

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE – OPEN SESSION

TUESDAY 13 NOVEMBER 2007 AT 10.00 AM

BOARDROOM, 14TH FLOOR WINDSOR HOUSE, LONDON

AGENDA

Item	Sponsor
1. Apologies for Absence and Declarations of Interest	-
2. Minutes of the Meeting held on 6 September 2007	-
3. Matters Arising and Actions List	-
4. Major Projects Business Unit Safety Health and Environment Quality Management System (Presentation)	Martyn Hopkinson
5. Update on Occupational Health in TfL (Presentation)	Olivia Carlton
6. Quarter 2 SHEC Reports 6.1 London Underground 6.2 Surface Transport 6.3 London Rail 6.4 TfL Corporate	MDs
7. Draft Environment Report 2007	Richard Stephenson
8. Update on Sustainability Matters	Richard Stephenson
9. Any Other Business	

Date of next meeting: Tuesday 4 March, 14.00 pm

Transport for London

Minutes of the Safety, Health and Environment Committee

Pick Room, 55 Broadway

10.00 am Thursday 6 September 2007

Members:

Dave Wetzel	Chair, Board Member
Kirsten Hearn	Board Member
Tony West	Board Member

In Attendance:

Gordon Sellers	Committee Adviser
Brian Wilkinson	Committee Adviser

Staff:

Peju Arenyeka	Group HSE Adviser
David Brown	Managing Director, Surface Transport
Ian Brown	Managing Director, London Rail
Howard Carter	General Counsel
Margaret Kalaugher	Graduate Trainee, TfL (WTS Member)
Mike Robinson	Head of Secretariat
Chris Lines	Head of London Road Safety Unit
Richard Stephenson	Director of Group Health, Safety and Environment
Mike Strzelecki	Director of Safety, London Underground
James Varley	Secretariat Officer

In Attendance:

Stacy Terry	Atkins (WTS Member)
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68/09/07 Apologies, Announcements and Declarations of Interest

Apologies for absence had been received from Lord Toby Harris, Paul Moore and Tim O'Toole.

No interests were declared.

69/09/07 Minutes of the Meeting Held on 5 July 2007

The minutes of the meeting held on 5 July 2007 were agreed and signed by the Chair as an accurate record.

70/09/07 **Matters Arising and Action List**

A matter arising was raised in relation to the Safety on London Buses presentation given at the July meeting. A note covering the underlying trends was ready and would be circulated as soon as possible.

[Action: David Brown]

The Committee noted the actions list.

71/09/07 **Road Safety Update**

A presentation on road safety matters. Casualty rates were trending downwards and the figures reflected well against the rest of the country. A one off significant reduction in 2004 was explained by the Metropolitan Police changing the way data was collected.

Figures for cyclists and powered two wheelers (P2W) had been affected by increases in overall numbers. Whilst it was likely that targets for cyclists would be met, it was unlikely that P2W casualty targets would be achieved. The target set for reduction in the number of children killed or seriously injured (KSI) had already been met as had the target for all slight injuries. The Committee agreed that this was encouraging news but work was still needed to achieve further reductions.

KSI rates on Borough roads were noted to be higher than those on the Transport for London Road Network (TLRN).

Actions to improve road safety worked on a number of levels including highways engineering, education and enforcement and it had been possible to estimate the contribution made by the various types of interventions. It was agreed that consideration would be given to amending the wording on speed camera signage.

[Action: Chris Lines]

A briefing note would be provided to the Committee covering the following issues: demographics of casualties, deprivation indicators and BAME information and their use in informing road safety campaigns. In addition, links with crime and criminal activity would be investigated.

[Action: Chris Lines]

The Committee was informed of a report by Jenny Jones on road safety and this would be provided to Members.

[Action: Richard Stephenson]

Time – distance cameras were due to be trialled on the A13. In order to action any changes in speed limits, motorists must perceive the action as credible. Following a discussion of the merits of changing the speed limits, the Committee requested that a copy of the DfT criteria used for setting speed limits be circulated.

[Action: Chris Lines]

Work on the 20 mph residential zones was ongoing. The time distance cameras negated the need for engineering works and would not affect local residents who would not be making through journeys. The Committee was informed that approximately £10

million a year was being allocated to 20 mph zones. A note would be circulated to the Committee outside the meeting outlining relevant issues.

[Action: Chris Lines]

Progress was also being made with Intelligent Speed Adaptation (ISA). Evidence from a University of Leeds survey suggested that with a passive system, it was likely that a 10% reduction in accidents was achievable. For the system to work effectively a speed limit map was necessary. The Committee was informed that discussions had taken place with manufacturers regarding the fitting of speed limiters.

Brian Wilkinson requested a briefing on a recent article about Guardrail removal.

[Action: Chris Lines]

Members noted the presentation.

72/09/07 London Rail Quarter 1 2007 SHEC Report

There were no reportable incidents on the East London Line Project (ELLP) however, there had been some incidents not directly related to the works, such as assault on security guards and road accidents.

A site visit to the ELLP would be arranged for Committee Members.

[Action: Ian Brown]

There had been an increase in the number of passengers remaining on board trains after they had been taken out of service, particularly at Bank Station. A review of the process of detraining was taking place to address the issue.

The Committee noted the report.

73/09/07 Draft Health and Safety Plans 2007/08

The Occupational Health department had been recipients of two awards, one for Dr Carlton and her work on the "Occupational Health Plan" and the other for having the "most effective healthcare strategy".

Work would take place to further promote occupational health services in other (non LU) parts of the TfL group.

[Action: Richard Stephenson]

Following a request from the Committee, the HSE Manager from the Major Projects Business Unit would attend and give a presentation to the next meeting.

[Action: Richard Stephenson]

The Committee noted the report.

74/09/07 Streets HSE Assurance Letter

The Committee noted the letter.

75/09/07 Planning Directorate HSE Assurance Letter

The Committee noted the letter.

76/09/07 Quarterly Update on Sustainability Matters

Richard Stephenson introduced the report. The sustainability of TfL buildings would be enhanced by the proposal to install a fuel cell at Palestra. There were 2000 staff who had signed up to the energy pledge campaign and Environment Champions for Head Office Buildings had been identified. Group Property and Facilities would be asked to consider placing signage around Head Office Buildings to encourage use of the stairs rather than lifts for short journeys.

[Action: Richard Stephenson]

The Sutton Town Centre project launch had gone well and the roll out of travel plans to local businesses had also been successful.

The Chair requested a briefing on the cycling related activities of the TDM programme, with reference to work done on consideration of cycle hire facilities.

[Action: Ben Plowden]

The Chair also sought clarification of the status of Acton Works (REW) in relation to the Metronet administration.

[Action: Mike Strzelecki]

The Committee suggested that consideration should be given to seeking publicity for the use of bio diesel by buses.

[Action: David Brown]

The Committee noted the report.

77/09/07 London Underground Quarter 1 2007 SHEC Report

Mike Strzelecki introduced the report. A noise abatement notice had been issued at Earls Court. Efforts were being made to reduce the number of complaints relating to noise generally.

An executive summary of the CoMET benchmarking report would be provided to Gordon Sellers and the Chair.

[Action: Mike Strzelecki]

Brian Wilkinson requested a meeting with the London Underground staff working on the Environmental Action Plan.

[Action: Mike Strzelecki]

The Committee was given assurance that the non attendance at periodic medical examinations was not the result of putting pressure on staff to come back to work

before they were fit to do so. The purpose of the examinations was to ensure staff could carry out their jobs safely.

The Committee noted the report.

78/09/07 Surface Transport Quarter 1 2007 SHEC Report

David Brown introduced the report. Training activities with the British Safety Council were progressing well. The recent rise in the number of reported incidents on the London Bus network was attributed to improvements in reporting by bus operators, itself the result of a TfL training programme.

Fatalities on the London Bus Network showed no underlying trends. Statistics showed buses to be the safest mode of road transport and whilst it would be useful to demonstrate the improvement in safety as a result of the phasing out of Routemasters and introduction of articulated buses, the lack of reliable data from Routemaster operations made this difficult. The Chair requested a briefing on any relevant statistics available.

[Action: David Brown]

The current accident reporting system continued to require significant resource. The quality of data was good, however, it was not being captured in a timely fashion. Discussions would take place with LU to see if the incident reporting system that they had recently introduced could be of value to Surface Transport.

