

Working Well Together Steering Group meeting 07/11/2022

Meeting summary and action Notes

Welcome & Introductions

Alastair M (HSE) welcomed everyone to the WWT steering group meeting.

Actions from previous meeting (6th April 2022)

No outstanding matters. Thanks were given to members who had provided feedback on item 4 of the action notes from the previous meeting.

Update on development of WWT website

Alastair M gave a presentation regarding the WWT website project.

Funding from the Construction Industry Council (CIC) has been secured to develop the site.

It will host WWT & CONIAC, the four CONIAC Working Groups (WGs), and the Asbestos Network.

The company designing the site is Made by Bridge, a web and graphic design company based in Leeds. Both Alastair M and Joe M sit on the project team with two CONIAC representatives. The new website should be operational by the end of Jan 2023. Work is well underway. Shortly Alastair will circulate a request for information from all regional groups, so that each group will have an introductory page on the website to promote their group. A template will be sent out with the action notes. There will be an opportunity to add more material once the website is active. Changing or rebranding of the logo for WWT is an option for further discussion. A suitable domain name has been obtained. Alastair reported it might be CONIAC.org.uk.

Regional groups are asked to email Alastair or Joe with any ideas/suggestions for the new site. The website will also promote guidance produced by CONIAC and the WGs on a range of topics. The current portfolio of CONIAC guidance doesn't all sit in one place and is hosted on other websites. Presenting this in one place with consistent branding is important. The aim is to develop a library of resources produced by CONIAC and presentations that WWT groups can use when delivering events. These presentations will be quality assured to make sure they are fit for purpose.

HSE and Industry Updates

Earlier this year, HSE launched a new 10-year strategy - [Protecting people and places: HSE strategy 2022 to 2032](#). HSE's role now goes much more beyond worker protection particularly with our involvement with BSR and our responsibilities around safety in homes and high-rise residential buildings. Regulations of pesticides and biocides and the chemical regime post- Brexit is included. The annual HSE business plan - [The HSE Business Plan 2022/23](#) sets out a little more clearly the practical steps we are taking to deliver the strategy. The current year is a transitional year. Strategy and plan are more focussed than in the past. Significant focus on HSE's performance with measures against which we will be judged. For HSE's Construction Division (CD) we have taken the strategy and produced our own plan of work for 2022-23. A presentation outlining the plan of work will be circulated with the action notes. It has been cleared for an external stakeholder audience. The plan sets out our aims for CD and how they align to the overall HSE strategy.

Key points from the HSE strategy:

- Reduce work related ill health with a specific focus on mental health and stress.
- Increase and maintain trust to ensure people feel safe where they live where they work and their environment
- Enable industry to innovate safely supporting the move towards net zero.
- Maintain GBs record as one of the safest countries to work in.

There will be a CONIAN event on 5th December. An invite will be sent out to WWT SG members shortly.

Trustmark App

Sue Brandrick (HSE Construction Sector) gave an update on the app project highlighting the reasons for it and the areas it covers. <https://www.trustmark.org.uk/homeowners/trustmark-home-improvement-app>.

This is a new product for domestic clients, aiming to provide them with the knowledge they need when having construction work done on their homes. The App is free to download and has open-source content developed jointly by HSE and Trustmark. Members are invited to download the app (available from the app store or google) and have a go with it. HSE would very much appreciate any feedback from members.

WWT membership certificate

A new certificate is available to download and print off. This now features Alastair's signature as HSE's National WWT Manager and Sarah Jardine's signature as the Chief Inspector of Construction. A certificate of attendance template has also been created which members can use for events. These will be circulated with the action notes.

New/revised guidance

Members were advised that HSE has recently revised the guidance on fire safety. There is a revised version of HSG168 – Fire in construction – available via the HSE website.

[Fire safety in construction - HSG168 \(hse.gov.uk\)](#)

Attention is drawn to a safety alert issued by HSE earlier this year. This concerns the safety of mast climbers.

[Mast climbing work platforms: Failure to detect mechanical failure in drive units leading to uncontrolled fall of platforms - HSE](#)

HSE campaigns:

Welfare – Sue Brandrick

HSE will be publishing Operational Guidance (OG) based on the Construction Welfare discussion document which was widely circulated to industry stakeholders and sets out the benchmarks for compliance with schedule 2 of the CDM 2015 regulations.

The OG is primarily for HSE's Inspectors and is for them to use on site to help establish if welfare provision complies with the regulations and has advice on appropriate enforcement action.

HSE's Inspectors look at welfare on every site visit.

It will be available free to download from the HSE website, although there is no publication date yet, as the OG is going through HSE's internal clearance process. Once available, HSE will inform members. Sue B has been invited to speak at events for three suppliers and manufacturers trade associations – HAE, PSE and MBPA – to ensure they are aware of what the regulations require and are able to provide their construction customers with the right welfare facilities, compliant with the regulations.

