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June 2020 - STOP Think!



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Hello and welcome to our June STOP Think! Cascade Briefing.

If we were looking for a break in the news from the Coronavirus updates that have rightly dominated the headlines for so long, then the tragic news of the death of George Floyd was certainly not the relief we were looking for. The awful circumstances surrounding his totally unnecessary death are hard to comprehend, with the apparent racism seemingly fuelling a completely excessive and sickening response from the police officers involved.

Whilst the widespread condemnation and strength of solidarity shown around the world by people from all races is positive, the extent of the demonstrations in the USA and elsewhere shows the depths of an underlying frustration and feeling of socio-economic inequality and discrimination.

It really does seem hard to believe that in 2020, we need a campaign to remind our society that "black lives matter". Why should the colour of people's skin be relevant at all; why shouldn't every life be cherished the same? Unfortunately it is very clear that racism exists and at an institutional level. How many more years will it take before the differences such as the colour of people's skin are truly embraced by everyone?

Respecting difference is something that we reflect on as a business, particularly at this time of year, with June being the traditional "Pride" month. Pride celebrates and promotes the dignity and equality of lesbian, gay, bisexual and transgender people as a social group. Whilst the Pride celebrations will understandably be reduced this year, it is important that the opportunity to celebrate difference is not.

Pride month is rightly a celebration of how far society has come since the Stonewall riots of 1969. Whilst there is still a long way to go, attitudes have

improved considerably, and this month provides an opportunity to celebrate this progress as well as to raise further awareness and promote continued improvement in inclusiveness.

## Accelerating Change

As an industry, we know that we still have a significant way to go to progress the Equality, Diversity and Inclusion agenda. For me, it is about creating a workplace with an inclusive culture that truly values diversity in every sense. Where EVERYONE is accepted and respected for the unique person that they are; feels fully supported and can thrive and perform at their very best. In line with our core values at Osborne, I have a deep rooted personal belief that all people should be treated with the utmost fairness and respect.

I am interested to see whether the post Covid-19 world will actually allow differences to flourish in our industry more than they ever have before. I certainly think it will help to remove some of the barriers that perpetuate an inequality amongst some social groups within our industry. But what actions should we be taking now to ensure we take this opportunity to accelerate this change?

With more flexible and remote working likely to be continued in the future, those with caring responsibilities will be able to contribute more actively in supporting our industry in a wider variety of roles. This could potentially lead to an improvement in gender equality as well as enabling a greater number of disabled members of our communities to make important contributions to our businesses.

Equally, the technological shift that has occurred in the past three months may mean that future roles start to look and feel a little different. Roles may rely on different skills to supplement the more traditional talent, and require a more diverse workforce.

Just as our wider society has the opportunity to build the learning from the tragedy in Minneapolis into its vision for the world after Coronavirus; we too have an opportunity to create a different future for our industry and our collective businesses.

Stay safe and well over the coming month.

John Dowsett  
Managing Director Infrastructure

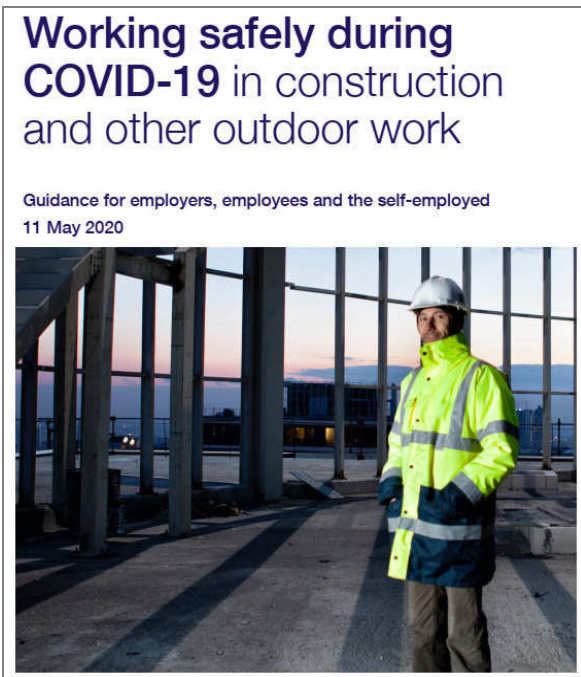




## Working Safely During the Coronavirus Pandemic

The Government recently outlined their "Roadmap" for living with Covid-19 and on how to begin unlocking our country. They confirmed that, whilst those that can work from home should continue to do so, anyone that can't, which includes many in our organisation, is actively encouraged to go to work but to avoid travelling on public transport where possible.

As part of their Roadmap, the Government has published eight new guidance documents on "safer working" for different working environments.



Four of these guidance documents apply to our activities and workplaces as linked below;

Construction and other outdoor work

Factories, plants and warehouses

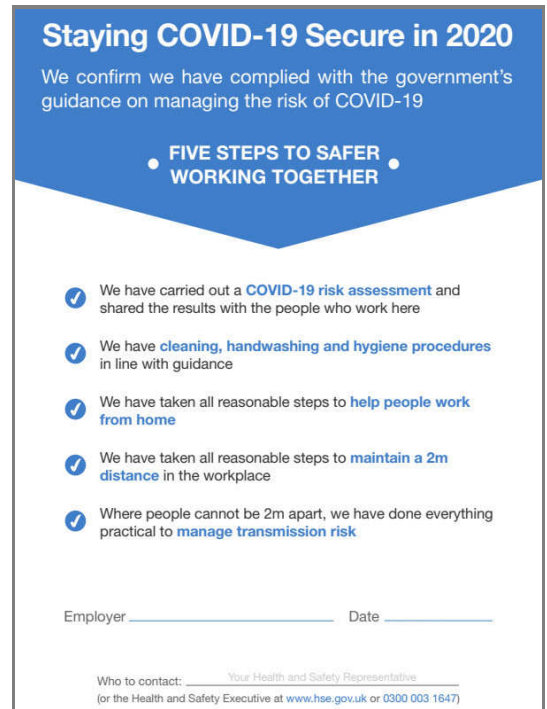
Offices and contact centres

Vehicles

## Five Steps to Safer Working Together

Each workplace must confirm that they have complied with the relevant Government guidance on managing the risk of Covid-19 by undertaking the five steps below and displaying a poster to say that these have been completed. These five steps are:

1. Carrying out and sharing a Covid-19 Risk Assessment.
2. Having cleaning, hand washing and hygiene procedures in line with guidance.
3. Taking all reasonable steps to help people work from home.
4. Taking all reasonable steps to maintain a 2m distance in the workplace.
5. Where people cannot be 2m apart, doing everything practical to manage the risk of transmission.



To help you demonstrate compliance with these guidance documents and gather your supporting evidence a new "Coronavirus SHE Documentation Policy & Procedure" has been introduced to ensure that we are considering the risk and managing it accordingly across all of our projects / sites.

This document outlines the minimum documents that should be reviewed to cover Coronavirus and provides links to the revised templates and other useful information that may be of use to you in managing your projects.

Please do not hesitate to contact a member of the SHE Team if you have any questions. Thank you for your efforts in helping us all work safely together.

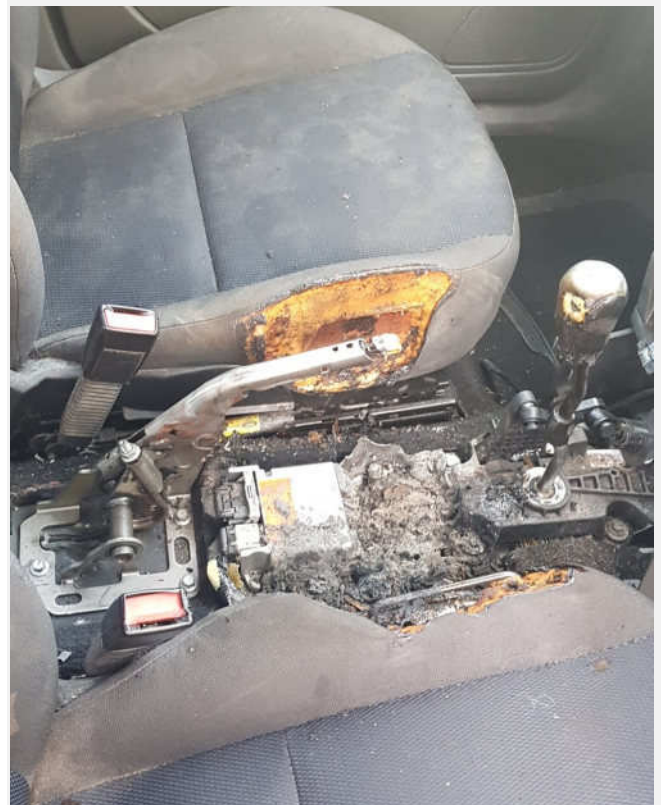
## Keep your distance



*To maintain social distancing Osborne have developed an extended arm trough lifter.*

## BE AWARE! Alcohol-based Hand Sanitisers

An external incident has highlighted that there could be increased risks when keeping bottles of hand sanitiser in your vehicles.