The Committee noted the report.

79/09/07 Corporate Directorates Quarter 1 SHEC Report

Howard Carter introduced the report. The Corporate Directorates assurance letters were completed and highlighted the strong process and good coverage of issues. Efforts would be made to complete all letters by the beginning of Summer 2008.

The Committee were advised that the TfL Annual Health and Safety Report 2006/07 had been finalised.

The Committee noted the report.

80/09/07 Any Other Business

No other additional items of business were raised and the meeting closed at 11.30am.

Chair: _____

Date: _____

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE - OPEN SESSION
13 NOVEMBER 2007
ACTIONS LIST

Actions from the Last Meeting

Minute No.	Description	Action By:	Target Date	Status/ note:
71/09/07	Consider amending speed camera signage to reflect speed limits.	Chris Lines		Completed.
71/09/07	Provide briefing note regarding criteria used for setting speed limits.	Chris Lines		Completed.
71/09/07	Provide briefing note on 20 mph zones.	Chris Lines		Completed.
71/09/07	Provide briefing note on casualty demographics and breakdown by deprivation indicators and BAME communities. Also provide details of how this informs campaigns and evidence of any links to crime.	Chris Lines	04 March 08	Not all information available yet.
71/09/07	Circulate report by Jenny Jones.	Richard Stephenson		Completed.
71/09/07	Discuss with Brian Wilkinson the ICE comments about removal of guardrails.	Chris Lines		Completed.
72/09/07	Arrange visit to ELLP.	Ian Brown		Date to be decided.
73/09/07	MDs to be made aware of Occupational Health services.	Richard Stephenson		Completed.
73/09/07	HSE manager for Major Projects to present at next meeting	Richard Stephenson		On agenda.
76/09/07	TDM to advise Chair on opportunities in relation to cycling and bike hire.	Ben Plowden		Briefing to take place in November / December.

76/09/07	Confirm status of Acton Works (REW).	Mike Stzelecki		Completed.
76/09/07	Consider publicity for bio diesel fleet.	David Brown		Completed.
76/09/07	Ask Environment Champions to consider notices by HQ lifts encouraging use of stairs.	Richard Stephenson		Completed.
77/09/07	Provide summary of CoMet appropriate benchmarking reports to Brian Sellers and Dave Wetzel.	Mike Strzelecki		Completed.
77/09/07	Sustainability Team to discuss Environmental Action Plan with Brian Wilkinson	Mike Strzelecki		Completed.
78/09/07	Provide statistics to Dave Wetzel on Routemaster Bus safety.	David Brown		Information being collated.
	Revise refreshments policy.	Secretariat		Completed.
	Intranet access for SHEC Advisers.	Secretariat		In hand - access being arranged with IT.
	Distribute organisation charts.	Secretariat		Completed.

Actions from Previous Meetings

Minute No.	Description	Action By:	Target Date	Status/ note:
52/03/07	Mike Strzelecki to review the final report for lessons learnt from the Cumbria train crash.	Mike Strzelecki	TBC	Awaiting report to be published.
57/03/07	Report to the Committee any issues raised by the Independent Audit.	Howard Carter	TBC	Awaiting final Independent Audit reports.
65/07/07	Safety on London Buses - Circulate note on underlying trends.	David Brown	TBC	Information being collated.
66/07/07	Arrange visit to workplace violence unit.	Mike Strzelecki	15 November	Arranged for 15 November.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: MAJOR PROJECTS BUSINESS UNIT SAFETY HEALTH ENVIRONMENT AND QUALITY MANAGEMENT SYSTEM

DATE: 13 NOVEMBER 2007

1.0 PURPOSE

To present an overview of the Safety, Health, Environment (incl. sustainability) and Quality (SHEQ) Management System operated by Major Projects Business Unit (MPBU).

2.0 BACKGROUND

The SHEQ system has been implemented in accordance with the requirements of ISO 9001, ISO 14001, OHSAS 18001, the Transport for London (TfL) Health, Safety and Environment Management System and the TfL Safety, Health and Environment Policy Statement. The SHEQ system is designed to manage SHEQ issues within MPBU, as they apply to the projects themselves and to suppliers and contractors to projects.

The MPBU SHEQ system manages SHEQ issues through the lifecycle of projects from the moment they pass into, until the moment they pass beyond, MPBU's responsibility.

MPBU is responsible for undertaking preliminary design and obtaining powers for the delivery of some major Surface Transport infrastructure for TfL. The project business case is developed by Policy and Strategy and Transport Network Planning and the project is then handed to MPBU to take through to the obtaining of powers. Once powers are obtained the project is taken over by the mode, which does detailed design, procures, constructs, commissions and operates the project.

MPBU operates within the Group Transport Policy and Planning (GTPP) division of the Planning directorate of TfL. It operates a matrix management structure, with the major projects being managed by MPBU along one axis and support services along the other axis. The heads of support services and the directors of projects report directly to the head of MPBU.

3.0 RECOMMENDATIONS

The Committee is recommended to NOTE the content of the presentation.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: UPDATE ON OCCUPATIONAL HEALTH IN TFL

MEETING DATE: 13 NOVEMBER 2007

1. Purpose

To update members of the Safety, Health and Environment Committee on

- the usage of occupational health services within TfL,
- current rates and reasons for absence
- the key health issues for the TfL workforce and how these are being addressed
- work being done to help employees improve their health-related lifestyle behaviours

2. Background

The TfL workforce have access to comprehensive multi-disciplinary occupational health services. These have been used primarily by London Underground but are increasingly being used by all modes. Rates of absence ascribed to sickness have an impact on productivity. Regular analysis of the medical causes has identified key causes (mental illhealth and musculo-skeletal disorders). This analysis has led to the targeting of some occupational health resource to provide treatment and to contribute to preventative measures. Lifestyle health behaviours are increasingly recognised as contributing to employee attendance and performance. There is considerable societal focus currently on obesity. TfL is taking action to encourage its workforce to adopt healthier lifestyle behaviours.

3. Recommendations

The members of the Safety, Health and Environment Committee are recommended to NOTE the content of the presentation.

TRANSPORT FOR LONDON

SAFETY HEALTH ENVIRONMENT COMMITTEE

**SUBJECT: LONDON UNDERGROUND QUARTER 2 SHEC
REPORT**

MEETING DATE: 13 NOVEMBER 2007

1 Purpose

- 1.1 To inform members of the key health, safety and environment (HSE) matters during the last Quarter.

2 Decision Required

- 2.1 The Committee is asked to note the contents of this report

3 Background

- 3.1 A full report on HSE activities and performance is produced annually. These quarterly reports are to update the Committee on any significant matters from the reporting quarter.

4 Information

4.1 Summary

4.1.1 What went well

- Metronet & Tubelines safety improvements programmes submitted for monitoring on London Underground Safety Action Tracking System (LUSATS).
- Good performance achieved in District & Central line Service Control Operations Audits.
- Improved management of short term sickness absence, resulting in fewer Train Operators, Instructor Operators & Station Staff off with stress, anxiety & depression.
- Significant reduction in days lost (291 to 64 days/1.08% to 0.23%) for Control Room and Service Operators due to back conditions. Improvements also seen for stations and trains staff.
- Fewer workplace violence incidents on Victoria Line due to reduction in ticket touts.
- Number of environmental complaints received was significantly reduced - 230 in Q2 compared to 281 in Q1.
- The target of 90% stations involved in recycling has been met.

- Ease of hearing and helpfulness of PA announcements contributed to improved customer satisfaction score.
- The number of environmental incidents (land/water pollution; adverse weather; asset related flooding) is at lowest (75) for any quarter over the last 12 months.

4.1.2 Areas for Improvement

- LU - one overdue improvement action relating to ensuring that Connect radio Mayday alarm operation results in a response from the appropriate service controller. The revised programme remains overdue.
- Tubelines had 3 overdue improvement actions relating to installation of rollback protection on Jubilee line, Visual Inspection of front stretcher/lock stretcher bars on points, and Installation and Replacement of Switches.
- Metronet BCV had 6 overdue improvement actions and Metronet SSL 4, of which 4 and 3 respectively are being held at red. The others relate to Metronet Investigation Report recommendations, Engineering Regulatory Notices and actions arising from the Metronet Safety Improvement Plan.
- Response time to Confidential Incident Reporting Analysis System (CIRAS) reports target of 8 weeks to complete not met for 5 out of 7 Q1 CIRAS reports. However, all are being progressed and 1 out of 4 Q2 reports has already been closed.
- Trains and Stations operations audits. In 3 out of 4 poor performance was found. The remaining score was below the network average.
- 320 out of 468 medical examinations were undertaken (68%). A programme to reduce the backlog is being run in Q3.
- Increase in workplace violence incidents on the Hammersmith & City lines (up by 17 (58%) due to ticket and train disputes, and incidents involving alcohol.

