



# Team talk

& Safety brief

Period 10

Our periodic video and discussion pack for everyone in Wessex



# Safety

## Accidents and Operational Close Calls Period 10



Sun	Mon	Tue	Wed	Thu	Fri	Sat
13 Week 1	14	15	16	17	18	19
20 Week 2	21	22	23	24	25	26
27 Week 3	28	29	30	31	01	02
03 Week 4	04	05	06	07	08	09

	NR Staff	Contractor
Everyone Home Safe		
No Lost Time Injury	4	0
Lost Time Injury	0	1
Near Miss / Line Block	1	0
Road Traffic Accident	1	0

### Fatality Weighted Injuries (FWI)

0.087 MAA against target of 0.059 for the route

### Significant Accidents;

#### STF accident resulting in broken leg bones.

30/12/2020 (Area Services) a member of contracting team working on behalf of Coombes Forestry in the Whitchurch area, slipped whilst walking along an ice-covered troughing route. The individual's right boot slipped forward on the ice and almost immediately regained traction and grip. During this motion his body twisted whilst his ankle stayed in the same position, he heard a 'pop' prior to falling to the ground where he felt the pain in his right lower leg. He was unable to put any pressure on his leg but managed to call for help and was assisted by his colleagues to the nearest access point and then taken to Winchester A&E. It was confirmed that the IP fractured both his fibula and tibia and required surgery. The estimated recovery time is 6 weeks. **Investigation ongoing.**

### Other Accidents

18/12/2020 (Inner DU) whilst lining up a weld in Wimbledon area, a member of staff was struck on his right foot by a pandrol track fastening clip. The individual was part of a team changing defective section of track and one of the clips sprang from it's housing as it was being secured into place. **Investigation ongoing.**



Lessons learnt from these events will be shared once the investigation has been concluded



# Safety

## Accidents and Operational Close Calls Period 10 cont.



### Other Accidents continued

19/12/2020 (Station staff) a member of staff at Waterloo station was assaulted by a group of young people.

21/12/2020 (Inner DU) a member of staff driving a NR hired van noticed a broken down vehicle in the distance on the Southbound A3 at Guildford. He started to brake with the flow of traffic but was rear ended by the vehicle behind him and consequently shunted into the vehicle in front, sustaining muscle pain and discomfort.

22/12/2020 (Inner DU) whilst lifting a points tool bag out of a locker at Wimbledon, a member of staff experienced a sharp pain in his right shoulder. **See slide 6 for more information.**

25/12/2020 (Inner DU) a member of staff was involved in a Road Traffic Collision on his way home from his shift that resulted in a vehicle damage only. **See slide 7 for more information.**

### Operational Close Calls

19/12/2020 (Operations) a Mobile Operations Manager (MOM), whilst responding to a report of an item thrown on to the down line of the operational infrastructure by youths, was involved in a near miss with SWR train 1P57 (Waterloo to Portsmouth Harbour) within the limits of Rowlands Castle station. **See slide 4 for more information.**

23/12/2020 (Outer DU) a 2 men S&T team were carrying out point maintenance on 2338a pts at Holybourne Oil Sidings outside their booked Line Blockage. **Investigation ongoing.**

27/12/2020 (Inner DU) a trolley loaded with tools was left in platform 9 at Waterloo after part two of the T3 possession involving this particular platform, was given up. **Investigation ongoing.**

05/01/2021 (Possession Management Group) a possession irregularity occurred when the PICOP for WON 40 Item 52 instructed 5 of the 6 possession support teams to place protection, failing to instruct the 6<sup>th</sup> team at Winchester. **Investigation ongoing.**

05/01/2021 (Operations) a possession irregularity occurred as result of the Wimbledon Signaller granting a Line Blockage which directly conflicted and overlapped with the signal protection for WON 40 Item 16 possession. **Investigation ongoing.**



**Lessons learnt from these events will be shared once the investigation has been concluded**



# Significant Incident

## Near Miss at Rowlands Castle



### Overview

On Saturday 19th December 2020 at approx. 19:14 hrs a Mobile Operations Manager (MOM), whilst responding to a report of an item thrown on to the down line of the operational infrastructure by youths, was involved in a near miss with SWR train 1P57 (Waterloo to Portsmouth Harbour) within the limits of Rowlands Castle station. Rowlands Castle station is situated on a curved section of track with a line speed of 70 mph. The signalling is under the control of Havant ASC. The incident occurred during the hours of darkness, all station platform areas on the Wessex Route are red zone working prohibited (RZP).

