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

**DRAFT 1.1 Justin Tyas**

**Date of Meeting: Tuesday 09 September 2014**

**Time:** 10:00 to 12.00

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

**Room**: Meeting Room (3)

**Minutes**: Justin Tyas [Justin.tyas@cityoflondon.gov.uk](mailto:Justin.tyas@cityoflondon.gov.uk)

**Present were:**

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| Melanie Farrow (MF) | Barking and Dagenham |
| Ian Roberts (IR) | Brent |
| Paul Lehane (PL) | Bromley |
| Justin Tyas (JT) (Vice Chair) | City of London |
| Graham Courtney (GC) Chair | Ealing |
| Sue Emery (SE) | Ealing |
| Al Parry (AP) | Greenwich |
| Lynne Thorburn (LP) | Hackney |
| Garry Saunders (GS) | Hackney Homes |
| Fabrice Terrochaire (FT) | Haringey |
| Chris Wagstaff (CW) | Havering |
| Phil Day (PD) | Lewisham |
| Chris Rackley (CR) | Southwark |
| Peter Dempsey (PD) | Westminster |
| Alan Goddem (AG) | CWU |
| Michael La Rose (M La Rose) | HSE FOD 01 |

**Invited Speakers**

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| Philip Baker | [philip.baker@bps-solutions.com](mailto:philip.baker@bps-solutions.com) |

**Apologies**

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| Patricia Hook (PH) | Bromley |
| Oliver Sanandres (OS) Co-Chair | City of London |
| Gary Mann (GM) | Hammersmith & Fulham / RB of Kensington & Chelsea |
| Terri Lohan | Hillingdon |
| Ann Whalley (AW) | Waltham Forest |
| Trevor Webster (TW) | Westminster |
| John Doherty (JD) | Westminster |

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| **Agenda Item** | **Details and/or action agreed** | **Action for and date** |
| (1) | **Open Meeting**  Graham Courtney (GC) Chaired the meeting and welcomed everyone. Apologies were noted. The running order of the meeting was adjusted slightly. |  |
| (2) | **Presentation**  Philip Baker gave a presentation on  “*CDM 2015 – Philip Bakers Personal Views*”    Philip answered questions from LHSF members and there was much discussion around the proposed Domestic Client duties which were omitted from CDM 2007. GC thanked Philip for a thought provoking presentation.  The contact details for Philip are:  e-mail [philip.baker@bps-solutions.com](mailto:philip.baker@bps-solutions.com) |  |
| (3) | **Minutes of Previous Meeting**  Sue Emery (Ealing) noted that she attended the previous Forum (03.06.2014) but was omitted from the minutes. Update minutes accordingly. | **JT / Sept 2014** |
| (4) | **Matters Arising**  None |  |
| (5) | **Update from the Health and Safety Executive (HSE)**  Neil Stephens, HM Principal Inspector of Health and Safety was unable to attend the meeting but was represented by Michael La Rose (M La Rose), MH Inspector of Health and Safety FOD 01.  M La Rose noted that Neil Stephen (NS) would attend future meeting and provide an update on enforcement / recent health and safety cases.  M La Rose noted that there were four multi-disciplinary enforcement groups in London under the Principal Inspector (NS). M La Rose is in Group 1.  M La Rose agreed to provide contact details for the other three Groups, and details of their (geographic) enforcement areas.  M L Rose noted that inspections would soon commence on the HSEs current priority areas: Asbestos, Legionella and Contractors. Further details about inspection programme to be provided.  M La Rose noted that there would be no changes in respect of the Fee for Intervention (FFI) cost recovery scheme operated by HSE. An independent panel conducted an [18 month review of FFI](http://www.hse.gov.uk/fee-for-intervention/independent-ffi-review-panel-final-report-2014.pdf). Some challenges with FFI were noted. | **NS / From next meeting**  **M La Rose / before next meeting**  **M La Rose / Oct 2014** |

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| **Agenda Item** | **Details and/or action agreed** | **Action for and date** |
| (6) | **Discussion – What is the purpose of the forum?**  *Members were asked to come to the meeting prepared to discuss:- The role of the forum - Opportunities for the best use of the forum, what work should we be getting involved in, how can the forum add value, are there any constraints on the use of the forum, what would you be prepared to support the forum.*  The members discussed the above but not specific actions were agreed. It was noted that Special Interest Groups had emerged as sub groups from interested members, talking specific issues and there was a desire to resurrect SIGs according to need. Areas noted for possible further work (if taken forwarded) included Fire Safety, Contractor Management including Safety Schemes in Procurement (SSIP).  Benchmarking was briefly discussed and sharing details on enforcement experiences. | GC to identify subject areas and call for SIG members.  For next meeting |
| (7) | **National forum feedback**  Graham Courtney gave feedback – Appendix 1 provided further details.  It was suggested that perhaps electronic promotion of sensible risk management in LAs in London could provide an effective means of rolling out the message to Executive Directors | GC to consider and feedback to next meeting |
| (8) | **AOB**   * Briefly discussed enquiry about lead and if this was an issue for members with DLO’s undertaking refurbishment * Noted new government scheme where GPs paid develop return to work plans for those off more than four weeks from work. * Noted enforcement action by the London Fire Brigade (LFB) in relation to social housing. |  |
| (9) | **Future presentations -suggestions**   * Fire safety in social housing * Wellbeing Charter * SSIP |  |
| (10) | **Date of Next Meeting**  Future meetings   * 02 December 2014 | All meetings are held at London Councils Offices, 591/2 Southwark Street, London, SE1 0AL |

**Appendix 1: Briefing note to London Councils – 9 September 2014**

Local Government Association Health and Safety Practitioners Panel

Pleased to report continuing representation of the London Region by the London Council at the Local Government Association Health and Safety Practitioner Panel.

From the last meeting in June:

* **Voluntary groups in local government – discussion re production of guidance**For further discussion in September Clive Werrett, Worcestershire County Council (lead), this is a much bigger piece of work than focussing on health and safety aspects alone, e.g. ‘recruitment’, ‘selection’, ‘dismissal’ discrimination issues, etc.

Each authority is in its own position re: the policy on using volunteers to deliver services with its own consequent challenges and considerations re quality of service and any arising liabilities.

* **Sickness absence: stress, violence – the LGA workforce survey**

The Workforce survey contains some data on reasons for sickness absence and numbers of violent incidents. With regards to the survey the LGA research team would be asked whether an additional absence qualifications category could be added to the current list, for example cancer related; asbestos; sun exposure.

* **HSE update by Ruth Sleigh – new HSE guidance on sensible h&s / sensible risk management for local authorities**

After a well-attended soft launch in Leeds earlier in 2014 could this be explored in London for executive directors? Presently under consideration – views welcomed.

Any contributory thinking on each of the three bullets to me direct at Ealing please. I’ll then inject to LGA.

[courtneyg@ealing.gov.uk](mailto:courtneyg@ealing.gov.uk)