.78
Democratic	0	0	37	1	37	6.51	5.68
Elections	0	0	65	1	65	4	16.25
Health & Safety	1	1	0	0	1	5	0.2
Human Resources	0	0	0	0	0	2.43	0
Legal	0	0	0	0	0	8.69	0
Communications	0	0	0	0	0	5	0
Performance	0	0	0	0	0	2.82	0
Finance	0	0	0	0	0	12.42	0
Revenues & Benefits	10	6	0	0	10	28.38	0.35
Customer Services	9	5	0	0	9	21.67	0.41
Leisure	20	12	0	0	20	41.27	0.48
Leaders/Executive Team	5	1	0	0	5	9.32	0.54
Streetscene	197.5	43	212	6	409.5	97.82	4.19
Development/Business Growth	16	5	0	0	16	9.3	1.72
Housing Management (including CS)	22	6	102	4	124	63.04	1.97
Housing Repairs (BDC)	23	7	28	1	51	61	0.84
Planning	12	2	0	0	12	19.05	0.63
Prop/Commercial/Estates	1	1	44	2	45	17.09	2.63

FOR INFORMATION ONLY – EMPLOYEES HOSTED BY NEDDC

Service	Short term Days	No. of Employees absent	Long term days	No. of Employees absent	Total Days lost	FTE No. in Section	Average days lost per FTE
Environmental Health	4	3	22	1	26	40.78	0.64
ICT	3	2	21	1	24	30.95	0.78

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Figure Two: Directorate Breakdown Short/Long Term Split

Directorate	No. of FTE Employees	Short term days	No of employees absent		Long term Days	No of employees absent
Directors/Heads of Service	9	7	1		0	0
Corporate Services	147.51	45	25		102	2
Development BDC	106.44	52	15		72	3
Env/Enforcement	160.86	219.5	49		314	10

Figure Three: Top Three Reasons for Absence per Directorate

(Top 3 reasons based on sickness days lost – Also include the number of employees in brackets in each directorate)

Directorate	No. of FTE Employees	Top 3 Reasons for Absences
Directors/Heads of Service	9 (9)	1.Stomach/Kidney/Liver
Corporate Services	147.51 (186)	1. Other and Viral Infection and Genito-Urinary 2. Pregnancy Related 3. Other Mus/Skel. and Stomach/Kidney/Liver
Development	106.44 (120)	1. Operations/Hospital 2. Stress/Depression 3. Other Musc. Skeletal
Env/Enforcement	160.86 (175)	1. Other Musc. Skeletal 2. COVID 19 Symptoms 3. Headaches & Migraines

Figure Four: Stress Cases During Quarter One

Work Related	Outside of Work Related	Total
1	8	9

Figure Five: COVID-19 During Quarter One and Totals for 2021/22

Quarter 1	The Arc	Depot Based	Grouped Dwellings	Remote Contact Centres	Total
No Self-Isolating	3	13	0	0	16
No Shielding	0	0	0	0	0
No of confirmed cases	0	8	0	1	9

No of Covid symptoms related absence days	0	69	0	1	70
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Bolsover District Council

Safety Committee

Meeting date – 30th September 2021

Health and Safety Update - Quarter 1 Accident Statistics

Report of the Health and Safety Manager

Classification: This report is public

Report By: Bronwen MacArthur-Williams

Contact Officer: Rebecca Hutchinson

PURPOSE / SUMMARY

To report on accident statistics as a key measure of the Authority's overall Health and Safety performance.

RECOMMENDATIONS

1. The Committee note the contents of the accident reporting statistics and consider the impact on Bolsover District Council's overall corporate performance.

Approved by the Portfolio Holder -

IMPLICATIONS

Finance and Risk: Yes ☒ No ☐

Details:

Poor performance can lead to compensation claims, increasing the cost of insurance.

On Behalf of the Section 151 Officer

Legal (including Data Protection): Yes ☒ No ☐

Details:

Good performance is an indicator of compliance with Health and Safety legislation.

