

Design Close Call (Environment & Sustainability)

1. INTRODUCTION:

This guidance document applies to Network Rail and its Supply Chain and supplements the [National Design Close Call Guidance](#) by clarifying how Design Close Calls apply to potential environmental and socio-economic impacts that could arise from the design process.

This guidance is being developed to raise awareness on reporting potential environmental and socio-economic impacts of design decisions and/or omission

2. DEFINITIONS

Close Call	Anything that has the potential to cause harm or damage. This includes the potential to: <ul style="list-style-type: none"> - Harm a person including minor, major injuries, and fatalities; - Harm the environment and/or protected species; - Damage railway infrastructure, plant, vehicles, tools and equipment
Design Close Call	A design condition or situation (including errors and omissions) which could have been identified earlier in the design review/verification process. Something which has been signed off and subsequently found to have the potential to cause harm or injury to people or the environment or; A design which harbours a latent hazard which has the potential to cause harm or injury to people or the environment. This may be the result of design assumptions or option decision which have not been adequately tested, managed or communicated. A set of parameters which places members of the project team under enough stress to endanger or damage their wellbeing or compromise their ability to fulfil their role effectively; this is likely but not necessarily the result of pressure to deliver on time. However, there are other potential causes of stress which could be design or individual specific e.g. having to design to a bare minimum clearance. It also allows for capturing observations of good and/or innovative practice.
DCC	Design Close Call
DIA	Diversity Impact Assessment
ESA	Environment & Social Appraisal
ESMP	Environment & Social Management Plan
ESR	Environment and Social Requirements
IDC	Inter Disciplinary Checklist
IDR	Interdisciplinary Design Review
SWMP	Site Waste Management Pan

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3. RESPONSIBILITIES

The DCC shall be recorded in line with the [Design Close Call Guidance](#), led by the Design Safety Leadership Team.

Anyone is free to report a DCC, but it is recommended that you initially confer with a respected colleague to verify opinion that a DCC has actually occurred rather than the issue being perhaps associated with emerging design production which has, reasonably, not yet reached a point where resolution would naturally occur.

The DCC must be recorded in the Design Log and Risk Log.

DCC is part of the existing Close Call process and not a standalone approach.

4. METHOD

4.1 Design Close Call for Environment & Sustainability

The inclusion of Environment & Sustainability aspects under DCC is an opportunity to continuously improve the environmental and socio-economic performance of our designs by identifying and addressing gaps early into the design cycle.

4.1.1 Definition

A Design Close Call (Environment & Sustainability) is defined as a situation where:

The design process does not adequately address environmental and/or social hazards, and/or the design generates avoidable environmental and/or social impacts during construction and/or operation

Examples:

- GRIP 1 design is developed and delivered without preliminary identification of environmental and/or social hazards or constraints;
- Findings and recommendations within Environment & Social Appraisal (ESA), ecology surveys, contaminated land risk assessments or other environmental technical reports are not acted upon at design stage;
- GRIP 2/3 design is developed/delivered without ESA provided by Client;
- Inter Disciplinary Checklist (IDC) signed off despite environmental constraints not being identified and/or addressed;
- Interdisciplinary Design Review (IDR) highlights environmental constraints not previously identified or considered (e.g. presence of protected species);
- The design results in an avoidable impact such as:
 - increased risk of fly tipping/trespassing;
 - detrimental visual impact within Conservation Area;
 - lack of accessibility to rail infrastructure which could result from the Diversity Impact Assessment (DIA) not being updated for the design of temporary works to platform. Therefore, this would lead to a potential risk that the works could proceed without considering the impact on protected characteristics therefore breaching the Equality Act.

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A DCC (Environment & Sustainability) focuses on the decision-making and verification processes within the design cycle and, as a result, differs from a 'conventional' Environmental Close Call which refers to a situation that had the potential to cause immediate environmental damage, impact or nuisance.

Examples of "Conventional" Environmental Close Calls include:

- oil and fuel containers stored without adequate retention capacity,
- drainage not protected from potential spill incident,
- lack of noise/dust/mud prevention & control measures,
- waste not being segregated as per site arrangements, etc.

NOTE: Non-compliance with [Environment & Social Minimum Requirements – Design & Construction \(ESR\)](#) should not be raised as a DCC but treated as a breach of contract/standard and dealt with accordingly by Project Management (e.g. through PRISM and SAM meetings) supported by Contract & Procurement.

Example of ESR non-compliance:

GRIP4/5 design developed/delivered without an Environment & Social Management Plan (ESMP) and/or without a Site Waste Management Plan (SWMP) approved by the Client.

4.2 Reporting

A dedicated subcategory was added into the RSSB Close Call System (CCS) under DCC to raise awareness about the potential environmental and socio-economic impacts associated with the design process and allowing trend analysis and continuous improvement.

A DCC can be reported by phone, by email or using the Network Rail Close Call App. In these cases, the user must clearly state that 'This is a Design Close Call' to facilitate its categorisation, as this is a new concept within Network Rail. If categorised as a conventional close call, there is a risk that it wouldn't reach the responsible managers in the relevant part of the business.

Note: DCC's should be reported regardless of design responsibilities as responsible managers will review and attribute them to the right owner if it is unclear.

More information about DCC is available in the [National guidance document, NR-IP-EN-DD-GD-262 NRDD supplementary guidance](#) (NRDD only), and on [Safety Central](#).

It is important to reiterate that DCC is part of the existing Close Call process. Through this Guidance, NRDD is defining the national approach to design close calls for environmental and socio-economic hazards with the aim to increase reporting awareness and continuously improve the design process. It is not a tool to report non-compliance against GRIP, Standard or Contract requirements.

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5. REFERENCE DOCUMENTS

Reference Number	Title
NR/L2/ENV/015	Environment and Social Minimum Requirements – Design and Construction
	Design Close Call Guidance
NR-IP-EN-DD-GD-262	Design Close Call Supplementary Guidance

6. ISSUE HISTORY

Version	Description	Author / Approver	Date
1.0	First issue within NRDD QMS.	E. Deschamps / R. Grubb	20/08/19
<i>Red text within document indicates amendments (For historic versions please contact NRDD S&S Team)</i>			