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August 2020 - STOP Think!



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Hello and welcome to our August STOP Think! Cascade Briefing. I'm afraid that I start this month's introduction by sharing the tragic news that one of our former colleagues in Osborne, Paul Marjoram, passed away last month.

Paul worked with Osborne for nearly 30 years and was a friend to so many people who worked in, and with, our business over that period. The news of his passing has significantly impacted many of our team, with a number of us still in regular contact with Paul just days before he died. Paul was a fantastic engineer, technically brilliant, and with an incredible attention to detail that enabled him to meticulously plan many of our projects. He was also an exceptional mentor to our Graduates and our less technically minded site teams, always taking time to help them to learn and develop.

But Paul was more than just a fantastic engineer. He was intelligent, energetic, enthusiastic and forthright. He portrayed a confidence that inspired others. Paul was the person who we turned to so often when a difficult challenge arose.

I personally recall phoning Paul one Friday evening on his day off, to ask whether he would mind travelling two hours to Maidenhead to coordinate the safe retrieval of a scaffold lorry that had inadvertently ended up on top of a barge in the River Thames! Without hesitation, he agreed to help and spent his entire evening co-ordinating the crane lift and taking control of the situation on site.

Looking in from the outside, Paul seemed to have a life that many would wish for, even to those of us who thought we knew Paul well. This is partly why this tragic news is even more shocking. Losing Paul is a devastating reminder that we simply do not really know what others may be going through.

My thoughts and prayers go out to Paul's wife and daughters at this terrible time.

Whilst we cannot unfortunately change what has happened, it does highlight the need for us all to reflect on how we really do support each other.

- Do we take enough time to check in on our colleagues?
- Do we really try to understand how they are feeling?
- Do we create opportunities for people to talk more openly should they wish to?
- Looking closer to home, do we even check in with our friends and family as much as we could?

The current challenges of Covid-19 have brought about significant additional pressures for so many people; with worries over the health of loved ones, concerns on job security, financial worries, home-schooling, adapting to working at home or concerns over the additional risks on our projects. I understand that many of our people will be affected by some of these issues and I think it is really important that we try and walk in each other's shoes to truly understand how each other might be feeling.

It is also really important to look after yourself. If you are struggling personally, please do not suffer in silence. There is so much support available if you feel you need a little help; it just needs a great deal of courage to reach out. There are a number of support mechanisms that are available such as our Mental Health First Aiders, our Employee Assistance Programme, support from the charity MIND and our Doctor at Hand Service for those members of the team that have private medical cover. Further details are contained within this month's publication.

Please Care For Each other

We must continue to support each other in the incredible way that we have since we heard the news about Paul, never forgetting that it is our people that make our business special. This includes demonstrating a deep level of emotional intelligence, taking time to really listen to each other, showing real empathy and being open to seeing things from an alternative perspective.

That is the inclusive and caring environment that we have always looked to create in Osborne, together with our customers and suppliers. Please let us seize this moment to come even closer together, as part of Paul's legacy.

Stay safe and well over the coming month.

John Dowsett
Managing Director Infrastructure





Look After Yourself and Each Other

Mental health problems affect 1 in 4 of us in any year.

Surprisingly common, isn't it?

Yet too many people are still made to feel isolated, ashamed and worthless.

Being open to mental health problems is good for all of us.

And it's easier than you might think.

Your conversation matters.

Any time, any place. You don't need all the answers.

We are Time to Change, a growing movement of people changing how we all think and act about mental health problems.

Get involved today
@timetochange
/timetochange
time-to-change.org.uk

time to change
let's end mental health discrimination

Show you're willing
Just being there means a lot.

Listen, don't judge
Talking is important. So is a friendly ear.

Be yourself
Talking about everyday things helps. You don't have to fix this.

Step up
Make a brew, text, take a walk. Small things go a long way.

Be patient
Good days and bad days happen.

Support
Remember, professional support options are out there.

Conversations change lives

Two in five men in England, Scotland and Wales aged 20-59 don't seek support when they need to, because they prefer to solve their own problems.

Samaritans
Provide a free to call number and can be contacted 24 hours a day, 365 days a year.



Look After Yourself & Each Other

August 2020 - STOP Think!



They offer a safe place for you to talk in your own way about whatever is getting to you.



If you phone the Samaritans:-

1. A volunteer will answer
2. You talk, they listen



They listen to you and help you talk through your concerns, worries and troubles.

They will focus on your thoughts and feelings rather than going into the details, so may ask questions to help explore how you feel.

They are there to give you time, space and support:-

- By focusing on your feelings you may be able to see things more clearly and think about what your options are.
- You may feel the need to cry or show how angry you are at life.

- Sometimes even hearing a supportive voice can give you that little bit of strength to keep going.

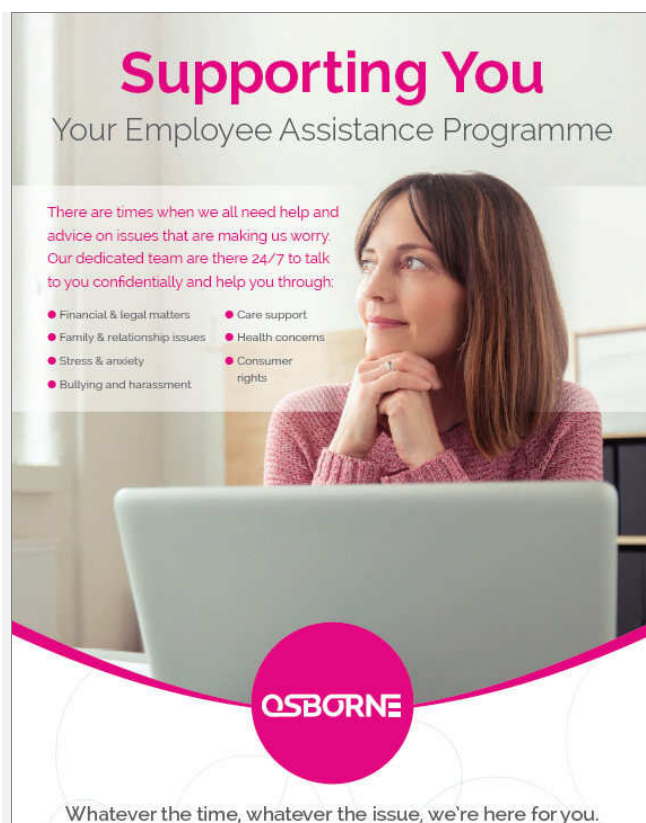
3. Ending the conversation

You can end the conversation whenever you are ready. No pressure... ever!

Employee Assistance Programme

For all our permanent employees, you have the use of our completely free "Supporting You" Programme. We also have many Mental Health First Aiders you can talk to.

See the front page of iGO for full details.

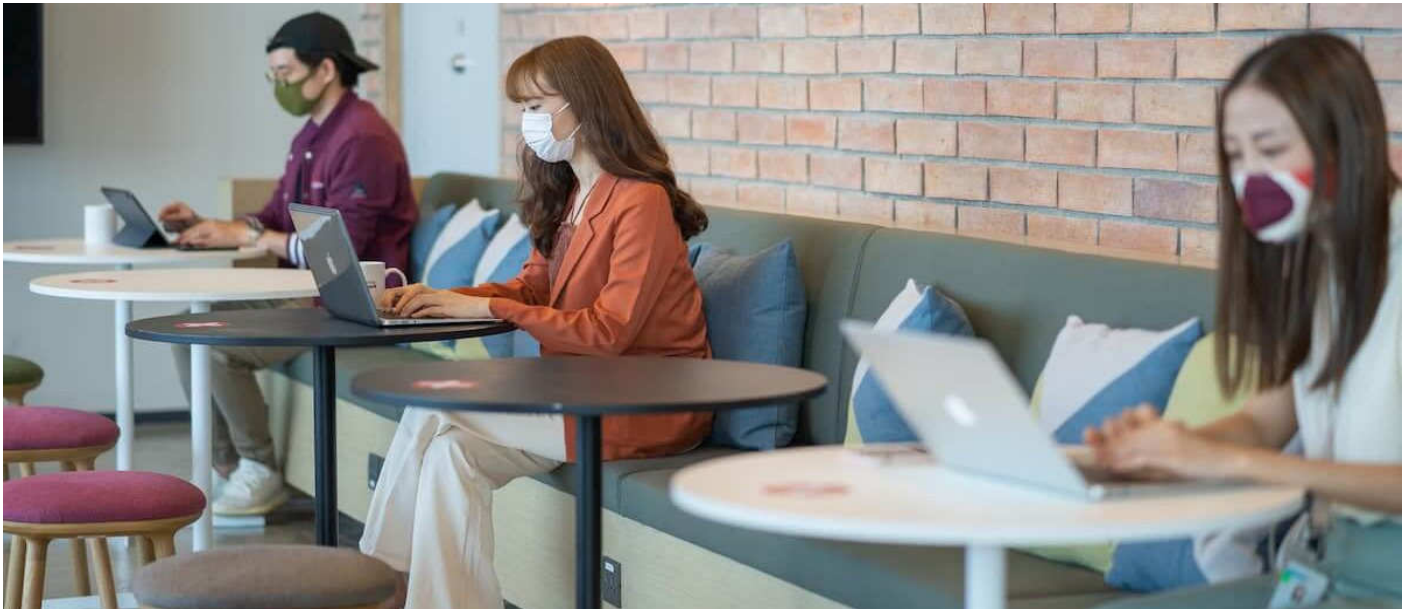


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Staying Safe outside Your Home



