

Transport for London

Minutes of the Safety, Health and Environment Assurance Committee

Boardroom, 14th Floor, Windsor House, London
10.30am, Wednesday 1 December 2010

Members

Tony West	Chair
Christopher Garnett	Vice Chair (for part)
Claudia Arney	Member
Charles Belcher	Member (for part)
Patrick O’Keeffe	Member

In Attendance

Shaun McCarthy	Committee Environment Adviser
Gordon Sellers	Committee Adviser (by telephone)

Members of the Rail and Underground Panel In Attendance for Items 7, 8 and 9

Daniel Moylan	Deputy Chairman of TfL and Panel Member
Steve Wright	Panel Member

Staff

Paula Barber	Senior Health and Safety Adviser, Surface Transport (for part)
Martin Brown	Director, Health, Safety and Environment, London Rail
Mike Brown	Managing Director, London Underground and Managing Director, London Rail
Lesley Calladine	Health and Safety Director, Crossrail
Ellen Howard	Director of Corporate Governance
Richard Stephenson	Director of Group Health, Safety and Environment
Mike Strzelecki	Director of Safety, London Underground
Mike Weston	Operations Director, Surface Transport
Victoria Moss	Secretariat Officer

43/12/10 Apologies and Declarations of Interest

Apologies for absence had been received from Baroness Grey-Thompson, Bob Oddy, David Brown, Howard Carter, Rob Holden and from Rail and Underground Panel Members Peter Anderson and Sir Mike Hodgkinson.

Christopher Garnett declared interests as a member of the Olympic Delivery Authority, as a non-executive director of Aggregate Industries Limited and as a non-executive director of Anglian Water Services Limited. Tony West declared an interest as a member of Bexley Council’s Public Transport Advisory Group. Daniel Moylan declared interests as Deputy Leader of the Royal Borough of Kensington and Chelsea, a director of the London Transport Museum and Chairman of Urban Design London and Steve Wright on matters relating to private hire vehicles.

44/12/10 Minutes of the Meeting held on 7 October 2010

The minutes of the meeting held on 7 October 2010 were approved as a correct record and signed by the Chair.

45/12/10 Matters Arising and Actions List

There were two matters arising from the minutes.

39/10/10 – Spending Review and Impacts on Health, Safety and Environment

Following the meeting of the Finance and Policy Committee on 24 November 2010, Richard Stephenson confirmed that projects in the Business Plan would be reviewed to ensure that health and safety matters had been properly addressed. The Committee would be updated at its meeting in March 2011.

[ACTION: Richard Stephenson]

The Committee stressed the importance of maintaining funding for road safety education and was assured that the Road Safety Plan for the next 10 years was being drafted and would be brought to the Committee at its meeting in March 2011.

[ACTION: Mike Weston]

30/10/10 – Crossrail Quarterly HSE Report: Sustainability

Lesley Calladine and Shaun McCarthy would continue to progress this action and report back to the Committee at its meeting in March 2011.

The Committee noted the Actions List.

46/12/10 London Underground Quarterly Health, Safety and Environment Performance Report – Quarter 2 2010/11

Mike Strzelecki introduced the report and explained that the British Transport Police and the Workplace Violence Unit were working to reduce the increase in workplace violence. In recognition of the impact of increasing passenger numbers, it was agreed that the rate of physical assaults would, in future, be calculated per passenger journeys in addition to per 1,000 employees.

[ACTION: Mike Strzelecki]

Mike Brown reported that London Underground was represented at the 7/7 inquest and the Committee would be provided with an update following conclusion of the inquest.

[ACTION: Mike Brown]

The Environment Adviser commended London Underground on improved recycling rates and recommended that Tottenham Court Road be written up as a case study for others to learn from. He also requested that he receive copies of the Energy Efficiency Plans.

[ACTION: Mike Strzelecki]

The Committee noted the report.

47/12/10 **Surface Transport Quarterly Health, Safety and Environment Performance Report – Quarter 2 2010/11**

Mike Weston introduced the report and explained that work was being carried out with bus garages to understand and mitigate the increase in physical assaults on bus drivers. Gordon Sellers requested that he be provided with updated figures on the road safety engineering scheme programme, specifically to understand the value placed on fatalities and injuries avoided when assessing schemes.

[ACTION: Mike Weston]

The Committee requested that an update be provided to the next meeting on the safety figures of the Barclays Cycle Superhighways and the Barclays Cycle Hire Scheme, following the launch to casual users in December 2010.

[ACTION: Mike Weston]

The Committee noted the report.

48/12/10 **London Rail Quarterly Health, Safety and Environment Performance Report – Quarter 2 2010/11**

Martin Brown introduced the report which stated that there had been an increase in the number of assaults in the period. As was also the case in London Underground and Surface Transport, this increase was due in part to better reporting. It was agreed that if assaults continued to rise across the modes there should be further discussion by the Committee.

[ACTION: Mike Strzelecki/Mike Weston/Martin Brown]

Martin Brown reported that joint exercises in graffiti removal had been carried out with London Underground. National Rail and Bombardier worked to longer deadlines for graffiti removal and discussion was ongoing to align their timescales with those of London Rail.

The Committee noted the report.