4.1.3 Significant Plans for Next Quarter

- Medical Assistance Programme - full evaluation of pilot.
- The success of the 'Energy Pledge' campaign will be measured.
- Progress update on Competence Management work will be provided.

4.2 Progress against LU Safety Improvement Plan (SIP)

This section provides a summary of progress against the safety improvement programme activities in quarter 2.

Objective 1: Reduce priority residual risks to as low as reasonably practicable

Oversight of the Metronet and Tube Lines track improvement programme

Metronet (MR) and Tubelines (TLL) have corrected substantial numbers of Sub-standard Conditions (SSCs) since March 2003 when the HMRI Improvement Notice was issued. Phase B of the track improvement programme is now underway, which requires the SSCs currently regularised by Temporary Approved Non Compliance (TANCs) or Concession to be

corrected, whilst maintaining a compliant situation in respect to emerging faults and those that have previously been regularised.

TLL has implemented an enhanced track inspection procedure (Asset Condition Inspection – ACI) and predicted that this would result in an increase of SSCs, which was realised. As this increase was anticipated it was managed with no significant impact on the numbers of un-regularised SSCs.

Metronet BCV and SSL are introducing planned improvements to their track inspection procedures which are predicted to result in an increase in SSCs over the next 12 months.

The present approach to phase B of the compliance recovery plan is driven by the commitment to substantially reduce the number of regularised SSCs; and thereby reduce the reliance on concessions and TANCs. However, in light of the relatively benign nature of many of the defects being corrected and the resources required, an alternative approach has been developed.

HMRI has indicated its support to the proposed approach to Phase B, and once the details of the changes have been agreed with the Infracos, HMRI will be asked to formally agree to the new plan. No issues were reported by HMRI regarding either the MRBCV or TLL's programmes. However, HMRI inspectors were not satisfied with aspects of MRSSL's fault recording arrangements. MRSSL has identified the improvement actions required and the implementation of these is in hand to address the weaknesses identified in MRSSL's fault records. Metronet agreed to prepare for the introduction of improved inspections and to take steps to ensure that there will be no return to un-regularised non-compliance. This would address the likelihood that significant numbers of additional SSCs will occur on Metronet maintained lines as a result of the impending introduction of improved track inspections.

The alternative approach proposed was to treat renewed track differently from the old bullhead track, with the objective of maintaining the quality of the new tracks well above safety limits, whilst also achieving a progressive reduction in the numbers of SSCs on old track. This progressive reduction will be undertaken in a priority order to achieve the greatest benefit at the earliest time and requiring all but conductor rail and ballast/shingle profile SSCs eliminated by the target date for concluding Phase B.

Corporate SPAD Reduction Programme

Signal sighting improvement works continue on the Bakerloo, Central and District lines. Application for funding has been applied for 3 signal works on the Central and development work for other signals on the Bakerloo line. Signal sighting improvements on the District Line were completed ahead of the programme in August 2007 with the installation of backboard markers.

Following a full review of the SPAD management programme, a range of focused projects commenced that will look at some of the influencing and contributing factors to SPAD events and how they are managed. These tactical projects include fatigue study, dim signal aspects, signal sighting initiative and SPAD Investigations training. Three other major projects also underway are: Train Operator (TO) selection and development, Instructor

Operator (IO) selection, development, role and performance and the measurement and use of SPAD Data.

The TO Selection & Development project is progressing from a clear definition of the current situation to gathering of information about exploring the potential solutions. A key milestone was a multidisciplinary review of the current TO training course including its, topics, phasing & competence assessment elements. The IO project has revealed pending regulation & statutory factors that will influence any potential solutions or proposals. Focus groups will be involved in the selection, development & management of the IO community to define needs for the project.

The SPAD measurement project has defined a range of data to collect and analyse to systematically explore some of the perceptions and 'Myths or Legendary' causes to SPADs on the network. This data is being sourced. A SPAD report card has been developed and is being implemented which will provide a wider range of data on SPAD trends, cause understandings and resulting actions.

Workplace Violence

The workplace violence mitigation programme is being prepared in conjunction with the British Transport Police in order to build on the success of the development of their workplace violence strategy for London Underground and the introduction of the joint LU/BTP Workplace Violence Unit. This will be ratified at the BTP and Community Safety meeting in early October 2007.

The setting up and evaluation of a joint BTP/LU Workplace Violence Unit to improve investigation of incidents of workplace violence and to improve support given to staff is ongoing. The second cohort study has been completed and was presented at the BTP and Community Safety meeting in August 2007. Evaluation work continues with the full report due in January 2009.

A review has been undertaken of operational managers' performance goals to encourage the development of a more supportive culture. Work is in progress on developing supportive management behaviours for workplace violence. 50 duty station managers have been trained in reassurance management and this is being included in the training programme for new duty managers and for current duty managers.

Risk Assessment Model and Processes

There have been delays to this programme due to the time taken by Metronet and Tube Lines to respond to data requests in respect of the derailment and collision models. As a result of the delays, a revised work plan has been devised and agreed which revises the end date for these models to 31 May 2008. The review of the ventilation model, delayed as a result of data availability, has now been completed ahead of the revised programme date of 30/10/07. A paper will be submitted to the October HSEC reporting the results of the review.

Objective 2: Ensure security arrangements are strengthened as far as reasonably practicable

Progress against this confidential element of the programme is proceeding.

Objective 3: Continue to streamline health and safety standards and assurance arrangements

HSEMS Review

Most of the minor text changes have been made to a number of HSEMS standards and the remainder will be completed in September 2007. Changes have been drafted for Safety Justification, ALARP, assessment and management of HSE Risk. The proposed changes are being consulted internally, following which the revised standard will be entered into the PSC process.

Centralising the separate audit functions

A significant reduction (50%) of outstanding technical audit corrective actions has been achieved during 2006/07, and work continues in liaison with Infraco / other auditees in this area. Initial actions have been undertaken to centralise the management / progress chasing of corrective actions using a London Underground Safety Actions Tracking System style approach. This includes developing a new database and protocol for its use. It is anticipated that this system will be specified and work will have commenced on implementation by March 2008. In the interim period, existing systems will continue to be used. A user specification document is being drafted and will be completed in the next quarter.

Step Free Access

Discussions have been ongoing with LFEPA and ORR concerning the differences in safety decision making philosophy. A way forward for surface stations in terms of acceptable evacuation strategies based on management plans/controls rather than fire engineering has been reached. This approach will start to be rolled out to other surface station schemes. For sub-surface stations, there is still not agreement on the extent to which LU can use the very low levels of risk in the QRA as a justification for not implementing further fire engineering that LU believes is not reasonably practicable. This will be the subject of further detailed discussions between the parties. Following on from this, a programme of Qualitative Design Reviews will be developed in order to ensure that clear/acceptable evacuation strategies can be developed that can be taken forward into design. The Good Practice Guide has been re-drafted and will be re-issued in Q3.

Review of QUENSH (Quality, Environmental Safety and Health) contract conditions

Four possible options have been identified for the future of the (QUENSH):

- Basic update to current version,
- Pass ownership to the Infracos as a Category 2 Standard,
- Withdraw as a Cat 1 Standard and replace with guidance
- Update to current version removing legislative requirements and those duplicated by other LU Standards and retain only LU specific

requirements that suppliers could not reasonably be expected to be aware of and those clauses not contained elsewhere.

Affected stakeholders have been identified and consultation is ongoing. Metronet, LU SQE, CPO and COO areas have been consulted. The preferred way forward will be developed by Feb 2008.

Regulatory Reform (Fire Safety Order)

Amendments to LU's Safety Certification and Authorisation document have been completed and the sub-surface stations Workplace Risk Assessments have been amended to include the fire risk information. The communications programme has been developed and is currently being implemented.