On his arrival at the station and before attempting to retrieve a bag from the down line, the MOM had contacted the signaller at the adjacent Petersfield signal box regarding train movements, this was not the signal box controlling the signals at this location. There was no formal communication between the MOM and any Signaller regarding use of line blockage protection arrangements. No formal line block protection was put in place.

After an unsuccessful attempt to retrieve the bag of rubbish from a sitting position on the platform edge the MOM jumped into the 4ft of the down line and immediately noticed the headlights of the approaching train travelling at line speed. He immediately jumped back onto the platform and rolled away from the edge on his back and within seconds the train passed through the platform. **Investigation ongoing.**

#### *Initial learning and Discussion points:*

- *In all circumstances whilst working 'on or about the line' the COSS/IWA must set up a safe system of work (SSOW) for the operational risk as defined in the Rule Book GE/RT 8000 and NR/L2/OHS/019 Operational hierarchy,*
- *Your SSOW must be documented in a safe work pack (SWP) or an Incident Response Permit (IRP) prior to undertaking the work activity,*
- *When setting up any SSOW, reference to the Hazard Directory is a pre-requisite; to identify any hazards that are relevant to your SSOW. Do you have access to this information?*



The Safety Bulletin can be found [here](#)



# Significant Incident

## Line Blockage Irregularity between Vauxhall and Waterloo



### Overview

Line blockage (LB) irregularity between Vauxhall and Waterloo occurred on 2<sup>nd</sup> October 2020 when the protecting signals were not keyed to danger. The limits were read out by the Signaller and repeated back by the COSS correctly, but there was no mention of any signals requiring to be keyed to danger. The Signaller confirmed that the signal protection was in place and granted the authority number but upon viewing the diagrams, he realised the error and contacted the COSS immediately to give up his line blockage.

The investigation established the following:

1. The LB was back to back with a possession and after the Signaller granted the possession and then called the COSS for the LB, he overlooked the fact the signals were not keyed to danger.
2. The Safe Work Pack (SWP) does not list signals that are required to be keyed to danger and therefore may not be apparent to the COSS.
3. The LB was initially planned for a S&T team and the COSS was aware of the requirements to key the signals to danger. However, on the night the LB was taken over by the local P-way team and the COSS did not know that any signals required keying to danger.

#### *What can we learn:*

- *Any protecting signals requiring to be keyed to danger should be documented in the Safe Work Packs. This will ensure the COSS is aware of the need and can therefore challenge the Signaller to avoid any future error,*
- *When submitting a LB request to the Green Zone Access Coordinator (GZAC) enter "TO BE KEYED" after any protecting signal requiring this activity,*
- *All Planners and Responsible Managers to implement immediately.*



## Discuss the learning points



# Manual Handling Accident

## Shoulder strain



### Overview

On the 22nd of December 2020, a Team Leader from Wimbledon S&T was removing a tool bag from a low level locker, to retrieve the tool that was required for the work that was to be undertaken. As the individual was lifting the tool bag (weighing approximately 10kg) out of the way, he experienced a sharp pain in his right shoulder.

The initial pain subsided after 5 minutes, but the Team Leader was still in some discomfort. He was able to continue with his normal duties, but refrained from lifting anything heavy throughout the remainder of the shift in order to prevent further damage to his shoulder.

It is believed that the injury sustained was a repeat of a previously suffered injury.

