Risk Assessment - Lengthening of platforms to accommodate 7 coaches

Reference No: TOD-45533-33
Version No: 1
Assessment Approver: Kevin Jarvis

Proposal to lengthen Toddington platforms to accommodate 7 coach trains

Department: Toddington Station
Date Of Assessment: 29 August 2024
Review Due Before: 10 September 2027
Lead Assessor: Paul Fuller
Team: Neil Carr (Ops and S&T), Mark Young (Toddington site), Graham Plant (Civil Engineering Director), Richard Winstanley (Finance Director), Kevin Jarvis (Process Assurance Manager)

Failure to lengthen platforms

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Personal injury Fall from carriage door not aligned with platform level	Everyone	1) CRITICAL - Engineering: Carriage Doors are required to be locked to prevent people from using them at Toddington station, but this creates a potential evacuation risk in the event of an emergency or a crush risk for persons wishing to disembark the train clashing with those who are boarding at a door further down the train. - Improvable 2) Administrative: Train crews must remember to lock doors and unload doors as appropriate. This can be time consuming or the crew may forget to undertake the task and risk leaving the doors unlocked. - Unacceptable	3 x 3 = 9 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Elimination: Lengthen platforms so all doors align with platform surface. This reduces risk of crews forgetting to lock/unlock doors but also reduces fall distance. - Effective 2) Elimination: Complying with ORR request will be seen to be 'best practice'. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Financial impact on Business

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Finance	Claim from injured party from fall from carriage door not aligned with platform Carriage door off platform (on ramp or not on platform at all)	Everyone	1) Administrative: One coach has its external doors locked at Toddington to prevent persons from disembarking, but there is a risk this can be forgotten about and someone uses the doors inadvertantly. They may then pursue a claim for damages or loss of earnings against the Business. - Unacceptable	2 x 3 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Engineering: Lengthen platforms so all carriages can be accomodated. The risk of falls to/from train doors can never be eliminated but can be reduced. If platform surface is clearly marked and complies with design regulations, risk of claims is reduced. - Improvable	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Finance	Payment of fine to ORR/HSE due to failure to comply with Regulations Carriage door off platform (on ramp or not on platform at all)	Everyone	1) Engineering: One coach has its external doors locked at Toddington to prevent persons from disembarking, but there is a risk this can be forgotten about and someone uses the doors inadvertantly. The ORR have issued advice that this is an avoidable situation and options must be investigated as to overcome train lengths being accommodated in platforms. - Unacceptable	2 x 4 = 8 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Substitution: Lengthen platforms so all carriages can be accomodated. The risk of falls to/from train doors can never be eliminated but can be reduced. - Improvable	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Finance	Project over-spend Incorrect assumptions made at planning stage	Everyone	1) Elimination: Finance Director to advise whether project is to be completed out-right during one closed season or staged over several months/years. - Effective 2) Engineering: Project aspects to be split by discipline, i.e. Operations, S&T, P-way, Construction with an overall Project Leader - Effective 3) Administrative: Finance Director to allocate overall budget based on Papers presented to the Baord by the Project Manager - Effective	1 x 1 = 1 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	1) Elimination: Each discipline to cost their aspect of the project sufficiently, using a number of suppliers to ensure best quality and best value for money is sought. Considerations to also to be given to alternative materials to be used in case of a shortage of primary supplies. - Effective 2) Elimination: Departments to allow for a small percentage increase to account for potential price increases, increased delivery costs or out-of-course requirements. - Effective 3) Elimination: If contractors are engaged to undertake works on behalf of the Business, a compensation clause to be built into any agreement in case of project over-run or over-spend. - Improvable	1 x 1 = 1 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Over-running of project timescales

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Finance	Use of volunteers helps to keep project cost down Cost saving	Everyone	1) Administrative: Using volunteers to undertake the platform construction will help save costs, but due to availability, work progress may be slow. - Improvable 2) Administrative: Poor weather may result in a low turnout of volunteers, especially as the project will be scheduled for winter. - Improvable	3 x 3 = 9 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Elimination: Volunteers may lack suitable skills to undertake the work. Use of contractors to speed up construction rate. Cost increases but timescales dramatically reduced. Possibility of building in a 'compensation' package to contract if project over-runs. - Improvable	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Finance	Supply of materials slow/stocks low Supply chain risk	Everyone	1) Elimination: Purchase of materials too close to project start may have an impact on the supply chain if materials are unavailable. - Improvable	2 x 3 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Elimination: GWSR to ensure funds available for project prior to start. Consideration as to whether GWSR purchases materials or contractors include materials in their costs and thus assume liability of sourcing suitable replacement materials if required. - Improvable 2) Elimination: Identify secondary source of supplies, and/or secondary types of materials. - Improvable	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Operations	Failure to complete platform works in time for operations to re-start Over-run of project	Everyone	1) Elimination: Operations department to consider temproary replacement timetable which can work around the building works (e.g. work reduced to one platform at a time to allow the Railway to operate using the other platform). - Improvable	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.

Ends