Objective 4: Further enhance the health and safety competencies of LU managers and staff

Incident Investigation

The review of the HSEMS standards has been completed and will be issued in October 2007. A training course for those who will be undertaking local investigations has been completed. Staff have been identified, and a pilot course originally scheduled for July 2007 will now run in October 2007, with delivery of training to commence by November 2007.

Operational Learning is developing a Continuous Development Module for Duty Managers, which will encompass the Electronic Incident Reporting Form. In the interim, Safety Quality & Environmental Advisers will continue to provide targeted coaching to Duty Managers where a need has been identified. Training modules have been developed and are being delivered for Duty Manager Promotion and Station Supervisor training. A further review of the adequacy of the supervisor training is underway.

Implementation of the LU Rule Book

The implementation of the new LU Rule Book was completed to programme on 31 May 2007, and the monitoring of compliance with the new Na100 process has begun. As part of their every day management activity of Network Operations Centre, they comply with and monitor compliance with the Rule Book.

Competence Management

Reprogramming work continues and extra staff have been seconded to work on the programme. The programme is awaiting validation by the Service Control Managers, the service control review group and the Customer Service Strategy Working Group. Progress on work will be provided next quarter.

4.3 Health of the Management System

- The total number of safety improvement actions monitored on the LU group has increased over this quarter. LU's actions have increased due to the inclusion of recommendations from formal investigation reports and the 2007/8 Safety Improvement Programme (SIP). Tube Lines has continued to reduce the total number of actions being monitored

through the steady completion of actions arising from the Tube Lines Safety Improvement Plan. Metronet continues to provide visibility of its improvement actions through the submission of Metronet Investigation Reports onto LUSATS. Metronet actions have increased due to the inclusion of the 2007/8 SIP actions.

- The overdue LU action related to the technical review of dispatcher functionality regarding deletion of Mayday alarms. The intent was to provide assurance that operation of the Mayday alarm will result in a response from the appropriate Service Controller. A proposal has been received and software release projected for Nov. 07.
- Tubelines 3 and Metronet 10 (BCV 6 & SSL 4) overdue actions.
- 30 safety and technical audits were planned overall during quarter and 30 have been completed or are ongoing. This includes changes to the audit programme where alternative or substitute work has been undertaken. Other work, including audit revisits, follow-up and work for TfL has also been undertaken.
- Metronet have reduced the number of planned audits from 315 to 300. For the year to date 110 were planned with 97 completed.
- Four CIRAS reports were received in the quarter, 1 is closed, 3 remain under investigation.

4.4 HSE Performance Statistics

4.4.1 Health

- Overall, the number of staff taking time off due to Stress, Anxiety and Depression, and the number of working days lost has improved (reduced by 0.8% (970 days recovered)). The biggest improvement is amongst Instructor Operators (duration has increased but less people are off). Train Operators, Station Supervisors and Customer Service Assistants are also showing an improvement.
- Overall the number of staff taking time off due to back conditions has improved this quarter from 2.4%-2.1% (from 300 to 282 employees). For Instructor Operators, Station Supervisors & Revenue Control there is an increased in staff taking time off but a decrease in days lost. The working days lost for Control Room & Service Operators has decreased (from 1.08% to 0.23%, from 291 to 64 days).
- 12 health fairs were held in Q2 bringing the total for the year to date to 22. Positive feedback continues.
- 468 periodic medical examinations for operational staff were due and 320 were undertaken (68%); 144 questionnaires were due to be completed and returned to Occupational Health, however 59 were received and processed (41%). The Jubilee line once again exceeded the number of due medical examinations, but for all other lines, there was a shortfall. Occupational Health is running a programme to clear the backlog during Q3.
- 212 drug and alcohol tests were undertaken in the quarter, with 6 positive drugs results.

4.4.2 Safety

- One prohibition notice was issued to Tubelines at Euston Station on 10/9/07 by the Office of Rail Regulation (ORR/HMRI) relating to the unsafe condition of the floor surface following breakout of existing flooring.
- 31 customer major injuries were reported this quarter. The Jubilee, Circle & Hammersmith and District lines had the most incidents. Falls on stairs & escalators accounted for 53% (16) of all incidents in the quarter, whilst falls on the level accounted for 13% (4).
- There were 9 employee major injuries in the quarter at various locations. 5 were due to falls/slips and 3 due to contact with furniture/fittings. There was 1 contractor major injury in the quarter (vending kiosk operative at Wanstead Station car park).
- There were a total of 140 Lost Time Injuries (LTIs) recorded in quarter 2, with average shifts lost being 11 and the estimated average cost per LTI being £1,346. Stations, Trains and Revenue Control LTIs remain stable with an average of 29, 22 and 1 occurring per period.
- There were 203 SPADs this quarter, of which 155 were 'Category A'. The trend for Category A SPADs stabilised during Q2 with an average of 42 per period, as did the upward trend in 'Category B' (Asset Related) SPADs noted in Q1 (with a period average of 11). The trend in 'Category B' (Service Control) SPADs remains stable with an average of 2 per period.
- Workplace violence incidents were down by 16 (3.4%) from 462 to 446, compared with the same quarter of 2006/7. The C&H lines saw the biggest rise of 58% (17) mainly incidents relating to ticket touts, train service disputes and incidents attributed to alcohol.
- This quarter, there were 108 reported incidents of falls on stairs, with 9 resulting in major injuries. There were 294 reported incidents of falls on escalators, with 7 resulting in major injuries. Running, rushing, those encumbered and alcohol were also contributory factors.
- LU reported 986 incidents to HMRI (as defined by Reporting Incident Diseases and Dangerous Occurrence Regulations) by the end of Q2. 866 (88%) were reported within the required 10 days.
- The Rail Accident Investigation Branch (RAIB) are currently still investigating an incident at Camden Town on 10 June 2007 – unauthorised wrong direction move (from Q1) and have commenced investigation into the incident at Mile End 5 July 2007 – Westbound train T117 derailed after striking an object on the track between Mile End and Bethnal Green. LUL's investigations into these incidents have been completed.
- LU and the Infracos are reviewing the recently published Network Rail Report (2/9/07) and RAIB Progress Report (3/10/07) into the Greyrigg derailment of 23 February 2007 for implications for the LU Group.

4.4.3 Environment

- Station Energy Challenge
- The station energy saving target was changed at the beginning of the year from the percentage energy saving against the stations baseline to the actual percentage saving against the amount of energy used in 2000/01 – 15% reduction. At the end of Q2, 13% less energy was used

compared to that used in 2000/01. The leaders of the Station Energy Challenge at the end of Quarter 2 were:

- Line: Bakerloo
 - Group: Charing Cross Group
 - Premiership Station: Charing Cross and Ealing Broadway (joint leaders)
 - Championship Station: Chalk Farm
 - First Division Station: Wembley Park
 - Second Division Station: Woodford
-
- The number of environmental complaints received in Q2 (230) was comparable to previous quarters but significantly reduced compared to Q1 (282). The primary reasons for complaints during Q2 were noise & vibration (54%) and cleanliness/litter (33%).
 - The Q1 report noted a change in the pattern of noise and vibration complaints received. The bulk of N&V complaints are now associated with PA and tannoy announcements rather than contractor activities. In Q2, complaints made about PA and tannoy announcements accounted for 24% (56 complaints) of all environmental complaints. This compares to 21% (59 complaints) in Q1. The number of N&V related complaints received in Q2 (125) was less than that received in Q1 (142).
 - Commercial and industrial waste (primarily station and depot waste) in Q2 (3,319 tonnes) was similar to that in Q1, however, this is still higher than at any quarter during 2005/6 or 2006/7.
 - 90% of LU station offices are now involved in the station office paper recycling scheme.

4.5 Major Incidents

- There were no trespasses, medical or accidental customer fatalities reported in quarter 2.
- FIR No 17011895 – Mile End (5 July 2007) (SDU: BCV) – Westbound train T117 derailed after striking an object on the track between Mile End and Bethnal Green. The RAIB are also conducting an investigation into this incident.
- FIR No 170114567 - Waterloo and Finchley Road (15 August 2007) (SDU: JNP). The Jubilee line was suspended between Waterloo and Finchley Road for over four hours from start of traffic due a to power supply failure to the signals in the Green Park area.

5 Impact on Equalities

None.

