

Transport for London

Minutes of the Safety, Health and Environment Assurance Committee

Room 5D, 5th Floor Windsor House, London
10.00am, Friday 12 March 2010

Members

Tony West	Chair
Charles Belcher	Member
Bob Oddy	Member

In Attendance

Shaun McCarthy	Committee Adviser
Gordon Sellers	Committee Adviser

Staff

Francis Broughton	Head of Safety, Group Safety, Surface Transport
Ian Brown	Managing Director, London Rail
Lesley Calladine	Health and Safety Director, Crossrail
Howard Carter	General Counsel
Vernon Everitt	Managing Director, Marketing and Communications (for part)
Richard Stephenson	Director of Group Health, Safety and Environment
Mike Strzelecki	Director of Safety, London Underground
Mike Weston	Operations Director, Group Safety, Surface Transport
Horatio Chishimba	Secretariat Officer

The Committee welcomed Shaun McCarthy to the meeting following his appointment as an Adviser to the Committee with effect from 15 February 2010.

The Chair welcomed Vernon Everitt to the meeting. As agreed by the Committee at the July 2008 meeting, each Corporate Managing Director had been invited to attend one SHEAC meeting over a period of two years. Vernon Everitt was attending the meeting to discuss any HSE matters in his directorate.

01/03/10 Apologies and Declarations of Interest

Apologies for absence had been received from Christopher Garnett, Dame Tanni Grey-Thompson, Daniel Moylan, David Brown, Rob Holden and Richard Parry.

Bob Oddy declared an interest as General Secretary of the Licensed Taxi Drivers' Association regarding any matters concerning taxis.

02/03/10 **Minutes of the Meeting held on 17 November 2009**

The minutes of the meeting held on 17 November 2009 were approved as a correct record and signed by the Chair, subject to the addition of an action and minute under 42/11/09 and 51/11/09 respectively. The inserted action and minute would read as follows:

42/11/09 The Committee would be updated on the Panel's work in late 2010.
[ACTION: David Brown]

51/11/09 Investigations into major accidents: Group HSE would request all modes to incorporate in Quarterly HSE Reports, a report on the outcomes of previously ongoing investigations.
[ACTION: Richard Stephenson]

03/03/10 **Matters Arising and Actions List**

Road Safety: Richard Stephenson confirmed that data in the TfL Annual Report included items from the Annual Road Safety Report. A paper submitted to an earlier meeting of the Committee would be re-circulated to Members.
[ACTION: Secretariat]

The Committee noted the Actions List.

04/03/10 **London Underground Quarterly Health, Safety and Environment Report**

Mike Strzelecki introduced the report and informed the Committee that, since the paper was written, the Lost Time Injury Frequency Rate (LTIFR) trend for Chief Maintenance Officer (CMO) was improving.

The Committee noted the new measure developed to track the Mean Time Between Major Incidents (MTBMI) on London Underground. This showed that the MTBMI had increased from 30 days in 1999 to over 400 days currently. The Office of Rail Regulation had expressed interest to have the measure adopted by the rest of the industry.

Mike Strzelecki said that SPADs were actively managed to ALARP (as low as reasonably practicable) and no further reasonably practicable mitigations could currently be devised. Mike Strzelecki would meet with Christopher Garnett, Gordon Sellers and Richard Stephenson to discuss the issue further.

[ACTION: Mike Strzelecki]

The Committee was informed that a numerical target was not set for staff assaults but physical assaults had steadily declined since 2000, while threat incidents were broadly stable and verbal assaults were rising, as better reporting was constantly encouraged. A note would be prepared to show these trends graphically.

[ACTION: Mike Strzelecki]

An investigation into the detached inter-car barrier on the Central Line was close to being concluded. Poor adherence to the necessary communication protocol had

contributed to the incident. The Committee would be provided with the outcome of the investigation and the investigation report would be provided to Gordon Sellers when finalised. **[ACTION: Mike Strzelecki]**

The Committee noted the report.

