

**FURTHER EDUCATION SAFETY AND HEALTH FORUM (FESH)
TWENTY-FIRST MEETING
10 APRIL 2014
UNISON, CARDIFF**

Present:

Kathy Bow (H&S Development Network, Colleges Scotland)
Stephen Green (AoC)
Ian Rowe (ColegauCymru/CollegesWales)
Ruth Sleight (HSE)
Gerald Williams (UNISON)

Apologies:

David Green (AMIE)
Dave McGinty (EIS)

1. Welcome and representation

IR, as chair, welcomed members. All thanked UNISON for hosting the meeting.

It was noted that Phil Mackie has left the group. All thanked him for his valuable contribution and wished him well for the future.

The group, again, regretted the lack of UCU involvement.

2. Twentieth Meeting 25 October 2013 – matters arising

The notes of the twentieth meeting were considered and agreed as accurate.

Matters arising:

Matters arising:

- RS informed the group that the HSE website link to HSG257 now links to generic HSE Occupational Health guidance.
- IR will re-send a FESH case study to DG
- Re item 4, nothing has been received from Steve Cooper regarding a “sensible standpoint” statement for FESH. CW agrees to contact SC about this.
- KB commented that Scottish Colleges are following funding body demands re workplace vetting. All agreed that vetting needs to be proportionate to the risk.
- SG updated the group on the 2014 AoC H&S Conference, which will include a workshop, presented by HSE, on its Young Persons guidance.
- IR pointed out that the Welsh national Code of Practice is being challenged (seen, by some, as being out of date). Old style monitoring is no longer practicable. The Code of Practice is now with Welsh Government lawyers. All concurred that ant new system will need to focus on high-risk placements.
- SG summarised the situation in English colleges and detailed two useful computer/tablet apps: “Safe to Work” and “i-Auditor”
- RS raised the issue of potential civil claims that might arise if reduced standards of monitoring were adopted and accidents happened

- IR mentioned an analysis, by Welsh Colleges, of statistics. This is reviewed annually and can be used to support changes in monitoring levels.
- KB and SG added that in Scotland and England there are many cases where placement vetting is not shared (even between departments in a single College)
- IR suggested that DG could tweet on behalf of FESH, referring to the new HSE work experience guidance. (All group members should sign up to Twitter)
- GW offered to highlight HSE guidance to Trades Union colleagues.
- IR offered to put together a case study, showing how Welsh Colleges meet HSE recommendations

Action:

3. Work on implementing FESH Assessment Tool

All agreed that the Tool needs to be kept up to date and to the forefront. SG pointed out that a College Principal, speaking at the AoC National H&S Conference, will be asked to refer to the FESH Assessment Tool during her presentation.

KB mentioned a Scottish event “Adapting to health & safety change” at which she will be speaking about the Tool.

IR offered to give the Tool document a facelift, adding the FESH logo etc, and circulate it to the group.

KB raised the issue of the FESH introductory letter, which did not reach Scottish Colleges. It was agreed that the status of the letter should be raised with DG. If the letter has not been sent out then mention of the revised HSE YP guidance should be added. This could be backed up by a tweet. All agreed that this should be done by June since there are several events taking place that could use it to add impetus.

GW offered to copy the letter to all UNISON officers, asking them to check whether their College Principals recognise and use it. He also will investigate development of an App for the Tool

Actions:

IR to give the Assessment Tool document a facelift, add the FESH logo etc, and circulate it to the group.

DG to update and send letter to Colleges, backed up by a tweet.

GW to investigate feasibility of App for the Tool

4. HSE Report

RS raised a number of issues:

- the consultation on the CDM Regulations and the possibility of a FESH response. She commented that there was still a drive to remove the self-employed from health & safety legislation
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- BS4163 “Health and safety for design and technology in education or similar establishments”. This technical standard has been revised and is out for consultation (It is a BS consultation, not an HSE one)
 - the “Procurement checklist (on the IOSH website, here: <http://www.iosh.co.uk/Membership/Our-membership-network/Our-Groups/Public-Services-group/PS-Procurement/Procurement-checklist.aspx>)
- RS is interested in finding any relevant case studies.
- asbestos in schools: resources are available from the end of April 2014 via the HSE website
 - HSE’s sensible risk webpages include a few case studies involving Education. The pages in this section now include questions encouraging focus on real risk.
- <http://www.hse.gov.uk/services/localgovernment/sensible-risk/>

5. HSG257

It was agreed that FESH should take up ownership of this area and produce new Occupational Health guidance.

KB has discussed OH with her college provider who suggests that new guidance development should involve the OH umbrella organisation (Kathy: can you supply the organisation;s name?)

RS informed the group that universities are developing a version, for HE, via the HE OH Physicians group.

KB added that new guidance should include student issues.

RS suggested a web-based approach – modules could be developed and published individually.

IR agreed to work with KB to evaluate HSG257 and report back on areas that needed work.

Action: IR/KB to evaluate HSG257 and report back to FESH

6. AOB

There was no other business.

7. Date of next meeting

Friday 4 July 2014, at AMIE, Market Harborough was suggested, subject to availability