Mitigating the Risk of Catching and Spreading Coronavirus

Following Government amendments to social distancing guidance, the Construction Leadership Council's Site Operating Procedures and Government's Working Safely during Covid-19 set of documents were updated.



To help mitigate the risk of catching Coronavirus the Government has outlined 12 steps for protecting yourself and others whilst outside of your home.

Please consider these measures when planning your working day and all activities as summarised in our poster;

[12 Measures to Staying Safe outside Your Home](#)

Unannounced HSE Covid-19 Visits

An inspector from the HSE recently visited our project at Maidstone East to check that all the Covid-19 required documentation and arrangements were in place.

We are pleased to say that everything was found to be in order, so thank you and well done to the project team.

Please make sure that all Covid-19 documentation for your project or office is reviewed regularly and kept up to date. We are likely to see more visits from the regulators as their own organisations allow them to become more proactive in their activities. Thank you.

We must stay alert, control the virus, and in doing so, save lives.



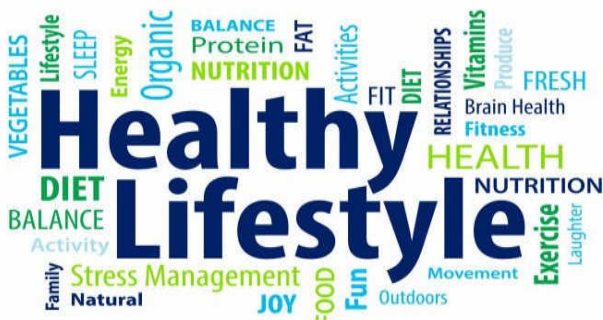
Eat Well and Move More – Better Health

A new obesity strategy has been unveiled as the country is urged to lose weight to beat coronavirus and protect the NHS

Living with excess weight puts people at greater risk of serious illness or death from Covid-19, with risk growing substantially as body mass index (BMI) increases. Nearly 8% of critically ill patients with Covid-19 in intensive care units have been morbidly obese, compared with 2.9% of the general population.

The new 'Better Health' campaign, led by Public Health England (PHE), calls on people to embrace a healthier lifestyle and to lose weight if they need to, supported by a range of evidence-based tools and apps providing advice on how to reduce the waistline;

NHS Better Health



Excess weight is one of the few modifiable factors for Covid-19, so supporting people to achieve a healthier weight will be crucial to keeping people fit and well as we move forward.

We must take action to help everyone – adults and children alike to prevent obesity developing.



In 2019, there were **700,000** admissions to NHS hospitals where obesity was a factor. This is an increase of 18% on 2015/16.

But for adults who are already overweight or living with obesity we need to do more to support them to reduce their weight and to improve their health.

Please do visit the NHS website:-

NHS Live Well and Eat Well



Eat a wide variety of foods in the right proportions and consume the right amount of food and drink to achieve and maintain a healthy body weight. Try to:-

- Eat "5 A Day".
- Have some dairy or dairy alternatives (such as soya drinks).
- Eat some beans, pulses, fish, eggs, meat and other protein.



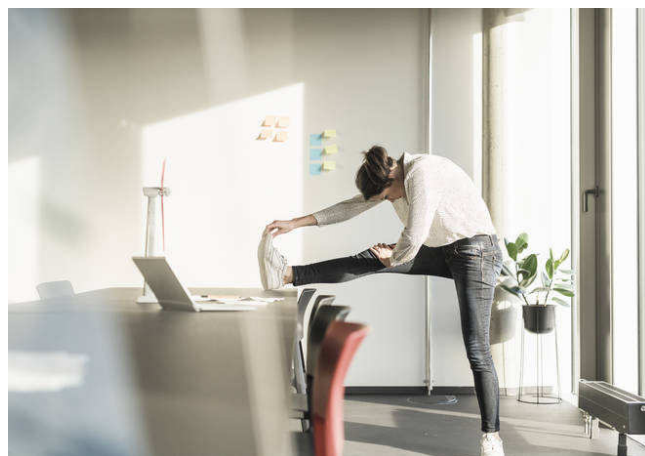
Responding to the Covid-19 Challenge

August 2020 - STOP Think!



- Choose unsaturated oils and spreads and eat in small amounts.
- Drink plenty of fluids.

If you're having foods and drinks that are high in fat, salt and sugar, try to have these less often and in small amounts. Try to choose a variety of different foods from the five main food groups.



Get up and move around just as you would if you were in the office!

Short breaks throughout the day are more beneficial than less frequent longer breaks.

Move More!

We recently learnt that one of our people was admitted to hospital with serious blood clots and that long periods of inactivity whilst working from home may have exacerbated the situation. Even if you are working at home it is important to take regular breaks.



Pure Gym Membership

AXA PPP have partnered with Pure Gym to offer an exclusive discount of 50% on an annual membership for Osborne employees. Pure Gym believes everyone should have the opportunity to enjoy a fit and healthy lifestyle. So they have made it simple, affordable and convenient for everyone to achieve their personal health goals. Regular exercise helps you keep your weight, blood pressure and cholesterol at healthy levels, and improves your heart health. It also reduces the effects of stress and releases the tension that builds up during the week.



So help keep your heart and mind healthy by making the most of this great offer!



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Summer Step-up Briefings – Have you had yours?



Historical data tells us that we see an increase in accidents over the summer period.

This can be caused by a number of factors such as people winding down before annual leave, issues with handovers, or from not understanding the changes in site conditions upon their return.

The warmer weather can lead to dehydration, sunstroke and sun burn; the high occurrence of leave, can lead to a reduced focus and lack of familiarisation with changes that have happened; and general fatigue. And this year we also have the added distraction of Covid-19!

Hence the Southern Shield have launched their "Step Up for Safety" Summer Briefings.



If you or members of your team are heading off for a well-earned break please ensure:-

- You have arranged adequate cover.
- You have clear handover arrangements.
- You hold a briefing upon return, to re-focus and understand changes.



Helping us to Operate Safely



August 2020 - STOP Think!



- Adequate cover**
- Clear handover arrangements**
- Reduced focus ('wind down')**
- Changes whilst you're away**
- Briefing on return and re-focus**



- Approachable and open at all times
- Willing to listen
- Polite and respectful at all times
- Thank anyone who comes to have a chat with you



Recent events have highlighted the need to re-focus and embed learning. We must help and empower our people to take action when something is unsafe - encouraging us all to speak up and challenge unsafe behaviour.

Please – be personally intolerant of safety issues by raising your concerns to ensure that each and every one returns home safely every day.

For a copy of the "Step Up for Safety Summer 2020" Briefing, please go to the Southern Shield website:-

[Southern Shield Website - Summer Briefings](#)

Road Track Worker Fatality Interim Report Findings


Following the tragic fatality at Roade, Northamptonshire earlier this year, the Interim Investigation Report has been issued.

Aden Ashurst was working as the Controller of Site Safety and after handing back a line blockage walked in the four-foot of the adjacent line, between two gaps in the site fence, towards the site access steps.

Aden acknowledged a train's warning but did not turn around to check what line it was on and was struck and immediately killed.