6 Impact on Crime and disorder

Objective 2 of the LU Safety Improvement Plan ensures security arrangements are strengthened as far as reasonably practicable. LU Operational Security and the British Transport Police (BTP) are

working in partnership with the Crime and Disorder Partnership Unit to deliver the requirements of section 17 of the Crime and Disorder Act.

7 Impact on Sustainability

Actions to maintain and improve sustainability are included in our environmental action plan which is reported on by exception in Section 4.4.3.

8 Recommendation(s)

The Safety Health and Environment Committee is recommended to NOTE the content of the report.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: Surface Transport Quarter 2 2007 SHEC Report

DATE: 13 November 2007

1. Purpose

To inform Members of the key HSE matters during the last Quarter.

2. Decision

None.

3. Background

A full report on HSE activities and performance is produced annually. These quarterly reports are to update the Committee on any significant matters from the reporting quarter.

4. INFORMATION

4.1 SUMMARY

4.1.1 WHAT WENT WELL

Surface Transport

Terms of Reference for the co-ordination of Health and Safety training and HSE Training Strategy across Surface Transport with associated guidance notes were agreed with business units following the recommendations of an internal audit report.

The HSEMS development phase for public transport directorates and modes continued during the period with priority given to the modes within Operations Directorate. The procedures will be rolled out as they are approved. The consultation with modal managers also commenced during the quarter.

Reports from ST Directorates & Mode

London Buses

The majority of Euro 3 Dennis Trident double deck vehicles were retro-fitted with an engine bay fire suppression system at the end of the quarter. The programme will now be expanded to cover other types of vehicles that have no current plan to fit the equipment as part of the on-going refurbishment and vehicle replacement programmes.

A new Safety Manager for London Buses was appointed during the quarter. They will have the overarching responsibility for co-ordinating the programmes of work

around bus safety and to take forward TfL's vision around ensuring buses remain a safe mode of transport.

The programme of bus operator health and safety assurance audits for 2007/08 commenced at the end July with 30% of audits completed. This year's programme was refocused to increase the emphasis on bus operators demonstrating compliance with agreed standards around bus operation on contracted bus routes.

London Buses Safety Co-ordination Meeting (safety governance group) carried out a review of London Buses safety objectives at the end of the first quarter. Of the agreed deliverables during the quarter, 96% were either achieved or are in progress.

The health and safety audit programme of bus stations for 2007/08 by the LUL Safety Audit Team commenced. Surface Transport Safety Team has received reports of the completed audits.

An initial programme of work to carry out fire risk assessment at bus stations, stands and regional offices continued during the quarter. A total of 49% of the programme have been completed to date. The majority of risk assessments were on premises categorised as urgent. Actions from the assessments are being forwarded to respective Regional Managers for completion.

Draft Terms of Reference for the proposed Bus Operator Forum Safety Sub Group were developed and forwarded to managing directors of bus companies. The forum is intended to engage directors of bus companies in the drive to collectively achieve bus safety improvements across the bus network. The first meeting is scheduled for 1 November 2007.

London Streets

All internal audits against the RoSPA Quality Safety Audit (QSA) system are completed. Reports addressing the findings within the Directorates have been issued with the final report covering the COO in draft.

The workshops updating senior managers on health and safety legislation and changes were completed during the quarter.

An electronic Display Screen Equipment (DSE) assessment system was initially rolled out to parts of London Streets and the Directorates of Finance, Congestion Charge and Strategy. The purpose of the system is to create a single approach to DSE assessments across all Surface areas. Respective safety managers will coordinate the assessment process within their modes. Since the start of the initiative (21st September), 229 users within the above Directorates have been logged onto the system. Of these, 13% of assessments were fully completed, 2% required further follow-up and 4% are being reviewed.

Environmental procedures have been published on Source. ST Environment Team is working with London Streets around their training requirements on the application of the procedures.

TPED

TPED has established local safety committee meetings for Bus Enforcement and Traffic Enforcement divisions. This is allowing the committees to systematically feed into the TPED committee meeting and the Senior Safety Meeting (TPED's safety governance meeting).

A programme of IOSH 'Managing Safely' training was rolled out to line managers throughout the directorate. The initiative supports the drive to improve local health and safety standards and has seen 35 targeted managers complete the training.

London Trams (LT)

New arrangements for safety governance were put in place with Surface Transport Safety Team attending the safety part of the Trams Management Board meeting.

PCO

PCO started a programme of work to carry out health and safety training needs analysis and competence gap analysis as part of its effort to develop a safety training plan. This will be in line with the safety audit training requirements.

VCS

VCS has started a process of systematically reviewing its pedestrian risk assessments.

A DSE assessment programme for all VCS staff commenced this quarter.

LRS

Two passenger boat safety audits by LRS's Engineering Manager were completed during the quarter. Of the four remaining, most will take place by the end of October.

This year's Pier Safety Audits, conducted by LU SQE were completed. Final reports for individual piers are awaited.

The first LRS Safety Governance meeting, chaired by the Head of LRS, was held in June, further meetings will be held on a quarterly basis.

A Senior Management Safety Tour was conducted at Embankment Pier. General observations were satisfactory with a number of actions identified.

4.1.2 AREAS FOR IMPROVEMENT

Surface Transport

Three safety posts have become vacant. The safety team has engaged consultants to provide additional support whilst the vacancies are filled.

Reports from ST Directorates & Modes

London Buses

The Surface Safety Team continues initiatives to improve bus incident reporting. Closer liaison with the Contracts Compliance Team is helping to ensure individual garages are reporting regularly. These steps have helped to reduce the potential for under reporting of incidents.

London Streets

Under the new CDM Regulations the extended role of the CDM Coordinator (CDMC) function, now requires continuous input throughout the life of a project. This is a significant change from previous Legislation. This has an implication for the CDMC resources needed to cover the function, which continue to be stretched with the Surface Transport Safety Team currently covering 489 projects.

LRS

A specialist electrical safety report was commissioned into the ageing power electrics in the link span terminals at the Woolwich Ferry following an incident. The equipment is used on each river bank to raise and lower the traffic roadway on and off the vehicle decks of the ferries.

4.1.3 SIGNIFICANT PLANS FOR NEXT QUARTER

Surface Transport

The safety team has embarked on a recruitment drive to fill three safety posts that were made vacant recently.

Reports from ST Directorates & Modes

London Buses

The first Bus Operators Forum, Safety Sub Group, meeting will take place in November and meet quarterly. The forum will ensure the sharing of best practice and lessons learned across the London bus network.

Initial project papers for the development of a web-based incident reporting system were submitted to the IM project board. A project group has been set up to oversee the work stream.

Streets

Work will be commencing with Tunnel Managers to ensure tunnel emergency plans are reviewed and amended where necessary.

HSEMS procedure covering training was published at the end of September.

LBL (East Thames Buses and Dial-A-Ride)

LBL H&S and operational staff are to form a small working group with LBSL H&S staff to carry out trial route risk assessments, that it is hoped will form the basis of a model to be used as guidance for the rest of the bus companies to follow.

LBL is to be part of a small users' group to help develop a new accident/incident reporting system for bus operators as part of initiative to improve incident reporting.

TPED

TPED is to develop new environmental procedures as part of TPED's HSEMS.

Recruitment process for two Health & Safety officers to support the Health and Safety Manager and Traffic Enforcement department is underway.

VCS

Planning for health and safety training needs analysis and competence gap analysis are in progress. Particular emphasis is being placed on risk assessment and vehicle reversing training.

London Trams

The RAIB report into the second derailment at Phipps Bridge has been published. Monitoring of the implementation of the recommendations in the report is being undertaken by London Trams. Other problems identified within the report that were not included in the recommendations are also being progressed with Tramtrack Croydon Ltd (TCL).

Training for Client aspects of the Construction (Design & Management) Regulations 2007, for staff involved in this element of the regulations, is planned for October.

PCO

A group of PCO managers are to undertake the British Safety Council one-day risk assessment course. This initiative will enable them to undertake task-based risk assessments at PCO in conjunction with their respective Safety Manager.

4.2 PROGRESS AGAINST HSE PLAN

Progress against individual modes' Health and Safety objectives were systematically reviewed at respective governance meetings. Surface Transport Safety Team continues to work with accountable individuals to track progress against agreed objectives.

