

Transport for London

Minutes of the Safety, Health and Environment Assurance Committee

Boardroom 14th Floor Windsor House, London
2.00pm, Tuesday 2 August 2011

Members

Tony West	Chair
Charles Belcher	Member
Baroness Grey-Thompson	Member (for part)
Bob Oddy	Member

In Attendance

Shaun McCarthy	Committee Adviser
Gordon Sellers	Committee Adviser

Staff

Mike Brown	Managing Director, London Underground and London Rail (for part)
Lesley Calladine	Health and Safety Director, Crossrail
Howard Carter	General Counsel
Simon Cousins	Strategy Lead for Air Quality, GLA (for part)
Leon Daniels	Managing Director, Surface Transport
Peter Hendy	Commissioner (for part)
Andy Mitchell	Crossrail Programme Director
Richard Stephenson	Director of Group Health, Safety and Environment
Mike Strzelecki	Director of Safety, London Underground
Lucinda Turner	Head of Sub-Regional Strategy and Policy, Planning (for part)
Mike Weston	Operations Director, Surface Transport
Sue Riley	Secretariat Officer

14/08/11 Welcome

The Chair, on behalf of the Committee, recorded his thanks to Christopher Garnett, former Vice Chair and welcomed Judith Hunt's appointment to Vice Chair, with effect from 1 July 2011.

The Chair welcomed Leon Daniels and Andy Mitchell to their first meeting of the Committee.

The Committee also welcomed the Commissioner who attended the meeting annually to discuss the Annual HSE Assurance Letters submitted to him by the Chief Officers.

15/08/11 Apologies and Declarations of Interest

Apologies for absence had been received from Claudia Arney, Judith Hunt, Patrick O'Keefe and Michèle Dix.

Tony West declared an interest as a member of Bexley Council's Public Transport Advisory Group. Baroness Grey-Thompson declared an interest as Vice Chair of the Athletes' Committee for the London Organising Committee of the Olympic Games (LOCOG). Bob Oddy declared an interest as General Secretary of the Licensed Taxi Drivers' Association regarding any matters concerning taxis.

16/08/11 Minutes of the Meeting held on 9 March 2011

The minutes of the meeting held on 9 March 2011 were approved as a correct record and signed by the Chair.

17/08/11 Matters Arising and Actions List

There were no matters arising from the minutes.

The Committee noted the Actions List.

18/08/11 Annual Health, Safety and Environment Assurance Letters 2010/11

Howard Carter introduced the Annual HSE Assurance Letters. The Letters had been signed off by the appropriate Chief Officer and reviewed by the Commissioner.

The Commissioner explained that the HSE Letters demonstrated progress on improving the implementation of TfL's Health, Safety and Environment Management systems.

Members welcomed the Assurance Letters and the Advisers noted that the self-assurance process was regarded as best practice.

The Committee was informed that the HSE Assurance Letters process was open to audit by Internal Audit, as were all self assurance processes. Howard Carter agreed to confirm with the Director of Internal Audit that auditing of the Letters should be considered as part of the Internal Audit Plan for 2012/13. **[ACTION: Howard Carter]**

Members considered whether TfL should consider the independent certification of the HSE Management Systems against external standards but this was not considered the best use of resources or as adding significant value.

Members were advised that Tube Lines had been incorporated into the London Underground Assurance Letter.

The Committee noted the Annual HSE Assurance Letters.

19/08/11 **London Underground Quarterly Health, Safety and Environment Performance Report – Quarter 4 2010/11**

Mike Strzelecki introduced the report. As a result of the slight opening of the rear doors of a train at Piccadilly Circus, modifications had been made to the entire train fleet.

The Committee noted the report.

20/08/11 **Surface Transport Quarterly Health, Safety and Environment Performance Report – Quarter 4 2010/11**

Mike Weston introduced the report. It was noted that the increase in the number of assaults on contractors was partly due to improved staff reporting mechanisms. Mike Weston agreed to investigate why there had been an increase in accidental customer major injuries in Quarter 4 2010/11. **[ACTION: Mike Weston]**

The Committee noted the report.

21/08/11 **London Rail Quarterly Health, Safety and Environment Performance Report – Quarter 4 2010/11**

Mike Strzelecki introduced the report. A paper on Signals Passed at Danger, Train Protection and Warning System activations and station overruns would be on the agenda for the next meeting of the Committee. **[ACTION: Martin Brown]**

The Committee noted the report.

22/08/11 **Crossrail Quarterly Health, Safety and Environment Performance Report – Quarter 4 2010/11**

Lesley Calladine introduced the report. The Committee noted that a three month review of the HSE Management System, following the organisational change, indicated that it was working well.

The Committee noted the report.

23/08/11 **Corporate Directorates Quarterly Health, Safety and Environment Performance Report – Quarter 4 2010/11**

Howard Carter introduced the Report. The Committee noted that this year TfL was producing a combined Annual Health, Safety and Environment Report to streamline and simplify reporting.

The Committee noted the report.

24/08/11 Annual Resilience Assurance Letters 2010/11

Howard Carter introduced the paper providing the Committee with assurance on the status of the implementation of the requirements of the TfL Resilience Management Policy Framework across TfL. The Committee noted the improvement in implementation of the Policy Framework across TfL and particularly in London Rail and Crossrail.

The Committee noted the paper and the Annual Resilience Assurance Letters for 2010/11.

25/08/11 Review of the TfL Resilience Management Policy Framework

Howard Carter introduced the paper informing the Committee that the TfL Resilience Management Policy Framework had been reviewed, without change, by the TfL Resilience Steering Team in June 2011.

The Committee agreed the TfL Resilience Management Policy Framework.

26/08/11 Update on Air Quality

Lucinda Turner and Simon Cousins introduced the paper on the implementation of the Mayor's Air Quality Strategy, including the delivery of local measures being funded through the new Clean Air Fund.

Officers outlined some of the major improvements achieved in delivering the Mayor's Air Quality Strategy, with health as a key priority, but that this had to be balanced alongside the current economic climate and a lack of funding and resources. Raising awareness of the issue was also key.

Leon Daniels agreed to investigate the implications of the Department for Transport's current consultation into the potential impact of permitting an increase in the permitted length of articulated lorries to 18.75 metres. **[ACTION: Leon Daniels]**

The Committee noted the paper and the actions being implemented under the Mayor's Air Quality Strategy, but expressed concern at the limited government support to fund essential initiatives.

27/08/11 Group Health, Safety and Environment Function

Howard Carter introduced the paper which informed Members of how the current Group level Health, Safety and Environment assurance activities will be carried out following the implementation of Project Horizon. Managing Directors confirmed that they would continue to attend meetings of the Committee.

The Committee noted the paper.

28/08/11 Office of Rail Regulation Health and Safety Report

Mike Strzelecki introduced the paper informing the Committee of the Office of Rail Regulation's (ORR) Health and Safety Report for 2010/11, published on 19 July 2011.

The Committee noted that the report recognised that London Underground was one of the safest significant railways in Europe and around 15 times safer than the European mainline rail average.

Officers had challenged a number of misleading statements in the report, which Mike Brown was taking up at a senior level within the ORR. TfL was keen to develop a constructive and interactive relationship with the ORR.

The Committee noted the paper and the attached report.

29/08/11 Any Other Business

There being no further business, the meeting closed at 2.45pm.

The next scheduled meeting would be held on 5 October 2011 at 10.00am.

Chair: _____

Date: _____