Safety Alert

A serious incident has taken place



Track worker fatality


Scope: All Network Rail line managers, safety professionals and accredited contractors

Ref: NRX20-03

Date: 09/04/2020

Location: Roade, Northamptonshire - West Coast Mainline South, NW&C

Contact: [Allan Spence](#), DCP



Overview

It is with great sadness that we report the death of a railway worker yesterday at Roade, near Hanslope Junction in North West & Central Region. The worker was a Controller of Site Safety (COSS) employed by a contractor. The worker was to reinforce a cutting slope beside the Up Slow line and had started in February. There was a rigid barrier between the worksite and the adjacent Up Slow line. The work involved using an excavator that would come within the safe distance of the return conductor in the overhead line equipment.

To enable the excavator to work safely, an isolation of the return conductor was taken. Installing the earths for that isolation was done in a line blockage. The COSS had handed back the line blockage shortly before he was struck by a passenger train on the Up Slow line. He was killed instantly. External investigations by British Transport Police, the Rail Accident Investigation Branch and the Office of Rail and Road, and a formal industry investigation have started. We are supporting colleagues from Network Rail and the contractor companies involved.



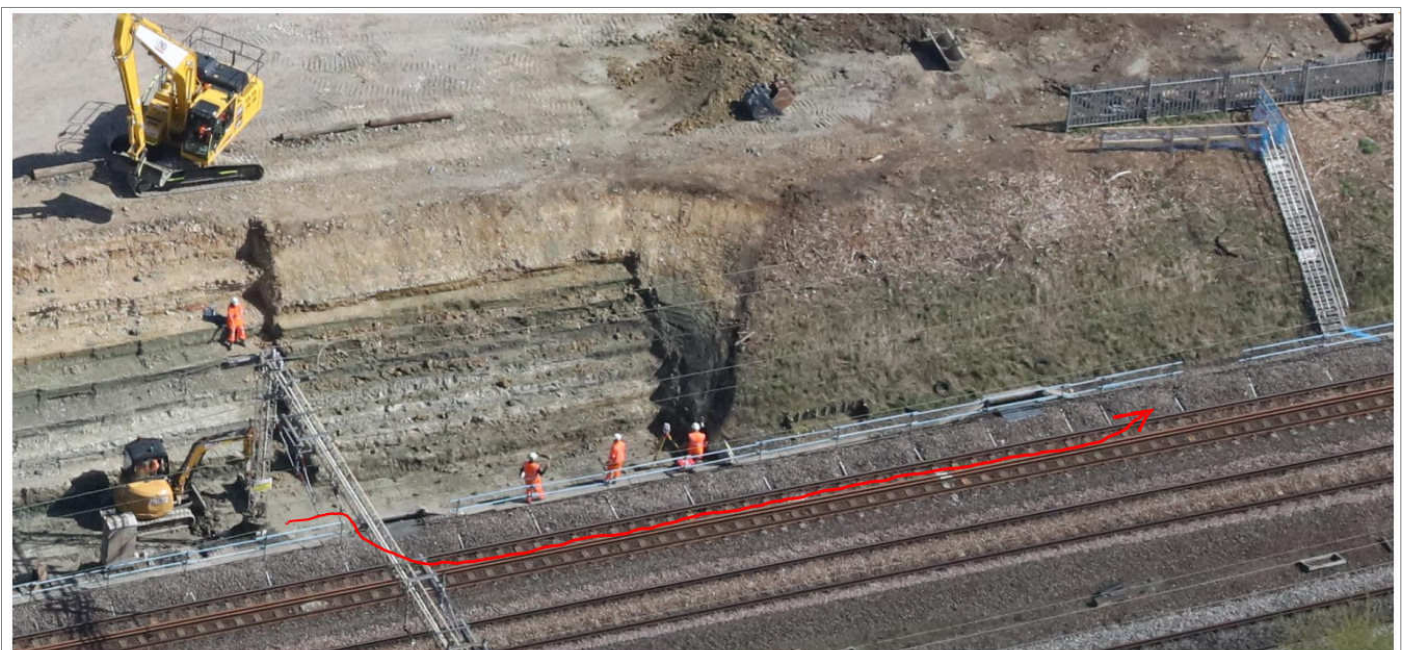
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Factors described in interim report include;

1. Safety packs and plans were generic and not closely followed on site.
2. A few minutes before the accident, Aden commented to one of the site team when he expected the next train to pass the site. This corresponded with the train times he had been used to the previous week. But the timetable changed that week. The investigation considers it a likely reason why he decided to walk the short distance between gaps in the Vortok safety fence even though the line was open.
3. Aden raised his arm to acknowledge the train before it struck him but did not turn around to check what line it was on.
4. Covid-19 precautions were top of people's minds, and may have influenced Aden's decision to walk on an open line, staying socially distant from two colleagues on the access path.
5. The Vortok fence gaps did not have gates fitted.
6. Site assurance had not identified a range of safety issues on site.



Red line shows Aden's walk to the place where he was struck on 8th April

This aerial photograph was taken two days before

Photograph courtesy of Network Rail Air Operations team

What can you learn?

What will you do differently so you and your colleagues keep each other safe, every day



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Dust Management and Protection

Our campaign for August is all about dust management and how to minimise your risks when exposed to dust.

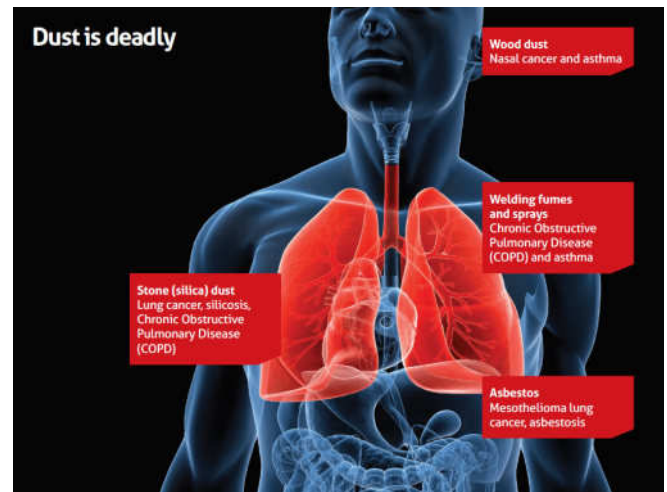
Did you know that each year **12,000 workers** across Great Britain are estimated to be killed by work-related lung diseases linked exposures to dust?

Facts & Stats

- Construction is among the **top 5 industries** for deaths in COPD
- Occupational cancers of the respiratory system cause of more than **7,000 deaths a year**
- **16% of adult-onset asthma** cases are caused by dust
- **3,500 occupational cancer deaths** are caused by exposures to dust in construction
- **2,526 mesothelioma deaths** due to past asbestos exposures (2017)

There are three main types of dust that can be generated on site:-

1. **Silica Dust** – created when working on silica-containing materials like concrete, mortar and sandstone.
2. **Wood Dust** – created when working on softwood, hardwood and wood-based products like MDF and plywood.
3. **Lower Toxicity Dusts** – created when working on materials containing very little or no silica. The most common include gypsum (e.g. in plasterboard), limestone, marble and dolomite.



Breathing in these dusts can cause damage to the lungs and airways and cause diseases such as:-

- Lung Cancer
- Silicosis,
- Chronic Obstructive Pulmonary Disease
- Asthma.

The amounts needed to cause this damage are not large.

Always make sure the necessary precautions are in place to protect your lungs:-

Assess the Risks

Linked to the task and materials.

Control the Risk

Look at ways of stopping or reducing the level of dust created.

Review the Controls

Check the controls are working properly.



Assess the Risks

High dust levels can be caused by:

- **Task** – the more energy the work involves, the bigger the risk. High-energy tools like cut-off saws, grinders and grit blasters produce a lot of dust in a very short time.
- **Work Area** – the more enclosed a space, the more the dust will build up. BUT - Never assume that dust levels will be low when working outside with high-energy tools.
- **Time** – the longer the work takes the more dust there will be.
- **Frequency** – regularly doing the same work day after day increases the risks.

Control the Risks

Look at ways of stopping or reducing the amount of dust you might make. If still producing high dust levels the most important action is to stop the dust getting into the air. If exposure cannot be sufficiently reduced respiratory protection will need to be provided.

REMEMBER...
RPE is the last line of protection.

For more details and advice on how to minimise your risks when exposed to dust visit:-

[HSE Dust Management](#)

BREATHE EASY

Protect yourself from deadly silica dust at work. Depending on what you're doing, your employer will tell you which steps to take – and when. You may need to wear a special mask too.

