

Transport for London

Minutes of the Open Safety, Health and Environment Committee

Boardroom, 14th Floor Windsor House, London
10.00am, Tuesday 13 November 2007

Members

Dave Wetzel	Chair, Board Member
Paul Moore	Board Member
Tony West	Board Member

In Attendance

Lord Toby Harris	Board Adviser
Gordon Sellers	Adviser to the Committee
Brian Wilkinson	Adviser to the Committee

Staff

Peju Arenyeka	Group HSE Adviser
Francis Broughton	Head of Safety, Surface Transport
David Brown	Managing Director, Surface Transport
Ian Brown	Managing Director, London Rail
Olivia Carlton	Head of Occupational Health (for part)
Howard Carter	General Counsel
Martyn Hopkinson	SQE Manager, Major Projects (for part)
Neil Kedar	Consents and Environment Manager, Major Projects (for part)
Tim O'Toole	Managing Director, London Underground
Richard Stephenson	Director of Group Health, Safety and Environment
James Varley	Secretariat

81/11/07 Apologies and Declarations of Interest

Apologies for absence had been received from Kirsten Hearn.

No interests were declared.

82/11/07 Minutes of the Open Meeting Held on 6 September 2007

The Chair requested that the open minutes of the previous meeting held on 6 September 2007 be amended to add the following:

71/09/07 Road Safety Update: The Committee requested that a report should be provided on how TfL could achieve the target reductions in powered 2 wheeler accidents.

71/09/07 Road Safety Update: The Committee agreed that there should be no upward changes to speed limits to accompany the introduction of time distance cameras.

[Action: Secretariat]

83/11/07 Matters Arising and Actions List

The Committee noted the good work undertaken by officers from the London Underground Safety, Quality and Environment department.

The Committee noted the actions list.

84/11/07 Major Projects Business Unit Safety, Health, Environment and Quality Management System

Martyn Hopkinson introduced the presentation and explained how the Health, Safety, Environment and Quality (SHEQ) system was embedded into projects and sustained throughout the lifecycle of a project. After handover, the aim was to keep the system embedded and design out risk at source. Compliance was then monitored by Investment Oversight and Internal Audit.

The Committee noted the presentation.

85/11/07 Update on Occupational Health in TfL

Olivia Carlton introduced the presentation and informed the Committee of the role of the Occupational Health Unit and the services it offered.

Use of Occupational Health had increased from 2005/06 to 2006/07 in all modes with the exception of TfL Corporate. Average sickness absence per full time employee (FTE) had shown some encouraging improvement although London Underground and Surface Transport were still above the CBI Public Sector average.

The rate of medical retirement in London Underground had remained constant over the last 3 years. Research had been carried out to identify how further improvement could be made. Good progress was being made with work on managing stress and resilience issues with managers actively engaged in addressing the issues.

Musculoskeletal disorders were being actively addressed and the remit of the rehabilitation programme had been extended. Also, diet was being considered and a leaflet on healthy eating had been produced.

Consideration was being given to working with local GP's to help them understand the role of occupational health and also to inform them of the benefits to employees of staying at or returning to work.

The Committee noted the presentation and congratulated Olivia Carlton on her recent awards.

86/11/07 London Underground Quarter 2 SHEC Report

Tim O'Toole introduced the report and explained the progress that had been made with reducing short term sickness. Workplace violence incidents had also been reduced on the Victoria Line. Targeting appropriate stations with Oyster campaigns would be considered as a possible solution.

Work was ongoing on an improvement action relating to the Connect Mayday alarm.

Signal sighting improvement works were continuing though the cost of moving signals as part of the Signal Passed at Danger (SPAD) reduction programme was very high.

Discussions were taking place with the London Fire Emergency Planning Authority LFEPa and Office of the Rail Regulator (ORR) regarding the step free access programme to seek a consistent approach to risk management. Gordon Sellers requested a meeting with Mike Strzelecki to discuss the matter in more detail.

[Action: Mike Strzelecki]

The Committee noted the report.

87/11/07 Surface Transport Quarter 2 SHEC Report

David Brown introduced the report. There had, over the period, been 10 instances of fatalities involving buses. A detailed examination of each showed that in almost all cases, the driver had not been to blame although media reporting of incidents did not always reflect this.

Following a question from the Committee, David Brown undertook to investigate the possibility of buses carrying warning signs to use if they broke down.

[Action: David Brown]

Customer injuries followed no particular pattern other than a tendency for them to occur on the busiest routes at the busiest times which was to be expected.

Following a recent incident when a passenger on London River Services fell into the river while trying to board, TfL had received a recommendation to increase the length of emergency ladders. David Brown would confirm to the Chair that this had been completed.

[Action: David Brown]

In response to a question from the Committee, David Brown explained that there were posters on buses giving contact details for complaints about all issues relating to the service. The Schools Liaison initiative had proved successful and would continue.

Members requested that additional information on the location of incidents be included in future reports.

[Action: David Brown]

The Committee noted the report.

88/11/07 London Rail Quarter 2 SHEC Report

Ian Brown introduced the report and updated the Committee on the recent incident on the North London Line where there had been damage to overhead power lines.

The Committee noted the report.

89/11/07 TfL Corporate Quarter 2 SHEC Report

Howard Carter introduced the report. The Committee were informed that the external audit had been concluded and the Dseasy programme was progressing well. Further work was being undertaken to engage with London Underground on office moves and other facilities related issues.

The Committee noted the report.

90/11/07 Draft Environment Report 2007

Richard Stephenson introduced the report and invited comments. The Committee requested that reference to employee numbers be included in the report, and that data shown in the report should be compared with pre-TfL information where possible to highlight the progress made.

[Action: Richard Stephenson]

Brian Wilkinson would be sent a copy of the final draft when it became available.

[Action: Richard Stephenson]

The Committee noted the report.

91/11/07 Update on Sustainability Matters

Richard Stephenson introduced the item.

The Committee noted the report.

92/11/07 Any Other Business

The Chair suggested that a meeting should be arranged with members of the Metropolitan Police Authority, Transport Policing and Enforcement Directorate and Jenny Jones of the GLA to discuss the road safety report titled 'London's Lawless Roads'.

[Action: Howard Carter / Secretariat]

The Chair also requested that the joint Institute of Directors and Health and Safety Commission Guidance Note on Leading Health and Safety at Work be sent to all Board Members and Advisers.

[Action: Secretariat]

No additional items of business were raised and the meeting closed at 12.15pm.

The next scheduled meeting would be held on Tuesday 4 March 2008 at 2.00 pm.

Chair: _____

Date: _____