

## **Minutes of the London Health & Safety Forum**

**Date of Meeting: 06 December 2011**

**Time:** 10:00 to 12:00

**Held at:** London Councils Offices 59<sup>1/2</sup>, 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
Sue Emery	Brent
Richard Buckley	Hammersmith & Fulham
Billy Cassidy	Haringey
Fabrice Terrodaire	Haringey
Sue Wilks	Havering
Phil Day	Lewisham
Adam Viccari	Merton
Clare Pearce	Richmond
Chris Rackley	Southwark
Peter Dempsey	Westminster
Charles New	Whitgift Foundation
Alan Godden	BT/CWU
Garry Saunders	Hackney Homes
Bill Hazleton	HSE

**Apologies Received:**

Shila Agnew	Waltham forest
Terri Loran	Hillingdon
Jonathon Robinson	Richmond

Item	Details and/or action agreed	Action for and date
1	<p>Presentation by John Murphy MBE</p> <p>CHAS – How far has CHAS come</p> <p>Details of the presentation can be found upon the London Health and Safety Network – website through the London Councils at <a href="http://www.londoncouncils.gov.uk">www.londoncouncils.gov.uk</a></p> <p>John confirmed that the system has developed greatly and now includes a wide range of industry sectors</p> <p>Delegates thanked John for the reminder or the importance of stage 1 assessments – and acknowledged that the CHAS system represents good value for money.</p> <p>Following the presentation the group congratulated John on his MBE award and the recently IOSH award</p>	All
2	<p>Minutes of the last meeting 13 September 2011</p> <p>Accepted.</p> <p>TW reminded the group that previous agendas, minutes and presentations can be found on the London Councils website</p>	
3	<p>Matters arising</p> <p>None</p>	
4	<p><b>HSE – legal and recent prosecutions update – Bill Hazleton</b></p> <p>(BH) informed members that changes were being made, their budget was going to be reduced by 25% this will effect the way work is carried out for the future. The HSE has also had to respond to all reviews from Lord Young and Professor Loftsted. The HSE are to lose staff and details of the change of programme information can be found on the HSE website. <a href="http://www.hse.gov.uk">www.hse.gov.uk</a></p> <p>The HSE will be concentrating on doing more proactive inspections to high risk industries.</p> <p>Their biggest change will be the cost recovery fee for interventions. If an inspection is carried out upon an organisation and a material health and safety breach is found this will occur a charge. This will be charged at an hourly rate, based on the input of the inspector.</p> <p>The HSE will be reduced by one inspector This will mean the London offices will go from five teams to four and the work will be shared out between the four teams. The fifth team will be</p>	

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4	<p>disappear by April 2011. The four teams will be given a geographical patch and each team will specialise in specific issues.</p> <p>BH confirmed that the HSE would still have representation at this meeting</p> <p>Olympic Team</p> <p>Proactive work will continue regarding the Olympics and there will be staff leading on Transport, Broadcasting, outdoor advertising and Legionella from the HSE, dominating the proactive work for 2012.</p> <p>Arboricultural and Horticultural work will be covered by the London officers as projects during the next year..</p> <p>Waste and Recycling Project are due to last until 2013. Looking at procurement and way in which contracts are managed, covering all 33 London Boroughs. To date 12 sites have already taken place and it is hoped two more will take place before Christmas. The project team to decide if now have enough evidence, or need to continue with the rest of the boroughs.. So far feedback from the boroughs has been very good, no negative feedback was reported. Only real concerns raised out on waste stations where there is a need to improve in cases on pedestrian and vehicle segregation.</p> <p>Further information will be given at the next meeting.</p>	
5	<p><b>Trevor Webster - A Strategy Deliver Framework for Local Government</b></p> <p>(TW) informed members since John Doherty was not present he would provide the members with the following information.</p> <p>The Employers Organisation no longer have a health and safety role, but the group still continues to exist and is currently chaired by the HSE.</p> <p>The group have create a tool on how local government can test itself against meeting the HSE strategy. TW will ensure a copy is placed upon the London Councils website with the minutes and would appreciate any feedback from the group. If you wish to contribute then please contact TW.</p>	All

