

Minutes of the London Health & Safety Forum

Date of Meeting: 08 June 2011

Time: 10:00 to 12:00

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

Room: Committee Room 1

Present were:

Trevor Webster	Westminster (Chair)
John Doherty	Westminster
Gary Mann	RB of Kensington & Chelsea (Vice Chair)
Lumina Herman	RB of Kensington & Chelsea
Melanie Farrow	Barking & Dagenham
Sue Emery	Brent
Liz Johnston	Croydon
Nadine Anderson	Croydon
Roxana Spencer	Croydon
Marion Smith	Ealing
Lynne Thorburn	Hackney
Dave Scott	Hackney Homes
Garry Saunders	Hackney Homes
Mike Sopp	Hammersmith & Fulham
Billy Cassidy	Haringey
Fabrice Terrodaire	Haringey
Sue Wilks	Havering
Vicky hall	Hounslow
Frank Mckeown	Redbridge
Chris Rackley	Southwark
Dave Garioch	Sutton
Shila Agnew	Waltham forest
Shervin Nejand	Wands worth
Peter Dempsey	Westminster
Glenda Chapp'ede Leonual	City of London
Charles New	Whitgift Foundation
Boll Hazleton	H.S.E

Apologies Received:

Oliver Sananders	City of London
Peter Livock	City of London
Adam Viccari	Merton
Jonathan Robinson	Richardmond
Dave Garioch	Sutton
Christine Turner	Sutton

Item	Details and/or action agreed	Action for and date
1	<p>Presentation by Croydon Council Flexible working project and health and well-being.</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 March 2011</p> <p>Accepted.</p>	
3	<p>Matters arising</p> <p>None</p>	
4	<p>HSE – Legal and recent prosecutions update-Bill Hazelton</p> <p>BH informed all members that the future direction of the common safety statement is a work in progress and the HSE are still feeling their way around a different ways of working. The HSE will divert their work to particular sectors, but does not regard any industry as a no go area. If there is reason to believe a visit can be justified then it will be done. BH said he hoped to have further information for members at the next meeting.</p> <p>BH discussed cost recovery and how some parts of the HSE have always charged for their service but the Government now wants the HSE to extend this work further, and further information on cost recovery can be found on the HSE Website.</p> <p>July – Oct – Public Consultation Oct - Dec - Regions will be trialling new cost recovery process Jan - March - All regions will shadow cost recovery (no charge but acting as if there were) April 2012 – The cost recovery process will go live (so if go out to carry out an inspection they will recover the costs for the work involved).</p> <p>Defaults and amount, how cost is recovered are still being worked out.</p> <p>BH informed members that Lofstedt review and information can be found on the HSE Website and they will be seeking comments.</p> <p>Prosecutions:</p> <ol style="list-style-type: none"> 1. BH informed members that a Refurbishment Company had been prosecuted for £10,000 for Carbon-monoxide poisoning. A Security Guard was guarding a derelict building and was given a generator to heat his office, but the generator ended up releasing a significant amount of Carbonmonoxide 	

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	<p>within the office due to lack of ventilation.</p> <p>2. The Refurbishment Co was fined for ASB Exposure, the company for not being able to show any process for the management of ASB.</p> <p>BH said the HSE will be involved in further visits for Waste and Recycling management and will be visiting four or five Borough's in the near future.</p> <p>Questions raised by members:</p> <p>Q – Is it true that RIDDOR is to include the charging process..</p> <p>A – HSE have not heard of this to date, but understands the extension from 3 to 7 days is to be carried forward.</p> <p>Q – The management Regulations state that organisations are to have a number of competent health and safety advisors, can the HSE be more specific on what they would say is suitable.</p> <p>A – BH responded by saying that they cannot stipulate for example how many per Borough but would look at a number of factors such as level of risks within the organisation, numbers of staff etc.</p>	
5	<p>Legal update – John Doherty Waste, Recycling and Arboricultural contracts</p> <p>JD informed members that the HSE plan is to work through Boroughs (see HSE section above) and will write to each authority informing them as to when they will be visiting to carry out an audit and provide a set of questions they expect to be answered.</p> <p>The Audit will take 2 to 3 days to complete and there are 45 questions to be answered. Once the Audit is completed the Authorities are required to submit the answers to the questions electronically as well as sending the HSE a hard copy. JD said that you are also required to provide a portfolio of evidence to back up your responses.</p> <p>. JD informed members that further information regarding the Audit visit could be found on the HSE website – Sims/2010/04, where also a set of the questions can be found. BH also informed members that site visits are also involved. JD mentioned that the HSE are quite flexible on the time frame as to when the Audits are completed, but providing you put the effort in beforehand to complete a sound portfolio of evidence, it will greatly reduce the amount of time the auditors spend on site.</p>	

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6	<p>Professor Lofstedt Report – John Doherty</p> <p>JD informed members that in relation to Professor Lofstedt report the DWP are expecting responses to the questions within the review to be answered by the 29th July. Members were given a choice as to how they wished to respond to the review as follows;</p> <ul style="list-style-type: none"> • Under the ALG • Under their own Organisation • Under individual IOSH <p>TW queried with members on how would they prefer questions to be answered the vast majority all agreed that the questions should be answered use the London councils website but clearly showing the answers were no the views of the London boroughs or the London Councils oragnisation.. GM would contact the London Councils to see if the responses can be sent to Debbie Williams who can then place them into an area for viewing and from here TW and GM will ensure a collective response is drawn up for submission by the 29th July 2011. All responses to the questions should be sent to the agreed location by the date to be sent in an email by GM.</p>	ALL
7	<p>Benchmarking –Gary Mann</p> <p>GM confirmed that there had been seven in number that had agreed to be part of the benchmarking process to draw up a questionnaire to be sent out to all members, allowing for the sharing of information.</p> <p>GM will contact those members and request that they send to him a list of benchmarks they would like to see within the process and he shall compile those received into one document for agreement and bring it to the next meeting in September.</p> <p>Garry Saunders said that he was involved in a Benchmarking process in the past for a charity safety group and they had set up a proforma and guidance not on this and will forward it to GM.</p>	All

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8	<p>AOB</p> <p>Retirement Age issues The issue of the increase in numbers of older people working within organisations due to the increase of retirement age etc. Is raising the questions around concerns of their capability to do their job and has anybody within the group considered this from a health and safety perspective. A member of the group suggested further information can be found on the SHP website.</p> <p>Fire Risk Assessor</p> <p>There is currently a paper being published around the competency requirements of the independant consultants/contractors and those companies who offer the services for conducting fire risk assessments in the workplace.</p> <p>Further information can be found on the BAFS website.</p>	All
9	<p>Next meeting: Dates of future meetings - 2011 (10 am – 12.30 pm): 13 September 2011 06 December 2011</p>	All meetings are held at London Councils Offices, 59½ Southwark Street, London SE1 0AL