

**Transport for London**

**Safety and Sustainability Panel**

**Subject: Forward Look Agenda – July 2013 to March 2015**

**Date: 16 July 2013**

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**1 Purpose**

- 1.1 To inform the Safety and Sustainability Panel of the background to the agenda of the panel, and propose a forward look for the next two years, and to seek comment from the Panel.
- 1.2 The Panel is asked to note the paper and the appendix, and is asked for comment on its content.

**2 Background**

- 2.1 The agenda for the Safety and Sustainability Panel is made up of a number of defined and timed activities which occur on a periodic, half year and annual cycle, plus some items which are considered over a longer term cycle. In addition there are items which are one off, either brought before the Panel to seek views, or developed in response to questions that the Panel raises.
- 2.2 In the past the agenda has not been tabled for discussion at the Panel, but has followed the cycle referred to above. However recent discussions at the panel have highlighted the desire of Panel members to understand this better and have some input. This has become more relevant with the wider remit that the Panel has, but which recognises that there needs to be a clear focus on what is key within that remit.
- 2.3 A proposed draft agenda has been provided in the annex. This draft has been developed by looking back at all the past meetings of the panel and its predecessors, considering the terms of reference, and trying to make an intelligent prediction of some of the issues likely to be of interest to the Panel. It is not intended to restrict items being proposed as a when they arise, but does seek to provide some structure and certainty about which items will be covered and when.

### **3 Recommendation**

- 3.1 The Panel is asked to NOTE the paper and the appendix provided, and is asked for comment on its content.

### **4 Contact**

- 4.1 Contact Officer: Martin Brown, Head of HSE Rail and Corporate  
Number: 020 7027 8904  
E-mail: [martinbrown@tfl.gov.uk](mailto:martinbrown@tfl.gov.uk)

## Appendix 1

<b>Proposed Safety and Sustainability Panel Agenda July 2013 – March 2015</b>
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Meeting	Item	Comment	Open/ Closed	Contact / Director
<b>July 2013</b>	Quarterly Health, Safety and Environment Performance Reports	The report will continue to deliver high level factual data plus the statistical annexes.	Open	Jill Collis
	Forward Look Agenda	Outline of proposed items for agendas to March 2015 (that is this table with a cover sheet).	Open	Howard Carter
	Appointment of Advisers to the Panel	This paper covers the appointment of the Independent Advisers to the Panel, which needs to be agreed now to meet appointment deadlines.		Howard Carter
	Quarterly Resilience Report	The report will continue to deliver high level factual data, and notifications of significant detail.	Closed	Mike Weston (Nigel Furlong)
	HSE Legal Compliance Report	This is the 6 monthly update on legal issues.	Closed	Howard Carter
<b>October 2013</b>	Quarterly Health, Safety and Environment Performance Reports	The report will continue to deliver high level factual data plus the statistical annexes.	Open	Jill Collis
	CoMET Safety Benchmark Report	Review of results from the survey.	Open	Jill Collis
	Carbon Foot Print in TfL	An update on performance.	Open	Jill Collis
	Key Findings from Audits	This will update the panel with Audit findings relevant to the Safety and Sustainability Panel. This is a new item.	Open	Howard Carter

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	Quarterly Resilience Report	The report will continue to deliver high level factual data, and notifications of significant detail.	Closed	Mike Weston
	Intelligent Infrastructure in TfL : A Review	Asked for by the members at March meeting this paper will provide a review of all aspects on IIM with TfL.	Closed	Jill Collis (Martin Brown)
	Annual Health, Safety and Environment and Resilience Assurance Letters	These may be combined	Closed	Jill Collis/Mike Weston
	Draft TfL Annual Health, Safety and Environment Report	This is the time when the annual report comes to Panel. There will be a similar report to last year, the CSR work proposed will be in 2014. Closed as pre publication. Sir Peter Hendy will be in attendance	Closed	Jill Collis (Martin Brown/ Helen Woolston)
	Assurance Plan for 2014	This will allow the IAP to be seen by the Panel.	Closed	Howard Carter
<b>December 2013</b>	Quarterly Health, Safety and Environment Performance Reports	The report will continue to deliver high level factual data plus the statistical annexes.	Open	Jill Collis
	Sustainability Framework Update	Paper on progress with the Sustainability agenda from Helen Woolston.	Open	Jill Collis
	Health, Safety and Environment Priorities and Plans for 2012/13	This paper looks forward to the priorities for the coming year.	Open	Jill Collis
	Review of TfL HSE Policy Statement	Every 3 years unless modified earlier.	Open	Jill Collis
	Quarterly Resilience Report	The report will continue to deliver high level factual data, and notifications of significant detail.	Closed	Mike Weston
	Grievances Report	Requested at the March 2013 Panel meeting	Closed	Jill Collis

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<b>March 2014</b>	Quarterly Health, Safety and Environment Performance Reports	The report will continue to deliver high level factual data plus the statistical annexes.	Open	Jill Collis
	Road Safety Plan	The Annual Road safety plan slot.	Open	Ben Plowden
	Quarterly Resilience Report	The report will continue to deliver high level factual data, and notifications of significant detail.	Closed	Mike Weston
	Annual update on HSE Assurance Activities Processes	This would summarise all key findings on HSE matters from TfL Internal Audit work.	Closed	Clive Walker
	Customer Non Accidental Fatalities	A review of customer non accidental incidents across the TfL networks.	Closed	Jill Collis
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	Draft TfL Annual Health, Safety and Environment Report	This is the first time that the annual report CSR report will come to S and S panel. Closed as pre publication.	Closed	Martin Brown/ Helen Woolston

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	Customer Non Accidental Fatalities	A review of customer accidents across the TfL networks.	Closed	Jill Collis

