

Health & Safety Quarterly Update

VERSION 1



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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 2023

2. Update

2.1 **SYMCA Staff Accidents and Incidents**

There were no accidents, incidents or near misses involving any SYMCA staff during this reporting 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 increased by just over 6% compared to the last quarter, compared to a total footfall decrease of just over 2%. Slips trips and falls have fallen from 28% of all accidents to 21%. The Health & Safety Advisor has looked into the slips and can confirm that none of these are where the organisation can be deemed to be at fault.

There have been no near misses recorded during this period. However, the Health and Safety Advisor has spotted an issue, since this reporting period, at Sheffield Interchange with people ignoring signage and cutting across the runway close to the front of the interchange. There are various possible interventions being looked at to reduce the risk.

Analysis of Crime & Disorder Incidents by location and type are summarised in [Appendix 2](#). There has been an overall decrease in incidents on the last quarter by 28% with violence related incidents also decreasing slightly from 84% of all

incidents to 79%. However, Barnsley has seen a spike in violence related incidents and ALL of the incidents recorded at Barnsley fall into this category. As a result, budget was provided for 4 additional Customer Service staff (provided by Bidvest Noonan) to work between 3pm and 11pm between 1st and 21st March. This resulted in a massive decrease in incidents with only 2 being recorded during this period.

There were also 255 reports of damage to bus stops and shelters in this period, details of which can be found in [Appendix 4](#), which is a reduction of nearly 27% on the last period.

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

There were two RIDDOR incidents for the relevant period. Details of these can be found in Appendix 3. These appear to be pure accidents as there were no defects found or any errors on the organisation's area of responsibility.

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 4th March and this shows that there were 4 incidents reported under RIDDOR during this period. Those incidents were as a result of members of staff being off work for more than 7 days as a result of an accident at work.

2.3 Premises Audits

The Health & Safety Advisor continues with the schedule of premises audits for the organisation and can report that there are no areas of concern. Most actions identified are dealt with in a timely manner.

2.4 Fire Risk Assessments

The Health & Safety Advisor continues to monitor the status of actions identified on the fire risk assessments carried out for all sites. Of the actions identified just over 50% have been completed. Of those actions still outstanding 79% are past their due date as recommended by the Fire Risk Assessor. The majority of these are awaiting quotes and work to be carried out by contractors. However, there are no actions outstanding that were classed as 'urgent' by the assessor.

2.5 Emergency Evacuation Plans

The Health & Safety Advisor continues to have concerns that staffing levels at the Interchanges may impact on the ability to evacuate buildings quickly and safely. Analysis of footfall, staffing levels, possible improvements etc has been carried out by the Health & Safety Advisor and this, along with recommendations, has been passed to the Director of Public Transport Operations.

The roll out of the signing in system, currently in operation at Broad Street West, will shortly be rolled out to the Interchanges.

2.6 Health & Safety Training Plan/ Mandatory Training

On the 1st June all members of the Executive Leadership Board received IOSH 'Safety for Executives and Directors' training.

On the 19th May a number of senior officers from across the organisation attended a Light Rail Security Programme session run by the Department for Transport,

The Health & Safety Advisor hopes to meet with the member of HR with responsibility for Learning & Development in the near future to discuss a way forward to ensure all health and safety training is identified and completed.

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
4. Vandalism to Shelters and Stops