A bottle of hand sanitiser was removed from a sealed compartment into the central cup holder, along with some small change. When the individual shortly returned to use his car there was a small fire. Thankfully nobody was hurt and he was able to put the fire out himself. If he had left the car for longer the situation could have been much worse.

Whilst the exact cause of the fire cannot be confirmed, it is believed that the hand sanitiser in direct sunlight may have contributed.



## Please do not keep bottles of hand sanitiser in the open in your vehicles.

Ensure if you do keep a bottle of hand sanitiser in your vehicle that it is kept in the glove box out of direct sunlight, or better still, remove from your vehicle.

In another hand sanitised incident, a person has suffered serious burns after using alcohol based hand sanitiser.

After using the hand sanitiser he immediately went out for a cigarette and as it was windy, he held his hand up to light it. His hand burst into flames.



## Ensure alcohol based sanitisers are completely rubbed in.

Make sure it has evaporated completely before going near or using naked flames.

In preference to hand sanitiser, wash your hands with soap and water if possible.



## Domestic Abuse during Covid-19

Recent measures by the Government to tackle the Covid-19 pandemic have seen people's day to day lives drastically altered.

Home working, social distancing and self-isolation can cause great anxiety for those who are experiencing or feel at risk of domestic abuse.



The National Domestic Abuse Helpline has seen;

- A **25% increase** in calls and online requests for help.
- A **150% increase** in visits to the National Domestic Violence Abuse Helpline website.

If you feel you are at risk of abuse, worried you may commit domestic abuse, or are worried about a colleague or friend; support and help are available to you, including police response.

### You are not alone.

Call 999 if you are in immediate danger. If you are unable to talk on the phone, call 999 and press 55 if calling from a mobile. This will transfer you to the relevant police force who will assist you without having to speak.





**#YOUARENOTALONE**

**CALL 999 FOR URGENT HELP** | **IF YOU CAN'T SPEAK, DIAL +55 WHEN PROMPTED BY THE OPERATOR (MOBILE ONLY)**

**FIND SUPPORT AT: [GOV.UK/DOMESTIC-ABUSE](https://www.gov.uk/domestic-abuse)**

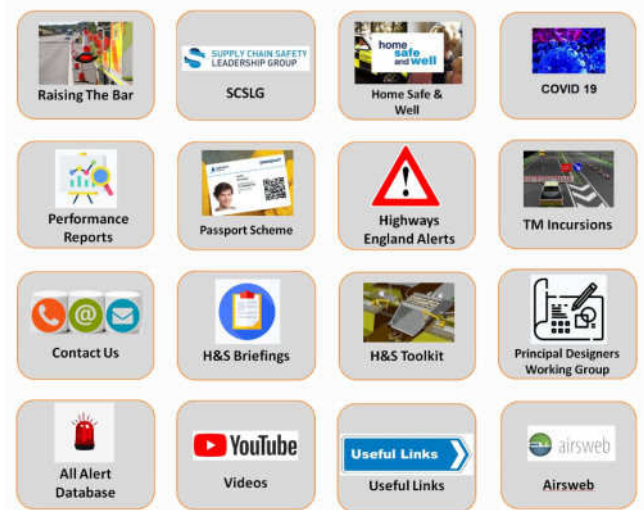
**Domestic abuse is a crime and unacceptable irrespective of the circumstance.**

**REMEMBER:**

Our Employee Assistance Programme (EAP) is available for you and your family to use, whenever you need it. Please see the home page of iGO for further details.

## Highways England Covid-19 Good Practice

The Highways England Safety Hub now includes a "Covid-19" dedicated section.



This great library of documents from across the industry is filtered into folders including topics such as Checklists & Procedures, Cleaning, Communication, Wellbeing and Mental Health.

Please do take a look here;

[Highways England Safety Hub Covid-19 Good Practice](#)



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## Helping us to Operate

### Don't Drive Tired

A specialist consultant has been heavily fined for failing to ensure that two of its workers were sufficiently rested to work and travel safely.

The workers were travelling in a company van after a night shift when it crashed into the back of a parked lorry causing fatal injuries. The complex non-Osborne case concluded with HM Chief Inspector of Railways commenting;



*"We welcome the sentence which is the first time that the ORR has prosecuted in relation to failures of fatigue management."*

### Covid-19 Increased Risk to Drivers

Driving is the most dangerous work activity that most people do. To help maintain social distancing, more and more people are now having to drive to and from work. This increase in road traffic can lead to higher stress levels and increased fatigue with a greater chance of being involved in a road traffic accident.

Please monitor your teams for signs of fatigue and ensure that everyone is aware of the heightened risks when driving to and from, or at work. See page 23 for a Tool Box Talk on "Driver Fatigue" which can also be found on the Southern Shield website as linked below:-

[Southern Shield Library - Toolbox Talks](#)



### Please Challenge Unsafe Behaviours

At Paddington Station a non-Osborne accident occurred where someone fell from a mobile access tower. The injured party suffered fractured vertebrae, ribs and a collar bone. Thankfully he is recovering from his injuries but the outcome could have been even worse.







## Cyber Crime Impersonation Scams



Cyber criminals continue to take advantage of the Covid-19 changes to working patterns and there has been a significant increase in impersonation scams.

Impersonation scam criminals known as 'threat actors', may pretend to be a business leader from your organisation asking for urgent assistance. Threat actors may ask you to send money or make a payment, or may pretend to be other colleagues requesting changes to bank details their pay is made to!

Please be vigilant and do not give anyone the chance to steal your own personal or business information.

Be careful not to inadvertently open yourself up to scams that could result in data breaches. Be alert to the security of the tools and software you may be using, along with the increased risk of phishing scams.

Ensure that you comply with company IT policies and take practical measures to keep your data safe.

### Good Tip...

If you are suspicious about where an email came from, click 'forward' and it will expose the true email address that it is from. If suspicious, please delete the email immediately without clicking on any links or attachments.



## What Type of Desk are You?

We are all facing changes in the way that we work so maybe now is a good time to question how your mind works and how you may want to change your environment to really maximise your potential. The clutter on your desk may have just as much to say about your personality as your consumer choices.

- If you prefer an ordered office and a tidy desk you are likely to exhibit behaviours and make decisions that conform to what is expected.
- If you prefer a messy desk and cluttered room you are likely to be more creative. Indeed it has been said that a “cluttered mind” can lead to all kinds of pathways and solutions.

There are advantages to both...

When addressing personal safety and looking after each other there is clearly a need for an uncluttered and tidy environment. But for those who require a creative mind for their role, should we encourage a more relaxed and creative environment?

For those of you who require some organisation, the **5s** can help you achieve your tidy style;



### Sort, Set, Shine, Standardise, Sustain

Take a look at your desk and ask yourself “Where do I fall on the spectrum and where do I need to be to maximise my potential in my role?”

## Lean on “Your Learning”

Our Performance Team are committed to giving us the tools and learning we need to be more efficient and agile.



Although they haven't been able to deliver their Lean Training face to face, they are keen to offer advice through the conference facilities that we have available to us such as;

- Lean Drop in Sessions - Come along and ask any questions you might have about lean or a particular tool, or maybe you need support in a lean project.



# Helping us to Operate

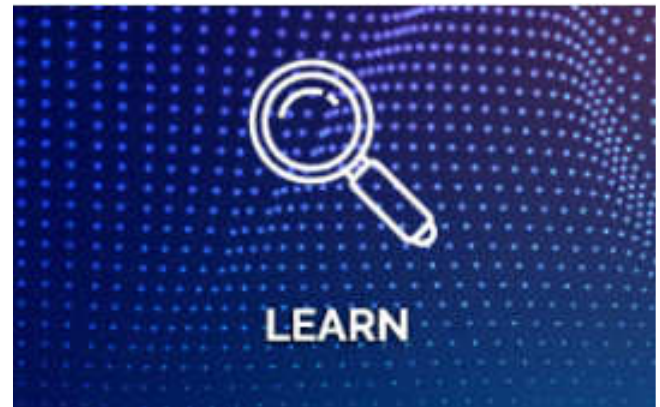


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- How to complete a summary for your Lean Improvement Project.
- What is Lean? Sessions - Great for beginners.
- What is a Lean Champion? Sessions - For those who are thinking about expanding their knowledge further and want to support the Infrastructure Lean Strategy further.

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









You can do as much or as little as you like, take a whole course on a particular Lean Tool or do part of a module and come back to it later!



Please contact Kimberley Wild to express your interest and the team can then plan sessions to suit.

