

Health & Safety Quarterly Update

VERSION 1
DATE July 2024



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1. INTRODUCTION

This paper, submitted by the Health & Safety Advisor, prepared for the Executive Leadership Board, an update on health and safety issues, highlights any areas of concern, work currently being undertaken and remedial actions taken during the period 1st Jan to 31st March 2024.

2. UPDATE

2.1 SYMCA Staff and Contractors

Accidents and Incidents

There were no accidents and one near miss involving SYMCA staff/contractors during this reporting period.

2.2 Transport Operations

Accidents and Incidents – Interchanges

An analysis of accidents and incidents by location and type for the period are summarised in annex 1. Although it was requested by the Audit, Standard and Risk Committee (ASRC), to include incidents at Doncaster Interchange, which is managed under a PFI (Private Finance Initiative) agreement, due to discrepancies in the reporting process, the figures have not been included. This will be resolved following the implementation of a new combined database.

The total number of accidents and incidents for the period has slightly increased compared to the last quarter, which is comparable to the slight increase in footfall. Slips, trips and falls have remained the main cause of all accidents.

Medical issues are the main contributor to the statistics, which perhaps should be separated from the Health and Safety Category, as they skew safety data and impact on the true and accurate reflection of health and safety. This information will be captured more accurately with the introduction of a new Health and Safety Management System which will enable better analysis of safety data and the identification of any trends, as well as highlighting any potential action required, for example the level of first aid training staff may require.

Sheffield Interchange Fire 09/02/2024

In February there was an arson attack in the toilets of Sheffield Interchange. A known individual was caught lighting the toilet role holder in the ladies' toilets. The fire was dealt with by staff before South Yorkshire Fire and Rescue (SYFR) arrived and the individual was apprehended by the police.

There were nine near misses recorded during this period. This included an instance where contractors carrying out a hard dig for a cable trench hit a cable that was not tapped or sanded but buried in the cast concrete. The cable was dead at the time therefore had not been picked up on the CAT scanner. Nobody was hurt and the electrical engineer returned the following day to replace and repair the cable and carry out the necessary remedial works and testing. The incident did not impact operations to the site or progress of works and was repaired within 24hrs of the initial incident.

Crime & Disorder Incidents

An analysis of crime and disorder incidents by location and type are summarised in annex 2.

There has been a decrease in incidents in the last quarter from 177 to 86. This is due to how the figures are now being reported and a change in categories at the request of South Yorkshire Police.

The main areas of concern relate to anti-social behaviour (ASB) in Rotherham and Barnsley with rowdy or inconsiderate behaviour being reported.

There were also 130 reports of damage to bus stops and shelters in this period, details of which can be found in annex 4, which is a significant decrease from 202 on the last reporting period.

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

There were three RIDDOR incidents for the relevant period, which is less than the last period. Details of these can be found in annex 3. These were due to an ambulance being called as a precaution by staff for members of the public. Injuries included a twisted knee, a sprain ankle and falling while pushing a shopping trolley. There were no defects found or any errors within the organisation's area of responsibility.

Transport Operator Accident Details

RIDDOR Incidents

The Health & Safety Advisor has obtained details from South Yorkshire Supertram Limited (SYSL) in relation to their accident statistics for this reporting period. This shows that there were two incidents reported under RIDDOR.

14/01/2024 – CCTV shows that as tram 106 approached the Infirmary Road stop (inbound heading towards the city centre), the driver braked normally and has (what appears to be) low rail adhesion. This caused the tram to 'slip' through the platform. As the tram had gone too far past the stop, the driver decided to continue (as per procedure).

15/01/2024 – The driver took over the tram at Castle Square and was informed about signalling issues at Hackenthorpe and advised they could drive through the bar with caution. The driver reached Hackenthorpe outbound and called Operation Control Centre (OCC), gaining permission to pass the faulty signal bar. On the return trip inbound, the driver assumed that the issue was in both directions and passed the inbound signal at bar without permission from OCC.

Staff Accidents

There were also two staff accidents during the period (non reportable). No time was lost for either.

2.3 Premises Audits

The Health & Safety Advisor has concluded this round of premises audits for the organisation. No concerns have been identified with all actions closed off from the previous round of audits.

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, the majority have had either action raised or have been closed off.

2.5 Emergency Evacuation Plans

The Health & Safety Advisor has redrafted the Emergency Evacuation Plans for all the interchanges in anticipation of the roll out of the signing in system, currently in operation at Broad Street West.