- 1 USE LOCAL EXHAUST VENTILATION**
Use a ventilation system to suck the dust away before you can breathe it in. Some workstations have hoods or enclosures.
- 2 OPERATE ON-TOOL EXTRACTION**
Make sure you use the controls integrated or mounted onto a hand-held tool to capture the dust while you're using it.
- 3 DAMP DOWN DUST**
Use water to keep dust levels down. You need to use enough water for the whole time that the work is being done. Just wetting the material before you start doesn't work.
- 4 WEAR A MASK**
Put on a respirator that suits the job – for many tasks, you'll need an FFP3-standard mask or a powered mask or hood if the work lasts longer. Never use a 'nuisance' dust mask – it won't protect you.
- 5 GET TRAINED**
Understand the dangers of silica exposure, and when and how to use dust controls and protective equipment.

Your employer should also think about changing the product or process, for example:

- using a safer material than silica sand in abrasive blasting, like olivine
- getting materials cut to size off-site in a facility where dust exposure can be controlled more easily

KEEP DUST DOWN

After you've used the right gear and protective equipment, the tiny amount of silica dust next to the coin is the most you should be breathing in a day*

EVEN A QUICK TASK CAN CREATE DANGEROUS LEVELS OF SILICA DUST – CONTROL EVERY EXPOSURE

SILICA DUST PARTICLES ARE SO SMALL THAT THEY FLOAT IN THE AIR FOR LONGER – AND CAN BE BREATHED DEEP INTO YOUR LUNGS

CONTROLLING SILICA DUST CUTS THE RISK OF LUNG CANCER, SILICOSIS AND EMPHYSEMA

Control dust when you're clearing up after a job – damp down or use an industrial vacuum, and wear your respirator.

*According to British law – limits vary from country to country



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The 4Ds of Time Management

Do you get to the end of your working day and realise that you haven't ticked one thing on your to-do list?

Many of us rush around with far too much on our plates but that level of pressure is unsustainable for any length of time.

Do you feel stretched in a number of directions at once and don't know what to deal with first?

The 4D Method helps you to review and organise your workload and focus on the things that are the most important to you;

Delete	Delegate	Deconstruct	Do
<p>Look at each thing on your list and ask yourself if it's really a priority.</p> <p>Do you have to do these things? Are they achieving business goals? If this task makes no business sense then why do it?</p> <p>Delete and spend your time more wisely elsewhere!</p>	<p>You may not have the skills or knowledge to comfortably tackle a task. If you feel you are struggling or haven't got the time, ask for support.</p> <p>Another person may help to lift the huge weight off your mind and you can move onto something else that is important to the business.</p>	<p>If something feels too big to start, break the task down into the small steps you need to take until it's done. You can then start to work through it in bite-sized chunks that can be slotted into your week accordingly.</p> <p>A huge task that's too off-putting to contemplate will remain just that!</p>	<p>You have identified these tasks as a priority that only you can do. They are business essential or have an upcoming deadline.</p> <p>Consider the timescale. Is the deadline around the corner or is it a very quick win. If you can do it and it's important, get it done.</p>

<p>Urgent & important</p> <p><i>do it now</i></p>	<p>Important not urgent</p> <p><i>decide when to do it</i></p>
<p>Urgent not important</p> <p><i>delegate it</i></p>	<p>Not important not urgent</p> <p><i>delete it</i></p>

So review your to-do list with a critical eye and remember the 4D Method:

- **Delete** what is unnecessary.
- **Delegate** the important tasks that someone else can do for you.
- **Deconstruct** to break down off-putting tasks into simple steps.

What's left on your to-do list is in your zone of genius that **you can do!**





Updated! Infrastructure Lean Launchpad

The LEAN Launchpad has been updated as linked below;

[Lean Launchpad INF-PRC-2000-0000.pdf](#)

This includes a new video of the month "Costs of Quality – Getting it Right First Time" that gives insight into the costs behind mitigating failure and how they are worthwhile when compared to the cost of failure.

Please do take a look;

[YouTube - Cost of Quality](#)

The Highways England guidance and templates related to Collaborative Planning and Visual Management are all linked within the Launchpad for easy access, along with our Infrastructure Lean Strategy.

Lean Launch Pad

Use this Launch Pad to find links to learn more about lean and to use tools that will help you implement lean in your own work.

Upcoming Training:

Find out more and book upcoming training events through the e-learning link below.

Lean e-learning tools

Lean Understanding Survey

Lean Activity Register

Master Tracker for Timwood Opportunities

For support and advice on any lean activities you are planning, please contact Kimberley Wild.

Click Here

Useful Lean Websites

www.bourton.co.uk	Up to date Lean industry news.
http://www.bsaf.org.uk/	Latest news and events about both quality and continuous improvement.
https://www.clarityvisualmanagement.com/	Check out the visual management options available
Inside Knowledge	Highways England Knowledge transfer Area – You can find case studies that may be relevant to your area of need
https://www.leanconstruction.org/	Lean education and tools specific to the construction industry.

Lean Course Notes

[White Belt Awareness Training \(BQF\)](#)

[Lean Awareness Course Slides \(Bourton Group\)](#)

[Lean Advocate Course Slides \(Bourton Group\)](#)

Does it add value?

Lean Reading List

Black Box Thinking – Matthew Syed, 2016

The Lean Toolbox 5th Ed – John Bicheno, 2017

Deep Work – Carl Newport, 2016

Lean Six Sigma for Leaders – Martin Brenig-Jones, 2018

Will it Make the Boat Go Faster? – Ben Hunter-Davies, Harriet Beveridge, 2011

Infrastructure Lean Strategy

Video of the Month:

COSTS OF QUALITY

Costs of Quality – 'Getting it right first time'

Lean Tools and Guidance

Guidance

A3 Summary Step Control Guidance

5S to Success

How to Collaboratively Plan

Weekly Collaborative Planning Agenda

Lean Implementation Guide

HE Standards for Visual Management

HE Standard Visual Management Guidance

HE Standards for Collaborative Planning

HE Standard Collaborative Planning Guide

Templates

A3 Lean Project Summary

TIIWOOD 7 Wastes

Osborne Scheme Lean Deployment Plan

Fishbone Diagram

Kanban Board

Lean Interventions Project Log

Project On A Page

HE Standard Visual Management Templates

HE Standard Collaborative Planning Board

All Lean Templates

Latest Infrastructure Lean Case Studies (A3's)

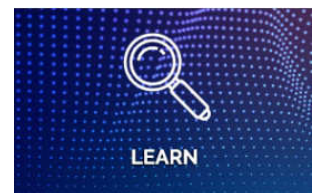
Site signage comparison

- > [Lean Project A3 – Yammer 55](#)
- > [Lean Project A3 – Reuse of Mudstone](#)
- > [Lean Project A3 – Piling Mark-Up](#)
- > [Lean Project A3 – Night Closures](#)
- > [Lean Project A3 – Expanding Foam Piling](#)
- > [Lean Project A3 – A500 Handrail](#)

Reminder...Lean on "Your Learning"

Don't forget there are **Lean Courses** available on "Your Learning" and these are available to all Osborne people.

Just click "Learn" and search "Lean" and the e-learning modules will be listed.



Our Teams **Keeping Networks Flowing**

Best Practice at "The Street"



Our team at The Street Embankment continue to take great social distancing measures as the piling to support the embankment gets under way. They are using "2 metre marshals" to ensure that everybody complies as they undertake the remediation embankment works that will provide support to the rail track and ballast shoulder.

The piling mat is approximately 200 metres long, 1 metre deep and 8 metres wide and spans over a high powered gas main which is constantly monitored throughout the day.

Well done to the Whole Team! For your proactive safety measures and safe and tidy site. A great shop window for Osborne!

Lift Preparations at Ickenham Station



Well done to our teams working on the London Underground Step Free Access Schemes. Final lift tower preparations are underway at Ickenham Station in preparation for installation of the lifts and link bridges.

The London Underground Accessibility Programme will deliver at least 22 new step-free stations by spring 2024, to make 38% of the Underground Step Free. The scheme at Ickenham Station includes the installation of a new walkway from the ticket hall leading to two new lift towers serving each platform.





Naturally Wild Embankments



Our projects to stabilise embankments and cuttings and improve the resilience of the railway are often in areas of great ecological interest. As the projects progress, ecology experts "Naturally Wild Consultants Ltd" are working with our teams to survey, monitor and ensure the wellbeing of all wildlife. Graeme Skinner, MD of Naturally Wild, kindly shared with us this beautiful video of some of the amazing creatures that we are so lucky to experience from our Templecombe, Ashmead and Guildford Sands project. Enjoy!