## Reminder...

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

 <p>Event <b>Lean Awareness</b> 4 hours</p>	 <p>Curriculum <b>Lean Construction</b> 4 hours</p>	 <p>Online course <b>Introduction to Lean Construction</b> 30 minutes</p>	 <p>Online course <b>Lean Construction and Waste</b> 30 minutes</p>
 <p>Online course <b>Visual Management - Lean Construction</b> 30 minutes</p>	 <p>Online course <b>Standardised Work - Lean Construction</b> 30 minutes</p>	 <p>Online course <b>Problem Solving and Continuous</b> 30 minutes</p>	 <p>Online course <b>Value Stream Mapping - Lean Construction</b> 30 minutes</p>

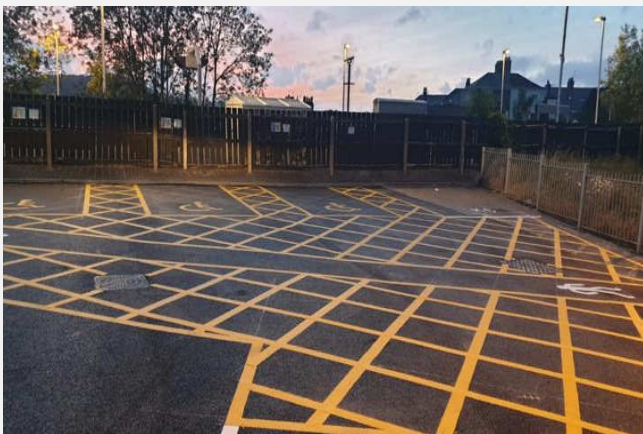


## Our Teams Keeping Networks Flowing

### Rail Services Car Park Improvements

Enormous congratulations to our Rail Services teams who are continuing to support the traveling public, safely delivering improvements across the rail network even in these uncertain times. Through taking advantage of the lower car park usage during the Covid-19 lockdown period, they are working on a station car park renewal programme, including new surfacing and line markings. Our customer commented;

*"Great to see the overdue improvements to Honiton Station forecourt and car park completed over the Bank Holiday weekend... Real example of delivering quick, visible improvements."*



Honiton Station Car Park

Botley Station Car Park

Thank you to the whole team for safely and professionally completing the works to a high standard for rail users to return to.





## New River Bridge Supporting Local Businesses

Our New River Bridge Team are making excellent progress with their scheme that will improve access to the Hoddesdon Business Park and support the local economy through encouraging new businesses.



Preparation works for construction of the main bridge are continuing including sheet pile protection to the river banks and the installation of deep drainage and storm water interceptors.

The diversion of a very deep and complex gas main is progressing along with the construction of the abutment foundations.

Thank you all for your great engagement and consideration to keep the local community informed throughout.

## Spring Watch at Ashmead Embankment

Following the emergency works to stabilise an embankment slip at Ashmead and get trains running, our team are now installing a permanent solution to prevent underlying issues from affecting track quality.

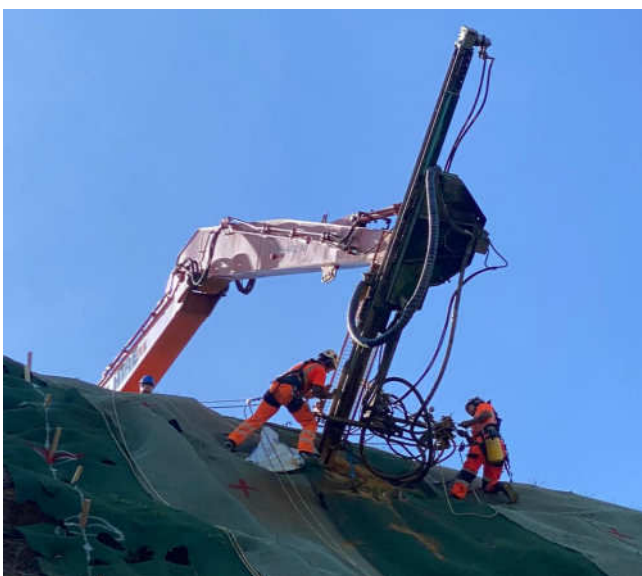
As the job progresses, ecology experts "Naturally Wild" are working with our team to monitor nesting birds and ensure the wellbeing of all wildlife. Site clearance has involved working around live nests and for four weeks a nest of blue tits was being carefully guarded.





We are delighted to say that these rather cute feathered friends finally fledged shortly after this photograph was taken.

Thank you to Graeme Skinner of Naturally Wild for supplying us with such a beautiful picture of these incredible little birds.



## Guildford Sands Stabilisation

Congratulations to our team at Guildford Sands for their safe and successful delivery within another 52 hour possession of the train lines around Guildford!

With perfect weather conditions the team continued the slope stabilisation works including the installation of 13m soil dowels, vegetation clearance and inspection of sand movements.



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Catch fencing was installed to the tunnel portal, along with slope re-grading and removal of the excess sand via RRVs to the access point.

**Thanks to the Whole Team**

For your continued professionalism in safely delivering this important project to keep the trains running.



## Pre-Construction Survey Efficiencies

The One Team Wessex Pre-Construction Earthworks Team has been busy gathering vital survey information at Bracknell Embankment.

The survey works include undertaking window samples, and cone penetration tests by utilising a RRV boom mounted rig. The 9m high embankment was also topographically surveyed by laser scanning.

During the same possession the team also installed Vortok fencing and ground anchors at Star Lane Embankment as well as starting to procure the topographic survey information.

**Well Done to All**

For the safe planning and execution of these important works to ensure that the designs can progress on programme.

## Silver Award - Mind Workplace Wellbeing Index 2019-20

We are very pleased that Osborne has again been awarded Silver in Mind's Workplace Wellbeing Awards 2019-2020.



Our score of 69% ranks Osborne 26th out of 103 in the UK survey across a variety of industry sectors. A "Silver Award" means we are making demonstrable achievements in promoting our peoples mental health, taking action across a number of key areas and demonstrating impact.

**Thank You** to everyone who responded to the MIND survey.







## ISO 44001 Collaborative Recertification Success

We are pleased to say that we have successfully maintained our certification in ISO 44001:2017 Collaborative Business Relationship Management Systems following our recertification audit.

The audit findings confirmed there were no areas for improvement identified and noted that "Excellent process is in place for the identification and development of new opportunities using the Opportunities Review Tool".



Thank you to all who helped us to achieve this important certification.

## Gold Rated Sites Period 1



Infrastructure Projects Southern  
**Route to Gold**

Congratulations to our team working at Mortimer Station, Guildford Sands Tunnel, and Ashmead Embankment who received the Period 1 "GOLD" rating from Network Rail.

A "Gold" rating is only awarded to the best sites across Network Rail; not just our Framework, but across the whole country.

**A massive well done to all involved.**

## The Shield May 2020 Edition

Network Rail Southern Infrastructure Projects recently published their special lockdown May 2020 Edition of "The Shield", aimed at increasing our safety engagement and communication direct with our workforce.

The online edition features social distancing measures implemented on sites, speaking up for safety and following the Lifesaving Rules and can be downloaded from the Southern Shield website here:-

The Shield May 2020 Edition



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Feedback to: [julie.king@osborne.co.uk](mailto:julie.king@osborne.co.uk)

[www.osborne.co.uk](http://www.osborne.co.uk)



## Innovative Delivery Solutions Supporting our Customers COFA Team Area 4 savings for Highways England

Congratulations to our team who are working tirelessly to safely deliver efficiencies for Highways England in the Area 4 Resurfacing Programme. Following the great work of the team in the Kent area, they were asked to look at delivering additional schemes for Highways England through the Connect Plus Improvements Framework. With several schemes ready for consideration the collaborative team come together to understand the associated risks, identify savings and accelerate works whilst traffic counts are so low.

The trunk road schemes across the south east include resurfacing and associated works to pavements and footways such as replacement road markings and road studs, weigh in motion loops, high friction surfacing and crack repairs. The schemes have been within some highly sensitive areas such as through the historic town of Arundel and our teams have been praised by our customer and the local communities alike;

### Connect Plus Services - Senior Project Manager

*"I am writing to express thanks on behalf of CPS, CP and Highways England for Osborne's ongoing positive effort in delivering these works through COFA2. In particular the team should be recognised for identifying and following through with efficiencies such as pre-planing, and recommending appropriate materials for the intended design-life of the interventions. These have ultimately saved Highways England and the taxpayer money, while keeping their customers moving safely on the SRN.*

*Furthermore, the team have proactively engaged with A-one+ to permit maintenance and renewal works within their road closures, which again has a positive impact all round. Please pass our thanks on to Richard, Jonathan, Jason and Sean as well as the commercial and roadspace teams, and others involved in delivering the works. We look forward to delivering the remaining works with you as efficiently as possible."*

### Highways England - Project Manager

*"It's been a joy working with Osborne to deliver these schemes and the team's proactive, open and collaborative approach has been refreshing and instrumental to the success of the project to date."*

### Highways England - Programme Delivery Manager

*"Never before in my memory has one area supported delivery in another area as successfully happened here, and whilst the resurfacing work continues, next week we are also supporting Smart Motorway delivery in Area 8 and we will start works there as well.*

*On behalf of Highways England thank you very much for making this happen. As identified on the 17<sup>th</sup> December 'Thinking differently to get a different result' does work."*



# What Good Looks Like

June 2020 - STOP Think!



## Local Residents

"The residents were stood outside when we pulled up to start so I apologised in advance for the noise we were going to make but they said that they were happy that it was happening as they wanted the road repaired."



