

## SAFETY, HEALTH AND ENVIRONMENT ASSURANCE COMMITTEE

14 SEPTEMBER 2009

## ACTIONS LIST

## Actions from the Last Meeting (22 July 2009)

Minute No.	Description	Action By	Target Date	Status/note
13/07/09	<p><u>Stalled Lifts</u></p> <p>A briefing note to be prepared and provided to Tony West by the end of July 2009.</p>	Richard Parry	31 July 2009	Completed.
15/07/09	<p><u>LU Quarterly HSE Report: Evacuation at stations</u></p> <p>The September report to include evacuation procedures, details of training provided to staff and a general overview of Bank and similar stations.</p>	Richard Parry	Sept 2009	Completed. On the Agenda.
15/07/09	<p><u>LU Quarterly HSE Report: Unannounced drugs and alcohol testing</u></p> <p>The proportion of people found to have alcohol in their system to be provided in a future report.</p>	Richard Parry	Nov 2009	Completed. Included in the LU Quarterly Report on the agenda for this meeting.

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15/07/09	<p><u>LU Quarterly HSE Report: Statistics relating to PTI incidents</u></p> <p>The next quarterly report to provide a more detailed breakdown of PTI incidents.</p>	Richard Parry	Sept 2009	Completed. Addressed in the quarterly report and a more detailed note to Members.
15/07/09	<p><u>LU Quarterly HSE Report: CO<sub>2</sub> and Energy Management Issues</u></p> <p>The overall picture of CO<sub>2</sub> emissions and the planned actions that TfL was taking in relation to carbon emissions reductions and modal shift contributing to the Mayor's CO<sub>2</sub> target, to be reported to the new Environment and Planning Panel.</p>	Secretariat/ Michèle Dix	-	Action closed for SHEAC and placed on the E&P Panel forward plan.

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16/07/09	<p><u>ST Quarterly HSE Report: Tunnel Safety</u></p> <p>A paper on tunnel safety to be submitted to the September 2009 meeting of SHEAC.</p>	David Brown	Sept 2009	Completed. On the Agenda.
20/07/09	<p><u>Annual HSE Assurance Letters</u></p> <p>A note to be provided at the end of the year informing Members of how the integration of Metronet into LU had progressed.</p>	Richard Parry	Nov 2009	In Progress.
20/07/09	<p><u>Annual HSE Assurance Letters</u></p> <p>A report to be provided to a future Committee on TfL's approach to environmental issues in construction works.</p>	Howard Carter/Richard Stephenson	Nov 2009	In Progress. Scheduled for the SHEAC meeting on 17 November.
20/07/09	<p><u>Annual HSE Assurance Letters</u></p> <p>Implement the recommendation that each Corporate MD be requested to attend one SHEAC meeting over a period of two years to discuss HSE matters.</p>	Secretariat	From Sept 2009	Completed. SHEAC forward plan updated. The Chair will be informed before each meeting which Managing Director(s) will attend.

## Actions from Previous Meetings

Minute No.	Description	Action By	Target Date	Status/note
04/03/09	<p><u>LU Quarterly HSE Report</u></p> <p>Stalled Lifts: Tony West to be provided with a briefing note on stalled lifts.</p> <p>SPADs: A Members' site visit to be arranged to see how the safety protection system operates.</p>	<p>Mike Strzelecki</p> <p>Mike Strzelecki</p>	<p>July 2009</p> <p>TBC</p>	<p>Completed.</p> <p>Completed. Site visit to be held on 16 October 2009.</p>
06/03/09	<p><u>London Rail</u></p> <p>Opening of ELL extension: A paper outlining the programme for assuring the safety of the railway to be given in September 2009.</p>	Ian Brown	Sept 2009	Completed. On the Agenda.
07/03/09	<p><u>Crossrail</u></p> <p>Forward plans, including how the interfaces with contractors and subcontractors would be managed in relation to HSE matters, to be provided at a future Committee meeting.</p>	Lesley Calladine/ Rob Holden	Nov 2009	On the Agenda

<b>Minute No.</b>	<b>Description</b>	<b>Action By</b>	<b>Target Date</b>	<b>Status/note</b>
09/03/09	<u>Review of Health, Safety and Environment Leadership</u> Board Members to be informed how HSE risks are assessed and managed.	Howard Carter	Nov 2009	A briefing note is in preparation.
36/11/08	<u>Health and Wellbeing</u> Update Committee on changes in business case for the lower limb service.	Olivia Carlton	Nov 2009	Progressing.