Significant events since the end of Quarter 3:

- (a) Delays to detraining passengers from stalled train: The control room had been inundated with calls and as a result one train was missed in the call traffic leading to the delay. However, all the drivers involved were commended by customers for keeping them updated on the situation.
- (b) Aldgate station incident: Contractors working on the sub-surface line upgrades had altered scaffolding without proper authority and then wrongly gauged the scaffolding and had therefore incorrectly judged clearance for moving trains below. This resulted in the top of a train being scraped by the scaffolding.
- (c) Lessons learnt from the Eurostar independent review: LU already had in place measures which addressed the relevant matters covered in the review. Ian Brown confirmed that none of the procedures in place in London Rail would change as a result of the review.

05/03/10 Surface Transport Quarterly Health, Safety and Environment Report

Mike Weston introduced the report and confirmed that a bid submitted by Surface Transport to the DfT's Green Bus Fund had been successful with £5m awarded to TfL. The award would enable contracted bus operators to procure 46 hybrid buses.

The Committee noted that the functions currently undertaken by the London Road Safety Unit (LRSU) would continue to be undertaken within the Integrated Programme Delivery Directorate of Surface Transport. Integration into the Directorate would lead to better co-ordination across modal based projects. The Committee would continue to receive the annual Road Safety Report.

The Workplace Violence Unit had dealt with 330 cases of assaults on staff since 2009. Of that number, 123 cases had received judicial disposals and 178 cases were ongoing. London Underground and London Rail would provide similar data on their progress in dealing with staff assaults. **[ACTION: Ian Brown/Mike Strzelecki]**

Mike Weston explained that, in relation to CO₂ emissions from bus operations, data on engine specifications were collected on an annual basis. With approximately 200 new buses being delivered each quarter, there would be significant movement in a quarterly forecast. Shaun McCarthy commended Surface Transport on its waste and recycled material targets for the Highways and Works contracts.

The Committee was informed of a private car that caught fire in the Blackwall Tunnel on 29 November 2009 resulting in the closure of the northbound bore of the tunnel for over 24 hours. The vehicle was 80m from the tunnel exit and the ventilation fans blew the smoke outside the tunnel. The Committee would be provided with the

outcome of the investigation and the investigation report would be provided to Gordon Sellers when finalised. **[ACTION: David Brown]**

A tunnel refurbishment programme was currently underway and would be completed before the Olympic and Paralympic Games.

The Committee noted the report.

06/03/10 London Rail Quarterly Health, Safety and Environment Report

Ian Brown introduced the report. Preparations for Trial Operations on the 'core route' on the East London Line had commenced in Quarter 3. The line was scheduled to open fully on 23 May 2010.

DLR had developed a Safety Performance Index which provided a clearer indication of overall safety performance on the DLR. The overall accident frequency rate for major projects on the Docklands Light Railway (DLR) had fallen to 0.14 per 100,000 hours worked and was now at the same level as that of the East London Line Project. There had not been a reportable injury in more than a million hours worked in both areas.

The Operation Vanguard emergency exercise on the East London Line had been postponed due to technical communication problems on Airwave radios. These were not significant problems and a new date would be announced as soon as the issue had been resolved.

The LOROL (London Overground concessionaire) Safety Management arrangements had achieved certification to OHSAS18001 and the Serco Docklands Environmental Management System had been reaccredited to ISO14001. The Chair requested that information on LOROL's achievement of OHSAS18001 certification and SERCO Dockland's re-accreditation with ISO14001 be circulated to Members.

[ACTION: Ian Brown]

The Committee noted the report.

07/03/10 Crossrail Quarterly Health, Safety and Environment Report

Lesley Calladine introduced the report and informed the Committee that since the report was written, Crossrail had received accreditation by the accreditation body Lloyd's Register Quality Assurance (LRQA) for the 18001 and 14001 safety and environmental standards. There were no issues for senior management following the visit.

An incident management system was launched in January 2010 with data on all incidents being captured within the system from that date. The system would be expanded to include key performance indicators and tours and inspections at the end of March 2010.

A lorry driver safety course was launched with four pilot courses being run in the Quarter. Feedback indicated that it would raise driver safety awareness and all attendees graded the course as good or excellent.