Enormous congratulations and thanks to our Area 4 Team for going that extra mile to ensure the safe and successful delivery of these highways schemes. The hard work and devotion that you exhibit on a daily basis whether working in the back ground producing prices and programmes or out physically completing is truly admirable; producing efficiencies that minimise disruption, save time and cost and keep people travelling safely.

**Thank you for delivering with a difference to support our customer.**  
Your efforts are clearly appreciated by many!



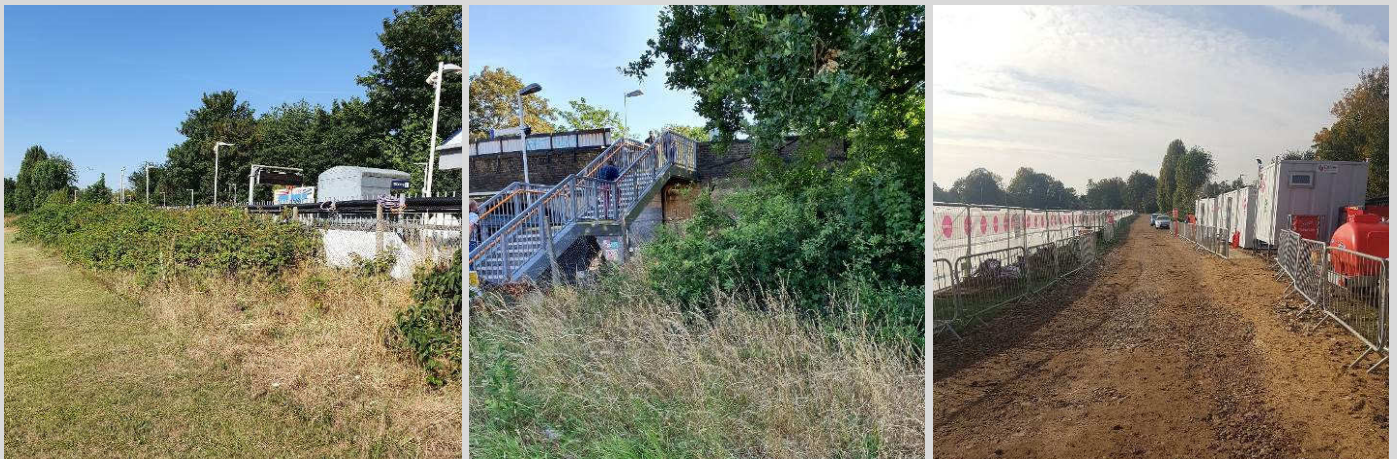
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[www.osborne.co.uk](http://www.osborne.co.uk)

## Consideration for our Stakeholders Complimented Quality Completion at Syon Lane Station

Congratulations and thank you to our team at Syon Lane who are nearing completion of the AfA scheme. The footbridge and lift at this busy station link the platforms up to the road level. One of the main challenges included site access adjacent to three schools and included the installation of a 200m haul road through a school playing field, receiving great praise from the School Operations & Estates Manager;

*The best projects are the ones that go smoothly and without us having to 'baby-sit' them through the process and, for me, this project has been just that. Even though it's been about a year, I've hardly known you were even there. It's been hassle free and respectful of the school's needs; so thanks for that. If only all projects could be like that.*

**A very impressive achievement by all!**



*Access gained alongside school playing field and up to the station with 200m haul road.*



*Completed footbridge, lift and link-bridge and reinstated school field.*



## Consideration, Collaboration and Technical Solutions Nazeing River Bridge Quality Completion



After a year of hard work our highly collaborative team at Nazeing have transformed the 112 year old river bridge. This complex refurbishment and strengthening project had to overcome the challenges of working over the canal, road closures and highly technical requirements.

Works were carefully phased to allow the structure to be encapsulated, shot blast and painted, plinths and bearings to be replaced and the tow path enhanced – all whilst allowing the river to be used at all times, minimising the duration of road closures and keeping pedestrians moving. This has not escaped the attention of our customer who has praised both the quality of the completed scheme and our community engagement.

Huge congratulations and thanks to our supply partners, our customer, Billy Knightwood and the whole team for an exceptional result that has enhanced the beauty of this stretch of canal.



# What Good Feels Like

June 2020 - STOP Think!



## Chippings from Swindon



Thank you to our team working at White Hart Junction, Swindon who have been donating their arising wood-chippings for landscaping to a local Care Home who commented;

*"A big thank you to the local Osborne team! The garden is looking wonderful."*

Thank you for making a positive difference to the local community, especially during these difficult times.

## A "Tree-mendous" Delivery!

Despite the constraints of lockdown our New River Bridge Team also continue to support the local community.

They have delivered a particularly large play log to St. Catherine's Church of England Primary School for when the children return and are also collecting for a local foodbank.

Thank you for this important engagement, supporting local people at this difficult time.



## Supporting our NHS



A big thank you to one of our key suppliers, Brendan Keogh for sharing their support of the NHS in a very transient way.

They have branded their vehicles to share this great message far and wide as they travel to their work sites, reminding us all to social distance to protect our NHS heroes.

Thank you Keogh's!



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## Driver Fatigue

29 February 2016

### Our most dangerous activity

Driving is the most dangerous work activity that most people do. It is estimated that around 150 people are killed or seriously injured every week in crashes involving someone who was driving, riding or otherwise using the road for work purposes. The majority of these tragedies can be prevented.

### When are accidents most likely?

- On long journeys on monotonous roads, such as motorways
- Between 2am and 6am
- Between 2pm and 4pm (especially after eating, or taking even one alcoholic drink)
- After having less sleep than normal
- After drinking alcohol
- If taking medicines that cause drowsiness
- After long working hours or on journeys home after long shifts, especially night shifts

### Planning your journey



Make sure that your journey plan allows sufficient time for you to take account of weather and traffic conditions and to comply with speed limits.

You should seek to reduce night driving and avoid those times of day mentioned above when falling asleep at the wheel is more likely.

You can find a copy of this poster on the Southern Shield website at [www.southernshield.co.uk](http://www.southernshield.co.uk)



### Case Study

Three rail workers died in a motorway crash in the early hours of 9 June. Their van, which had five people on board, collided with the back of a lorry on the hard shoulder near Chippenham, according to Supt Gavin Williams from Wiltshire Police.

Their shift had finished on Monday morning, at 3.50am. Although the men did use the hotel they had been booked into, it was suggested that sometimes, workers were known to drive home after a shift instead of using hotels booked for them.



A Safer Journey Planner can be downloaded free from the Royal Society for the Prevention of Accidents website.





## Risk of fires in hot weather 23 July 2018

### Increased risk of fires in hot weather



During the summer period, the risk of lineside fires is greatly increased. Fires not only risk the safe running of trains but also risk damage to the infrastructure and equipment that runs the railway. The land around the railway is dry at present and a number of embankment fires have been reported recently.

Legislation requires a suitable and sufficient fire risk assessment to be carried out by a responsible person. All fire assessments should:

1. Identify the risks
2. Identify the people at risk
3. Evaluate, remove, reduce and protect from risk
4. Record, plan, instruct and train
5. Review

You can read more on fire risk assessments in the HSE [Fire Safety in Construction](#) guidance document.

### Reducing the risk

#### Hot works

A major cause of fires on construction sites is hot works. If you are planning to do hot works, consider the following:

1. Are hot works necessary or can the work be done differently?
2. Can the hot works be delayed until the weather has changed?
3. If the hot works are necessary, are additional controls required, for example a hot works permit?
4. Are means of fighting fire available and are staff trained in their use?
5. Are emergency arrangements documents on site and is everyone briefed on these?

#### Smoking

Another cause of fires on site is smoking. A 'no smoking policy' should be established throughout the site except for designated smoking areas.

1. Check your site arrangements for smoking and fire precautions.
2. If your site has designated smoking areas, you must ensure that it is situated away from any dry areas where a fire might start.
3. Consider placing additional fire firefighting equipment in this location as a further precaution.

### In the event of a fire

Emergency procedures should be in place including:

- **Fire instructions** - written emergency procedures, displayed on-site and communicated to all personnel within the building.
- **Fire alarm** – an adequate means of raising the alarm must be in place; typically, air horns, push-button 'howlers' or, on larger projects, a linked wired or wireless fire alarm system.
- **Fire escape signs and lighting** - provision of prominent fire escape signs and temporary lighting, where permanent provisions have been impaired.
- **Escape routes** - escape routes must be available at all times from all areas of the building. Dead-end situations should be avoided or kept to the absolute minimum for the shortest possible time.
- **Fire drills** - the emergency procedures should be checked by carrying out fire drills to evacuate the building to an assembly point. Any shortcomings in the procedures should be addressed.

### Additional resources

Health and Safety Executive – [Fire Safety in Construction](#)

A free to download guidance for those managing and carrying out construction work involving significant fire risks.