4.3 HEALTH OF MANAGEMENT SYSTEM

Some key milestones were achieved in the HSEMS development project for public transport directorates and modes. See section 4.1.1.

4.4 HSE PERFORMANCE

4.4.1 SAFETY

London Buses

There were a total of 306 (0.62 incidents per million miles operated) major injuries to customers during the quarter, this represents a slight (3%) increase on quarter 1 total and remains broadly consistent with the corresponding period of last year. A further 768 (1.54 incidents per million miles operated) minor injuries were

reported, this was also a marginal increase when compared with previous quarters. These increases may be attributed to the ongoing improvement in incident reporting.

There were a total of 15 fatalities on the bus network during the quarter, broken down as follows; two passengers, three pedestrians and ten third party fatalities. Details are provided in section 4.5.1.

4.5 MAJOR INCIDENTS

4.5.1 London Buses' Major Incidents

Route 121- Arriva London North

On 21 June at 14.30, an elderly male was fatally injured following a collision with a bus as it turned into Aldermans Hill, N13. The incident is under investigation by the bus company and police.

Route 160- Arriva Thamesmead

On 21 June at 23.33, a van collided with a route 160 resulting in five passengers and the van driver being taken to hospital. The van driver subsequently died from his injuries. The incident is under investigation.

Route 66 – Blue Triangle

On 27 June at 10.30, an elderly female was fatally injured following a collision with a bus on North Street, Romford. The incident is under investigation by the police and the operator.

Route N89- London Central

On 26 July at 00.50, two occupants of a private car were fatally injured in a collision with a route N89 bus. It was reported that the car was travelling on the wrong side of the road and speeding, when it collided with the bus

Route 25 – East London Bus Group

On 29 July at 05.20 a male passenger was fatally injured as he alighted from a route 25 bus. The incident is under investigation by the police with a Coroner's Inquest planned.

Route 474 – Blue Triangle

On 25 August at 00.30 a route 474 bus was involved in a multiple fatal traffic accident with a private car carrying five persons. It was reported that the car was travelling on the wrong side of the road and speeding, when it collided with the bus. Three of the car occupants died, one person was taken to hospital in a critical condition and the fifth escaped injury.

Route 191 – First London East

On 27 August at 16.58, the bus driver of a route 191 reported that a 30-year-old male passenger had collapsed on the bus. A nurse on board attempted first aid. Paramedics attended and took the man to hospital, where he subsequently died. The incident is under investigation, but It is believed that the male suffered a heart attack.

Route 148 – London United

On 9 September at 21.30 a male died as the result of a collision with a route 148 bus travelling towards Camberwell. The police are investigating and treating the incident as a possible suicide. The operator advised that the police are not taking any action against the driver. No faults were found on the bus following an inspection by VOSA.

Route 140 – Metroline

On 12 September at 16.20, a male motorcyclist was fatally injured following a collision with a lorry on High Road, Harrow Weald. The incident occurred whilst engineers attended to an oil leak from a bus and were placing warning cones on the road. The operator and police continue their investigations.

Rail Replacement Service – First London Orpington

On 15 September at 2.30, a rail replacement bus was stationary at traffic lights on the junction of Aspen Way and Leamouth Road, E14 when a speeding car collided with the back of the bus. Three people in the car were confirmed dead and the fourth person was taken to hospital.

Bridge Strikes Involving Buses

Two incidents of low bridge strikes were recorded during the quarter. In both cases, no injuries were reported.

London Trams: Passenger under Tram – Arena stop

On 23 August 2007 at 9am, a teenage boy was hit and ended under a tram. He suffered a broken collar bone and a cut to his leg. The Fire Brigade had to cut through cables to free him. RAIB were notified of the incident but have indicated that they will not be investigating the matter.

London Streets: Motorcyclist fatality on A13

On the 31 July 2007 at 14.26, a fatal incident occurred on the A13 when a motorcyclist collided with a specialist highways contractor vehicle used for the deployment and retrieval of traffic management cones and signs. The contractor's vehicle, equipped with hazard warning lights and beacons, was being used to direct traffic away from the work area. The incident is being investigated by the police.

London River Services: Passenger fall in water at Tower Pier

On 26 August 2007 at 12.20, a female passenger fell into the river when trying to board a City Cruises vessel, the Millennium of London. The passenger fell between the pier and the vessel while stepping onto the boat. She was rescued by the LRS Pier Controller, who entered the water and dragged her to safety. The matter was reported by the boat operator and investigated by the Maritime and Coastguard Agency (MCA). TfL received one recommendation from the investigation – to increase the length of emergency ladders to facilitate the recovery of persons from the water. The LRS Safety Advisor is conducting a review of the incident to identify any lessons learned in order to reduce the likelihood of a similar incident recurring.

5. IMPACT ON EQUALITIES

Nothing to report.

6. IMPACT ON CRIME AND DISORDER

The TPED Crime and Disorder team, and the Transport Policing Team continues to act as the point of contact for all section 17 issues throughout TfL. Initiatives during quarter aimed at addressing crime and disorder on the transport network included;

- **Schools Liaison-** a new initiative as part of the ongoing school engagement programme by the safety and citizenship team to work closely with schools to reduce low level crime and anti-social behaviour associated with school bus routes.
- **STT-** Safer Transport Teams working in the outer London areas (borough based) targeting crime hotspots (ASB, vandalism/ graffiti, fare evasion) on bus and rail routes.
- **ASB marketing campaign-** a poster campaign aimed at discouraging low level anti-social behaviour on the transport network.

7. IMPACT ON SUSTAINABILITY

A preferred refuelling infrastructure provider for the hydrogen cars/vans work stream was selected and contract negotiations began during the quarter. Invitations to tender (ITT) to procure hydrogen powered motorbikes were issued on 14th September. The remaining ITT's (cars/vans) were issued at end of September 2007 with a view to signing all contracts for this work stream by the end of 2007.

Contract negotiations for the London Hydrogen Bus Programme continued during the quarter. The route contract for the buses work stream was finalised and the preferred bus manufacturer was issued with the transaction award letter. The hydrogen refuelling supplier contract will follow towards the end of the year.

A further 50-60 hybrid vehicles will be introduced by the end of 2008. A hybrid evaluation committee has been established between TfL and bus operators. Commercial proposals for these buses are currently being received and some have been approved.

8. RECOMMENDATIONS

The Safety, Healthy and Environment Committee is asked to note the content of this report.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: London Rail Quarter 2 2007 SHEC Report

DATE: 13 November 2007

1.0 PURPOSE

The purpose of this paper is to inform Members of the key HSE matters during the last Quarter.

2.0 DECISION REQUIRED

None

3.0 BACKGROUND

A full report on HSE activities and performance is produced annually. These quarterly reports are to update the Committee on any significant matters from the reporting quarter.

4.0 INFORMATION

4.1 SUMMARY

4.1.1 WHAT WENT WELL

- The first meeting of the Rail for London Health, Safety and Environment Review Committee.
- There have been no further vehicle incidents on the London Overground project sites. Measures to prevent this type of incident have been in place since the end of last quarter.
- There has been no reported Platform Train Interface Incidents in the last quarter on the Docklands Light Railway.

4.1.2 AREAS FOR IMPROVEMENT

- 12 July 2007 - Serco Limited, trading as Serco Docklands, were served an Improvement Notice by Her Majesty's Railway Inspectorate (HMRI). The notice states that Serco did not have arrangements in place to ensure, so far as is reasonably practicable, that unauthorised persons on the track are not exposed to risks from the movement of trains. The HMRI revisited Serco on 14 August to review the measures that had been taken in response to the Improvement Notice. The HMRI were content that the conditions of the notice have been complied with.

- There has been an increase in the amount of contractor RIDDOR incidents since the last report – investigations have taken place and remedial actions are either in place or planned, to prevent reoccurrences.

4.1.3 SIGNIFICANT PLANS FOR NEXT QUARTER

- London Rail – continued development of the Health, Safety and Environment Management System to incorporate organizational change and the appointment of the London Rail Concessionaire.
- Docklands Light Railway Limited (DLRL) — a review of roles and responsibilities regarding Construction Design and Management Regulations.
- DLRL – the annual safety management systems audit of all companies that make up the DLR family.
- London Overground – commencement of the operation of the London Rail Concession.

