

**FURTHER EDUCATION SAFETY AND HEALTH FORUM (FESH)
TWENTY FIFTH MEETING
19 JUNE 2015
UNISON, Cardiff**

Present:

Stephen Green (AoC)
Jane Holt (Totton College)
Ian Rowe (ColegauCymru/CollegesWales)
Ruth Sleigh (HSE)
Gerald Williams (UNISON)

Apologies:

Kathy Bow (H&S Development Network, Colleges Scotland)
David Green (AMIE)
Dave McGinty (EIS)
John Walls (Salford City Colleges)

1. Welcome and representation

In the absence of DG, IR agreed to act as chair and welcomed members. All thanked UNISON for hosting the meeting.

2. Twenty Fourth Meeting, 27 February 2015 – matters arising

The notes of the twenty-fourth meeting were considered and agreed as accurate.

Matters arising:

GW offered to circulate a UNISON newsletter, containing a “Sensible Risk” article.

Action: GW will circulate an electronic copy of the UNISON newsletter to FESH members

3. Work on implementing FESH Assessment Tool

With regard to the development of a smartphone app for the Assessment Tool, IR suggested that a group of Coleg Gwent students could be given this task as a project during the Autumn 2015 term

All thanked Coleg Gwent for its support.

All agreed that the Assessment Tool should have an occupational health section, containing a few, broad questions, such as “Is there a suitable OH system in place?” This should lead to reference to the FESH occupational health guidance.

JH and RS agreed to draft a few suitable OH questions including one(s) on occupational health referrals and support

There followed some discussion on scoring.

SG pointed out that scores can be useful for KPI purposes but the Tool’s main use is to lead to the production of an action plan.

Further, since scoring is arbitrary, benchmarking against other colleges would not be meaningful.

IR has emailed ESTYN, making them aware of the Assessment Tool. No reply has been received to date.

Action: JH and RS to formulate some suitable occupational health question(s) for the Assessment Tool

4. Occupational Health Guidance

KB and IR have continued to develop the Occupational Health guidance. JH suggested that there is a need for the new guidance to be condensed – the main need is for practical spreadsheets.

RS added that a web-based solution would enable this approach – more wordy sections could be accessed via hyperlinks and so not clog up the front end

SG suggested that an action plan element could be added.

SG added that regional h&s groups could be asked to lead development of guidance for individual areas of work, starting from IR's drafts.

Action: IR to circulate drafts to the group

5. HSE Update

RS pointed out that HSE has been liaising with OFSTED over OFSTED's pronouncements (to schools) about H&S legislation. Actually, HSE "owns" this legislation and only wants to push schools and colleges as far as legal compliance, not "gold plating"

RS informed the group that lots of new guidance on the Construction Design and Management Regulations 2015 is now available. She referred to an HSE Powerpoint presentation aimed at stakeholders. All agreed that it would be useful to see these slides. RS cautioned that the presentation is not designed to be delivered by others but members might find it a useful basis for briefings that they are delivering. Of course, this will require awareness of the detail of the Regulations and guidance and the slides should be tailored for the particular audience.

With regard to licencing of pesticides, new guidance on non-chemical weed control is available. Entitled "Best practice guidance notes for integrated and non-chemical Amenity Hard-surface weed control.", it can be found here: <http://www.emr.ac.uk/wp-content/uploads/2015/03/BPWeeds2015web1.pdf>

RS mentioned proposals for an HSL project to look into emissions from small, desk-top 3D printers – mostly using polymers. These are apparently starting to be seen in schools. There is some concern over the possibility of harmful emissions from the machines and whether this is being adequately controlled. It is possible that colleges might also have these printers in situ and RS asked if there might be scope for colleges to contribute to some of this work. No further detail is available, at this early stage of the project but RS will keep FESH informed as it moves forward.

RS mentioned an event on skin cancer, taking place in London in July

Action:

RS to circulate:

- **some faq slides, relating to CDM 2015**
- **link to non-chemical weed control information**

6. AOB

Discussion took place around a proposed letter, to principals, from FESH, reminding them that FESH is the lead body for FE health and safety across our three nations. The consensus was that perhaps the letter should target the regional groups of colleges (via the relevant chair) so that they understand the role of FESH and what role they might play too - for example in disseminating information, providing input on topics and looking at, and sharing the FESH minutes with college practitioners in their region, including perhaps those who don't attend the regional group.

There was also discussion on the position of FESH with regard to advice and pronouncements. FESH does have an email address and Twitter presence but it was agreed that FESH should not become involved in basic, individual issues. Rather, the forum should concentrate on harmonising and providing structure across the FE sector and to develop national policy on major issues. IR informed the group that Welsh Colleges already have a FESH update as a standing item on the Welsh colleges H&S group meeting agendas.

All agreed that it is a good idea to have strong links with our University sector equivalent, HESH, to use the experience and better funding of universities when, for example, new technologies with H&S concerns emerge. For example, HESH's Health & Safety Management Code of Practice (owned by USHA) is to be launched in October 2015. It has a good format and could be adapted into an equivalent FE document.

SG mentioned potential new advice, from HSE on spray painting and suggested that this could be disseminated via FESH.

The FESH page on the AoC website needs to be updated

JH suggested that FESH could look at h&s practises in the three countries and examine any discrepancies.

Resignations:

GW announced that he would be leaving the group.

RS announced that she, too, would be leaving FESH. No HSE replacement member has yet been announced.

All thanked both for their valuable contributions.

The FESH meeting note-taking duty should be circulated to allow members more opportunity to participate fully.

Actions:

RS to circulate a final version of the FESH introduction letter, amended to take into account of its additional audience (regional H&S groups). The letter can be sent out in the new academic year

SG to update AoC website's FESH page

<https://www.aoc.co.uk/funding-and-corporate-services/health-and-safety/further-education-safety-health-group-fesh>

Note-taking rota to be decided at next meeting

7. Date of next meeting

Friday 9 October 2015, in Glasgow