

**FURTHER EDUCATION SAFETY AND HEALTH FORUM (FESH)
TWENTY THIRD MEETING
10 OCTOBER 2014
EIS, EDINBURGH**

Present:

Kathy Bow (H&S Development Network, Colleges Scotland)
June Cairns (HSE)
David Green (AMIE)
Stephen Green (AoC)
Dave McGinty (EIS)
Ian Rowe (ColegauCymru/CollegesWales)
Ruth Sleigh (HSE)

Apologies:

Gerald Williams (UNISON)

1. Welcome and representation

DG, as chair, welcomed members. All thanked EIS for hosting the meeting. The group again regretted the lack of UCU involvement. SG, as secretary, has received no reply to his invitation to UCU, requesting that they consider participating. Discussion followed, on how to encourage UCU involvement. It was agreed that FESH contact a senior UCU officer.

Actions: SG to write to Sally Hunt, of UCU, inviting nomination of a representative

2. Twenty Second Meeting 11 July 2015 – matters arising

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

Matters arising:

Some general issues were discussed, others were included in later agenda items.

Voting for chair and secretary of FESH was postponed to a future meeting

DG: Twitter development needs colleges to follow FESH

Discussion took place on a letter to be sent to Scottish College principals to promote FESH. It was agreed that a revised version could be sent to all principals in England, Scotland and Wales

Action: DG and RS will send amendments to KB. Then FESH will circulate letter to colleges (it was agreed that HSE will be listed, in the letter, as a FESH member, to add weight.)

3. Work on implementing FESH Assessment Tool

IR offered Coleg Gwent funding for Assessment Tool development. He said that the Assessment Tool app is 95% complete. All thanked Coleg Gwent for this.

SG requested that the app be extended to include Android platform

The group agreed that, if possible FESH becomes the owner of the app.

Regarding publicity for FESH and the Assessment Tool, IR will promote them at a forthcoming network group meeting, KB will do similar at a Scottish event in November and SG at a conference of Yorkshire colleges.

RS suggested tweeting information on the Coleg Gwent case study.

DG offered a FESH email address so correspondence can be sent, by email, from FESH

4. Occupational Health Guidance

IR and KB presented the OH practical guide.

KB pointed out that the guidance needs to be fine-tuned and developed further. It is intended that it will include help on how to choose a good OH provider.

IR added that draft checklists will be produced for many college departments

KB will circulate an electronic version of the guide, for comment

RS informed the group that the HSE website will be amended now that HSG257 has been removed

The group thanked IR and KB for their work

ACTION: All members to review the document and feedback comments (including cases/suggestions) to KB

5. HSE update

RS mentioned the following:

- the European Health & Safety at work week
- HSE's website, where information on "Sensible Risk" has been updated, recently.
- HSE supports FESH's OH guidance
- HSE's current construction work campaign will involve unannounced visits – looking at health issues (for every fatal incident in construction there are 100 work-related cancer deaths). Apps are available to signpost small traders to useful information.
- "Commercialisation" of HSE. HSE's new Chief Executive, Dr Richard Judge, has a commercial background. HSe will focus on big projects (possibly with other nations). HSE needs to be self-funding. Fee for intervention is here to stay!

Action

RS will circulate a selection of real risk cases, suitable for college audiences.

6. AOB

a. FESH Group status

- IR stressed the need to link better to existing network groups
- SG added that FESH issues (such as the OH guidance), can be suggested as standing agenda items of regional group meetings. Similarly, FESH could have a standing agenda item on “hot topics” from network groups.
- DM remarked that FESH should, mainly, signpost colleges to external advice.
- DG proposed that regional groups could refer problem issues to FESH for its view.
- All agreed that FESH needs to operate at a strategic level and not become involved in local/operational detail.
- DM stated that mental health is an important issue. SG mentioned the AoC guidance for this topic and KB referred to ongoing work in Scotland.

b. FESH Group membership

- All agreed the need for additional English College members

Actions:

Mental Health will be added as an agenda item to the next FESH meeting, in February 2015. Members should bring along any Mental Health resources to this meeting.

SG to seek members from two proactive English colleges

c. DG pointed out that the FESH e-mail/domain payment renews in November 2014. AMIE will pay this time, then other FESH members will take turns.

d. DG circulated the new AMIE Wellbeing guidance. A pdf version is available online

6. Date of next meeting

Friday 27 February 2015, at AoC, London
