

**LONDON COUNCILS HEALTH AND SAFETY NETWORK**

**QUARTERLY MEETING**

**LONDON COUNCILS OFFICES, SOUTHWARK**

**Tuesday 11th September 2018**

Meeting Note

**Attendees**

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| [sandra.joyce@brent.gov.uk](mailto:sandra.joyce@brent.gov.uk) | Sandra Joyce | Brent |
| [Shriya.Koosyial@bromley.gov.uk](mailto:Shriya.Koosyial@bromley.gov.uk) | Shriya Koosyial | Bromley |
| [Portia.Lamb@camden.gov.uk](mailto:Portia.Lamb@camden.gov.uk)  [Stephen.Giddings@camden.gov.uk](mailto:Stephen.Giddings@camden.gov.uk) | Portia Lamb  Stephen Giddings | Camden |
| [Elizabeth.Johnston@croydon.gov.uk](mailto:Elizabeth.Johnston@croydon.gov.uk) | Liz Johnston | Croydon |
| [Philip.Bray@enfield.gov.uk](mailto:Philip.Bray@enfield.gov.uk) | Philip Bray | Enfield |
| [Diana.Howlett@royalgreenwich.gov.uk](mailto:Diana.Howlett@royalgreenwich.gov.uk) | Diana Howlett | Greenwich |
| [Lynne.thorburn@hackney.gov.uk](mailto:Lynne.thorburn@hackney.gov.uk) | Lynne Thorburn | Hackney |
| [Alexis.Correa@haringey.gov.uk](mailto:Alexis.Correa@haringey.gov.uk) | Alexis Correa | Haringey |
| [Jonathan.Godfrey@hounslow.gov.uk](mailto:Jonathan.Godfrey@hounslow.gov.uk) | Jon Godfrey  Chair  Meeting Note | Hounslow |
| [caroline.woodliffe@kingston.gov.uk](mailto:caroline.woodliffe@kingston.gov.uk)  [tamara.clare@kingston.gov.uk](mailto:tamara.clare@kingston.gov.uk) | Caroline Woodliffe  Tamara Clare | Kingston & Sutton |
| [selina.chen@redbridge.gov.uk](mailto:selina.chen@redbridge.gov.uk) | Selina Chen | Redbridge |
| [sdennis@wandsworth.gov.uk](mailto:sdennis@wandsworth.gov.uk) | Sarah Dennis | Richmond & Wandsworth |
| [Lee.Tapping@SOUTHWARK.GOV.UK](mailto:Lee.Tapping@SOUTHWARK.GOV.UK) | Lee Tapping | Southwark |

**Invited Speakers**

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| Margaret Sackey | UCL (Major projects) |
| Tracey Gorman | REACTEC |
| Andrew Kingscott | The Health and Safety Executive |

**Apologies**

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| Tracey Ayton Harding | [T.Harding@unison.co.uk](mailto:T.Harding@unison.co.uk) | London Health and Safety Group |
| Kelvin Scorer | [Kelvin.Scorer@local.gov.uk](mailto:Kelvin.Scorer@local.gov.uk) | LGA National Group |
| Melanie Farrow | [melanie.farrow@lbbd.gov.uk](mailto:melanie.farrow@lbbd.gov.uk) | Barking & Dagenham |
| Graham Courtney | [graham.courtney@brent.gov.uk](mailto:graham.courtney@brent.gov.uk) | Brent |
| Gino Di Franco | [gino.difranco@islington.gov.uk](mailto:gino.difranco@islington.gov.uk) | Islington |