2.6 Health & Safety Training Plan/ Mandatory Training

People Services have now arranged mandatory training courses for certain roles where training is required, to ensure the organisation is compliant with legislation.

Due to a new learning platform being introduced recently, a review of training requirements is underway in conjunction with the Head of Organisational Development and Talent, to identify any gaps within the organisation.

2.7 Health & Safety Compliance

The Health & Safety Advisor continually distributes the documentation for Display Screen Equipment (DSE) assessments for the office environment and to cover

working from home arrangements. This is an ongoing process with several 'in person' DSE assessments being carried out with any new starters where issues have been identified as part of pre-employment checks.

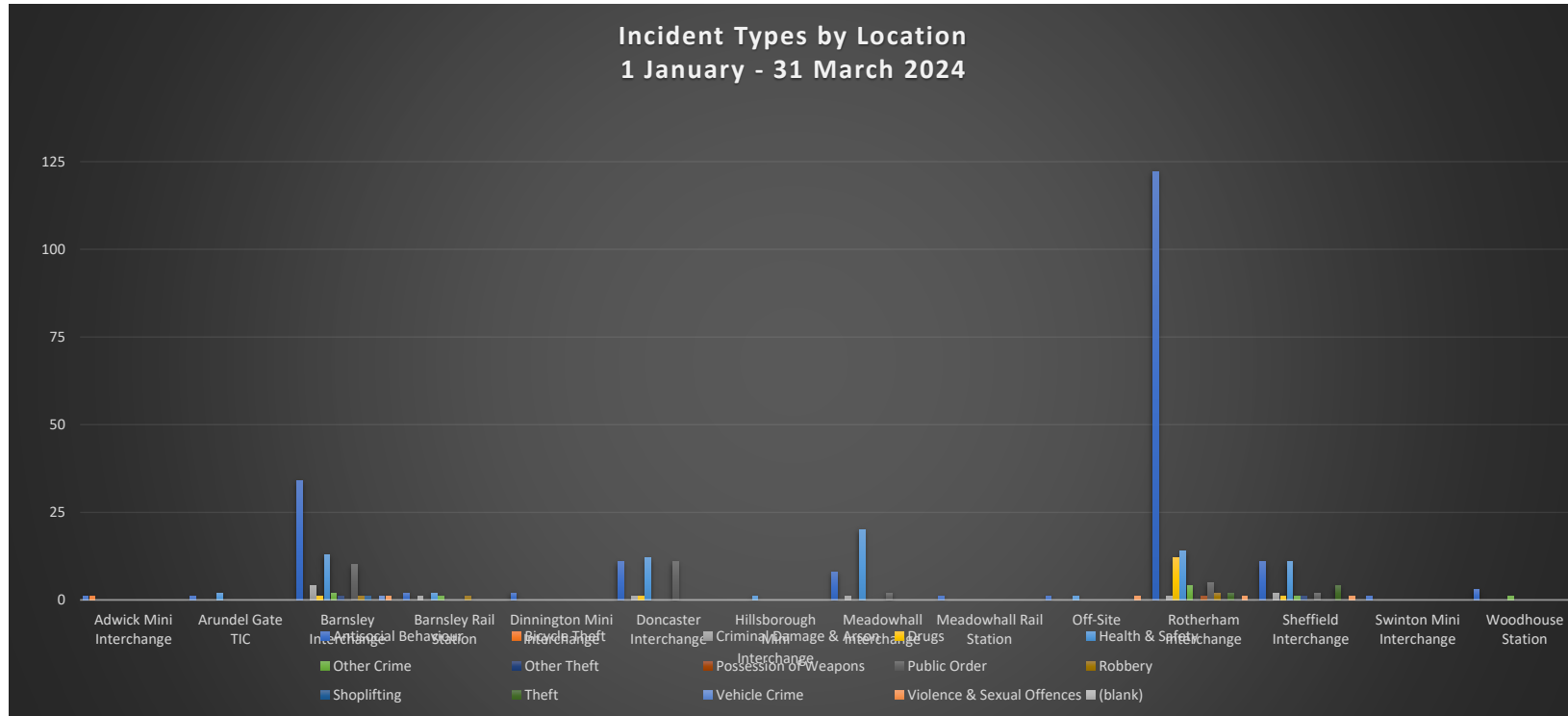
3. RECOMMENDATION

The Executive Leadership Board is asked to note the content of the report.