4.2 PROGRESS AGAINST HSE PLAN

Docklands Light Railway Limited:

Good progress is being made with all objectives

Serco Docklands:

Good progress is being made with all objectives

London Overground Infrastructure

Good progress has been made with the health and safety elements of the plan. Some delay has occurred addressing the quality objectives due to resourcing difficulties. A new Quality Manager has now been appointed.

4.3 HEALTH OF MANAGEMENT SYSTEM

The London Rail Management system is in the process of being reviewed. The review is in response to changes in the organization of the company and the appointment of the London Rail Concession. The DLRL Management system review is nearing completion. The review was initiated as a result of additional responsibilities identified under the Railways and Other Guided Transport Systems (Safety) Regulations 2006.

4.4 HSE PERFORMANCE

4.4.1 HEALTH

There were no significant staff occupational illness and/or sickness issues within London Rail this quarter. Overall sickness and absence rates remain low.

Sickness absence figures for London Rail core, DLR and the London Overground are as follows: a total of 34 instances of sickness during

quarter 2, resulting in 121 days lost. This data includes one case of long term sickness that has now returned to work. These figures represent a small increase in sickness/absence rates on the previous quarter.

4.4.2 SAFETY

London Overground Infrastructure

Since the beginning of the main works on the London Overground Infrastructure worksites there have been a total of 3 RIDDOR accidents in 374,610 hours worked. These are accidents categorized as reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR). This equates to an accident rate of 0.81 per 100,000 hours worked. Currently, this is above the target of 0.59 but with a number of additional controls now in place the accident rate is expected to be below the target rate by the next quarter.

DLR

During Quarter 2 there were two RIDDOR accidents on DLR major projects. This equates to an overall RIDDOR accident rate of 0.39 per 100,000 hours worked. This is below the target rate of 0.59. During this quarter there was also one customer RIDDOR accident.

** total hours worked is estimated as 768,000*

Note all accidents have been investigated and a number of recommendations are now in place to help prevent recurrence.

4.4.3 ENVIRONMENT / SUSTAINABILITY

London Rail Development

London Rail Development is currently refining its emissions model. Discussions with both the Association of Train Operating Companies (ATOC) and the Department for Transport have been undertaken in an effort to standardize model assumptions. The following changes have occurred in the last quarter:

- Information about train formation at different times of the day has been added for accuracy
- Train consumption rates have been updated
- The impacts of July's High-level Output Statement have been incorporated
- Back casting analysis completed to 1990
- Desegregation between electric and diesel consumption
- Vehicle kilometres outputs have been included
- The North London Railway schemes' inputs have been incorporated into the model

Docklands Light Railway Limited

DLR has prepared a £3m bid to install regenerative braking across the network which is currently under active consideration by the TfL Climate Change Fund Approvals Group. Currently DLR is exploring the possibility of developing a pilot project to explore the advantages of regenerative braking at Limehouse. In addition, plans to explore a pilot project at Blackwall for the installation of wind turbines are being developed. Both of these pilot projects are subject to funding availability.

London Overground Infrastructure (LOI)

LOI's £2.1m bid to promote renewable energy at stations and depots is under consideration by the TfL Climate Change Fund Approvals Group. In addition to this, LOI is currently exploring options for developing a metering system to monitor energy use and thus identify areas for potential energy saving at stations and depots.

The Main Works Contractor continues to progress the detailed design and construction works on site. The Contractor has an environmental team and has developed a Project specific Environmental Management System in order to incorporate environmental concerns into the project development.

The archaeological investigations that are required to be undertaken to discharge planning conditions are nearing completion, with only a single trench left to be investigated at the former Holywell Priory. The investigations have provided some interesting finds including remnants of the Priory and possible Roman burials.

Works are currently being undertaken to develop a Code of Construction (CoCP) Practice for the Dalston Western Curve works. The document will set out the environmental controls that will need to be implemented during the execution of the works. A draft CoCP should be available before the end of October for discussion / agreement with the Local Authorities.

4.5 MAJOR INCIDENTS

Nil to report

5.0 RECOMMENDATIONS

The Safety Health and Environment Committee is recommended to NOTE the content of the report.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: TFL CORPORATE QUARTER 2 SHEC REPORT

DATE: 13 NOVEMBER 2007

1.0 PURPOSE

To inform Members of the key HSE matters during the last Quarter.

2.0 DECISION REQUIRED

The committee is asked to note the contents of this report

3.0 BACKGROUND

A full report on HSE activities and performance is produced annually. Quarterly reports are to update the Committee on significant matters from the reporting Quarter.

4.0 INFORMATION

4.1 SUMMARY

4.1.1 WHAT WENT WELL

- Agreement was reached with external auditors, Det Norske Veritas (DNV) on the final report for the Corporate Directorates.
- Work took place to develop procedures to support an agreed 'HSE in Procurement Guidance' prepared for Procurement Agents.
- The Dseasy programme continued its roll-out across the Corporate Directorates and guidance was given to Surface Transport Street Management on implementation of Dseasy following its decision to opt for the programme.

4.1.2 AREAS FOR IMPROVEMENT

- Group Property & Facilities currently inform Group HSE of any organisational change that is scheduled to take place around the TfL estates on a weekly basis. However, in order to encourage earlier

engagement between individual TfL departments and Group HSE when organisational change is being considered, Group HR will ensure appropriate wording appears within the refreshed policy document that is currently under review.

- Data Services sickness absence report for Q2 reaffirms the importance of 'stress' as a significant contributor to sickness absence within the Mode and this will be the subject of work in the next quarter.
- Now that transition of desk top service provision within Group IM has stabilised it would be prudent to ensure that mechanisms for resolving HSE matters that may arise are being implemented appropriately.

4.1.3 SIGNIFICANT PLANS FOR NEXT QUARTER

- The Det Norske Veritas (DNV) final report on the Mode will be issued. resourcing and timelines will be agreed to implement its key recommendations.
- Group Procurement together with Group HSE are reviewing how HSE is taken into consideration throughout the procurement cycle. This workstream will ensure that HSE is considered at the project approval stage of any major project and will recommend HSE procedures for use by Procurement Agents.
-
- Group HSE and Group ER will engage with managers from the relevant (non-LUL) areas of the business on the draft framework governing health and safety consultation. This is due to commence in January 2008 following engagement with union representatives.
- The transfer of the Fares and Ticketing Directorate (including Prestige) to the Corporate Directorates occurred in Q2. A programme to ensure that the HSE dimension is fully covered will be completed by end Q4.
- It is proposed to conduct further analysis on data relating to staff absences attributed to workplace stress. (See 4.4.1)

4.2 PROGRESS AGAINST HSE PLAN

- **Corporate Directorate HSE Management System**

The Standard Occupational Driving Assessment will incorporate output from the 'Driving/Riding Whilst at Work' TfL Working Group

- **Specific areas of risk**

The Dseasy programme continued roll-out across the Mode to programme. Fire Risk Assessments across London Transport Museum's three sites were updated.

4.3 HEALTH OF MANAGEMENT SYSTEM

- Group HR Employee Relations will finalise a draft framework to govern health and safety consultation so that it is ready for Group HSE to put to senior management within non-LU Modes. Comments will be taken on board and the draft will be submitted to trades union partners for their consideration.
- The Mode's HSE Management System will be recast to address the Mode's newly expanded organisational structure.
- Further documents to support existing Standards within the Group Facilities Departmental Safety Management System (DSMS) were put in place. Competencies identified within the DSMS, including asbestos awareness and gas safety awareness, continue to be strengthened.

4.4 HSE PERFORMANCE

4.4.1 HEALTH

- Staff within the Mode generated 2952 days of sickness absence or an equivalent of 1.4 days per person. This represents an increase from the Q1 level (1 day) but is a substantial reduction in sickness absence on equivalent absolute and normalised previous year Q2 data.
- The top three sickness absence generator categories comprised (in descending order) mental illness, cold and flu symptoms and musculo-skeletal disorders (MSDs). Stress, a single category within mental illness, generated 360 days of sickness absence.

4.4.2 SAFETY

- **Employee safety** - there were 3 minor accidents and incidents involving employees. There was one RIDDOR-reportable incident involving an employee fainting and then sustaining a back injury in a resulting fall, generating 5 days sickness absence.

Customer safety - there were no accidents or incidents involving customers.

