

Health & Safety Quarterly Update

VERSION 1
DATE March 2024



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1. INTRODUCTION

This paper, submitted by the Health & Safety Officer, presents 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 October to 31st December 2023.

2. UPDATE

2.1 **SYMCA Staff**

2.2 **Accidents and Incidents**

There were no accidents or near misses involving SYMCA staff during this reporting period.

2.3 **Transport Operations**

2.4 **Accidents and Incidents – Interchanges**

Analysis of Accidents and Incidents by location and type for the period are summarised in Appendix 1. Although it was requested by Audit, Standard and Risk Committee (ASRC) to include those incidents at Doncaster Interchange, which is managed under a PFI (Private Finance Initiative) agreement, in this report, due to discrepancies in the reporting process, the figures have NOT been included. This should be resolved from April 2024 following the implementation of a new combined database.

The total number of accidents and incidents for the period has reduced compared to the last quarter. Slips trips and falls have increased to 26.5% of all incidents, which is not unexpected given the winter weather conditions. We would expect this to reduce over the next quarter.

There were 8 near misses recorded during this period.

2.5 Doncaster Frenchgate Incident

Doncaster Incident 8th October 2023 - A middle aged male fell on the down escalator from middle to bottom, knocking himself unconscious. CSOs in attendance administered 1st aid while a member of the public called for an ambulance. CPR was given until the ambulance arrived at 19.51 and took over. The ambulance left site at 20.12.

Further investigations show that the escalator is switched off from 7pm until 15 mins before the first service leaves the station, due to lack of footfall. This is common practice, with the escalator remaining usable as stairs, lifts are also available for the public to use during this time.

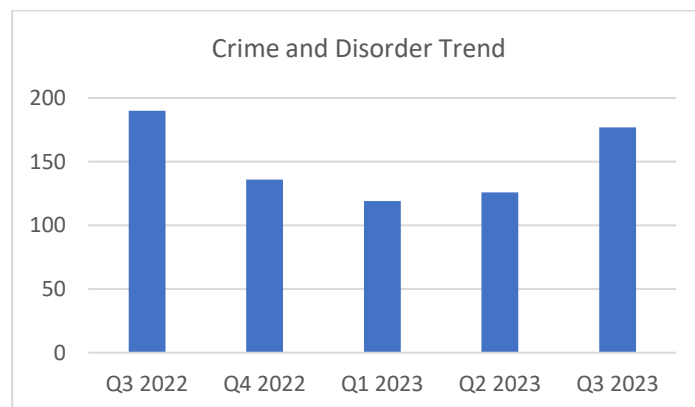
The injured male is still receiving hospital treatment.

The escalator has now been out of service since February 2024 with an expected reopen date of mid-April due to repairs being required on the chain. These repairs are unrelated to the incident.

2.6 **Crime & Disorder Incidents**

Analysis of Crime & Disorder Incidents (CDIs) by location and type are summarised in Appendix 2.

There has been a significant 40.5% increase on the last quarter to 177 incidents. The largest increase in month within the quarter was in December. Analysis shows that the historical trend has been for CDIs to increase over Quarter 3, peaking in the festive period:



It should be noted, however, that in 2022 figures were prepared without comparator information for Doncaster Interchange. Doncaster accounts for 32% of all CDIs over the reporting quarter, meaning that if presentation is adjusted to enable a like-for-like comparison there has been a year-on-year reduction of 36% in CDIs across Barnsley, Rotherham, and Sheffield.

Barnsley is still reporting high incident rates and alternative methods of tackling the issues at this location are being investigated by the Customer Service Team, together with the Facilities & Assets Team and the Interchange Reanimation Project.

There were 202 reports of damage to bus stops and shelters in this period, details of which can be found in Appendix 3. This is a decrease of just over 35% on the last period. Again the % change is significant, and the reporting processes will be investigated to ensure accuracy.

Vandalism is a constant issue with a new system due to be introduced from April 1st 2024 which will allow for better analysis of the trends.

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

There were no RIDDOR incidents for the relevant period, which is a decrease from the last period. There were no defects found or any errors on the organisation's area of responsibility.

2.8 Transport Operator Accident Details

No information was received from SYSL for the period. Officers are working with colleagues at SYSL to access this information.

2.9 Premises Audits

The Health & Safety Officer has commenced undertaking the schedule of premises audits for the organisation. Most actions identified are usually housekeeping issues and are dealt with in a timely manner, and all sites have a compliance score of over 90%.

2.10 Fire Risk Assessments

The Health & Safety Officer is monitoring the status of actions identified on the fire risk assessments carried out for all sites. A review of the fire risk assessment contract and quality of reporting will be undertaken over the next quarter.

2.11 Emergency Evacuation Plans

The Health & Safety Advisor has updated emergency evacuation plans for all of the interchanges in anticipation of the roll out of the signing in system, currently in operation at Broad Street West.

2.12 Health & Safety Training Plan/ Mandatory Training

A new training matrix is to be developed which will be based on job profile requirements following the People Services led harmonisation exercise that is being undertaken across the organisation. This will allow departments and systems to clearly see what is mandatory and what can be automatically delivered online.

It is hoped that this will work in harmony with the new HR systems and will allow the provision of real time reporting and the ability to automatically remind those who have not completed their training requirements, highlighting any non-compliance to line managers.

2.13 Health & Safety Compliance

The Health & Safety Officer is consistently reviewing the completion of all relevant items, including: DSE assessments for both in the offices and home working and risk assessments.

It is expected that the annual review of the Health & Safety Standards will take place during August and September of this year.

3. RECOMMENDATION

3.1 The Committee 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. Vandalism to Shelters and Stops