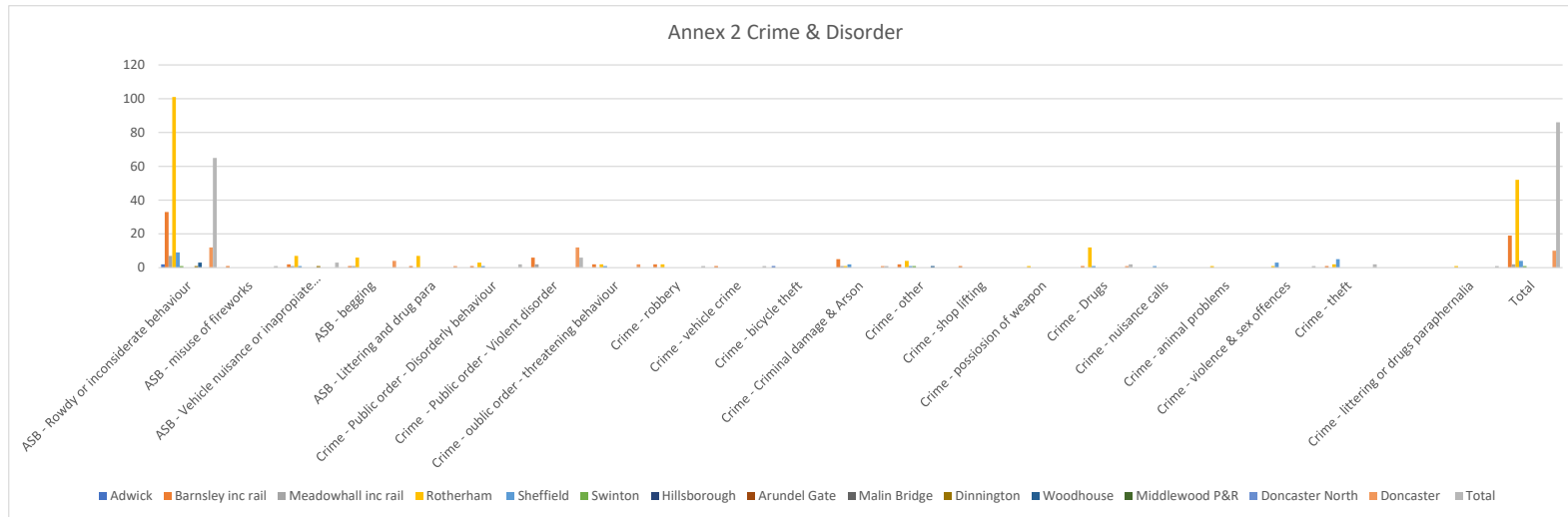
4. ANNEXES

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

ANNEX 1



Incident Location	Antisocial Behaviour	Bicycle Theft	Criminal Damage & Arson	Drugs	Health & Safety	Other Crime	Other Theft	Possession of Weapons	Public Order	Robbery	Shoplifting	Theft	Vehicle Crime	Violence & Sexual Offences	Grand Total
Adwick Mini Interchange	1	1													2
Arundel Gate TIC	1				2										3
Barnsley Interchange	34		4	1	13	2	1		10	1	1		1	1	69
Barnsley Rail Station	2		1		2	1				1					7
Dinnington Mini Interchange	2														2
Doncaster Interchange	11		1	1	12				11						36
Hillsborough Mini Interchange					1										1
Meadowhall Interchange	8		1		20				2						31
Meadowhall Rail Station	1														1
Off-Site	1				1									1	3
Rotherham Interchange	122		1	12	14	4		1	5	2		2		1	164
Sheffield Interchange	11		2	1	11	1	1		2			4		1	34
Swinton Mini Interchange	1														1
Woodhouse Station	3					1									4
Grand Total	198	1	10	15	76	9	2	1	30	4	1	6	1	4	358