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6.	<p><b>Asbestos Management in Schools - Gary Mann</b></p> <p>The HSE has been continuing it's work to survey and inspect a sample of schools to assess compliance with the duty to manage asbestos. In 2010-11 this work focussed on a sample of schools that are not under LA control and a summary of the findings has now been published on the HSE website at:</p> <p><a href="http://www.hse.gov.uk/services/education/asbestos-management-1011.htm">http://www.hse.gov.uk/services/education/asbestos-management-1011.htm</a></p> <p>Here you will find a summary report alongside a list of the schools visited and formal enforcement action where taken.</p> <p>Although the findings are specifically relevant to locally managed schools, there are also a number of important reminders that are equally applicable to local authority schools where asbestos-containing materials are present.</p> <p>It is therefore important that all schools take account of the key findings in reviewing their asbestos management arrangements.</p> <p>The findings demonstrated that the majority of schools in the sample had a broad or full understanding (87%) of who the dutyholder was. No schools reported having no understanding.</p> <p>Inspectors took enforcement action in 28 of the 164 schools (17%) – serving a total of 41 Improvement Notices (INs):</p> <ul style="list-style-type: none"> <li>• 17 were served for a failure to provide adequate training</li> <li>• 14 for a lack of a written asbestos management plan</li> <li>• 8 for a failure to implement a suitable system to manage the risks from asbestos</li> <li>• 2 for a failure to undertake a survey/assessment of the presence of asbestos containing materials (ACMs)</li> </ul> <p>The breakdown of schools receiving notices by type of school is as follows:</p> <ul style="list-style-type: none"> <li>• independent schools – 17 out of 59</li> <li>• voluntary aided – 5 out of 60</li> <li>• foundation schools – 4 out of 41</li> <li>• academies – 2 out of 4</li> </ul>	

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6	<p>(GM gave for key messages:</p> <ul style="list-style-type: none"> <li>• Schools need to be aware of their duties under CAR</li> <li>• All schools must have an asbestos management plan</li> <li>• All schools must have a system to inform anyone who may disturb ACMs of the presence of asbestos</li> <li>• Schools must ensure that in-house operatives undertaking building and maintenance work have received adequate asbestos training.</li> </ul> <p>(GM) also said that it is recommended that those who have a vested interest in schools view the document and ensure that they make their own areas aware of the report and take any necessary actions to ensure that they meet all legal compliance</p> <p>(GS) queried on who is responsible for asbestos management in schools? (BH) The LA provides the funding so are the duty holder and therefore can withdraw the funding if they see fit, though he understands this is difficult to achieve as there are clear routes for achieving this.</p> <p>The HSE would serve the notice upon the CEO's who would then send it down the chain of command to the appropriate person, but there is a statutory element for the LA to ensure monitoring takes place</p>	All
7.	<p><b>Tri-Borough (LBHF/WCC/RBKC) – Trevor Webster</b></p> <p>(TW) informed members that from April 2012 Tri-borough working will be implemented across some areas of WCC, RBKC and LBHF, but not all as certain areas will remain managed as a single entity under their own Council.</p> <p>The health and safety leads regularly meet to discuss how tri-borough will be managed at a health and safety level. They are also looking at using on common set of terminologies and this will be implemented in readiness for 01 April 2012, along with a set of tri-borough local health and safety statements and codes of practice. A tri-borough health and safety meeting will also be created to drive policy throughout the boroughs.</p> <p>(TW) also informed members that all three borough will be keeping their Corporate Policies, but will ensure all the policies are aligned to provide exactly the same information.</p> <p>(TW) mentioned that it is essential that through the creation the senior management team for tri-borough that they nominate one of those managers with responsibility for health and safety. If anyone would like to discuss or had any queries on Tri-Borough working that they could contact him and (GM) for discussion.</p>	All

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7	(MF) requested further information regarding Tri-Borough to be sent to her based upon the proforma sent and (TW) said he will provide her with that and the slides electronically. (TW) informed members that he would keep them up to date on the Tri-Borough working. (GS) suggested a presentation on Tri-Borough working be done at the next meeting, both (TW) and (GM) agreed	
8	<b>AOB</b>	
9	<b>Date of Next meeting:</b> <b>Tuesday 6 March 2012</b>  <b>Future meetings:</b> <b>*Tuesday 12 June 2012 (*Note – changed venue – Committee Room 5/6 17<sup>th</sup> Floor City Hall – Westminster)</b> <b>Tuesday 11 September 2012</b> <b>Tuesday 4 December 2012</b>	All