Asbestos work – Denver Coulson (HSE Communications team)

Denver referred to the Select Committee inquiry into HSE's approach to the management of asbestos. The inquiry report made 13 recommendations. HSE have responded to the inquiry report. One action HSE are taking is to increase communications with trades people potentially at risk of exposure to asbestos and increased comms activity around the duty to manage asbestos.

HSE will be running a comms campaign to target trades people in Jan-Feb 2023.

Insight research has identified that people know of asbestos but are asking questions about what they should be aware of - so this suggests HSE needs to take action to increase their awareness. HSE are looking into using various means that exists in the industry for comms messaging.

There will be resources/ materials available for regional groups to support the campaign. Newly created campaign materials, and HSE speakers will be made available to talk about asbestos. Once dates have been agreed, HSE will make WWT groups aware.

WWT Regional Roundup

Birmingham

Wayne Bishop provided an update from BHSEA. In May 2022 the group ran a mental health event in Walsall. Mark Ashby (HSE) attended to speak about the working minds campaign and the mental health tool kit. It was a great event, attracted 30 delegates and feedback was positive despite the poor numbers. In early September 2022 the group ran an event on physical health. Support from multiple industry stakeholders and HSE. Feedback was good. For late November 2022 the group are running an event on temporary works. Many people have already signed up to this event.

South West

Geoff Beaver provided an update. In June 2022 the group ran a SHAD in Exeter. This had 66 attendees. The event was titled *7 Deadly Sins*, and featured talks on asbestos, working at height, welfare, dust & HAVs, excavation support, use of CAT and genny. For March 2023, the group are planning to run an event on materials handling, stress, well-being and equality, welfare, and other topics to be agreed.

North East

John Nielsen provided an update. The group ran a face-to-face event on temporary works last month. The event had 65 attendees and received good feedback. Next year college SHADS are going ahead. The main event for the NE group next year is a health and safety expo, looking at site manager development or targeting designers. The group are also looking to do an event with the universities.

South Wales

Ceri Camilleri, the new chair of the South Wales regional group, gave an update. Ceri's first meeting took place on 20th October involved Mates in Mind. The group are arranging an event next year around mental health awareness. The group are in discussion about having some construction specific seminars, looking to get a lot more people involved from the construction industry for a big event in Wales. End of the year the group are planning college SHADS. Face-to-face meetings are happening again, and the group are looking forward to getting back to full strength in the next few months.

Isle of Wight

John Nicholson gave an update. COVID had a significant impact on the functioning of the group with the committee losing members. A local construction training group/college had been used to keep the group going. The group had been working with a large contractor and local health trust to develop a template for good practice in mental health and well-being and using well-being as a performance measuring tool. One major feature of the Island's construction industry is the prevalence of small or micro builders. John reported most micro businesses are working 'under the radar', are not interested in standards, and lack regulation.

Funding – how to submit a claim towards the cost of running events

Joe M thanked WWT members for their patience in matters relating to HSE financial support for regional events. Joe explained the reason for the delay is due to having to piece together the financial process from multiple sources across HSE. Joe is now trying to find the appropriate source in HSE to verify and authorise the process going forward. Once this is done the process will become clear. The claim information template will be sent out with the Action Note.

For the next work year (2023-24) HSE will most likely return to the process of asking all regional groups to estimate the level of financial support required from HSE over the next 12-month period. Regional groups will be expected to supply a fully costed event timetable for the year in advance and estimate how much they anticipate HSE will be asked to pay. A forward view of financial commitments will help HSE plan and manage budgets. Groups are reminded that HSE is unwilling to fund any mock-trial events.

AOB

- I. A reminder that all groups should inform HSE of names and contact details should there be any changes to the positions of chair or vice-chair on their committees.
- II. A reminder that groups can now use HSE's construction e-bulletin to promote events they are running. Groups will need to submit details to Joe M or Alastair M. Groups should provide a short description of the event and provide a link for the reader to register or book a place, such as Eventbrite. The e-bulletin usually goes out on or around the 25th of the month, so HSE need details to be sent at least 10 days beforehand, so around the 15th of the month at the latest. There is no guarantee the e-bulletin will feature the event, but our comms team have made a commitment to feature these events when they can. The e-bulletin goes out to around 140,000 subscribers each month.
- III. Geoff B (South West group) mentioned that some groups had still not paid their share of the costs of national insurance. Groups mentioned were Scotland (two years owing), north east and Isle of Wight. Those groups that haven't settled their account, please do so as soon as possible. The contact for insurance is Roger Hart, South West group treasurer:
roger.hart@outsource-safety.co.uk

Documents to be sent with action notes:

- Presentation: HSE Construction Division plan of work for 2022-23
- WWT membership certificate 2022-23
- WWT certificate of attendance
- New WWT website – link to information template for regional groups to complete
- Funding claim template