49/12/10 **Crossrail Quarterly Health, Safety and Environment Performance Report – Quarter 2 2010/11**

Lesley Calladine introduced the report and informed the Committee that the 'Healthy by Design' guidance had been well received and Crossrail was in discussion with the Health and Safety Executive about promoting the initiative industry-wide.

Members stated that on a recent visit to Crossrail sites they had been impressed by the high standard of health and safety and this was reflected in the report's safety figures.

The Environment Adviser offered his assistance with the development of the environmental vision and charter.

It was agreed that the Environmental Vision and the updated carbon footprint would be reported to the next meeting of the Committee. **[ACTION: Lesley Calladine]**

The Committee noted the report.

50/12/10 Corporate Directorates Quarterly Health, Safety and Environment Performance Report – Quarter 2 2010/11

Richard Stephenson introduced the report which summarised areas for improvement, significant plans for the next quarter and progress against the HSE plan.

The Committee noted the paper.

51/12/10 TfL Group Approach to Sustainability Management

Richard Stephenson introduced the paper which outlined a TfL Group Approach to sustainability management that consolidated, at a high level, TfL's approach to management and delivery of sustainability. This TfL Group Approach document had been drafted following discussion with the Commissioner at the July meeting of the Committee and had been subject to pan-TfL consultation.

The Environment Adviser stated that the TfL Group Approach was the right direction and reporting should be aligned with it. The Committee was informed of the staff engagement programmes, specifically the network of environmental champions.

The Committee noted the paper and agreed the proposed TfL Group approach to sustainability management.

52/12/10 Carbon Footprinting in TfL

Richard Stephenson introduced the paper which reviewed TfL's approach to carbon footprinting with a view to current good practice, stakeholder expectations and delivering business benefits.

The Committee noted that TfL was performing well in comparison to other organisations. Targets for embodied carbon in construction had not been referred to specifically in the report and it was agreed that a paper giving an update on performance in this area would be submitted to the Committee in July 2011.

[ACTION: Richard Stephenson]

A brief paper setting out TfL's detailed guidance on responsible procurement, specifying carbon footprinting weighting and giving examples of implementation, would be submitted to a future meeting of the Committee. **[ACTION: Richard Stephenson]**

The Committee noted the paper.

53/12/10 Signal Passed at Danger Performance on the East London Line

Members of the Rail and Underground Panel were in attendance for this item.

Mike Brown and Martin Brown introduced the paper which informed the Committee on Signal Passed at Danger (SPAD) performance on the East London Line since the opening, together with a description of the events, how they had been managed and what further action was being considered.

The Committee noted the report.

54/12/10 London Underground Safety Incident Updates

Members of the Rail and Underground Panel were in attendance for this item.

Mike Brown and Mike Strzelecki introduced the paper which provided an update on the investigation into the near miss signalling incident at Plaistow on the District line, which had been reported to the TfL Board at its meeting on 22 September 2010. The paper also gave an update on incidents where the Office of Rail Regulation (ORR) was prosecuting London Underground for alleged breaches of the Health and Safety at Work Act.

Further to the Plaistow incident, all sites were being checked for the presence of sliding contacts. The incident investigation was due to complete in December 2010, the result of which would be reported to the Committee at its next meeting.

[ACTION: Mike Strzelecki]

The meeting was informed of the ORR's case summary relating to falls on stairs at Cannon Street station in 2009, recently received by London Underground, the details of which were being thoroughly investigated.

Gordon Sellers commended the quality of the Mile End investigation and asked that he be provided with the investigation reports for both Plaistow and Cannon Street.

[ACTION: Mike Strzelecki]

The Committee noted the report.

55/12/10 London Underground Rail Grinder Incident

Members of the Rail and Underground Panel were in attendance for this item.

Mike Brown and Mike Strzelecki introduced the paper which gave an update on the Formal Investigation Report (FIR) for the runaway Rail Grinding Unit incident on the Northern line which occurred on 13 August 2010.

The meeting noted that some recommendations had already been implemented in advance of the finalisation of the FIR. An update on the FIR would be provided to the Committee in its quarterly reports.

The meeting was informed that rail grinding had been suspended during the investigation but that this did not have any safety implications. It was agreed that there should be an explicit commitment to staff training in the FIR if the investigation resulted in rule book or procedure change recommendations. The FIR should also reference network-wide distribution of Connect radio. **[ACTION: Mike Strzelecki]**

It was confirmed that the FIR would be made public in December 2010 and that when the Rail Accident Investigation Branch's investigation into the incident was complete, the results would be reported to the Committee. **[ACTION: Mike Strzelecki]**

The meeting commended the members of the control room staff whose actions on the day had prevented a more serious incident and noted that they had received a Managing Director's award for their timely and effective actions.

The Committee noted the report.

56/12/10 Any Other Business

Gordon Sellers confirmed that a paper on assurance of HSE audit processes would be submitted to the Committee at its meeting in March 2011. **[ACTION: Gordon Sellers]**

It was agreed that the two Committee Advisers would update the review of health, safety and environment assurance that had been carried out by Gordon Sellers and Brian Wilkinson and reported to the Committee in November 2007, for submission to a future meeting of the Committee. **[ACTION: Gordon Sellers/Shawn McCarthy]**

There being no further business, the meeting closed at 1.15pm.

The next scheduled meeting would be held on 9 March 2011 at 10.00am.

Chair: _____

Date: _____