## Health and Wellbeing

### How do I protect myself in the heat?

- Plan your day- carry out more strenuous works during coolest parts of the day
- Walk and work in the shade as much as possible
- Take frequent short breaks, in a shaded cool area
- Stay hydrated- drink plenty of water
- If possible wear loose and lightweight clothing
- Always use sunscreen to all areas of your skin and reapply regularly throughout the day. Look for a sun protection factor of at least SPF15
- Avoid eating large meals before working in hot environments
- Report any medications that can affect you working in hot environments.

### Heat exhaustion can lead to heat stroke

Tasks that involve high air temperatures, exposure to radiant heat sources, high humidity or direct physical contact with hot objects are most likely to induce heat stress.

Heat stress occurs when the body is unable to cool itself through sweating. The most common heat-induced illnesses are heat exhaustion and heat stroke.

#### Heat exhaustion symptoms include:

- Headaches
- Dizziness
- Light-headedness
- Weakness
- Mood changes such as irritability, confusion, or the inability to think straight.
- Upset stomach
- Vomiting
- Fainting or passing out
- Pale and clammy skin.

***If left untreated, heat exhaustion could progress to heat stroke, and possible death.***

#### Heat stroke symptoms include:

- Dry, pale skin with no sweating
- Hot, red skin that looks sunburned
- Mood changes such as irritability, confusion, or the inability to think straight
- Seizures or fits
- Unconsciousness with no response.

***Heat stroke is a medical emergency call the emergency services!***

### Steps to treat heat stress:

- Keep cool in a shaded area to rest
- Loosen or remove any heavy clothing
- Drink water
- If you feel dizzy or light headed, lay down and raise your legs 6-8 inches
- Apply a wet cloth to your skin, cool yourself with a fan and spray with a mist of water.
- If symptoms do not improve call 999 for help immediately.

### Did you know?

Caffeine, alcohol, food and drinks that are high in sugar work against the body in high temperatures. It is best to keep hydrated drinking water.



### Remember:

This and other toolbox talks can be downloaded from:

[www.southernshield.co.uk](http://www.southernshield.co.uk)





## Lyme Disease

28 March 2019

### Lyme Disease



Lyme disease is a bacterial infection, passed on to humans by infected ticks. While it's difficult to estimate the total number of UK cases, they are understood to have increased more than fourfold in the past 10 years. The peak season is **April to October, though they are active all year.**

### What are the symptoms?

- A high temperature or feeling hot and shivery
- Headaches
- Muscle and joint pain
- Tiredness and loss of energy
- A red, circular skin rash around a tick bite, which usually appears up to 30 days after being bitten by a tick. It can also look like a bullseye.



**Some people with Lyme disease develop more severe symptoms months or years later. This is more likely if treatment is delayed. These more severe symptoms may include:**

- Pain and swelling in joints
- Nerve problems – such as pain or numbness
- Heart problems
- Trouble with memory or concentration.

### How to remove a tick

1. Use fine-tipped tweezers or a tick-removal tool
2. Grasp the tick as close to the skin as possible
3. Slowly pull upwards, **taking care not to squeeze or crush the tick.** Dispose of it when you've removed it
4. Clean the bite with antiseptic or soap and water.

### How to avoid tick bites



There are no vaccines to defend against the tick-borne disease. Therefore, the best defence is to avoid being bitten.

To reduce the risk of being bitten:

- Walk on clearly defined paths to avoid brushing against vegetation where ticks may be present
- Wear light coloured clothing so that ticks crawling on clothing can be spotted and brushed off
- Use an insect repellent that can repel ticks and prevent them from climbing onto clothing or attaching to skin (always follow the manufacturer's guidance)
- Wear long trousers and long-sleeved tops to reduce the direct exposure of ticks to your skin.

### More information

- Visit the [Lyme Disease Action](#) website.
- Public Health England – [Be Tick Aware toolkit](#)
- BBC News Article: "[I had to have heart surgery after a tick bite](#)"
- [The Big Tick project](#) – raising awareness about the dangers of ticks and tick-borne disease in the UK.

Contact us: [shield@networkrail.co.uk](mailto:shield@networkrail.co.uk)





## SHE Performance Summary – May 2020

<b>Improvement Opportunities Frequency Rate (IOFR)</b> the Current Rolling IOFR Is: <b>4.04</b> (Target of 2.5 per 1000 hours worked)			
<b>Accident Frequency Rate (AFR)</b> Days since the Last RIDDOR Accident: <b>68</b> The Current Rolling AFR Is: <b>0.05</b> against a threshold of 0.01			
<b>Service Strike (SSFR)</b> Days since the last Service Strike: <b>87</b> The Current Rolling SSFR is: <b>0.59</b>			
<b>April Total Number IOs</b> <b>414</b>		<b>April No. Safety, Health &amp; Environmental IOs</b> <b>351</b>	
<b>April No. Business IOs</b> <b>63</b>			
Reference	Date	Incident Name	Description of Incident
Injury			
I/025468/003	12 May 2020	A46 Binley	Supply chain operative banged knee on hop up, left site as too painful to continue, did not attend hospital.
Operational Close Call			
I/178003/001	24 May 2020	Sussex Maintenance Hassocks Station	Competent Person (CP) was instructed to go and place protection. In error, he planned to walk out on the wrong (open) line. Saw train and stopped.
Near Miss / Close Call			
I/025455/002	15 May 2020	Colindeep Lane	Haulage wagon intended to move off without securing planer down and lifting the ramps, alerted and rectified.
Other			
I/077148/002	14 May 2020	Victoria Station	Polycarbonate roof sheeting caught fire during works, extinguished with fire extinguishers.
Physical Abuse			
I/178007/001	18 May 2020	Victoria Station	Supply chain operative was spat at by a MOP who was suspected of trying to break into his work van.
TM Incursions			
I/025455/001	06 May 2020	Colindeep Lane	Non-emergency vehicle with blue flashing lights went through road closure.
I/025468/002	06 May 2020	A46 Binley	Pedestrians on cycles entered between the airlock and roundabout and went the wrong way down the road closure. They were spotted and challenged.
I/172001/001	07 May 2020	CP D&B Joints Renewal	MOP drove through TM in attempt to enter the closure and pass through site. Vehicle is stopped, police called and MOP decided to leave.
I/025468/004	11 May 2020	A46 Binley	Incursion into closure by HGV.
I/025467/003	15 May 2020	A27 Chichester Road	MOP drove through the cones at Crossbush roundabout past the TM crew as they finished installing and continued through the closure at speed.





## Improvement Opportunities

### May IO Statistics

Unfortunately the level of engagement with the IO System has again reduced when compared to last month and the same time last year. Please can you express the importance of IOs to our teams and our supply chain so that we can see a reverse in this trend next month – helping us all to share improvements in health and safety, the environment, productivity and quality across our projects and within the communities in which we work.

### Top Projects in May

- Bournemouth LMD RWRL 111
- A46 Binley 35
- HV Feeder Renewals 32
- New Malden Embankment 28
- Ashmead 2 27

### Top IO Originators in May

- Majid Nassiri 115
- Jon Blackman 31
- Darren Bradford 23
- Nigel Howell 19
- Philip Nash 10

### Top Suppliers in May

- Deploy Rail 9
- Civil Rail Solutions 3
- Arcadis 2

### Top SHE Categories in May

- Personal Health 51
- Third Party Interface 51
- Access/Egress/Site Security 46
- Site Housekeeping 31
- Site Welfare 18

## Infrastructure Improvement Opportunities

Month	Total No. IOs	Total No. People Raising IOs
March	518	121
April	480	92
May	414	88
How many did your site submit last month?	?	?



## Victoria Station Fire (STOP Think! Moment No. 104, 02 June 2020)



View of roof – arrow indicates location of fire



Bostik flash band tape



Fire damage to Polycarbonate

### What Happened?

A supplier was working on the refurbishment of the roof at Victoria Station and caused a fire as a result of hot work.

The hot work was being carried out to install "Bostik" flash band tape. Ambient air temperatures at night when the work was being done were too low which reduced the effectiveness of the bitumen adhesive. The supplier planned to use a brazing torch to warm the bitumen immediately before it was installed and details on this method of work were included within the WPP, TBS and risk assessment.

Due to COVID 19 a "virtual" hot work permit had been issued.

### Cause of the Fire

The fire began when dust/detritus (which had collected beneath the lead flashing) was ignited by either the direct application of heat from the brazing torch or by embers seen floating in the air.

The fire, unseen beneath the lead flashing, grew in size slowly until it was spotted from ground level after the fire watch was complete.

### Fire Fighting

Having spotted the fire, operatives managed to put the fire out using extinguishers from the fire point which had been established on the roof as part of the overall fire plan arrangements.

Although the fire was successfully extinguished using the correct fire extinguishers, investigation has revealed that the supplier's operatives did not have basic fire awareness training.

### Bostik Flash Band Tape

The UK supplier of Bostik flash band tape confirmed that direct heat should never be applied to the bitumen to get it "sticky" before it is applied. Their product data sheet states:

"In cold weather, application will be made easier by warming the surfaces and storing Bostik Flash band Self Adhesive Flashing Tape for Roofs in a warm place prior to use. Do not apply if surface temperature is below +5°C".