An S&T Technicians tool bag



### ***What can we learn:***

- ***Taking into consideration any pre-existing injuries and how they can be aggravated. Ensure that you make your Line Manager aware,***
- ***Weight of the tools and the combined weight of a tool bag together with the repetitive nature of lifting it to and from the locker/work vehicle/site of work,***
- ***Good practice to manage an injury – the individual continued to work but implemented control measures to prevent any further damage. Would you had done the same?***
- ***Taking into consideration benefits of a warm up at the start of your shift especially if you have any previous injuries.***



## Discuss the learning points



# Road Traffic Collision

## No injury incident



### Overview

On the 25<sup>th</sup> of December 2020, at approximately 11:30 a member of staff was involved in a Road Traffic Collision (RTC) when his vehicle collided with traffic management lights, whilst on his way home from his shift. Fortunately the individual did not sustain any injury.

The Technician had been working between 23:00 and 11:00 on Christmas morning as part of a Heavy Maintenance Unit team, performing heavy refurbishment works and had been working constantly from the time the team had accessed the track (approximately 04:00) until he left the track at 10:30.

The Technician, had put the in-vehicle heating on and it was reported that by the time he left his depot to go home, the vehicle was very warm.

**Investigation ongoing.**



### *Initial learning and Discussion points:*

- ***Fatigue kills! The effects of being fatigued cannot be underestimated. The underlying factors that contributed to this incident included the length of the shift, night time working, waiting around to start the work followed by a continuous hard manual labour in cold weather conditions and finally the warm environment created by the vehicle heating,***
- ***Quick tips to fight tiredness when driving:***
  - ***Take a 15-20 min nap,***
  - ***Make sure you are in a safe place, don't stop somewhere dangerous, like a motorway hard shoulder,***
  - ***Drink 2 cups of coffee or another caffeinated drink.***



## Discuss the initial learning points





# Track Worker Safety (TWS) adds protection

[WessexTWS@networkrail.co.uk](mailto:WessexTWS@networkrail.co.uk)



## EXTRA PROTECTION GOES LIVE

**Basingstoke Track Section** will benefit from Look Out Warning System (LOWS) to help keep track workers safe whilst they carry-out their inspections and maintenance on track from 11th January. Wider roll out is being planned with equipment on order for further teams and delivery of training locally to take place throughout next year.



## Additional Protection for Line blockages

From 10th January all maintenance line blocks are being planned and taken with additional protection provided by a signalling disconnection taken by the Control Centre Technician. This is available for all departments, functions and disciplines and Bournemouth joins Havant ASC as the second location this has become available 24/7.

## CALLING SECTION MANAGERS AND MAINTENANCE ENGINEERS

Chris Cornish, Infrastructure Director and Eric Woodward, TWS lead in Wessex, will be speaking to IMDMs, IMEs and their teams about the TWS programme and why we need your help to save lives. The call will take place on 26 January. Please do attend if you receive an invite.

## FIND OUT MORE ON TWS:

Newsletters, drop-in sessions, calls, focus groups

Visit [MyConnect page](#)

Or contact

[eric.woodward@networkrail.co.uk](mailto:eric.woodward@networkrail.co.uk)



**Search 'Southern Track Worker Safety' on MyConnect**





# Safety

## Sentinel – Helping to keep you and your teams safe



### STAGE 1

#### Swipe in

To begin, the Card Checker (typically a Safe Work Leader or Controller of Site Safety) needs to swipe themselves in.

- Open the APP and select the QR Code button.
- Scan your card and select your Sponsor.

First time using the APP? You must select your Location to enable swipe in.



Once your Location is selected, enter your Time Left Place of Rest, Planned Shift Duration and Travel Time to Place of Rest. When these are complete, select Swipe In.

If you would like to set an individual swipe out reminder you are able to select and change the times in the Set Swipe Out Reminder section.



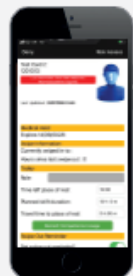
On the Team page, swipe in your team. Select the QR Code button, scan their card and repeat the swipe in process. The team page will then populate to indicate everyone has been swiped in.

### STAGE 2

#### Risk assessment

If you or someone you have swiped in has had less than 12 hours rest, the APP will indicate that a Risk Assessment needs to take place.

You cannot continue until this has been completed.



Before completing the risk assessment, fill in the basic fatigue data and then press Risk Assess.