01/01/2024 - 31/03/24	ASB - Rowdy or inconsiderate behaviour	ASB - misuse of fireworks	ASB - Vehicle nuisance or inappropriate behaviour	ASB - begging	ASB - Littering and drug para	Crime - Public order - Disorderly behaviour	Crime - Public order - Violent disorder	Crime - ublic order - threatening behaviour	Crime - robbery	Crime - vehicle crime	Crime - bicycle theft	Crime - Criminal damage & Arson	Crime - other	Crime - shop lifting	Crime - possession of weapon	Crime - Drugs	Crime - nuisance calls	Crime - animal problems	Crime - violence & sex offences	Crime - theft	Crime - littering or drugs paraphernalia	Total	
Adwick	2										1												0
Barnsley inc rail	33	1	2	1	1	1	6	2	2	1		5	2	1		1					1		19
Meadowhall inc rail	7		1	1			2					1											2
Rotherham	101		7	6	7	3		2	2			1	4		1	12			1	1	2	1	52
Sheffield	9		1			1		1				2	1			1	1			3	5		4
Swinton	1												1										1
Hillsborough																							0
Arundel Gate																							0
Malin Bridge																							0
Dinnington	1		1																				0
Woodhouse	3												1										0
Middlewood P&R																							0
Doncaster North																							0
Doncaster	12			4	1	2	12	2	1	1		1			1								10
Total	65	1	3	4	1	2	6	2	1	1	1	1	6	1	1	2	1	1	1	2	1	86	

Annex 3

Analysis of RIDDOR Reporting

Three RIDDOR reports were submitted to the HSE (Health and Safety Executive) within the period 1st January to 31st March 2024, inclusive.

Sheffield Interchange 08/02/24

Member of the public that stumbled whilst walking through the Interchange twisting her left knee. Ambulance called. The IP is currently awaiting Knee replacement surgery on the same knee.

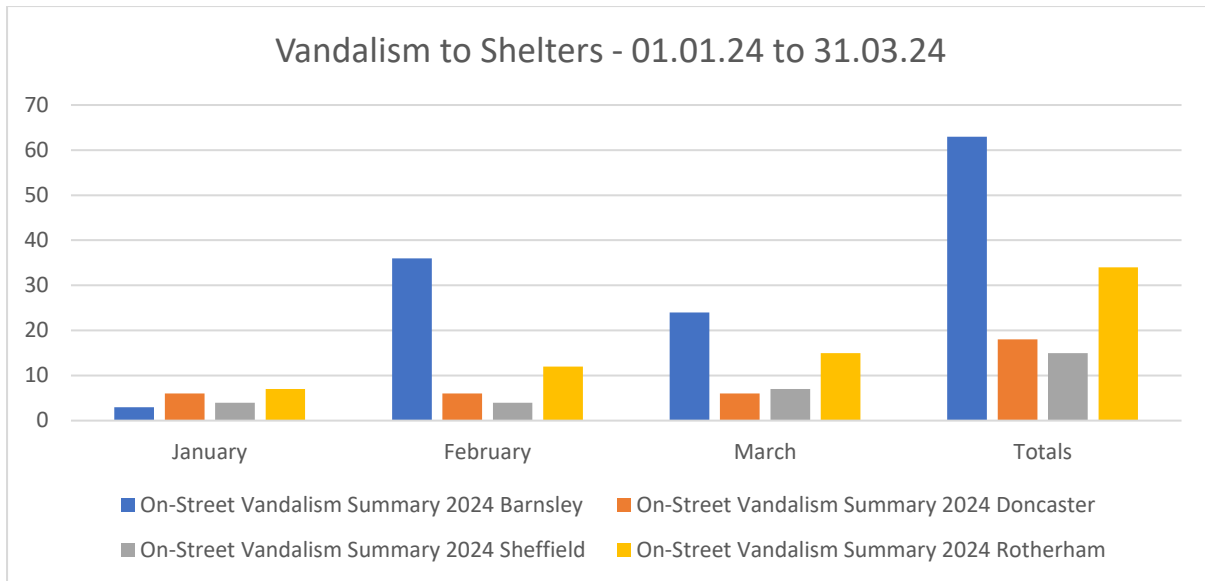
Adwick 25/04/24

Elderly lady fell whilst pushing a shopping trolley with her friend towards the car park, received medical treatment from staff and taken to hospital via ambulance as a precaution.

Hillsborough 30/04/24

Lady stumbled getting off the 97 bus at stand 5, sprained left ankle taken to hospital via ambulance as a precaution.

Annex 4



	Barnsley	Doncaster	Sheffield	Rotherham
January	3	6	4	7
February	36	6	4	12
March	24	6	7	15
Totals	63	18	15	34