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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 April to 30th June 2023

2. UPDATE

2.1 Accidents and Incidents

There was one accident and one near miss involving SYMCA staff during this reporting period. Details can be found in [Appendix 1](#)

2.2 Transport Operations

Accidents and Incidents - Interchanges

Analysis of Accidents and Incidents by location and type for the period are summarised in [Appendix 2](#). The total number of accidents and incidents for the period has increased again by just over 6% compared to the last quarter, compared to the footfall which has remained the same. Slips trips and falls have risen from 21% of all accidents to almost 30%. The Health & Safety Advisor has looked into the slips and can confirm once more that none of these are where the organisation can be deemed to be at fault.

There were 4 near misses recorded during this period. Two of these were where youths on e-Bikes drove through Rotherham Interchange, one was where someone chased a dog onto the tracks at Swinton and one where a contractor cut through a live electric connection after assuming it was dead. As a result of the last one procedures and risk assessments have been looked at by the facilities and Asset Management Team.

Analysis of Crime & Disorder Incidents by location and type are summarised in [Appendix 3](#). There has been an overall decrease in incidents on the last quarter by 12.5% with the percentage of those incidents being violence related incidents remaining static at 79%. Barnsley again has the highest percentage of violence

related incidents with 85% of crime and disorder incidents being recorded falling into this category.

There were also 255 reports of damage to bus stops and shelters in this period, details of which can be found in [Appendix 5](#), which is a reduction of just over 15% on the last period.

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

There were seven RIDDOR incidents for the relevant period, which is 250% increase. Details of these can be found in [Appendix 4](#). 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 24th June and this shows that there were 2 incidents reported under RIDDOR during this period. One incident was as a result of a member of the public falling off a tram when exiting, the other when a tram passed bar (going against the signal)

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 housekeeping issues and are dealt with in a timely manner, and all sites have a compliance score of over 90%.

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 78% have been completed. The majority of those still outstanding are awaiting quotes and work to be carried out by contractors.

2.5 Emergency Evacuation Plans

The Health & Safety Advisor was successful in presenting a report to the Public Transport Operations meeting which resulted in funding for additional staffing at the Interchanges. This funding means that the minimum staffing number can be increased and therefore the Health & Safety Advisor is confident that safe evacuation can be achieved.

The roll out of the signing in system, currently in operation at Broad Street West, will shortly be rolled out to the Interchanges, and the evacuation plans have been re-written to reflect this.

2.6 Health & Safety Training Plan/ Mandatory Training

The Health & Safety Advisor has studied information on the completion of mandatory health and safety training provided by People Services. Details of those people who are not compliant were given to the relevant Directorate representative on the Steering Group for them to chase up. Following that there are still 21 people have still not completed the training. Details of those individuals will be made available to the Executive Board.

The Health & Safety Advisor has met with the staff member People Services responsible for Learning & Development to discuss the next level of training required, as defined in the competencies section of the Health & Safety policy. This should be

sourced and rolled out very soon and, as it is an online training event, participants will be given 6 weeks to complete.

The Health & Safety Advisor has shared the revised Health & Safety training plan with People Services and will be monitoring closely the arrangement of training, in particular those courses where attendance in the very near future is required in order to ensure the organisation is compliant with legislation.

3. RECOMMENDATION

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

4. APPENDICES

1. Accidents and Incidents involving SYMCA staff
2. Analysis of Accidents and Incidents
3. Analysis of Crime and Disorder Incidents
4. RIDDOR Incidents
5. Vandalism to Shelters and Stops