

LOCAL AUTHORITIES HEALTH AND SAFETY FORUM (LA FORUM)

Minutes of the 8th meeting of the LA Forum held on Thursday 24 July 2003,
Fortune Room, Rose Court, 2 Southwark Bridge, London SE1 9HS

<u>Present</u>	<u>Representing</u>	<u>Apologies</u>	
John Cullen (Chair)	HSE	Alan Parry, TGWU	
Alistair Dodd	SoPD		
Steve Sumner	EO		
Mandy Wright	EO		
John McClean	GMB		
John Holden	IOSH		
Ian Lavery	SoPD		
Susan Murray	TGWU		
Hugh Robertson	UNISON		
Jonathan Lloyd	WLGA		
Dil Sen	HSE		
Charles Horsefield	HSE		
Graham Piggott	HSE		
Nikki Hughes	HSE		
Robert Parkes	HSE	Observers:	
Debbie Thiara	HSE	Peter Brown	HSE
Leanne Wilson	HSE	Martin Hugo	HSE
(Mins. Secretary)			

1. INTRODUCTION

1.1 John Cullen welcomed members to the meeting, in particular Miranda Ford (Audit Commission), Helen Nowell (Scottish Executive), Susan Murray (TGWU), Charles Horsefield, Graham Piggott, Dil Sen, Martin Hugo, Peter Brown (HSE) and Leanne Wilson (New Minutes Secretary).

Apologies were received from non-attendees.

2. MINUTES OF THE LAST MEETING AND MATTERS ARISING

2.1 National Joint Agreement – Action on LA Forum members is now complete. The Chair extended his thanks for all the work, which had gone into this agreement.

2.2 Draft Councillors Guidance – members advised that the letter has now been sent to all Leaders of the Council from Joyce Edmond-Smith.

2.3 Bench marking tool – Members advised that HSE is funding the Scoping Study for the audit tool kit. Members to be informed of timescales at the next meeting.

ACTION: HSE Secretariat

2.4 Local Best Value Performance Indicators (BVPI) – Steve has drafted the Local BVPI and circulated to safety practitioners’ panel. No comments received. He agreed for it to be circulated with the minutes.

ACTION: HSE Secretariat

2.5 LAs annual award for innovation – Steve reported that there was no chance for a health and safety award to be included within the existing awards. HSE agreed to consider whether there was scope for an individual award for LAs to be included in the European Health and Safety Awards.

ACTION: HSE Secretariat

2.6 Safety Representatives Charter (SRC)– Wording for SRC has been agreed and is available on HSE website. Its format is being revised. HSE agreed to follow up with Mick Balfour the timescale for work to be completed on the format. HSE to also consider how the SRC is to be launched.

ACTION: HSE Secretariat

2.7 Good Practice Guide – Steve said that work on this is ongoing and he will provide an update at next meeting.

ACTION: Employers Organisation

2.8 Best Value Guidance – Mandy reported that we were too late for the consultation process (although we couldn’t have taken part anyway!). Members agreed to keep this issue as an agenda item for Mandy to update progress.

ACTION: Employers Organisation

2.9 Members were given an update on issues relating to Scotland and Wales. The 32 LAs in Scotland are meeting with HSE to take forward the LA Forum action plan, and a framework for future action. In particular, work is focusing on the CE’s letter, and elected members. Wales’s Programme for Improvement – Sandy Blair (Director of WLGA) committed to health and safety being on Welsh Programme for Improvement agenda. Future meeting is proposed with WLGA and Terry Rose (HSE) to move the issue forward. Discussion took place on whether the model, e.g. regional group meetings with HSE to take forward regional/national issues could be useful within England and Wales.

ACTION: HSE Secretariat/SoPD/WLGA

2.10 European Week of Health and Safety – This year the focus is on ‘dangerous substances’ and members felt that this provided less focus for local authorities. Hugh informed members that Unison were using asbestos as the focus for the week.

3 SECRETARY’S REPORT

3.1 Nikki introduced the Secretary’s paper. Fatal accident statistics have been amended and Nikki thanked Hugh for bringing to her attention the need for further scrutiny. Hugh highlighted the fact that refuse collection vehicle accidents still account for the biggest number of accidents.

3.2. Feedback from the Audit Commission – Nikki reported that there were avenues to pursue to get the health and safety agenda in the BVPI. Mandy supported this view and agreed to look at these avenues as well.

ACTION: HSE Secretariat/EO

4 9th PRIORITY PROGRAMME

4.1 The Chair outlined HSE's proposed 9th Priority Programme.

The programme will target central and local government in response to Revitalising Health and Safety.

Members asked that information on the proposed work of the programme should be provided. HSE agreed to provide an information paper which can be posted to the EO website, and to put out a press release.

ACTION: HSE

5 LA FORUM INFLUENCING INSPECTION ACTIVITIES

5.1 Charles Horsefield, Head of Operations FOD London Division, made a presentation on Inspection Priorities, and the plan for inspection over the following year.

Alistair Dodds commented that these audits were very useful especially for Scotland.

5.2 Dil Sen Head of EMAS in the NW, made a presentation on the Stress Inspection Programme. The stress initiative started in April 2003 and will run for at least 3 years Auditing LA's for stress.

EMAS will provide information on the audit process wto be posted on the EO website.

ACTION: EO/HSE

5.3 Graham Piggott, FOD NW Operations, gave a presentation on the NW Pilot Inspection Initiative, which is considering how to apply resources for maximum effects.

Information relating to this inspection initiative will be posted on EO website

ACTION: HSE/EO

6 HEALTH AND SAFETY WITHIN THE CPA PROCESS

6.1 Presentation by Miranda Ford of the Audit Commission on the CPA Framework for 2005. The framework involves Education, Social Care, Enviornmental, Housing, Libraries&Leisure and Benefits.

Principles for the review of the CPA framework include the following:

- To build from the baseline
- Keep successful elements
- Consistent core & flexibility
- Greater user focus
- Better context utilisation
- Single linear judgment Coporate assessment

Miranda provided information for further work for HSE to take forward.

ACTION: HSE

7 ANY OTHER BUSINESS

7.1 Parking Attendants - Paper discussed. This is an issue, which LA's should be taking forward through Crime & Disorder Local Partnerships. HSE to notify British Parking Association. EO agreed to discuss further with British Parking Association.

ACTION: HSE/EO

7.2 Solace – Funding for partnership working. Debbie provided information relating to the varying levels of partnership working. Members agreed to consider whether funding was available in support of this if further information could be provided.

ACTION: HSE

7.3 Date of next meeting: 26 November 2003 (Rose Room, Rose Court)