

Health & Safety Quarterly Update

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1. INTRODUCTION

This paper, submitted by the Health & Safety Advisor, presents to the Management Board an update on health and safety issues and highlights any areas of concern, work currently being undertaken and remedial actions taken during the period 1st January to 31st March 2022.

2. UPDATE

2.1 Accidents and Incidents

There were no accidents, incidents or near misses involving any SYMCA staff during the period.

2.2 Transport Operations

Accidents and Incidents - Interchanges

Analysis of Accidents and Incidents by location and type for the period are summarised in Appendix 1. The total number of accidents and incidents for the period has fallen by 46%, compared to the last quarter, with near misses practically halving.

Analysis of Crime & Disorder Incidents by location and type are summarised in Appendix 2. There has been a slight overall increase in incidents on the last quarter by just over 5% with violence related incidents increasing by just over 9%.

The Health & Safety Advisor has recently met with the Customer Service Managers from Meadowhall, as well as representatives from South Yorkshire Police, to draw up a plan of action to tackle the issues at Meadowhall, which continue to rise.

RIDDOR (Reporting of Injuries, Diseases & Dangerous Occurrences Regulations)

There were four RIDDOR incidents for the relevant period. Details of these can be found in Appendix 3. All of these appear to be pure accidents where there were no defects or errors on the organisation's area of responsibility. The incident at Barnsley where a young child trapped their fingers in the lift doors was due to the child leaning on the doors as they opened. Additional signage has now been fitted asking parents not to let their children lean on the doors.

Transport Operator Accident Details

The Health & Safety Advisor has obtained details from South Yorkshire Supertram Limited (SYSL) in relation to their accident statistics. Due to a difference in their reporting periods details are only available up to 5th March and this shows that there were 3 incidents reported under RIDDOR during this period. Two of those incidents were where staff had been off work as a result of an accident at work for more than 7 days, with the other being where an elderly passenger wasn't holding onto the grab rail as the tram set off. This resulted in her falling and sustaining a suspected hip injury and being taken to hospital.

There have also been two incidents recently where balance anchor weights have failed leading to overhead line failure. SYSL are currently carrying out a review of all balance anchor weights and will conduct remediation work as required.

Information has been provided from First in relation to bus collisions, which shows a slight reduction. The Health & Safety Advisor contacted both First and Stagecoach to try and get a formalised reporting structure but Stagecoach stated that they are not prepared to give more detailed information – which they are not obliged to do. However the Health & Safety Advisor has contacted their new Managing Director to see if he is prepared to share more detailed information.

2.3 Premises Audits

The Health & Safety Advisor continues to carry out the premises audits for the organisation and can report that the vast majority of issues found are housekeeping issues. There are no areas of major concern.

2.4 Fire Risk Assessments

The Health & Safety Advisor monitors the status of actions identified on the fire risk assessments carried out for all sites. All sites have had a fire risk assessment carried out in the last few months. Of the 116 actions identified 60% have already been completed, and none of those outstanding are overdue against the target date set by the assessor.

2.5 Emergency Evacuation Plans

The Health & Safety Advisor has received clarification on the minimum numbers of staff to be on site at any given time that the main interchanges are open, now that there is a new contract in place for Customer Service and Cleaning. The Emergency Evacuation Plans are now being circulated and discussed at sites and their effectiveness monitored. At the present time it is felt that the entry on the risk register should remain.

A planned emergency evacuation took place on 7th March which showed that, on the whole, staff who were on the building at the time evacuated promptly. The evacuation did highlight some issues in relation to the signing in app which are currently being worked through by IT. In the meantime Front of House staff have a manual list of staff, kept updated with leavers and starters, and is using this as a register to record people coming into and leaving the building.

2.6 Health & Safety Training Plan/ Mandatory Training

The Health & Safety Advisor and Learning & Development Officer continue to meet on at least a quarterly basis to ensure that all mandatory and recommended health and safety training is being arranged and/or completed.

The Health & Safety Advisor has been reminding those people coming into BSW to complete the required DSE assessment and can report that compliance is high.

2.7 Covid 19

The Government has now released their plan on 'living with Covid' and part of this, in relation to businesses, is the fact that a separate risk assessment in relation to Covid is no longer required. The Health & Safety Advisor will however continue to keep up to date with any changes, or proposed changes, and update board members accordingly.

3. RECOMMENDATION

The Management Board is asked to note the contents of the report.

4. APPENDICES

1. Analysis of Accidents and Incidents
2. Analysis of Crime and Disorder Incidents
3. RIDDOR Incidents