Naturally Wild Camera Trap Footage

Thank you so much to Graeme for sharing this incredible footage.

GOLD Rated Sites Period 3



Congratulations to a record FIVE of our teams working at;

- Ashmead Embankment
- Bramley Platform Extensions
- Bugley Bridge
- Guildford Sands Tunnel
- Templecombe Cutting

For receiving the Period 3 "GOLD" rating from Network Rail.

Templecombe was also the top scoring site in the Wessex Route. These awards are only given to the best sites across Network Rail - not just our Framework, but across the whole country. Well done to all involved in these projects.

Learning through Sharing Knowledge

Thank you to Matt Whale for delivering a great presentation on the installation of Reinforced Earth Company (RECo) walls in highways environments to the A46 Team, where the scheme includes many such walls.

The A46 Team had the great idea of asking Matt to share his learning from previous schemes, resulting in 25 people from other projects around Infrastructure attending the virtual session, along with Highways England and the design team. Matt highlighted some great innovations that we have developed previously that will certainly help the A46 team.



Thank you to Matt for sharing your knowledge and also to Ian Holden for coordinating this great learning session! If anyone has any thoughts on future sharing ideas, please contact Ben Wilcox.



Huge Beams Installed in only Five Hours New River Bridge Hits Key Milestone

Our New River Bridge Project Team recently completed works to hit a key milestone, installing the five huge pre-stressed concrete deck beams to span the 400 year old "New River."



Thank you to **Superfly Media** for these great images that you captured using a GoPro mounted on the cranes hook block and with a drone.

The beams, each weighing 55 tonnes, were installed safely and efficiently by our partners PCE Ltd and Ainscough using a 750 tonne mobile crane. The whole operation was completed in the space of 5 hours under the watchful eye of our customer and other stakeholders. Praise was received from the County Councillor;

"...please pass on my thanks and congratulations to all concerned for keeping this project to time under difficult circumstances, their efforts are much appreciated."



Installation of the beams is the first stage in spanning the waterway and they will be tied together with a reinforced concrete deck slab to create an integral bridge structure. Later this month the team will install 25 sections of 22 tonne precast culvert units as they progress this important scheme that will improve access to Hoddesdon Business Park and support the local economy through encouraging new businesses.

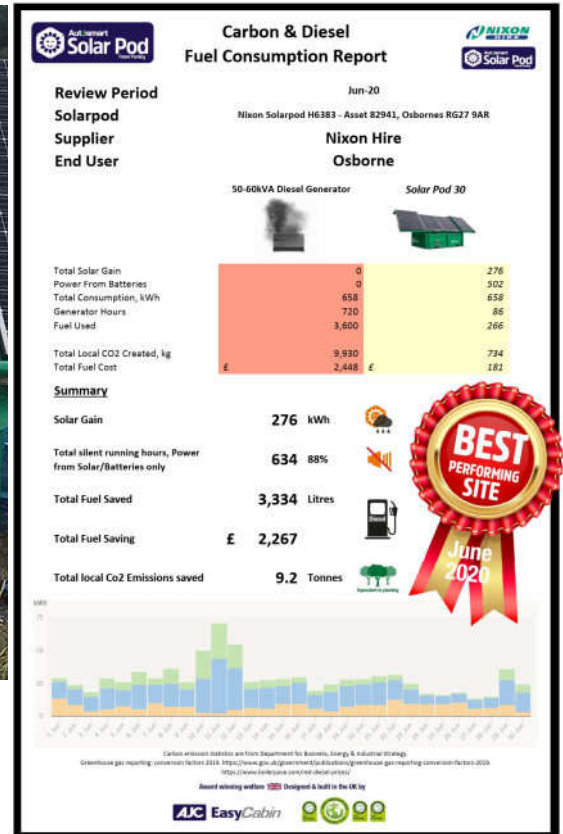
Well done to Jon Millar and the Whole Team

For this significant achievement and for continuing to maintain the highest standards of safety and professionalism.





Best Performing Solar Pod Ashmead Embankment Energy Saving Award



Congratulations to our team at Ashmead Embankment who were awarded "The Best Performing Solar Pod in June 2020."

Through using this renewable energy, in one month alone they saved a very impressive;

- **9.2 tonnes** of CO₂ emissions
- **3,334 litres** of fuel
- **634 hours** of silent running time achieved, equating to 88%.

Well done to Sam Aiuto and the Whole Team
For leading the way in your use of low carbon technology.

This is a great achievement in this area of ever growing importance as we strive to meet net zero carbon targets in the UK by 2050.

Solar Pods are also being used at our projects at Templecombe Cutting and Guildford Sands. Indeed, Osborne rented Solar Pods were also ranked 4th, 7th and 11th for their energy saving performance out of the 70 pods that are currently in use from Nixon Hire. A great statistic indeed – thank you teams!



Helping Each Other Lanes Hotel and the Templecombe Blockade Team

The impact of Covid-19 has affected many people and businesses over the last few months. Even though the reduction in rail passengers meant we could complete significant works within the Templecombe blockade with less disruption than normal, this type of benefit has not been reflected in other industries, such as at Lanes Hotel in Yeovil.



Lanes Hotel, like so many, was badly affected by Covid-19.

So, when Shaun Whitehouse, the Hotel co-Owner/Director, heard that we needed accommodation for our teams during the recent blockade, he was delighted to welcome them to the hotel.

Shaun understood that our people would be working different shifts under great pressure and ultimately needed to remain safe and well.

Shaun said;

"I see Lanes Hotel as part of the supply chain and our responsibility is to ensure that our guests get to site rested and well fed..."

Our teams enjoyed exclusive use of the hotel as well as delicious food and fantastic hospitality and were thrilled to support this local hotel during these unprecedented times.

A win-win for both parties!
Thank you Shaun and your team for keeping our people safe and well.





Track Access Efficiencies and High Standards Congratulations Rail Services Teams

Congratulations Rail Services

Congratulations to our Rail Services Teams who in Week 12 at the end of Period 3 had NO track access cancellations. In a reactive maintenance environment, a week with 100% planned access gained is a great achievement and this is the first time this has happened in over three years.

Fewer cancellations means better planning and resourcing, improved efficiency and reduced costs and is thanks to the enormous efforts of the teams and the Possessions Planners who work closely with them to do this. Well Done All!



Wessex Stations Customer Thank You

Our Rail Services Teams, together with our partner BPN, have also received great praise from our customer who complimented them on their professionalism and for achieving high standards across all works. To our Site Manager Dan Sherwood;

their willingness to engage with my team and offer opinions and suggestions has been very welcome... I just wanted to thank you personally too for the effort and persistence you continue to put into your work. The end result is always of a high standard, and continues to help us in our drive to improve our stations for our passengers."

"I just wanted to express my thanks to both you, and BPN for the effort and professionalism you've both shown recently in undertaking works on our behalf at Wessex Stations. From our point of view, BPN have quickly shown themselves to be an excellent partner to your team – the quality of the work they've undertaken has been excellent and

Congratulations Dan for being a great Ambassador for Osborne!

This excellent feedback demonstrates that our different approach is recognised and appreciated.



Tool Box Talk – Badgers



Infrastructure Projects Southern Toolbox Talk

Badgers

03 May 2016

Did you know?

It is illegal to carry out any construction work close to a badger sett (burrow) without taking steps to positively avoid damage and without an appropriate licence from Natural England.

How can you identify a badger sett?



- A badger sett entrance is usually D-shaped and at around 300 millimetres wide by 200 millimetres high
- There may be signs of freshly excavated material at the entrance or piles of leaves, dry grass, straw or bracken, which the badgers take inside to use as bedding.

Why does this matter?

Badgers are protected and so are the setts they live in. Under the Protection of Badgers Act 1992, in England and Wales it is an offence to:

- Willfully kill, injure or take a badger or attempt to do so
- Cruelly ill-treat a badger
- Dig for a badger
- Intentionally or recklessly damage or destroy a badger sett, or obstruct access to it
- Cause a dog to enter a badger sett
- Disturb a badger when it is occupying a sett

This can lead to fines of up to £5000 per badger or up to six months in prison

Do

- ✓ Immediately stop work and report any badger sett found on site or close to the site boundary
- ✓ Seek guidance from a competent person before any work within 30 metres of a badger sett

Don't

- ✓ Carry out any works that are likely to disturb, damage or destroy a badger sett
- ✓ Use heavy machinery within 30 metres
- ✓ Use light machinery within 20 metres
- ✓ Work within 10 metres of a badger sett without checking whether a licence is necessary

**This and other
toolbox talks can be
downloaded from:**

www.southernshield.co.uk

For further information please contact a member of your Environment Team



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Feedback to: julie.king@osborne.co.uk

www.osborne.co.uk

Tool Box Talk - Dust and Air Quality



Infrastructure Projects Southern **Toolbox Talk**

Dust and Air Quality

20 June 2016

The Facts

Dust, odours and other emissions can cause health risks, particularly at very high concentrations.

