

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

**SUBJECT: REVIEW OF SAFETY HEALTH AND ENVIRONMENT ASSURANCE COMMITTEE'S TERMS OF REFERENCE**

**DATE: 22 JULY 2009**

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**1 PURPOSE AND DECISION REQUIRED**

- 1.1 In the light of changes to TfL's Committee and Panel arrangements the Committee is asked review and note its Terms of Reference. These will take effect from the Committee's meeting on 14 September 2009.

**2 BACKGROUND**

- 2.1 The Mayor asked Daniel Moylan, Deputy Chairman, to review TfL's Committee and Panel arrangements. The Board considered this review in June and agreed a number of changes.
- 2.2 Amongst the changes agreed by the Board was the establishment of an Environment and Planning Panel and the change in title of the Safety Health and Environment Committee to the Safety Health and Environment Assurance Committee (SHEAC). The latter change was to recognise more explicitly the Committee's assurance role in relation to HSE, resilience and sustainability matters.
- 2.3 In relation to environment, the Environment and Planning Panel will advise on issues relating to policy and undertake the development and monitoring of the implementation of strategic objectives, including in relation to Mayoral, national and international strategies.
- 2.4 It was also agreed that when the Environment and Planning Panel considers a matter with significant implications relevant to SHEAC, a report would be made available to the Committee.

**3 INFORMATION**

- 3.1 In the light of the changes outlined above the Committee is asked to review the Terms of Reference for SHEAC as attached at Appendix 1.

**4 RECOMMENDATION**

- 4.1 The Committee is asked to NOTE the Terms of Reference for SHEAC.

## 5 CONTACT

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**TERMS OF REFERENCE FOR TFL'S SAFETY, HEALTH AND ENVIRONMENT  
ASSURANCE COMMITTEE**

**Membership**

<b>Chair</b>	Tony West
<b>Vice chair</b>	Christopher Garnett
<b>Members</b>	Charles Belcher Dame Tanni Grey-Thompson Daniel Moylan Bill Oddy
<b>Advisers</b>	Gordon Sellers Brian Wilkinson
<b>In attendance</b>	Other Members who wish to attend  General Counsel  A representative from London Underground, Surface Transport, London Rail, Crossrail and the Corporate Directorates  Director of Group Health, Safety and Environment  With the Chair's agreement other persons can attend all or any part of a meeting
<b>Secretary</b>	To be agreed by General Counsel
<b>Quorum</b>	Three Members

**Frequency of Meetings**

The Committee will meet at least four times a year or at such greater frequency as determined by its Chair.

**Terms of reference**

1. To satisfy itself, on behalf of the Board, that the TfL Group discharges its legal duties in relation to health, safety and environmental matters with particular regard to the safety, health and welfare, as appropriate, of transport users,

staff, the public at large and others on or about TfL transport systems and Group property and premises and to bring to the attention of those concerned matters for corrective action where needed.

2. To satisfy itself, on behalf of the Board, that the TfL Group has in place appropriate health, safety and environmental policies, management systems, arrangements and procedures both to meet legal requirements and TfL policies, and to assess and control risks, also always having regard for all staff and members of the public including those with particular needs.
3. To receive annual reviews of TfL health and safety and environmental performance, prior to their submission to the Board.
4. To satisfy itself on behalf of the Board that the TfL Group is responding effectively to the relevant Mayoral Strategies and contributing fully to Mayoral initiatives on sustainability that are transport related.
5. To satisfy itself on behalf of the Board that the TfL Group has in place policies and processes to ensure that it addresses sustainability and is adequately resilient in respect to threats that may impact on the operational or non operational capability of the TfL Group; including measures to prevent incidents, emergency plans to control incidents and recovery plans.
6. To review, and exceptionally to request, the carrying out of audits and reviews of health, safety and environmental management systems and resilience policies, arrangements and procedures, as necessary, and to review progress with the implementation of recommendations arising from such audits.
7. To advise the Board on performance and compliance in relation to the above.

### **Reporting to the Board**

8. The Committee will report any meeting to the next ordinary Board meeting.