

Health & Safety Quarterly Update

VERSION 1
DATE 11 September 2024



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1. INTRODUCTION

This paper, submitted by the Health & Safety Advisor, presents to the Executive Leadership 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 2024

2. UPDATE

2.1 Accidents and Incidents

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

2.2 Transport Operations

a) SYMCA 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 decreased from 358 to 224 compared to the last quarter. Rowdy or inconsiderate behaviour are the main cause of all incidents with slips, trips and falls the main cause of all reported accidents.

Rowdy or inconsiderate behaviour has replaced medical issues as the main contributor to the statistics which should be separated from the Health and Safety Category as they are skewing safety data and not helping to provide a true and accurate reflection on health and safety. We are hoping to capture this better with the introduction of the new Health and Safety management system thus helping us to analysis safety data and any trends that may start to appear for example the level of first aid and conflict resolution training staff may require.

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

There has been a total of 167 Crime & Disorder Incidents reported during this reporting period.

The main areas of concern remain Rotherham and Barnsley with ASB - Rowdy or inconsiderate behaviour.

There was a total of 233 reports of damage to bus stops and shelters in this period with works orders raised, details of which can be found in Appendix 4, which is a significant increase from 130 on the last reporting period with Sheffield being the greatest offender.

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

There were three RIDDOR incidents for the relevant period, which is the same as the last period. Details of these can be found in Appendix 3. These were due to an ambulance being called as a precaution by staff for members of the public, injuries included a head injury due to a fall and sprained ankle. There were no defects found or any errors within the organisation's area of responsibility.

b) SYFTL

Transport Operator Accident Details

The Health & Safety Advisor has obtained details from South Yorkshire Supertram Limited (SYSL) in relation to their accident statistics for this reporting period:

The recruitment process for a permanent Head of SHEQ is in progress and in the coming periods we have training planned, for Duty Managers in risk assessments, incident investigation and IOSH.

RIDDOR

There are two RIDDOR incidents in this reporting period, one due to a passenger fall on tram whereby the passenger fell off the top step and sustained an injury to his head, the tram was de-trained and brought out of service to meet ambulance at Nunnery Depot.

This incident has led to a wider discussion with Safety Board as to whether it is appropriate to bring passengers into the depot environment.

The other RIDDOR reportable incident within the period was the low-speed derailment of an out of service vehicle at Gleadless Townend crossover. This was reported to both RAIB and ORR in accordance with the standard protocols for this type of incident and a full investigation is in progress to determine underlying causes.

Safety performance remains within tolerance in each of the KPI categories except for Staff Assaults. Assaults has been a key focus area with colleagues being encouraged to report incidents and share concerns. As a result of this and the improved ability for Conductors to tackle fare evasion by being able to get around the trams to sell and check tickets incidents have spiked.

Of the 9 Staff Assaults 6 were verbal, 2 physical and 1 was an object thrown these appear to be related to potential fare evasion.

Of the four staff accidents reported within the period only one resulted in lost time, this of four days.

Within the period Conflict Awareness training began, in addition, an on-tram poster campaign of humanising assaults is under development. This campaign whilst currently Supertram focused it is being shared with other operators to see if a South Yorkshire 'transport campaign' can be developed.

2.3 Premises Audits

The Health & Safety Advisor has scheduled the next round of premises audits to coincide with the introduction of the new health and safety management system which is due to be in place by mid-September 24. No concerns identified with all actions closed off from 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 rewritten these for all the interchanges in anticipation of the roll out of the signing in system, which is now in place and, this mirrors the one used at Broad Street West.

2.6 Health & Safety Training Plan/ Mandatory Training

A Mandatory Learning report for Health and Safety shows we are heading in the right direction with figures shown below.

H&S

End of Q4 2023/24 – 35%

End of Q1 2024/25 – 91%

We are planning to send the list of non-compliant colleagues to ELB, so this can be cascaded to each Directorate.

A new health and safety training system is being sourced with the procurement process underway and at tender stage.

Health & Safety Compliance

The Health & Safety Advisor continually distributes the documentation of DSE assessments for both in office and working from home. This is an ongoing process with several in person DSE assessments being carried out with any new starters where issues have been identified. One request that is starting to appear is the request for office chairs for staff that are working from home which is likely to have a significant cost to the business.

2.7

3. RECOMMENDATION

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

4. APPENDICES

Appendix 1	Analysis of Incident Categories
Appendix 2	Analysis of Crime and Disorder
Appendix 3	RIDDOR Reporting
Appendix 4	Work Orders Raised in Relation to Vandalism