

LONDON BOROUGH OF LEWISHAM

MINUTES of the meeting of the HEALTH AND SAFETY COMMITTEE, which was open to the press and public, held in Committee Room 4 Civic Suite Catford Road, Catford SE6 4RU on Monday 30 January 2017 at 6 p.m.

Present

Councillor Britton (Chair) Councillors Brown, Handley, Klier and Michael.

Unions

Kim Knappett - ATL
Gary Cummins – UNITE

Directorate

James Lee - Community Services

Health & Safety Adviser

David Austin - Head of Corporate Resources

Apologies for absence were received from Councillor Till and Lea Bonnell -NUT
Genevieve Macklin – Housing Strategy, and Kate Bond CYP.

Minute No.

Action

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| 1 | <u>Minutes</u>

RESOLVED that the minutes of the meeting of the Health and Safety Committee, which was open to the press and public, held on 31 October 2016 be confirmed and signed. | |
| 2 | <u>Declarations of Interest</u>

There were no declarations. | |
| 3. | <u>Corporate Health and Safety Team Update</u> | |
| 3.1 | Mr Austin said that the summary reports of directorate statistics were included in the agenda, and following an email sent to all members, there were no additional items tabled for discussion. | |
| 3.2 | The Health and Safety Board had been held the week before this Committee and there had not been any issues regarding Health and Safety from a non-employer perspective. However, he advised members that subjects discussed included: <ul style="list-style-type: none">• Schools recording of Health and Safety incidents is | |

improving. Incidents of violence and aggression statistics were been monitored; officers did not have any specific concerns to report

- Asbestos in older Council buildings from an employer perspective – are being monitored as this remains a risk
- Health and Safety Policies due for annual renewal were updated.

3.3 Councillor Handley asked whether officer monitoring of asbestos would include Lewisham Homes and Brockley PFI. Mr Austin said not directly as they are managed by contractors and under the contractual agreement the relevant contractor would be responsible. He gave the example of when there was a fire in Marine Towers, Lewisham Homes are a Limited company, and were responsible for Health and Safety regulations of the building.

3.4 Councillor Handley asked who would be responsible if asbestos, for example, was found in properties that were being managed; would the contractor be responsible or would Lewisham approve money for the work required. Mr Austin said that he thought that it would be in the management contract but he would check.

D.A

RESOLVED that the report be noted and the action outlined above be undertaken by appropriate officers.

4. Any other business

Council buildings

- 4.1 Mr Cummins said that there had been some discussion about Job Centre Plus relocating into Lewisham premises. More members of the public will be using the building if the relocation is successful. This move may not happen for some time, but he said that this Committee may wish to have more details submitted to the next meeting of this Committee. Job Centre Plus (JCP) staff currently have a separate entrance to members of the public and this might be required when they move, so there may need to be some reconfiguration of the building before staff can move into the premises. Mr Austin said that relocation was one of the options being considered. There had been reconfiguration work in Laurence House; access and services run from that building. Mr Austin agreed to submit a report to the next meeting of this Committee on how member of the public access is managed across the Catford Complex regardless of how much specific progress there may be on the JCP.
- 4.2 Councillor Brown asked officers to consider whether there should be some paper on the general policy we have in place for when other bodies to use Council buildings,

particularly with regard to health and safety. Mr Austin said that currently very few buildings are shared, this Council is more likely to rent out other buildings. He said that there could be a response around the Laurence House and extend it to Catford Complex and how Lewisham Homes is being managed in the old town hall. Mr Lee said that there could be a larger remit regarding the Leemore Centre, for example. He said that Leisure Centres are different because there are specific regulations for them. The Leemore Centre would soon be tenanted as would Mulberry and Sydenham Centres. Councillor Handley said that there had been changes at Leemore Centre. Different contractors had been used for minor works and there had been duplication of work. This duplication would have been costly for the Council and there should be more co-ordination between council departments. Mr Lee said the Leemore Centre is managed by Community Services; he was aware of the minor works to which Councillor Handley had referred and agreed to discuss his comments with relevant officers.

4.3 In summary Mr Austin said that the following items would be reported to the next meeting of this Committee.

- How the Catford Complex should be managed when outside bodies use Council buildings
- An update on the Job Centre Plus relocation
- Community Centres and where premises responsibility lies.

Community Libraries

4.4 Mr Cummins said that trade unions had concerns about community libraries. There are different models throughout the borough and this has implications for health and safety. He was not sure whether all volunteers receive health and safety training and although it is not Lewisham's responsibility to provide the training, there is an interface with the public. The Chair said that he remembered that provision of this training had previously be raised by this Committee. Mr Lee said that it could be included in a report to the Committee.

Utilisation of space for small businesses

4.5 Mr Cummins said that with regard to the utilisation of space for small businesses, there are one person businesses and they need a clear message about escape routes and their responsibilities for their own Health and Safety.

RESOLVED that the report be noted

The meeting ended at 6.25 pm.

Chair