The Risk Assessment is completed by a Line Manager or other nominated person, whose details will be recorded in the APP. Depending on the outcome of the risk assessment, and to progress, select Allow or Deny.

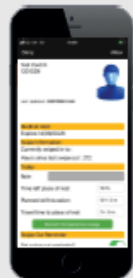
### STAGE 3

#### Recording use of competence

Competencies can be recorded through the APP or after swipe in by the Card Checker.

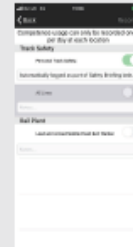
Once completed, the details get transferred into the Log Book section of the individual's MySentinel account.

The Card Checker can record a team member's competence when swiping them in. On their profile page press the Record Competence Usage button to record the competencies they will be using that shift.



Select the competence which has been used.

A note may be added (this is not mandatory)



Select Record on the top right-hand side of the screen. The competence has been recorded as being used by that team member. After recording these competencies, they will not be able to be re-recorded until their next shift.

Download the Sentinel APP here



   
everyone  
home safe  
every day

ACTION

Download the Sentinel App from Google play or App Store



# Safety

## Sentinel – continued

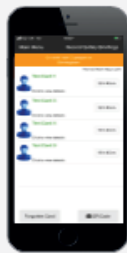


### STAGE 4

#### Safety briefing

After a Card Checker has swiped in themselves and their team, a safety briefing needs to take place.

Press the Record Safety Briefings button at the top right of the team screen.



Enter the safety briefing reference number and select next.

To confirm that the safety briefing has been delivered, press the QR Code button and scan the team's cards.



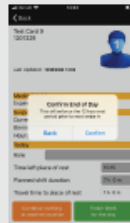
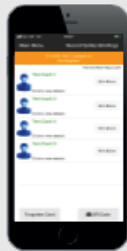
Once the cards have been scanned, a green circle with a tick appears next to the person's name to show they have received the safety briefing. If a team member's card has not been scanned a notification will appear when you press Go Trackside.

### STAGE 5

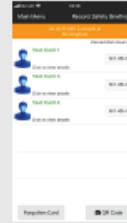
#### Swipe out

At the end of the day/shift, the Card Checker will need to swipe everyone in the team out. You do not scan the cards again.

Go to the On Shift team page and click on the first person to swipe out. At this point you can record a Competence for that person (if you wish), or just swipe them out.



When swiping out you can select Finish Work for the Day or Continue Working at Another Location. If you choose Finish Work for the Day you will see a message telling you that this will start the 12-hour rest rule. This means if you then swipe in within the next 12 hours a Risk Assessment will need to be performed.



Click on Confirm to go back to the team page where you can repeat the process and swipe out the next person.

Once you have swiped the whole team out you are able to swipe yourself out.

It is important for the PIC/COSS to swipe his/her team and themselves out at the end of the shift. The card checker (PIC/COSS) can set a swipe out reminder. A pop up will appear and this can be snoozed for a selected period of time or the reminder can be dismissed. If the reminder is snoozed another pop up will appear after the selected snooze time. For more details please refer to [Sentinel Quick Start Guide](#)

24/7 Sentinel Helpdesk – 0330 726 2222

Email – [sentinel@mitie.com](mailto:sentinel@mitie.com)

ACTION

**Why swipe out? To make sure you have had 12 hours rest and to prevent double shifting**



# Safety

## Planned Assurance Inspection and Site Surveillance (PAISS) and IRIS



As per the requirements from Standard (SE0117), certain roles are expected to undertake PAISS inspections (previously known as PGSIs).

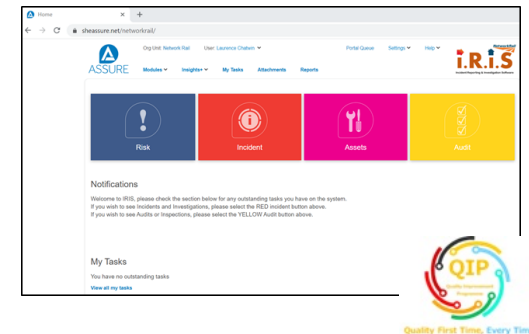
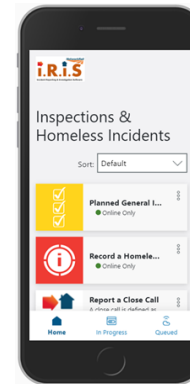
PAISS are now undertaken on our IRIS system. Records are created in a web-based app accessible to all, and licence holders access the full system to manage the actions, data and formal records.