The practice of applying heat to the product with a brazing torch is one that may have been widely adopted by artisans using it to carry out repairs but is not endorsed by the manufacturer.

### Lessons Learned

1. The application of direct heat to Bostik flash band tape to get the bitumen "sticky" is bad practice.
2. All products must be installed/used as recommended by manufacturers in their product data sheets.
3. All operatives must have some form of basic fire awareness training. A Toolbox Talk can be used as a stop gap until such training can be arranged by suppliers for their employees.
4. Hot work permits must be issued in hard paper format as required by Osborne fire safety procedures and guidance.

### Fire Risk Assessment

Finally, take this opportunity to review your projects fire risk assessment and fire plan. Refer to the Osborne fire safety procedures and guidance on iGo and seek advice from your SHE Adviser if you need further advice.





## Hassock's Occupational Close Call

### During arrangements to place detonator protection for line blockage

#### What happened?

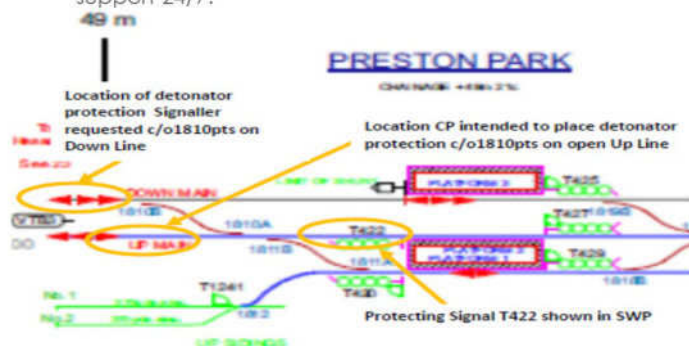
Whilst arranging to place detonator protection for a line blockage to facilitate reactive platform maintenance works at Hassocks Station, a Competent Person (CP) accessed the track at Preston Park Station with the erroneous intention of placing detonators on an open line. Fortunately, the CP looked both ways before accessing the 4ft and saw a train approaching at caution. He returned to the position of safety and telephoned the COSS to challenge the presence of the train as he believed the line was under Signaller's protection at the time. The COSS then contacted the Signaller, who confirmed the CP was accessing the wrong line. Initial investigation findings indicate that a late change in the planned protection arrangements and a lapse in the use of effective safety critical communications are likely causes. Early evidence also suggests that the implications of protecting the line blockage from trains crossing over from an adjacent open bi-directional line were not clearly understood by the protection team. The incident is currently the subject of a detailed investigation, the findings, recommendations and learning from which will be shared in due course. COSS and CP for cause D&A tested (with pass results received).

#### Impacts.

- ✓ No detonators were placed on the line and no staff entered the 4ft.
- ✓ Line blockage and platform works were aborted and re-planned.
- ✓ Daily review of planned line blockages at similar bi-di risk locations.

#### Good practice reminders and actions to take

- ✓ Only plan to use detonator protection for line blockages if other means of additional protection (such as T-COD, Signal Disconnection, EPR, token etc.) are unavailable or inappropriate at the location. The use of detonators should always be the last option.
- ✓ Where works do not pose a safety of line risk and access to the 4ft is not required, consider if the placing of detonators is practicable, as doing so could potentially increase the risk of staff exposure to trains.
- ✓ Any change in planned line blockage protection arrangements must be escalated to and approved by the Possession Delivery Managers before any protection is placed on the line.
- ✓ Safe Work Packs must always clearly identify the specific location(s) any planned detonator protection is to be placed.
- ✓ COSS/PCs must always read back the agreed protection arrangements with the Signaller before instructing CPs to place detonator protection.
- ✓ CP check sheets with annotated signaling diagrams should be used by the COSS/PC as part of a face to face briefing to the CP(s). Where multiple CPs are required, they should be briefed as one group (with social distancing in place) to ensure clear communication, understanding and the opportunity for challenge.
- ✓ CPs must be placed by the COSS/PC on their first shift at any given site to ensure they access and place detonators safely and correctly.
- ✓ Always check for trains in both directions before accessing the track, even if you believe the line is blocked.
- ✓ Finally if you are ever unsure, always STOP Think, and discuss with the Rail Assurance Team available to support 24/7.



#### Effective Communication



Always use the 'read back' protocol to ensure the safety critical messages you transmit and receive are understood as intended.



Alert reference: 107  
Last Updated: 3<sup>rd</sup> June 2020  
Contact Daren Norris on 07736 597245 or Matt Hewett on 07976 337852 for further guidance and information.





**SAFETY ALERT**

## Caught between rotative drum Fatal Accident

### The facts

This event happened on March 31, 2020, while ending to refuel the crane, a worker was caught between the rotative crane's boom hoist drum. He passed away at the hospital as a result of his injuries.

After the refueling operation (access to fuel tank from the top of the crane), the victim (helper) was trying to get down from the body of crane while he suddenly fell into the boom hoist drum.

The banksman (located in front of the crane), after seeing the fuel hose retracted from the refueling lid, he thought the refuelling was completed and instructed the crane operator (who had remained in the cabin) to restart the crane and resume operations.

When the crane boom (and therefore the drum) was activated, neither the crane operator nor the banksman realized that the helper was still located on the crane. The helper was crossing the drum using the wire rope as a support and was suddenly pulled down.

He fell and was caught between the rotative crane's boom hoist drum.

### Causes

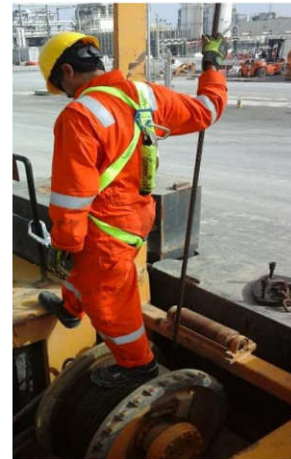
- Failure to arrange adequate location for supervision of the operation – communication failure (visual/verbal)
- Inadequate management of change
- Inadequate devices for identification of hazards on plant & equipment
- No Lock out / Tag out procedure implemented: operator in the cabin
- Inadequate correction of plant & equipment hazard by the management: provision of access and barriers for refueling operations.

### Contributing factor

- Re-organization of the site due to COVID-19 crisis and government measures announced the day before

### Corrective actions

- Ensure proper identification hazards for routine operations
- Ensure sufficient rear view mirrors & winch camera to check back side of machines
- Implement proper guards, barriers and working platform (collective protection) to all cranes and rigs
- Ensure a radio communication to for all operations (including routine activities)
- Update the Lock Out / tag Out procedure, (only one key to start the machine and open the fuel hatch / no operator in the cabin)
- Perform a Management of Change training. Each department / site management team to notify the organization and the HSE department regarding new changes that could affect the current organization
- Accident debriefing must be conducted for all personnel at all sites



1 Position of the victim when the drum has been activated (reconstruction)



2 Position of the victim during the accident

For more information, please contact :  
Meksut ALEX  
[meksut.alex@zafra.com.tr](mailto:meksut.alex@zafra.com.tr)

Alert n°23-2020  
For internal use only





## INFORMATION



# Safety Alert

## 5G Protest Posters/Stickers - Cut/Sharps Risk

4 June 2020

### Background information

Reports have been received that 'anti-5G' protesters have been sticking posters on various street furniture including telephone infrastructure, electricity cabinets and lamp posts.

Some of these posters have blades or other 'sharps' placed behind them, in a deliberate attempt to injure anyone who attempts to remove them.



The following poster is one example of those seen on new 5G masts - however these are not the only ones being used.



### Recommendations

- Please make sure ALL of your site staff who may be exposed to this issue are made aware and are vigilant to ensure they or anyone else isn't put at risk.
- If any posters or stickers with 'anti-5G' messages are found stuck to any monitoring stations, traffic signals post or cabinets, lighting columns, feeder pillars, etc., treat them with caution and do not attempt to remove them.
- If you suspect sharps have been placed behind the poster report its location immediately to your Supervisor. That way you can ensure it is collected and disposed of correctly by a competent person with the appropriate equipment.
- If you are accidentally injured by a blade / needle then report it immediately, clean and cover the area and seek medical attention.

If you have any queries about this safety alert information announcement or any other safety announcement then please contact [David.Fussell@highwaysengland.co.uk](mailto:David.Fussell@highwaysengland.co.uk)  
HEi165

home safe  
and well





## Safety Bulletin

A Serious Incident has taken place



**Issued to:** Southern Region  
**Reference:** Electric Shock Accident  
**Date of Issue:** 19/05/2020  
**Location:** Isington Substation, Wessex Route  
**Contact:** Roy Gardner E&PME (INNER DU)



### Overview

On Monday 11 May 2020 the Team Leader from the Inner DU D&P team, who was attending a Rectifier fault at Isington Substation, suffered an electric shock after coming into contact with a live DC circuit breaker control circuit. The injured party (IP) was touching the metal frame of the compartment whilst testing the bottom half of the breaker, when his other hand slipped and made contact with a live conductor.