On Behalf of the Solicitor to the Council

Staffing: **Yes** ☒ **No** ☐

Details:

Accidents resulting in injury can impact on staffing levels.

On behalf of the Head of Paid Service

DECISION INFORMATION

Decision Information	
Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds: BDC: Revenue - £75,000 <input type="checkbox"/> Capital - £150,000 <input type="checkbox"/> NEDDC: Revenue - £100,000 <input type="checkbox"/> Capital - £250,000 <input type="checkbox"/> <input checked="" type="checkbox"/> Please indicate which threshold applies	No
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	No
District Wards Significantly Affected	None
Consultation: Leader / Deputy Leader <input type="checkbox"/> Cabinet / Executive <input type="checkbox"/> SAMT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	No Details: Click here to enter text.

Links to Council Ambition (BDC)/Council Plan (NED) priorities or Policy Framework including Climate Change, Equalities, and Economics and Health implications.

[Click here to enter text.](#)

REPORT DETAILS

1 **Background** *(reasons for bringing the report)*

- 1.1 To confirm how Bolsover District Council is performing from a Health and Safety perspective. Good Health and Safety performance is indicative of good management control and vice versa.

2. **Details of Proposal or Information**

- 2.1 The total number of accidents in the quarter is 9. The accident breakdown is as follows:
2 Falls from Height, 1 Contact with Hazardous Substance, 1 Manual Handling
1 Contact with Electricity, 1 Slip, Trip, Fall, 1 Hit by Moving Object, 1 Contact with Moving Machinery, 1 Other incident. The Other incident relates to a dislocation of a finger end known as Mallett Finger.

Of these accidents, 6 occurred in Streetscene, 2 occurred in Housing and 1 in Leisure.

- 2.2 None of these incidents were reportable under RIDDOR although 2 incurred lost time of up to 7 days.
- 2.3 The accidents have been broken down into accident category, to show lost time accidents, lost days incurred by service area and to show the distribution of accidents between services. A brief synopsis of each accident and the graphical representation has been included at Appendix 1.

3 **Reasons for Recommendation**

- 3.1 To ensure good Health and Safety management remains a key performance priority for Bolsover District Council.