Dust can also damage vegetation and crops and effect on local wildlife and watercourses.



What can you do?

- Clean up or damp down any spillage of dry dusty materials
- Store any bulk cement and bentonite in silos, and position silos and stockpiles away from residential areas or watercourses
- Store fine dry materials within buildings or provide adequate protection from the wind
- Ensure cutting and grinding operations are adequately shielded or wetted

Why does it matter?

It can cause environmental harm

Emission of dark smoke from plant, chimneys and fires is illegal. Dust can damage the ecology of a watercourse and affect plant growth

It can delay you project

Regulators have the power to stop works if dust or other emissions are causing a nuisance

It's a health hazard

Dust can be carcinogenic and may cause eye irritation or make asthma worse. Odours may cause nausea, dizziness or fainting.

We need to respecting our neighbours

Dust can settle on neighbours' properties and vehicles. Poorly controlled emissions and odours from plant or works may lead to valid complaints

Do

- ✓ Sheet over lorries carrying dry materials to or from site.
- ✓ Keep to site speed limits.
- ✓ Use a wheel wash if it is appropriate.
- ✓ Make sure dust suppression systems are working and are effective on crushers and screeners.
- ✓ Report and Close Call it if work activities are causing poor air quality.

Do not

- × Burn materials on site without approval.
- × Leave plant and vehicles running if not in use.
- ×

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SHE Performance Summary – July 2020

Improvement Opportunities Frequency Rate (IOFR) the Current Rolling IOFR Is: 3.79 (Target of 2.5 per 1000 hours worked)			
Accident Frequency Rate (AFR) Days since the Last RIDDOR Accident: 129 The Current Rolling AFR Is: 0.05 against a threshold of 0.01			
Service Strike (SSFR) Days since the last Service Strike: 23 The Current Rolling SSFR is: 0.53			
July Total Number IOs 657		July No. Safety, Health & Environmental IOs 600	
July No. Business IOs 57			
Reference	Date	Incident Name	Description of Incident
Injury			
I/044025/001	17 Jul 2020	Worcester Park	Electrical supervisor fell off stepladder whilst pulling cable and injured back.
I/070380/0007/002	19 Jul 2020	LUL Wimbledon Park	Crane operative tripped over crane mats when tidying up and grazed arm.
High Potential (Hi-Po) Near Miss			
I/172001/004	07 Jul 2020	CP D&B Scheme	Traffic management was lifted early with works still on-going.
Service Strike			
I/025449/003	09 Jul 2020	Swindon	Street-light cable buried in lumps of concrete, damaged.
Near Miss / Close Call			
I/070380/0002/003	24 Jul 2020	LUL Debden	Operative knocked magnetic level off footbridge onto track bed below.
Other			
I/070373/001	10 Jul 2020	Maidstone East	HSE visit site to review COVID-19 paperwork – all in order.
Property Damage			
I/070380/0004/001	14 Jul 2020	LUL Ickenham	Site generator producing excessive smoke after filter not re-fitted after service.
RTC			
I/044028/001	08 Jul 2020	Laverstock	Delivery lorry struck railway bridge on approach to site.
Theft			
I/044030/002	02 Jul 2020	Ashmead	Theft of tools after break in to container.
TM Incursions			
I/025455/004	02 Jul 2020	Colindeep Lane	Moped rode around closure gates and onto footpath.
I/025467/005	09 Jul 2020	A23 Hickstead	MOP entered the closure the wrong way down the slip-road.
I/025468/009	09 Jul 2020	A46 Binley	Broken down vehicle entered closed lane.
I/025414/020	12 Jul 2020	A500	Unmarked Police motorbike entered closure from wrong end.
I/025468/010	23 Jul 2020	A46 Binley	Ambulance entered lane closure to avoid queuing traffic.
I/172001/005	28 Jul 2020	B260 Green Street Green Road	Moped driver rode around airlock, weaved through vans and cones, abused personnel and sped off.





Improvement Opportunities

July IO Statistics

As of sites continue to operate in the new normal it is very encouraging to see the number of IOs submitted returning to the levels that we typically experience at this time of year. Thank you for helping us to share important learning.

Top Projects in July

- Bournemouth LMD 84
- Templecombe Cutting 71
- Guildford Sands 66
- Weybridge Rewire 45
- LUL Step free Access 41

Top IO Originators in July

- Majid Nassiri 85
- Richard Creedy 61
- Steven Dolan 53
- Julie Jacobs 51
- Hamza Al-Khafaji 26

Top Suppliers in July

- Civil Rail Solutions 1
- Oliver Connell & Son Ltd 1

Top SHE Categories in July

- Personal Health 92
- Site Housekeeping 84
- Access / Egress / Site Security 64
- Site Welfare 31
- Personal Protective Equipment 30

IMPORTANT! IO App Problems

Please note that we are currently experiencing problems with the IO App. Therefore, please avoid using it until future notice.

Please do not let this stop you from sharing your ideas with us. Submit your IOs through iGO using the "Raise a new IO" link on the homepage. Thank you.

Infrastructure Improvement Opportunities

Month	Total No. IOs	Total No. People Raising IOs
May	414	88
June	489	88
July	657	100
How many did your site submit last month?	?	?



Working at Height: Equipment fell through gap in scaffold (STOP Think! Moment No. 112 - 27 July 2020)



Area where Unistrut was being installed



Level landed between 3rd rail and running rail

What happened?

An operative working for our electrical subcontractor, LB Foster, was installing Unistrut bracketry to the face of the lift shaft. He was working on the footbridge level and was using a magnetized boat level (app 10" long) to ensure these were installed straight. The level was attached (magnetically) to one of these pieces of unistrut when the operative turned and knocked it with his arm. The level fell and bounced through a vertical gap between the footbridge and the lift shaft to the ground level below. As it fell it struck a scaffold pole or the top of the Osborne hoarding on the way down and it bounced onto the track, coming to rest on the ballast between the 3rd and running rail of the Eastbound line.

Impacts

- There was potential for serious disruption to the London Underground network.
- The piece of equipment that fell could potentially have struck a train and caused injuries to the train driver and or passengers
- Reputational damage to the Osborne business
- Financial implications to the project and the Osborne business.

Please consider the following points when undertaking similar operations...

- ✓ When working at height, ensure that all items of equipment in use are tethered to the individual or to the structure, whichever is appropriate.
- ✓ Ensure that any gaps in scaffolds have debris netting or similar to prevent items from falling through.
- ✓ When fitting netting or sheeting to scaffolds, this must form part of the design process
- ✓ If unsure of how to proceed, stop, think and consult your supervisor or SHE Advisor for guidance.



STOP Think!
Have a conversation!
Make the right choice the SAFE choice.





HEALTH AND SAFETY ALERT

SUBJECT	High Potential – Roller Incident	Date: 30/06/20
DISTRIBUTION	All Contracting Business Units	REFERENCE: ALE-H&S-269-300620-V02

A high-potential incident occurred on Friday 5th June when a Bomag 161 roller almost collided with two paver operatives.

The BM161 roller was in operation and had compacted the longitudinal joint on the first rip of material and was reversing into position ready to compact the cross joint once the paver had moved off. The roller however did not stop but accelerated impacting into the side arm of the paver narrowly missing two operatives standing at the side of the paver. This incident had potentially life-threatening consequences, fortunately no one was harmed.

Findings

- The seat position of the roller had been rotated allowing the driver to face the direction of travel whilst travelling in reverse. This can increase the risk of driver disorientation whereby the acceleration lever is pulled in the wrong direction.
- Break-times were not mandated and there were no defined timescales of which mobile plant operators should take breaks.