A useful guide has been created to assist staff with downloading the web based form and includes a step by step process of a PAISS completion.

Also included in the guide is a link to a video demonstrating the completion activity.

[PAISS Briefing note and Instructions.docx](#)

If you are experiencing any issues with the IRIS system please contact your WHSEA.



**ACTION**

**Managers should be completing two checks a period using the PAISS forms. This includes section supervisors**



# Health and Wellbeing

Time to talk day 04/02/2021



## REMEMBER:



### Keep it simple

Chat over a cuppa, send a text or go for a walk



### You don't have to be an expert

Just being there means a lot



### Ask questions and listen

Show you want to know how someone is **really** doing



### Don't try and fix it

Often just listening is enough



ACTION

The power of small talk



# Health and Wellbeing

## Workplace Wellbeing Index



Take 20 minutes to tell Mind how we support your mental health.

[mind.org.uk/index-survey](https://mind.org.uk/index-survey)

Pin: 7519

4th of February to the 3rd of March

Mind will give us recommendations on how we can improve our support.



ACTION

The Mind Wellbeing Index Poster can be found [here](#)



# Resource Library

Safety Bulletins, Alerts, Advice and Shared Learning

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- [Wessex Route Safety Bulletin Near Miss Rowlands Castle 12\\_20 Final.pdf](#)
- [Safety-Advice-NRA20-14-Safe-isolations-access-and-competence.pdf](#)
- [Safety-Advice-NRA20-15-Safe-use-of-devices-on-or-near-the-line.pdf](#)
- [Safety-Advice-NRA20-16-Sheffield-testing-irregularity.pdf](#)
- [Shared-Learning-NRL20-08-Clear-possession-communications.pdf](#)
- [Issue 101 - Transferable Lessons - Bradford Jn - Pilotworking irregularity.pdf](#)
- [Issue 102 - Transferable Lessons - Exmouth T3 Irregularity.pdf](#)
- [Shared Learning Dorchester South December 2020.png](#)
- [PAISS Briefing note and Instructions v0.4.docx](#)
- [mind-wellbeing-index-a4-portrait.pdf](#)

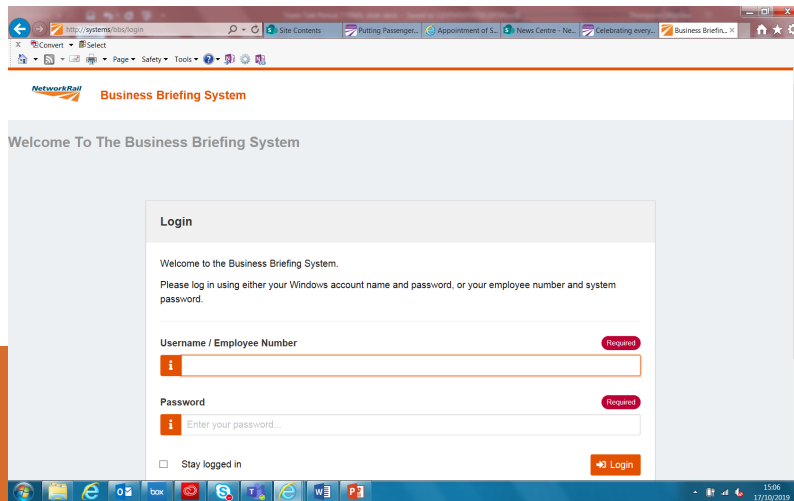




## Remember to record that you have watched Team Talk

[Click here](#) for a guide on how to use the new Business Briefing System to do this

Also remember to record that you have received Safety Briefing via the Business Briefing System or via the dedicated person in your Business Unit.



# Team talk

Our periodic video and discussion pack for everyone in Wessex

& Safety brief