

Minutes of the London Health & Safety Forum

Date of Meeting: 10 March 2011

Time: 10:00 to 12:00

Held at: London Councils Offices 59^{1/2}, Southwark Street, London, SE1 0AL

Room: Committee Room 4

Present were:

Trevor Webster	Westminster (Chair)
Gary Mann	RB of Kensington & Chelsea (Vice Chair)
Lumina Herman	RB of Kensington & Chelsea
Melanie Farrow	Barking & Dagenham
Paul Eccles	Brent
Liz Johnston	Croydon
Amanda Way	Ealing
Marion Smith	Ealing
Lynne Thorburn	Hackney
Mike Sopp	Hammersmith & Fulham
Billy Cassidy	Haringey
Fabrice Terrodaire	Haringey
Sue Wilks	Havering
Sheila P	Hounslow
Caroline Woodliffe	Kingston upon Thames
Andrew Bickerstaffe	Lewisham
Adam Vicari	Merton
Chris Rackley	Southwark
Dave Garioch	Sutton
Shila Agnew	Waltham forest
John Doherty	Westminster
Oil Sanadres	City of London
Charles New	Whitgift Foundation
Alan Godden	BT/CWU
Garvey Saunders	Hackney Homes
Edmund Jacobs	Ministry of Justice

Apologies received:

Sue Emery	Brent
Geraldine Austen-Reed	Hounslow
Ray Chives	Lambeth
Gary Fisher	Newham
Christine Turner	Sutton
Michael Koumi	Barnet
Terri Loran	Hillingdon

Item	Details and/or action agreed	Action for and
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		date
1	<p>Presentation by Posturite</p> <p>Details of the presentation can be found upon the London Health and Safety Network – website through the London Councils at www.londoncouncils.gov.uk</p>	All
2	<p>Minutes of the last meeting 07 December 2010</p> <p>Accepted.</p>	
3	<p>Matters arising</p> <p>None</p>	
4	<p>HSE – legal and recent prosecutions update</p> <p>Unfortunately the HSE were unavailable for this meeting.</p>	
5	<p>Trevor Webster- Consultation and other information requests.</p> <p>TW informed all members that all Consultation and other information requests received from Steve Sumner and other will now be added onto the London Health and Safety Network Website.</p> <p>Members wanting to contribute must monitor the site for the latest requests.</p> <p>Trevor informed members that due to Steve Sumner post being deleted and that he was not sure what future provisions have been made to date,</p> <p>Steve will therefore not be providing the information to the group.</p> <p>The group wish Steve all the best for the future and will miss the valuable information provided</p>	
6	<p>Legal update – John Doherty</p> <p>Asbestos Case</p> <p>There is a recent case whereby an ex teacher claimed that she was in contact with ACM's within the school, and that this had contributed to her illness.</p> <p>She took his case to court where the judge ruled in her favour and therefore she won the case. John Doherty advised members that they should be aware that Councils can be liable for any subsequent claims relating to Asbestos.</p> <p>Lawyers did not have to prove her mesothelioma was exclusively caused by that exposure, only that the Council's negligence had 'materially' increased the risk of mesothelioma.</p> <p>.</p>	All

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7	<p>Olympic Park Visit follow up form Gary Mann</p> <p>Gary Mann thanked all members that attended the trip which was most informative both at the morning and afternoon sessions.</p> <p>Gary informed all members that this covered the accident reporting systems as used by six of the London Borough's who form part of the London H&S Networks meetings, these being;</p> <ul style="list-style-type: none"> • Royal Borough of Kensington and Chelsea • London Borough of Richmond • London Borough of Hammersmith & Fulham • London Borough of Islington • London Borough of Brent • London Borough of Hounslow <p>Key points:</p> <ul style="list-style-type: none"> • Flexible web based software solutions, tailored to suit the client's process requirements – <i>It allows the forms to be created to meet the needs of the organisation in the organisations language.</i> • Securely hosted within Rackspace data centre – <i>Meets with all in-house IT requirements and does not need them to be involved in the setting up process</i> • Easy to use - accurately capture, track and report • valuable data – <i>Reporting is carried out in a matter of seconds/minutes, avoiding days spent trawling for the right data</i> • Banish the nightmare of 'local' spreadsheets & databases – <i>Brings together all spreadsheets/databases scattered around the organisation into one manageable centre.</i> • Improved efficiency, reduced risk • Very competitive costs • Fast and flexible implementation <p>Following this Gary Mann said that Jon Robinson showed how they have used the system and the positive affect it has had on reporting throughout their Borough.</p> <p>Gary Mann then went on to mention about the opportunities for benchmarking:</p> <p>Looking to:</p> <ul style="list-style-type: none"> • Set clear benchmarking categories – <i>To be established amongst the London Health and Safety Networks Group.</i> • How will the data be collected? – <i>Looking at either the group on selecting categories receiving data from each</i> 	All

	London group represented at the meetings on a quarterly	
7.....	<p>basis and feeding it into a spreadsheet; or utilising for the group a set-up by info-exchange?</p> <ul style="list-style-type: none"> • Benchmarking Action – Once collected how will it be used? It was agreed that if presented it would be used wisely and in a manner appropriately agreed by the group and not as a tool for damning neighbouring Borough's. <p>The actions being used to form the basis of future presentations/discussions at the London H&S Network meetings and not just as a paper-based exercise?</p> <ul style="list-style-type: none"> • Monitoring – Ensuring the process is working amongst the focus group members and the network members, making improvements where required. <p>It is therefore suggested that we set up a focus group to review benchmarking information.</p> <p>Action: Those wanting contribute to contact Gary Mann</p> <p>The suggestion is to have no more than 8 members to the group.</p> <p>Once the eight have been decided, they will then need to decide how the information will be gathered and the protocol for distributing and using the data.</p> <p>The group will meet prior to the next London Councils meeting.</p> <p>Trevor Webster queried with Gary Mann on whether it would be possible to extend the briefing on bench marking to other areas Gary Mann agreed that this could be done.</p> <p>Gary Mann also mentioned that he would contact the Olympic Park and request that the presentation be sent to him, so he can that arranged for it to be shown at the next meeting.</p>	All
8	<p>AOB</p> <p>MS from Hammersmith & Fulham Council informed members that the Fire and Rescue Service will now start to charge for all calls that are false alarms. Further discussions need to be held with regards to exactly who will be liable to pay for charges incurred.</p> <p>JD from WCC informed members that the HSE are due to visit WCC with regards to Waste, Refuge and Arboriculture services and and to evaluate their contracts that will be involved with the</p>	<p>All</p> <p>All</p>

	<p>Olympics.</p> <p>J D informed members that this process involved a lot of work and the HSE required the council to provided a significant amount of information prior to their visit. JDy advised members to view the HSE Website to access more information.</p>	
8.....	<p>Trevor Webster suggested that JD put a presentation together regarding the type of questions that were asked, the impact on the Council and what he felt were the expectations from the HSE in order to meet compliance. The presentation should also include how WCC found the evaluation on the whole..</p> <p>TW asked members if they had Policy for control of contractors on site that they would be willing to share,</p>	
9	Date of Next meeting 2011	