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| (1) | **Opening**  Welcome and introductions  Jon Godfrey as Chair would provide notes from this meeting | | |  |
| (2) | **Notes from our previous meeting**  Jon Godfrey provided a verbal update on the notes from our Meeting on 12th June with a reminder of the June presentations from TfL and Hands HQ which are attached in Appendix 1 and 2 to these Meeting Notes  Appendix 1  Hands HQ - Transforming risk: Opportunities for innovation to accelerate safety performance    Contact: [alex@handshq.com](mailto:alex@handshq.com)  Appendix 2  Transport for London presented on some of the initiatives they are currently engaged with:  Major construction project co-ordination by Marion Coombes @ TfL  &  Surface Playbook by Fiona Clowes @TfL | | |  |
| (3) | **Matters arising**  Three matters for consideration  The HSE have produced information about vibration through the (National) LGA Panel. The power point by Tao Wu from the HSE is attached    Asbestos management is schools  [**http://www.hse.gov.uk/services/education/asbestos.htm**](http://www.hse.gov.uk/services/education/asbestos.htm)  (hyperlink)  Mobile working guidance from the Chartered Institute of Ergonomics  <https://www.ergonomics.org.uk/Public/Resources/Publications/Mobile_Working.aspx>  (hyperlink) | | |  |
| (4) | **Presentation 1**  **Attached as Appendix 3**  **CDM 2015 Regulatory compliance and major construction projects in London**  **Margaret Sackey, Health and Safety Manager UCL major projects**  **(formerly with TfL)**  [msackey@btinternet.com](mailto:msackey@btinternet.com)  Margaret made a very comprehensive presentation about CDM 2015 with an accompanying explanation about all the duty holdings.  **Presentation 2**  **Attached as Appendix 4**  **Managing vibration in the workplace**  **Tracey Gorman, REACTEC Business Development Director**  [TraceyGorman@reactec.com](mailto:TraceyGorman@reactec.com)  Tracey followed Margaret’s presentation with an informative review of vibration control legislation and how the REACTEC product could assist with compliance in this complex area of health and safety management.  The pricing for the product is attached in the Appendix and is subject to a Company discount on the cost shown | | |  |
| (5) | **Update from the Health and Safety Executive (HSE)**  Andrew Kingscott  Head of PAEV (Public Authorities, Education and Volunteers) Sector Engagement and Policy Directorate  [Andrew.Kingscott@hse.gov.uk](mailto:Andrew.Kingscott@hse.gov.uk)  Andrew identified the following in his update to our Group   * “[Helping Great Britain Work Well](http://www.hse.gov.uk/strategy/index.htm)”(hyperlink)is the HSE’s message and is supported by strategic themes linked to their Business Plan: <http://www.hse.gov.uk/aboutus/strategiesandplans/businessplans/plan1819.pdf> (hyperlink) * Priorities subject to intervention were identified as occupational lung disease management (particularly asbestos), musculoskeletal hazards and workplace stress * Influence and input from our Group and the wider LGA on how our own organisations are tackling these priorities would be welcome by the HSE * The Department for Education asbestos assurance programme has now closed * The HSE will undertake unannounced visits to schools in the near future to examine and assess how asbestos is managed in the context of the Control of Asbestos Regulations first incepted 14 years ago * Compliance will therefore be expected and tested against that expectation around the arrangements that are in place and how effective they are * Active contractor management by schools in the context of asbestos containing material (acm) will also be examined * Passive expectational arrangements for contractors will not be sufficient to show adequate management * Note that the duty holder under the Regulations will be viewed by the HSE as the employer of staff in the school * This is not withstanding any particular circumstances around the arrangements in the school * The HSE will also examine those controls around the employment of volunteers and the realistic circumstances of expectation within that employment * Any work with asbestos should be closely controlled and such circumstances can be well manged through a Permit to Work system * The management of asbestos in public buildings would be a future initiative for the HSE * The influence of the Client is recognised by the HSE as being fundamental to the supply chain and questions will always be asked of the Client when this has broken down * The recent HSE advice about Bunsen burner gauzes is shown on the below hyperlink with the current investigation ongoing particularly to establish the extent of the problem * <http://www.hse.gov.uk/asbestos/wire-gauzes.htm> * There is a legal obligation to manage workplace stress which has been in existence for many years * The HSE have a default intervention position that Improvement Notices (IN) will be issued to enforce their requirement that stress management must be driven from the top of every organisation * The HSE have management standards that apply to workplace stress * <http://www.hse.gov.uk/stress/standards/> * A spoken stress toolkit (aimed at school staff) is being produced by the HSE * The HSE maintain an interest in finding pockets of best practice across the industry spectrum * The following should be noted as having current potential for Enforcement by the HSE: * Vibration both hand arm and whole body which has seen recent enforcement notices to Local Authorities; * Incidents involving moving vehicles and the arrangements made for the management of workplace transport, and * The management of occupational violence. | | |  |
| (6) | | The notes from the March meeting of the National Group are attached  Currently the following are issues for this Group:  Workplace violence  Public office safety out of hours  Safety in schools  Please contact Kelvin directly to follow up any items  [Kelvin.Scorer@local.gov.uk](mailto:Kelvin.Scorer@local.gov.uk)  Next National Group Meeting at Smith Square LGA offices on  Wednesday 14th November 2018 |  | |
| (7) | | **Any other business**  Please contact Jon Godfrey for inclusion of any other matters | **All by next meeting** | |
| (8) | | **Meeting sub Group**  The occupational violence sub Group will follow this meeting |  | |
| (9) | | **Date of Next Meeting**  Tuesday 4th December 2018 | All meetings are held at London Councils Offices, 591/2 Southwark Street, London, SE1 0AL | |