Crossrail has introduced an Occupational Health strategy and following a procurement exercise, three occupational health providers had been selected to deliver Crossrail Programme's OH standard. The first forum with the providers would take place in April 2010.

In response to a question on whether plans existed on energy consumption during construction and if Crossrail had design energy consumption, Lesley Calladine confirmed that plans existed for construction and the future operation of the railway.

The Committee noted the report.

08/03/10 Corporate Directorates Quarterly Health, Safety and Environment Report

Howard Carter introduced the report and informed the Committee that work continued on a review of the efficiency of Group HSE, particularly in relation to Environment and Sustainability Assurance, the outcome of which would be reported to the Committee. **[ACTION: Howard Carter]**

The Committee noted the report.

TfL's Communications Strategy:

Vernon Everitt explained that TfL's communications and customer information strategy was directly aligned with the Mayor's Transport Strategy and the TfL Business Plan. The Mayor's priorities were then developed into key communications 'themes' such as delivery of the Tube upgrades and safety and security.

There was close collaboration with other partners such as the British Transport Police in promoting safety and security on the transport network, including the work of the transport hub teams and actively publicising prosecutions. Other elements of the strategy included promotion of the Cycle Safety Action Plan as a key enabler of encouraging the revolution in cycling that the Mayor was keen to see.

A paper would be submitted to a future Committee on TfL's Communications Strategy drawing out the key elements as they related to safety and environmental issues. **[ACTION: Vernon Everitt]**

The modal Managing Directors informed the Committee that they enjoyed a very good working relationship with TfL's Marketing and Communications Directorate.

09/03/10 Crossrail Ground Investigations – Health and Safety Initiatives

Lesley Calladine introduced the report which provided information on health and safety initiatives proposed for Crossrail's ground investigation activities.

Crossrail had implemented a sound approach to managing the risks posed by ground investigations. It was noted that there were only three major ground investigation contractors in the country. As the ground investigation industry was comparatively

small, all three contractors with sufficient resources had been employed to undertake the size of ground investigations specified by Crossrail and other parts of TfL.

The Committee noted the report and supported the involvement of appropriate TfL modes in sharing experiences on groundwork investigations.

10/03/10 Office of Rail Regulation Review of DLR Operations

Ian Brown introduced the report which provided an update on a meeting called by the Office of Rail Regulation (ORR) with DLR and Serco Docklands in November 2009 to discuss controls that existed for the management of signalling system upgrades on the DLR. The ORR had confirmed that it would be changing the focus of the remaining annual intervention plan to ensure that the matters discussed remained on target for completion.

Ian Brown had met with his counterparts in Serco Docklands and DLR to discuss processes and seek assurance of quality of the operation including safety. Discussions with Serco Docklands would continue on a quarterly basis.

The Committee noted the report.

11/03/10 Sustainability Assurance

Richard Stephenson introduced the report. The Committee noted that there were sufficient resources to conduct the number of reviews outlined in the sustainability assurance programme. It was proposed that the first review would be a 'sustainability gap analysis'. The process was seen as a best practice sharing exercise and not an audit.

The Committee noted the report.

12/03/10 Environmental Targets for TfL

Richard Stephenson introduced the proposals for TfL Group level environmental targets. Targets were proposed for reductions in CO₂ emissions per passenger kilometre, absolute reductions in small particulates (PM₁₀) and nitrogen oxides (NO_x) emissions and for the recycling/reuse of Commercial and Industrial waste and Construction and Demolition waste. The targets were based on currently funded programmes in the TfL Business Plan, had a baseline in 2005/06 and were set for 2017/18. The Environmental targets would also be considered by the EPP at its next meeting.

[ACTION: Richard Stephenson]

The Committee noted the report and agreed the targets proposed.

13/03/10 Any Other Business

The Committee considered the value in inviting Corporate Managing Directors to future SHEAC meetings. It agreed that Corporate Managing Directors would attend where there was a specific item on the agenda relevant to their mode.

There being no further business, the meeting closed at 12.00 noon.

The next scheduled meeting would be held on 20 July 2010 at 10.00am.

Chair: _____

Date: _____