**Minutes of the London Health and Safety Forum**

**Date of Meeting: Tuesday 04th March 2014**

**Time:** 10:00 to 12.00

**Held at**: London Councils Offices – Southwark

**Room**: Meeting Room (3)

**Minutes**: Gary Mann – 020 7361 3733 or [gary.mann@rbkc.gov.uk](mailto:gary.mann@rbkc.gov.uk)

**Present were:**

Melanie Farrow (MF) Barking and Dagenham

Musa Okunola (MO) Barking and Dagenham

Margaret Beevor (MB) Brent

Justin Tyas (JS) City of London

Liz Johnston (LJ) Croydon

Sue Emery (SE) Ealing

Lynne Thorburn (LT) Hackney

Garry Saunders (GS) Hackney Homes

Bill Hazleton (BH) Health and Safety Executive

Gary Mann (GM) RB of Kensington and Chelsea (Vice Chair)

Caroline Woodliffe (CW) Kingston Upon Thames

Phil Day (PD) Lewisham

Shila Agnew (SA) Waltham Forest

Trevor Webster (TW) City of Westminster (Chair)

Peter Dempsey (PD) City of Westminster

**Invited Speakers**

Beverly Coleman Hammersmith and Fulham

Peter Dempsey City of Westminster

**Apologies**

John Throssell (JT) Wandsworth

Gary Fisher (GF) Newham

Dave Giroch (DG) Sutton

Garry Fisher (GF) Newham

Christine Turner (CT) Sutton

Chris Rackley (CR) Southwark

Ian Wringe (IW) Redbridge

Sue Wilks (SW) Havering

Oliver Sanandres (OS) City of London

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| **Agenda Item** | **Details and/or action agreed** | **Action for and date** |
| (1) | Presentation by Beverly Coleman from the London Borough of Hammersmith and Fulham on the subject of The Implementation of Body Cameras for Civil Enforcement  The contact details of Beverley for further information are:  Health and Safety Officer  Housing and Regeneration Team  3rd Floor Hammersmith Town Hall Ext  Kings Street, London  e-mail [beverly.coleman@lbhf.gov.uk](mailto:beverly.coleman@lbhf.gov.uk) |  |
| (2) | Presentation from Peter Dempsey City of Westminster  On  Building Compliance in TFM  The contact details for Peter for further information are:  Health and Safety Manager  City Hall Westminster  Westminster City Council  Victoria Street  London  e-mail [pdempsey@westminster.gov.uk](mailto:pdempsey@westminster.gov.uk) |  |
| (3) | **Minutes of Previous Meeting**  There were no observations or comments concerning the content or accuracy of the minutes of the meeting of the 3rd December 2013. |  |
| (4) | **Matters Arising**  There were no matters arising or actions from the meeting of the 3rd December 2013 |  |

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| **Agenda Item** | **Details and/or action agreed** | **Action for and date** |
| (5) | **HSE legal and recent prosecutions update**  Bill Hazelton (BH) informed the group that as part of the **Tri-annual review** a number or areas were raised;   * Questions around FFI and its current effectiveness, whilst it will not be removed, work will be carried out around making improvements * Delays in the appointment of the new CEO for the HSE   **Myth busting Panel**   * First birthday reached of the panel – 150 myths have been addressed * Perceived as doing well and all information is on the website * The myths have been found to be useful in the presentations to senior management and outside bodies, ensuring health and safety used in the correct way.   **New Guidance**   * Update health surveillance – HSG61 – replaced, bringing in clearer guidance on when it is not required. * Rider operated lifts – HSG8 – replaced. Wording of the ACoP has not changed, it is the new guidance which has been implemented.   **BH Last Meeting**  BH announced that this would be the last meeting that he would be attending as he is moving onto a new role, but his successor will be briefed on the meetings (Neil Stephens). NS is a principal inspector from the construction policy sector  BH wished to say thank you for the invites along to the meetings and wishes all well.  TW On behalf of the grouo expressed appreciation and thanks for BH’s valued input into the meeting and wished BH on behalf of the group, good luck in his new role.  TW – It was mentioned at the last meeting about mortuaries and a possible programme of visits. Where are we with this?  BH – It had been delayed until April 2014, whereby a new programme is to be implemented, which will see visits by the HSE inspectors to the high risk mortuaries from 6th April 2014. It is expected to be carried out by appointment to enable long-term improvements throughout the sector. | **Contact BH if interested** |
| (6) | GM and TW would like to step down from their positions within the group, and would like to give an opportunity to others to give their experience and input for moving forward.   1. The Chair needs to attend the National Meeting and works with the Vice Chair. 2. The Vice Chair will step into the role of the chair in their absence and look after the meeting agenda, minutes and presentations, though both positions need to work together.   If volunteers that are interested could show their expressions of interest to either TW or GM, with a view to run from June 2014, it would be gratefully appreciated. |  |
| (7) | **AOB**  MF – **London Borough of Barking and Dagenham achieved the Safe Effective Quality Occupational Health Service (SEQOSH) accreditation in December 2013.**  The SEQOHS Accreditation Scheme is a stand-alone scheme managed by the Royal College of Physicians of London which has been selected to lead and manage the process on behalf of the Faculty of Occupational Medicine.  LBBD started the accreditation process just over a year ago and as part of the preparation for assessment, the service reviewed all policies and procedures, reviewed clinical practice and ways of working, and introduced peer review with another local authority. The LBBD Occupational Health Service used SEQOSH as a service improvement tool. The accreditation process consisted of:  Self assessment of LBBD occupational health standards;  Implementation of a traffic light rating action plan against each SEQOHS standard;  12 week programme of evidence being submitted to assessors online and requests for further evidence to be responded to;  An onsite visit with two assessors to review evidence and provide feedback with recommendations and LBBD to fulfil recommendations made;  Quality Assurance Board adjudicates the recommendation from Assessors; |  |
| 7. continued | Assessment result.  LBBD are one of only several local authority occupational health services to have achieved accreditation.  The other councils are Carmarthenshire CC, Guernsey, Coventry and Swansea, and to date across all sectors including the Private Sector, there are only 127 OH services accredited.  **What is SEQOHS?**  SEQOHS accreditation is the formal recognition that an occupational health service provider has demonstrated that it has the competence to deliver against the measures in the SEQOHS Standards. The scheme was developed for all occupational health services and providers across the UK in the NHS and Independent Sector.  SEQOHS aims to**:**   * enable services to identify the standards of practice to which they should aspire * credit good work being done by high quality occupational health services, providing independent validation that they satisfy standards of quality * raise standards where they need to be raised * help purchasers differentiate occupational health services that attain the desired standards from those that do not.   The standards are grouped into 6 domains that relate to:   * Business probity (business integrity and financial propriety) * Information governance (adequacy and confidentiality of records * People (competency and supervision of occupational health staff) * Facilities and equipment (safe, accessible and appropriate) * Relationships with purchasers (fair dealing and customer focus) * Relationships with workers (fair treatment, respect and involvement)   If you’d like more information please see the SEQOHS website  <https://www.seqohs.org/>  MF – Incident of violence and aggression within the waste collection team, whereby as a result of the investigation they have inserted new recorders within the cabs. The incident involved the vehicle being stolen and police are interested to hear of any other cases, as it is believed it may be as a result of intention for use in terrorist activities. |  |
| (9) | **Date of Next Meeting**  The next meeting of the group is scheduled to occur 04th March 2014  Future meetings   * 03 June 2014 * 09 September 2014 * 02 December 2014 | All meetings are held at London Councils Offices, 591/2 Southwark Street, London, SE1 0AL |