As part of fault finding the team racked out (isolated) the circuit breaker but when the IP carried out a re-test, the bottom half of the breaker was still live.

The IP was taken to hospital where he was thoroughly checked out and his ECG results came back clear. On medical advice he took the following day off to rest and fully recover.

Two days of testing were carried out and initial findings suggest that due to the way the system is connected, it created voltage on some of the control circuits of the breaker. Subject matter experts completed a Technical Overview Briefing that is primarily intended for staff who maintain DC traction system and can be found on the link below:

[Link to the Technical Overview Briefing](#)

### Discussion Points and Lessons Learnt

- The fault at Isington Substation is unique but illustrates dangers, that locations with the same type of circuit breakers whose control circuits operate at 750V DC and / or locations with older style track alive relays (TLMs), present if the negative connection becomes disconnected / broken.
- Before attempting to undertake any work on DC equipment when the negative connection has been broken, all sources of supply must be isolated, including track feeder cables. Please refer to the Technical Overview Briefing for more details.
- Rubber gauntlets or Class 00 Electrician gloves must be worn when testing on Substations and TP Huts, where RJR530DC circuit breakers are situated, especially where equipment is housed in the lower shelf compartments.

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[www.osborne.co.uk](http://www.osborne.co.uk)



April 2020  
**INTERNAL SAFETY ALERT**  
**South West M&R – Over 7-day injury**



Ref 023

DATE : 03 April 2020  
TIME : 04:00hrs  
LOCATION : Sowton Highway Maintenance Depot  
DIVISION : South West M&R

Prior to the incident the Injured Party (IP) was working in a Vehicle Restraint System (VRS) gang, as a lead erector.

On completion of works the IP returned to Sowton Highway Maintenance Depot, Exeter, in the barrier rig, ahead of the gang, whilst they stayed to remove the Traffic Management.

The IP reported whilst unloading the barrier rig, that he went to lower one of the side panels and the edge protection safety handrail fell hitting his head (hitting his safety helmet), shoulder and right side. Four days following the incident the IP attended hospital, after which the IP alleged, he had sustained broken ribs resulting in a self-certified over 7-day injury.

The investigation found a reported defect (as shown opposite) that required a change in working practices whilst awaiting repair and rectification.

A full investigation is in progress, but current preventative actions identified include:

- Reiterating the importance of reporting incidents within 24 hours in line with company procedure.
- Operational changes to be formally recorded in writing i.e. 5 minutes on safety briefing
- Lone working is not permitted in depots without a specific lone worker risk assessment to determine permitted activities.



*DP Campbell*

David Campbell  
Health, Safety and Environment Director  
Eurovia UK



<p><b>CROWN HIGHWAYS</b></p>	<b>SAFETY ALERT</b>	
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Title	<b>Grab Truck Access Ladders</b>	Safety Alert No.	<b>CHL 007</b>
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On the 07/04/2020 an incident occurred where the driver of a grab truck was climbing the ladder to access the working platform to use the controls for the crane, while doing so the driver's right hand slipped from the hand rail which resulted in them falling from the ladder and landing on their back.

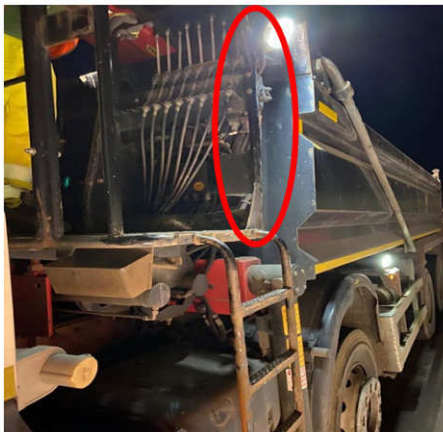
An ambulance was called as a precautionary measure and luckily the driver only suffered bruising but this could have been a lot worse.



The photo to the left shows the area where the incident took place. The driver was lucky that they did not fall onto the newly installed kerb line as this could have made their injuries a lot worse.

During the investigation the root cause was identified that while you can still maintain three points of contact when using the access ladder, the controls for the crane hinder the handrail which resulted in the driver's right hand slipping from the rail and consequently falling.

This has now been rectified by installing an additional handle on the outside of the rail so the driver can use this instead of having to reach over the crane controls to gain access to the working platform.



The highlighted area shows the crane controls restricting access to the handrail.



The highlighted area shows the new handrail for better access

**Lessons learned,**

The driver of the vehicle had known about the issue since they had been driving the vehicle (approx 2 years) but had failed to report it. Had they done so the incident could have been avoided.

All vehicles of the same design should be checked so that drivers have easy access to the working platform to avoid another incident of this nature from happening again, and please reinforce to drivers the importance of defect reporting and their legal duties for carrying out defect checks.

<b>CHL Ref:</b> CHL 088	<b>Issue:</b> Two	<b>Date:</b> 25/11/2014	<b>Page:</b> 1
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## Safety Bulletin

*A serious incident has taken place*



### Chainsaw Accident

Issued to: Works Delivery Kent & Sussex Routes

Ref: WDSER02JUN02

Date of Issue: 2<sup>nd</sup> June 2020

Location: Minster

Contact: Chloe Feeקים 07747 480 334



#### Incident details:

On the morning of the 20th May 2020 a Works Delivery colleague was involved in an accident with a chainsaw.

The arborist was section felling an Oak tree, to aid the climber they were using spikes to help with work positioning. As the arborist was removing a branch they slipped and came in to contact with the running chainsaw. As a result they sustained a 7cm cut to their left forearm.

The arborist was able to self-rescue and received immediate first aid.

They were then taken to hospital with soft tissue damage.

The arborist is expected to make a full recovery.

#### Discussion Points

- Take 5 to assess the tree and plan your cuts, remember to consider the characteristics of the tree and your work positioning.
- Ensure all climbing systems are taut and that ropes are routed without snagging - if in doubt ask your grounds person, stop and take 5 and re-plan your work.
- Consider alternative methods of work e.g. mechanisation, hand saws and pruners for smaller diameter branches, assisted felling or work from a mobile platform.
- Ensure all equipment is in good condition - when did you last check your spike gaffs?
- Regularly review your emergency procedures and ensure all team members are briefed and understood – are you prepared to manage a serious injury?

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## South East route



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[www.osborne.co.uk](http://www.osborne.co.uk)

## Safety Bulletin

*A serious incident has taken place*



### Brush Cutter Accident

Issued to: Works Delivery Kent & Sussex Routes

Ref: WDSER02JUN01

Date of Issue: 2<sup>nd</sup> June 2020

Location: Hever

Contact: Chloe Feekings 07747 480 334

### Overview

On the 6<sup>th</sup> May 2020 a team working on behalf of Works Delivery were undertaking vegetation clearance as part of works to access through (overgrown) third party land, to gain access to the Network Rail boundary fence line, to complete a fencing renewal.

The person in charge and project manager were on site, however they had gone to look at another area of the (third party land) site.

Whilst the area at the accident site was only to be cleared with hand tools, the IP picked up a brush cutter, which had just been delivered to site and was intended for future use on more dense vegetation and by others. He was interested in its performance.

He proceeded to start the item of equipment and began to try it on a section of light vegetation in the farmer's field.

The member of staff had not received training or held competence in the equipment which they were operating.

Almost immediately, the blade of the brush cutter became entangled in the vegetation (understood due to the manner of use) and as the IP attempted to recover the situation, the blade came into contact with his left leg, just below the knee.

### Discussion Points

- Always follow the life saving rules.



Never undertake any job unless you have been trained and assessed as competent.



Never undertake any job unless you have been trained and assessed as competent.

- Only use tools and equipment which you are trained and competent to use.
- Never undertake any work until you have been properly briefed to do so and have received a full task briefing.
- Always ensure you wear the correct PPE for the task.

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Transportation  
**Safety bulletin 002**



## Detonator Protection Placed on Open Line

**Issued to:** SNC-Lavalin, Network Rail and contractors

**Ref:** SB 02/2020

**Date of Issue:** 1st June 2020

**Location:** Signal TLW15 Southerham Junction

**Contacts:** Chris Thomas, HSE Specialist

**The Event**

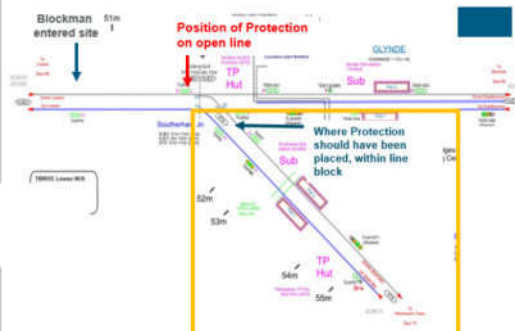
On the night of 26/27 February, a Safe Work Leader (SWL), instructed a Competent Person (*who must be certified as a IWA - often known as a Blockroadman*), to place additional protection for a line block at TLW15 signal, instead of clear of 82 points.