4 **Alternative Options and Reasons for Rejection**

- 4.1 No alternative options available

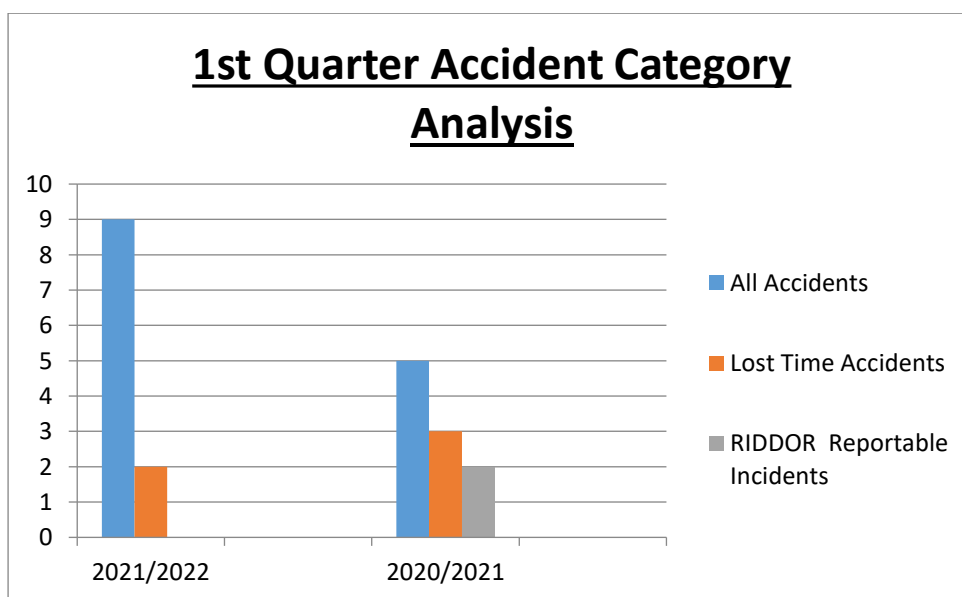
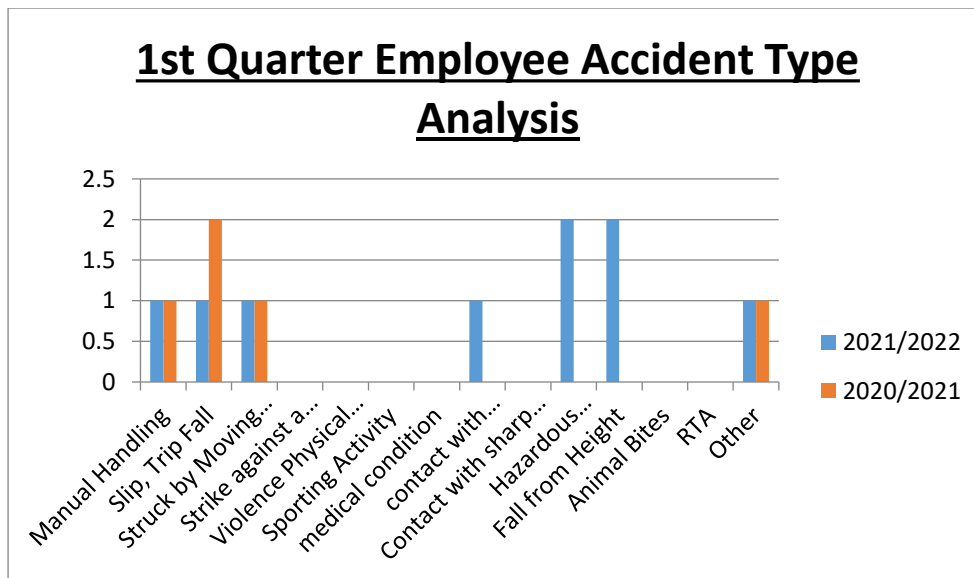
DOCUMENT INFORMATION

Appendix No	Title
1	Graphical representation of accident breakdown and descriptions.
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Click here to enter text.	

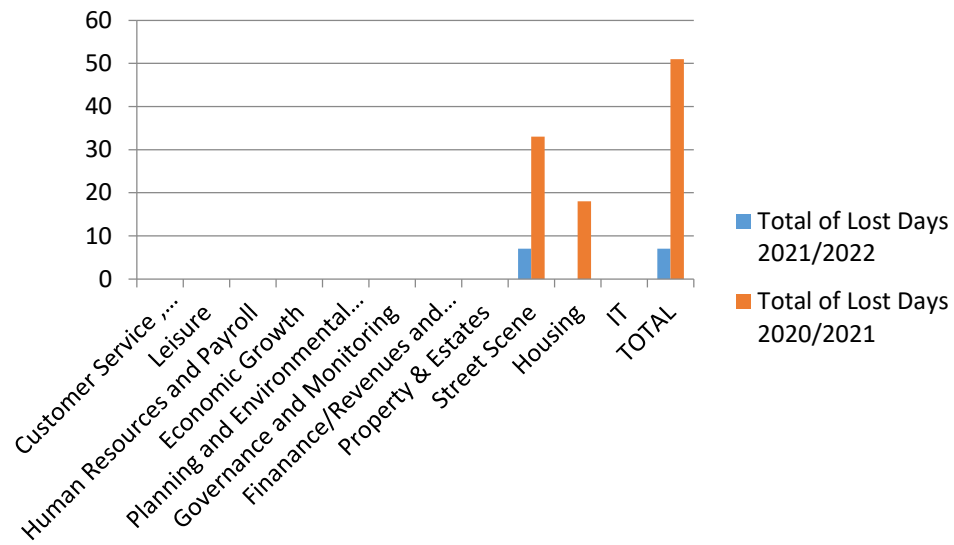
Health and Safety Appendix 1

ACCIDENTS FOR QUARTER (Apr 2021 to Jun 2021)	ACCIDENTS FOR QUARTER (Apr 2020 to Jun 2020)	YEARLY TOTAL (Apr 2021 – Jun 2021)	YEARLY TOTAL (Apr 2020 – Jun 2020)
9	5	9	5