Actions

- **Operators** - Reversing in any item of plant should either be avoided or kept to a minimum. When travelling from one location to another and wherever possible rollers should travel forwards with the operator's seat locked into the forward facing position. When working the seat can be rotated and locked into a position that is comfortable and affords greatest visibility, in accordance with the manufacturers instructions. The seat should only be adjusted when the plant is stationary.
- **Regional Plant Managers and Operatives** – Must ensure all plant is supplied to Tarmac's minimum specification which includes carrying out a 1 meter all-round visibility check and 5 plus 2 lighting.
- **Supervisors and Foremen** – Must enforce all site rules which involves ensuring adequate rest breaks are provided for any work activity. The Working Time Regulations 1998 state that all workers who are required to work more than six hours must take an uninterrupted rest period of a minimum of 20 minutes.
- **Mobile plant operators must not work continuously for more than 4.5 hours without an uninterrupted 30min break.**



Prepared by: HSE Department



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INITIAL NOTIFICATION FORM
(One Page Summary)



Working on
behalf of



Sector	S2 – Area West	Framework Contract	/ High Speed 2 Main Works (MWCC)
Date & Time of Incident	Wednesday, 10 June 2020 15:05	Incident Type	High Potential Event (HiPo)
Location of Incident	Breakspear Road Compound	Report Completed by	Fiona Power
IP Details	N/A	Company	SCS & VGC

1. Outline of Incident

At approximately 15:05, a 9tonne Dual Range Dumper overturned whilst moving crushed material from one area to another. No injuries were sustained. The incident occurred in a plant only restriction zone. An investigation has commenced.

2. Photographs



Photo 1: Dumper overturned.



Photo 2: Dumper location after it had been moved into an upright position.

3. Immediate Actions Taken

- There was smoke coming out of the engine and the operative shut the machine off whilst still in the cab.
- The operator climbed out of cab and no injuries were sustained.
- The nearby excavator operator alerted the supervisor.
- The supervisor ensured the operative was ok and escorted him to the site compound.
- The supervisor instructed the 22t excavator operative to move the dumper into an up-right position to prevent any further damage or spillage.
- The D&A 'for cause' procedure was followed.
- Plant fitter and temporary works consulted to aid investigation.
- All dumper activities ceased in Area West pending initial findings.
- Witness statements have been taken.
- 48hr HS2 Project Director Hi-Po review meeting arranged and confirmed.

Any Regulatory Involvement?	Not required
Name(s) of Investigation Team	Lead Investigator: Damian Wright – Area Head of HSW Team: Fiona Power Health & Safety Manager, John Marley Works Superintendent, Lucas Scordos Area West Temporary Works Manager, Isabel Delaney SHE Advisor

All personal data provided to SCS will be processed in accordance with Data Protection Law (including the General Data Protection Regulation).

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SKANSKA

COSTAIN

STRABAG

hs engine for growth

SAFETY LESSONS LEARNED

Dual view dumper overturn event - Initial Learning

Date and time of incident:	15:05 10.06.2020	Project:	SCS JV -HS2
Location of incident:	Breakspear Road, Area West		

What Happened:

A 9 tonne Dual View Dumper overturned on a SCS JV site. No injuries were sustained.

- The dumper had been loaded by an excavator and was moving crushed material on a level, made haul road when the overturn occurred.
- The dumper was travelling with a loaded skip at the front of the cab i.e. the operator was looking over the skip in the direction of travel
- This bulletin includes 4 No. initial findings identified in the ongoing investigation, immediate actions for sites and information on the safe use of dumpers.

Photo(s):



Purpose of the dual view dumper – to ensure maximum visibility

The dual view allows the operator to turn the seat and console 180 degrees inside the cab to select the viewing and driving direction. **The cab does not rotate – the seat does.** The seat function allows for two configurations:

1. **Trailer configuration (main travel direction):** the dumper is driven with the skip behind the cab allowing the operator to have a clear line of visibility, or
2. **Skip-first (so-called side travel direction):** driven with the skip in front of the cab in the direction of travel; designed for short distance and unloading and loading.

Causes of the event and actions to be taken when planning works involving dual view dumpers

- **Cause 1: Safe System of Work.** To allow safe loading, the excavator operator required the dumper to be positioned in such a way that the loaded dumper was facing the direction of travel. This influenced the operator's behaviour – he drove off skip-first.
- **Action 1:** When planning the dumper-related works, consider predictable behaviours and routes, as part of the Hazard Identification (HAZID) process
- **Cause 2: Competency.** The operator had the right card (CPCS A09 or NPORS category N204) for forward tipping dumpers but had had no familiarisation training, .
- **Action 2:** Ensure all dual view operators have familiarisation training and check at plant op. induction.
- **Cause 3: Operation.** The dumper was driven in the wrong configuration with operator looking over the skip (side travel direction). This reduced visibility and may have contributed to the overturn event.
- **Action 3:** Ensure that all dual view dumper operators are briefed in the requirement to drive in trailer configuration and monitor compliance. Where a skip-first approach is required, complete a risk assessment and ensure that it is documented and signed off
- **Cause 4: Selection and suitability.** The machine was used for a high number of relatively long runs; this may have to resulted in behaviours that contributed to the event.
- **Action 4:** Consider plant selection and regularly review e.g. is larger piece of plant required?

If I need to know more who can I contact now? fiona.power@scsrailways.co.uk

Date: 26.06.2020

Template no.: 1MCo3-SCJ-HS-TEM-5001-000067
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Safety Alert

A serious incident has taken place



Slade Green electrical incident

Scope: **Network Rail line managers, safety professionals and accredited contractors**

Ref: NRX20-06

Date: 13/07/2020

Location: Slade Green, Kent, Southern Region

Contact: [Simon Morgan - Health, Safety and Environment Director, Southern Region](#)



Overview

On Sunday 12 July 2020 an incident occurred at Slade Green Depot in Kent, where a live conductor rail was not correctly identified by a Seaward DC Live Line Indicator and a colleague suffered electrical burns to his leg.

The incident is currently under investigation.

We have now identified that the Live Line Indicator used on site was defective, as it had side to side movement on one of the probes. The probes should be solid, and no movement should be detectable.

What you need to do:

- Before you use a Live Line Indicator check there is no detectable movement on either probe.
- To do this hold the handle and gently try to move each probe in the direction indicated by the arrows above.
- If any movement is present STOP, quarantine the unit and use an alternative Live Line Indicator.

Part of our group of Safety Bulletins



Safety Alert

A serious incident has taken place



Leighton Buzzard near miss

Scope: **Network Rail line managers, safety professionals and accredited contractors**

Ref: NRX20-05

Date: 29/06/2020

Location: Leighton Buzzard, West Coast Mainline South, NW&C

Contact: [Peter Luby](#), Route Programme Director, Works Delivery



Overview

A near miss has occurred in the Leighton Buzzard area. A contractor accessed the infrastructure to survey as part of a tender response for some de-vegetation work for Works Delivery.

Two staff who were sub-sponsored by the Principal Contractor undertook the survey. The work had been planned and there was a safe work pack in place, however there had been no agreement for them to access the track and undertake the work. One person crossed four open lines of traffic across West Coast Mainline.

The two individuals were surveying the lineside, one walking in each cress with cameras.

One of the track workers walked through a limited clearance overbridge.

A passenger train travelling at line speed passed the track worker as he walked through the bridge. The worker pressed against the bridge abutment but could not have achieved the require 2m clearance. The train driver was so shaken by the incident he had to be relieved at the next station stop.

The track workers continued to work until met by the local Mobile Operations Manager after the train driver reported the incident.

This incident is currently under investigation by Network Rail and RAIB.

Part of our group of Safety Bulletins

Safety Alert

Safety Bulletin

Safety Advice

Shared Learning



Shared Learning

Key learning following a serious incident



Slochd possession irregularity

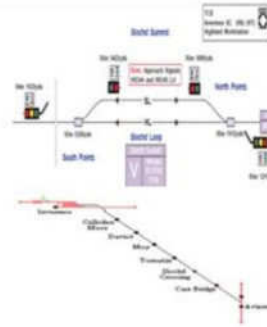
Issued to: **Network Rail line managers, safety professionals and accredited contractors**

Ref: NRL20-07

Date of issue: 03/07/2020

Location: Slochd, Highland Main Line, Scotland Route

Contact: [Craig Milne](#), Head of Infrastructure Support Services, Scotland Route



Overview

On 22nd April 2020 a planned worksite was set up outside the associated possession limits.

The possession was planned between Tomatin Loop South and Millburn Junction (Inverness).

The protection limit at the Tomatin end was signal HT353 at 98 miles 827 yards.

The worksite, for earthworks at Slochd Summit, was between 94 miles 1200 yards and 96 miles 500 yards, over two miles further south on an open line.