Although TLW15 was the protecting signal for the line block, the signal was situated on the main line and not on the branch line that it was protecting and where our work was planned to take place. (See diagram)

By instructing him to place his protection at the signal, the Competent Person had to walk several hundred meters, adjacent to an open line, before placing his protection on the open line itself.

The SWL realised that he had sent the Competent Person to the wrong location when confirming with the Signaller that protection had been placed at the signal on the main line, instead of "clear of 82 points" on the branch line.

All work was stopped and the gang stood down.



**Contributing Factors:**

That night, the SWL had briefed the two Competent Persons separately from the main work group, telling them where to place their additional protection for the line block. He mistakenly informed one of the Competent Persons to go to the wrong blocking point.

As the Competent Persons rely on a verbal briefing, they have no means to challenge what they are being told.

The night previous, work was undertaken on the main line and TLW15 signal was also used as the protecting signal, at which protection had been placed. On that night however, the main line would have been closed to traffic.

None of the staff involved in communicating and putting out the protection, were experienced at taking line blocks with additional protection. It was not something they regularly did.

Staff involved in communicating and putting out protection wrongly believed that Atkins required them to visually confirm that the protecting signal was at "red" prior to laying their protection. This is not correct. The SWL should have complied with **Handbook 8—IWA, COS or PC Blocking a Line (GERT8000-HB8)**,

The gang had worked together regularly. They trusted the SWL. This familiarity may have made them complacent.

**What are we going to do differently:**

- All those responsible for communicating and putting out additional protection will now receive from us, either an electronic or paper version of the Safe Work Pack, complete with a diagram, indicating where protection is to be placed
- A new form FO-272 has been developed, to record conversations between the Protection Controller/Safe Work Leader and the Competent Persons responsible for putting down and lifting their protection, to record the instructions that are being given
- We will undertake increased surveillance of sites where additional protection is being used to verify that plans are being adhered to.

**Points to discuss within your teams.**

- *What else can we do to improve the safety of those placing out and lifting protection for our line blocks?*
- *How do you tackle complacency?*

*If you have any concerns about your own or the safety of others, when working*  
**Stop Work and Challenge**





## INFORMATION



# Safety Alert Fire Hazard from Hot Exhaust

5 May 2020

## Background information

- Whilst a Traffic officer vehicle (TOV) was parked at a park up point (PUP) on the M61, The Traffic Officer (TO) noticed that the TOV started to raise its Revs, this is a natural action that the car does known as "re-gen". Just after this stopped the TO then smelt something burning and looking in the wing mirrors noticed smoke coming from the rear of the car. The TO immediately moved the car forward and got out and saw smouldering of the grass to the rear of where the TOV was parked.
- The TO extinguished the smouldering grass and on looking at the rear of the TOV noticed there were a number of scorch marks on the paintwork.
- Following the incident, the TOV was inspected at RIVUS fleet Warrington to ensure there were no inherent faults and there was no structural or mechanical damage to the TOV.
- On speaking to the mechanic undertaking the inspection we were informed the re-gen process can produce heat of up to 600 degrees +.
- The DPF Regeneration process is the process of **removing soot built up over time from the diesel particulate filter**. It is done in one of three modes; passive, parked, or active during which very high temperatures are reached.



## Measures to prevent reoccurrence are as follows:

- Follow the Advice in your Mitsubishi vehicle Handbook which states: Never park your vehicle in areas where there are natural combustible materials such as dry grass or vegetation that may come into contact with a hot exhaust system since a fire could occur.
- Timely Reporting of any Park up Points requiring maintenance.

If you have any queries about this safety alert information announcement or any other safety announcement then please contact [Ian.Clayton@highwaysengland.co.uk](mailto:Ian.Clayton@highwaysengland.co.uk)

HEi157

home safe  
and well



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## Towable Equipment - HEI156 Lower Thames Crossing (Page 1 of 2)

**Balfour Beatty**

**Lower Thames Crossing  
Pre-Enabling Works**

# Safety Alert

**Towable Equipment**

**March 2020**

On Friday 6<sup>th</sup> March 2020 an 'A' Plant trailer mounted lighting tower was being towed, using a Toyota Hilux 4x4, on the Lower Thames Crossing project when the near side wheel became detached causing the trailer to tip on its offside.

The vehicle and trailer had travelled approximately 100m along a carriageway, open to the public, after leaving the site compound.

The trailer was fitted with yellow wheel stud indicators, a pre delivery inspection implied that the wheel studs were torqued to 110Nm

Root cause of the incident.

- The wheel studs were loose, which was not identified by the driver during his visual inspection



Wheel stud with 50% of thread damaged

Underlying causes.

- A fitter visited site a week before and identified that the wheel nuts were loose and did not tighten them.
- The quality of the walk round visual inspection was inadequate
- The driver did not have the tools to physically check the wheel stud torque settings

Learning.

- Periodically assess individuals carrying out vehicle/trailer checks.
- Ensure that the correct tools are available to carry out physical checks of wheel stud torque settings
- Ensure thorough delivery inspections take place on receipt of equipment/plant

**ZERO HARM**  
MAKE SAFETY PERSONAL



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## Towable Equipment - HE156 Lower Thames Crossing (Page 2 of 2)

### Balfour Beatty

### Lower Thames Crossing Pre-Enabling Works

- Coloured wheel stud indicator alignment should not be used as sole confirmation that the wheel studs are all securely held in place.
- Checking wheels studs for the correct torque settings is critical to the safety of the equipment when towed.
- As a result, a more detailed trailer pre-start checklist has been introduced across Balfour Beatty.



Lighting tower after the incident





## INFORMATION



# Safety Alert CCTV Camera Winch Failure

6 May 2020

## Background information

On the 24/04/2020 a RTMC engineer and a technician attended a camera site on the M25 to investigate and correct a fault. This particular site has two cameras installed on the same trolley/carriage.

After changing the faulty camera, the carriage was raised back up the mast to the home position. At approximately 13 metres up the engineer noticed that there was an issue with the winching process and with the control cable, without prior warning the carriage was now descending.

The emergency braking mechanism did not activate. The camera carriage impacted at the base of the mast destroying both cameras sending debris flying. Both operatives were able to move clear of the base of the mast and were unharmed.

This is a WEC mast with a WEC winch, installed during 2012.

All winching operations have been suspended at CCTV installations on the M25 where two cameras are installed on the same carriage.

The incident is currently being investigated and the asset tested to fully understand the root cause.



## Recommendations

- Maintenance teams and inspectors should be aware of this concern and should appreciate the potential for **any** winch mechanism to fail:
  - Be aware of early warning signs, (for example, a jammed, kinked or frayed cable);
  - Do not rely on automatic braking systems for protection;
  - Monitor the progress of the lift or descent of the cradle at all times, and;
  - Be aware of the area covered by a falling cradle before commencing any ascent/descent operation.
- Do not operate any winching mechanism that has not been maintained in accordance with supplier's instructions or shows signs of not being properly maintained, or, is visibly damaged.

If you have any queries about this safety alert information announcement or any other safety announcement then please contact [antony.atkins@highwaysengland.co.uk](mailto:antony.atkins@highwaysengland.co.uk)

HEi158

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## RED ALERT



Working on  
behalf of

# HS2



## PROTECT THE ENVIRONMENT

### Felling of bat roost trees

#### Trees with potential bat roosts not checked prior to felling

LM have had two instances where trees have been felled without sufficient checks having been completed of the trees prior to felling.

LM hold licences to fell trees within woodland areas. Unfortunately three trees have been felled at these locations without all pre-felling checks having been completed.

The licence allows trees to be felled only when they have been fully inspected by an accredited agent (highly qualified bat specialist) to ensure there are no bats present prior to felling. Due to communication issues the trees were felled without all pre-felling checks having been completed, in contravention of the procedures stipulated within the licence.

These two incidents have been reported to Natural England as two separate breaches of the protected species licence and have been reported to HS2 as L2 incidents.

#### Incident 1 - Marlowes Wood

Two trees were identified as having bat potential and required further assessment prior to felling. Due to the proximity of WPD assets the trees were to be felled by a 3<sup>rd</sup> party utility contractor. The requirement for the 3<sup>rd</sup> party contractor to be supervised by an Accredited Agent was not communicated to the contractor, leading to the trees being felled without supervision.



Tree incorrectly de-crowned

#### Incident 2 - Broadwells Wood

One tree in a stand of trees was identified as requiring further assessment prior to felling.

An assumption was made that the tree was approved to fell which deviated from the approved method of work.

Both of these incidents are now subject to internal investigation by LM-JV.

#### ACTION TAKEN AND/OR REQUIRED:

1. Ensure an up to date and approved PWMS is in place
2. Review of roles & responsibilities of parties on site
3. Ensure all parties are aware of the go/no go procedure for approving trees to be felled
4. Review communication between ecologists and site supervisors.
5. Where 3<sup>rd</sup> parties are operating under LM ecology licence areas ensure these requirements are communicated
6. If unsure please contact your LM environmental manager or email [LMsustainability@lm-jv.com](mailto:LMsustainability@lm-jv.com)

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