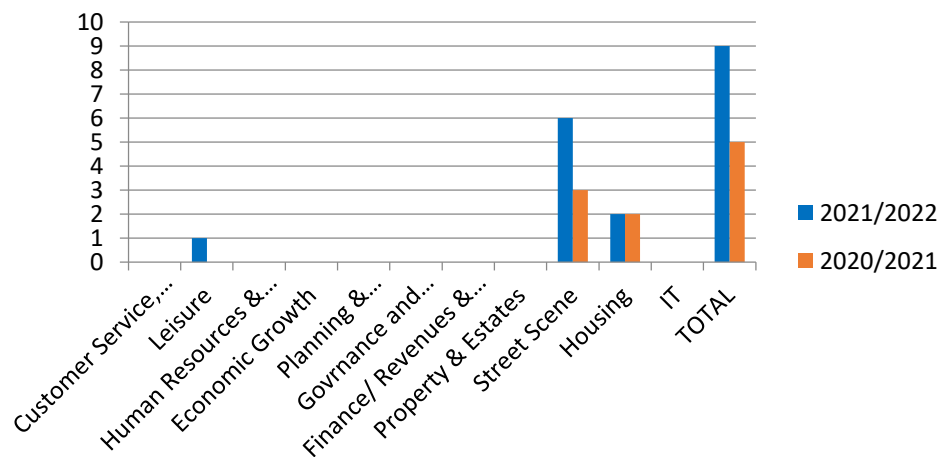
Below are graphical representations of hazard category causing the accident, incidences of lost time, days lost and service areas where accidents have occurred.



1st Quarter Lost Days Analysis



1st Quarter Operational Area Accident Analysis



Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
14.04.21	IP trapped finger in seat belt causing mallet finger injury	Other	Minor Injury – No lost days	Housing	0	No
15.04.21	IP tried to plug a pool vac in that had been submerged in water the previous day. This resulted in a minor electric shock	Contact with Electricity	Minor Injury – No lost days	Leisure	0	No
20.04.21	IP was litter picking on a rural road with a team. IP slipped/tripped over on a hole or dip in the ground and twisted ankle.	Slips, Trips, Falls on same level	Lost Time – Up to 7 days	Street scene	7	No
07.05.21	IP working on void property received a Travis Perkins delivery. Whilst lifting a bath on his own, felt strain in the lower back.	Manual Handling	Lost Time – Up to 7 days	Housing	1	No
10.05.21	IP was inspecting a garage, unlocked and opened up and over metal door. The door, work gear and timber frame collapsed onto garage floor, narrowly missing the IP	Struck by Moving Object	Near miss incident – no injury	Street Scene	0	No
11.05.21	IP was riding a quad bike near to the storage container. As IP changed direction, quad bike rear end swung round	Fall from Height	Minor Injury – No lost days	Street Scene	0	No

	throwing IP off the bike					
Date of Incident	Incident Details	Type of Incident	Incident Severity	Section	Lost Time Days (Actual)	Reportable?
09.06.21	Examining blocked triple mower. Cutters and blades freed and moved, due to stored energy, cutting IP's thumb	Contact with Moving Machinery	Minor Injury – No lost days	Street scene	0	No
24.06.21	IP was working under a refuse lorry loosening a nut and some paint came off and went into IP's eye.	Exposure to hazardous substance	Minor Injury – No lost days	Street scene	0	No
29.06.21	IP was strimming in a graveyard. He stepped on a grave slab which gave way under his weight causing the IP to fall into the void below up to waist height.	Fall from Height	Minor Injury – No lost days	Street Scene	0	No

END OF DOCUMENT