Underlying causes

The planned possession didn't cover the planned worksite mileages. The possession planning meetings, T-5 weeks and T-10 days, failed to identify the planned possession didn't cover the planned worksite mileages.

There was no PICOP meeting held for the possession, and the PICOP and the ES, failed to identify that there was a worksite listed outside the possession.

The initial planning error was made at T-7 weeks possession planning timescales. This worksite error went through the planning processes unnoticed.

The signaller at Inverness, on the Highland workstation, reported that they had received a SPAD alarm on signal HS346 at Slochd Summit which alerted them to the incident.

There were three members of the workgroup, and a Road Rail Vehicle (RRV) with a trailer, working on an unprotected line.

There is no system check or visual representation of the plan which prevents or highlights worksite mileages which are planned outside of the possession limits.

Communications on the night between the PICOP and ES had failed again to highlight the planning error.

Key message

PICOP meetings are **mandatory** in accordance with T3 Possession of the line for engineering work delivery requirements (NR/L2/OPS/303).

- How effective are your possession planning meetings in line with NR/L2/OPS/202?
- Are PICOP meetings being held in accordance with NR/L2/OPS/303?
- How do you know your PICOPs understand their possessions and ES understand how their worksite fit together?
- How effective are your systems and processes in identifying worksites that aren't compatible with the possession arrangements?
- How effective are safety critical communications in your area?
- How robust are the Safe Work Pack verification processes to identify errors?
- What training and development is available for your Access planners?





Safety Bulletin



Vegetation management near OLE

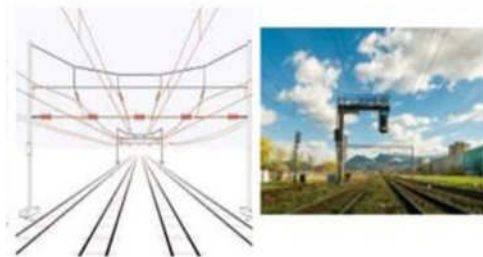
Issued to: **Network Rail line managers, safety professionals and accredited contractors**

Ref: NRB20-08

Date of issue: 23/07/2020

Location: National

Contact: [Linda Penfold](#), Professional Head of Contact Systems AC/DC



Overview

Two recent incidents have highlighted the risk of undertaking vegetation clearance near overhead line equipment (OLE).

On 17 July, during vegetation clearance works at Doncaster Belmont, a member of staff fell backwards injuring their back when the branch they were carrying came in to contact with live OLE. Fortunately they did not sustain any electrical burns.

On 3 June, during vegetation clearance work near St Albans, a member of staff received an electrical shock when a tree branch touched what was thought to be the isolated return conductor. It was subsequently established that the equipment was live and beyond the isolation limits.

Initial investigation found that the Form C showed incorrect isolation limits which were missed both at the planning stage and on site. The two-line railway did not have trains running, but the opportunity for a full isolation was missed.

Discussion Points

- When should you treat OLE as being live and dangerous to life?
- How do you check if vegetation is near the OLE and that you have the ability to remain more than 2.75m away from it?
- What should you do if you realise vegetation has or is likely to encroach near the OLE at any stage of your work?
- What controls must you use to mitigate the risk if any trees are within the 2.75m of the OLE?
- How do you know the limits of an isolation?

When your work involves tools, vegetation or a person potentially being within 2.75m of live OLE, you must follow NR/L3/ELP/29987 Working on or About 25 kV A.C. Electrified Lines and have the correct documentation.

- an approved work activity risk assessment, with an approved task delivery method.
- or a Form C (Overhead Line Permit) that is signed and issued by the nominated person?

Part of our group of Safety Bulletins

Safety Alert

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Safety Bulletin

A serious incident has taken place



Work in buildings that may have asbestos containing materials

Issued to: **Network Rail line managers, safety professionals and accredited contractors**

Ref: NRB20-07

Date of issue: 21/07/2020

Location: Various

Contact: [David Sides](#), Route Asset Manager Buildings, NW&C



Overview

This bulletin is being issued following a number of incidents and close calls in which staff and contractors have been working in Operational Property and had the potential to inadvertently disturb Asbestos Containing Materials (ACMs).

ACMs in good condition do not represent a risk to health. If they are disturbed or damaged they can release asbestos fibres that if inhaled can have the potential to cause health problems.

The majority of the incidents occurred as a result of the relevant project not obtaining sufficient information about asbestos potentially being located within buildings prior to starting work.

If you are carrying out tasks which require drilling holes, breaking out or even pulling cables in anything that may have ACMs then there should be a safe system of work and correct methodology included in documents such as the Safe Work Pack (SWP), PCIP, Works Package Plan or Task Risk Control Sheet.

The location of known asbestos at Operational Property can be found in the ARMS Database. ARMS can be accessed here - <https://arms.networkrail.co.uk/>.

If no information can be found for a location or the building cannot be located in the system, it MUST be ASSUMED TO CONTAIN ASBESTOS.

Labelling of ACMs may not be consistent. The lack of consistent signage should not be used to identify that ACMs are not present - please always refer to ARMS. Network Rail staff can obtain a username and password for ARMS by following the instructions on this link: <https://arms.networkrail.co.uk/>.

A guide to using the system can be found under 'useful information' on the homepage screen once logged in.

If a known or suspected Asbestos Containing Material is damaged or disturbed, the following steps must be taken to reduce the risk of exposure:

- Immediately cease activity in the area.
- Secure the area and restrict access using appropriate measures - e.g. signage and key withdrawal.
- Report it to the Site Manager and Line Manager and communicate to Asset Management.

Await confirmation that no asbestos is present before resuming work.

Discussion Points

- Would you know what to do if you suspected your work had disturbed Asbestos Containing Material?
- Are you up to date with your Asbestos Awareness eLearning?
- Would you know who to ask if you needed more information on Asbestos Containing Materials?
- Are you aware of the health risks that exposure to asbestos fibres can cause?

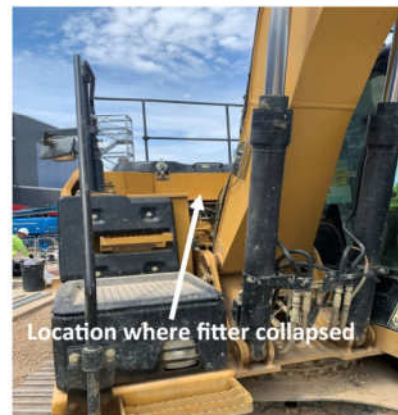




Lone working - plant maintenance

On Friday 10 July, a plant fitter attended one of our sites to undertake routine maintenance on an excavator belonging to a subcontractor.

Whilst the fitter was replacing filters within the engine compartment behind the cab, the individual became unwell and collapsed. The plant operator, who had remained in the vicinity, noticed that the fitter was in difficulty and notified the site management team, who requested an ambulance to attend site. The fire and rescue service also attended to lower the fitter to ground level. The fitter was taken to a specialist unit as it is believed that he suffered a stroke and an aneurysm in the brain.



Whilst the individual remains in a critical condition, the prompt response of the plant operator has ensured that the fitter received the necessary medical attention.

Fortunately this incident occurred during the working day, when individuals were still in the local vicinity but this serves as a timely reminder to ensure that all plant maintenance / repair activities are identified and managed as lone working activities. Other lone working activities include commissioning of plant and equipment, undertaking snagging / minor works, security guarding, working in / cleaning site offices etc.

A lone worker is defined as '**an individual who undertakes an activity in isolation from others without close or direct supervision, often during unsociable hours**'. These individuals are exposed to a greater risk because there is no one to assist them in the event of an accident, sudden illness or violent attack, which could incapacitate them, preventing them from communicating with others.

This advice should be used, where the above applies, and the information discussed with your team, highlighting the following points:

- Any lone working activity must be appropriately risk assessed and associated control measures implemented to monitor the lone worker e.g. considering the health and fitness of the individual
- High risk activities e.g. confined space working, working at height, must not be undertaken by a lone worker
- When undertaking lone working in normal working hours a means of regular two-way communication must be in place
- When undertaking lone working outside of normal working hours, the regular two-way communication must occur more frequently
- Methods for responding to emergency situations must be communicated and agreed by all parties.

SHEQ Alert date:	07/2020	Display until:	31/10/2020
Distribution:	Morgan Sindall x	Supply Chain x	Plant Hire Desk
Communication:	Toolbox talks / briefings x	Noticeboards x	SHEQ update x

Everyone has the right to be **100% Safe**





“Thinking **differently**...

Making **better** decisions...

Changing **lives**”