Contractor safety - there were 2 minor incident involving contractors. There was also one RIDDOR-reportable incident involving a contractor using an unauthorised route as a shortcut and then suffering a knee injury, generating 11 days sickness absence.

Third Party safety - there were no accidents or incidents involving third parties.

4.4.3 ENVIRONMENT / SUSTAINABILITY

- No further bids to the Climate Change Fund were approved during Q2, but development and evaluation of bids continued. Bids under consideration include:
 - A LU Low Carbon Station (£3.2m);
 - Public Carriage Office Carbon Strategy Implementation (£tbc);
 - Climate Change Action Plan LDA Green Homes Initiative (£1m);and
 - Journey Planner: CO2 Element (£0.32m).

- The TfL wide six month "Energy Pledge" campaign launched in June 2007 has resulted in over 2,000 people signing up to save energy at work and significant energy savings across the business. In response to feedback from staff, a Resource Use and Recycling campaign will be run later in the year.

- A cross modal group led by the Sustainability Unit developed measures to comply with the Waste Electrical and Electronic Equipment (WEEE) Directive that came into force on 1 July 2007. The measures are on Source.

4.5 MAJOR INCIDENTS

None.

5.0 IMPACT ON SUSTAINABILITY

Addressed under 4.4.3 above

6.0 RECOMMENDATIONS

The Committee is recommended to NOTE the contents of the report.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: DRAFT ENVIRONMENT REPORT 2007

MEETING DATE: 13 NOVEMBER 2007

1. Purpose

To update members on Environment issues in TfL.

2. Background

This is TfL's fourth annual Environment Report. It aims to provide an overview of the environmental issues that are most relevant to TfL's operations and it outlines the approach to in managing these issues in line with the Mayor's strategies to make London a more sustainable city.

The report discusses progress made by TfL during 2006/07 and some key environmental achievements.

3. Recommendations

The members of the Safety, Health and Environment Committee are recommended to NOTE the content of the summary.

TRANSPORT FOR LONDON

SAFETY, HEALTH AND ENVIRONMENT COMMITTEE

SUBJECT: UPDATE ON SUSTAINABILITY MATTERS

DATE: 13 NOVEMBER 2007

1. Purpose

To update members on sustainability issues across the TfL Group.

2. Decision required

The Committee is recommended to NOTE the content of the report.

3. Background

This is the second of what will be regular quarterly updates on significant Sustainability related matters.

4. Information

4.1 Travel demand management

- Since the start of the financial year, businesses with a total of 130,000 employees have signed up to develop and implement travel plans. This has far exceeded expectations. Further promotion of travel plans is being deferred until 2008/09. The School Travel Plan annual progress report was published in September. Work on personalised travel planning continued in Sutton and Camden.
- April 2007 figures suggested that car clubs are continuing to grow in London, counting 739 cars in total (74 per cent of national car club fleet) and ca. 10,000 members. TfL continues to support the roll out of car clubs: all 2007/08 LIP funding has now been allocated, and 80 parking bays have been installed so far.

4.2 More sustainable modes

- Cycle parking has been delivered at 80 schools since the start of the financial year, and in September the 10,000 school cycle parking space was installed since the start of the programme. A 2007/08 cycle parking programme has also been agreed for rail, DLR, River services and bus stations, and is in development for LU stations, although possibilities there are constrained as LU does not own much of the suitable land.

- All London Boroughs are offering child cycle training while 27 also offer adult training. Innovative schemes that have received funding include cycle training for younger children and group activities after school with parents and teachers. The London Cycle Training Partnership (LCTP) plan for 2007/08 was also announced and stakeholder consultation is underway.
- The first-ever London Walking Weekend was held on 15-16 September. The event included a free exhibition promoting the benefits of walking at the Mayor's Thames Festival, and a free guided walk taking place in every Borough.

4.3 Climate change

- No further bids to the Climate Change Fund were approved during Q2, but development and evaluation of bids continued. Bids under consideration include:
 - A LU Low Carbon Station (£3.2m)
 - Public Carriage Office Carbon Strategy Implementation (tbc)
 - Climate Change Action Plan LDA Green Homes Initiative (£1m)
 - Journey Planner: CO2 Element (£0.32m)
- A public consultation on proposals to charge cars with the highest greenhouse gas emissions began on 10 August and will run until 19 October 2007. The proposals, part of the Mayor's programme to tackle climate change, would see drivers of cars which make the biggest contribution to global warming, those in Vehicle Excise Duty Band 'G' and equivalent, pay £25 to drive in the zone. The lowest CO₂ emitting vehicles would qualify for a 100 per cent discount. The great majority of drivers within the zone would be unaffected, and would continue to pay the standard £8 charge.
- A draft three year action plan has been developed for the implementation of LU's Carbon Emissions reduction Plan. This plan is being validated as part of a Carbon Trust scoping study being carried out as a precursor for a full carbon management programme. A London Rail Energy Action Plan is also under development. Work on the development of a Climate Change Action Plan (CCAP) planning and monitoring tool for TfL continues.
- Four contracts have been signed with operators to introduce hybrid buses in 2007/08. Contract signing for the hydrogen buses has been delayed due to re-tendering for the refuelling infrastructure.
- TfL worked with the GLA to develop a biofuels policy. This will not only look at the carbon impact of fuel substitution, but will also consider and mitigate the broader sustainability concerns associated with the manufacture of biofuels.

4.4 Other environment

- The cross-TfL "Energy Pledge" six- month campaign launched in June 2007 has resulted in over 2,000 people signing up to save energy at work and significant energy savings across the business. In response to feedback from staff, a resource use and recycling campaign will be run later in the year.
- Over 90% of LU station offices are now involved in the station office paper recycling scheme launched in August 2006.

4.5 Social inclusion

- The Mayor announced 1/2 price fares for Londoners on income support on 21 August, a 10% reduction of bus fares, and a free Dial-a-ride service for older and disabled Londoners.
- Work is ongoing to better understand the relationship between transport and social exclusion. A project led by TfL's Policy Unit and Equality & Inclusion (E&I) Team addresses access to essential services across London (with the aim to develop a measure that will complement existing measure of access to the public transport network), barriers to the utilisation of public transport (affordability, crime and fear of crime, travel awareness), and the impacts of projects on target groups and deprived areas of London.
- TfL's Community Safety Plan 2007/08 was published in August 2007. This Plan aims to improve security on London's transport system (<http://www.tfl.gov.uk/gettingaround/3273.aspx>)
- A Race Equality Scheme consultation was launched in September – the consultation will be open until 17 December 2007.

4.6 Health and wellbeing

- TfL contributed to the Mayor's new, developing Health & Health Inequalities Strategy. A TfL response to the paper *Reducing health inequalities – issues for London and priorities for action* highlighted the many linkages between transport and health, and the fact that TfL has a key role to play in improving health and reducing health inequalities.

4.7 Business processes / mainstreaming sustainability

- Work is ongoing to ensure that sustainability considerations are embedded in T2025 Phase 3, and increasingly reflected on the TfL Group Scorecard. Work on the Sustainability Framework continued.
- The TfL Sustainability Unit delivered a Sustainability Workshop to General Counsel senior management (a set of actions from the meeting is under development), and a sustainability session at the RNM staff away day.

- Across TfL, work was undertaken to deliver impact assessments with a sustainability focus, including the environment, health and social impact assessments of the Emissions Related Congestion Charge, DLR Dagenham Dock extension and Victoria Station Upgrade.

4.8 Sustainable procurement

- A new, pan-GLA Sustainable Procurement Team was set up to support the embedding of the GLA Sustainable Procurement Policy across the GLA group. The team is housed by TfL and based at Windsor House.
- TfL joined the Suppliers Ethical Data Exchange (SEDEX). Sedex is a web-based system that enables suppliers to make information available on labour practices at their factories and facilities. Sedex provides a straightforward way of mapping supply chains, and places the onus for improvement on the supplier. Group Procurement also led the work to achieve an agreement for the GLA Family to join Sedex.
- TfL completed a detailed self-assessment against the National Procurement Task Force's Flexible Framework as a part of the GLA Joining the Gaps project. This information will form part of the action plan being put together by ActionSustainability on approaches to sustainable procurement across London boroughs. Group Procurement has led the GLA "Joining the Gaps" project within TfL and sits on the project steering group.

5. Equalities implications

None

6. Crime and disorder implications

None