

**Working Well Together Steering Group (WWTSG) – Action Notes**

**Tuesday 28th Nov 2023, 10:00 – 12:00 hrs**

**Via MS Teams**

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| **Welcome and introductions – Alastair Mitchell (AM)**  AM welcomed everyone to the meeting and introduced Michael Brandwood as guest speaker. |
| **Actions/Matters arising from previous meeting 15/05/2023**  No outstanding actions from the previous meeting.  AM gave a progress report on the recently launched CONIAC/WWT website, showing members where to find WWT information, particularly on the regional group pages. AM encouraged groups to contribute to the website as it provides an excellent platform to showcase group initiatives, and to promote events. AM reminded members that HSE's construction e-bulletin is also a good option to promote WWT events.  **Actions**   * **Regional groups not already represented on the CONIAC website are requested to send information about their group to JM so all groups can have a home page. (Group Chairs)** * **Regional groups to start/continue to utilise the website facility as a resource, in particular to use the site and the HSE e-bulletin to promote events. (WWT Members)** |
| **HSE Update**  AM presented a summary of HSE’s People and Places Strategy, and highlighted key topic areas that are likely to be a focus for construction in 2024/25. Topics included:   * Net Zero - risks arising from retrofit and refurbishment work. * Work-related Mental Health, Stress, and well-being. Note that support is available from stakeholders such as the Lighthouse Club Charity and Working Minds campaign. * Respiratory Health – possibility of further campaigns (targeting dust from exposure to asbestos, silica, wood etc.). * MSDs – arising from moving and handling goods   AM also provided an update on the latest health and safety statistics published by HSE. This included a reference to general statistics for all industries  [Statistics - About HSE statistics](https://www.hse.gov.uk/statistics/overview.htm)  Also statistics for the construction industry:  [Construction statistics in Great Britain, 2023 (hse.gov.uk)](https://www.hse.gov.uk/statistics/assets/docs/construction.pdf).  Asbestos  HSE continues to focus on Asbestos - Inspections of licensed asbestos removal work, campaign to promote duty to manage asbestos in non-domestic premises, and inspections of non-licensed work likely to be the focus in 2024/25.  Welfare  Evidence from inspection campaigns that welfare remains an area of concern. New operational guidance on welfare has been published and is available on the HSE website. |
| **North East Region – event at Newcastle Falcons rugby club**: presentation by Michael Brandwood (MB)  MB gave an overview of the NE group that currently has 30 members and convenes four times a year. The NE region event at the Seymore Skills Academy on Groundworks Safety was a resounding success. A video of the event has been posted on the group pages of the WWT website:  [North East | CONIAC](https://www.coniac.org.uk/networks/wwt-north-east)  MB also reported on an event held at Newcastle Falcons rugby club. This was a health and safety expo featuring trade stands and speakers. The event was sold out. It was noted that implementing a small attendance fee did not impact on numbers attending and the group thought charging a fee increased commitment and reduced dropouts. Additionally, individual delegates were contacted through LinkedIn as part of planning. A video of this event will be uploaded to the NE group pages of the website.  **Actions:**   * **Circulate MBs slide deck to members and upload video. - JM** |
| **Funding for WWT events**  AM confirmed no further information is available on the level of HSE funding to support delivery of WWT events beyond 31st March 2024. AM reminded members that HSE funding is currently available to support events until the end of March next year.  **Actions:**   * **Provide guidance on funding criteria, specifying what HSE can and cannot support. – AM/JM** * **Conduct a review of access permissions for the WWT regional website. – AM/JM** |
| **Insurance coverage**  Roger Hart (RH), Treasurer from the South West region, raised concerns about payment of insurance premiums. SW group are responsible for arranging the national insurance policy and invoicing regional groups to enable them to pay their share. Roger reported difficulties in recovering costs from some regional groups and it was agreed that in future all groups wishing to take advantage of the national policy contact him in advance of the renewal date to enable him to calculate premiums more accurately. RH pointed out it was a comprehensive policy with a reputable provider.  **Action:**   * **All groups asked to consider their insurance requirements and those wishing to use the national policy to contact RH in advance of the renewal date. Groups are reminded to pay RH their share of the cost – ALL MEMBERS.** * **A reminder message will be sent out to all groups prior to the renewal date – AM** |
| **AOB – AM**  Members were informed about the rescheduling of the CONIAN event at 3M in Bracknell to March 2024. Further details will be made available on the CONIAC website.  Funding process - there was not sufficient time to see the presentation on how to claim funding for events, so this will be circulated with the action log.  **Action:**   * **Funding information to be provided - JM**   No other business discussed.  Next meeting date: To be confirmed. |

Speakers:

* AM – Alastair Mitchell – Strategy, Planning and Policy Team, Construction Sector, HSE and HSE’s National WWT Manager
* MB – Michael Brandwood, Regional Health, Safety and Well-being Manager, Bowmer and Kirkland Ltd
* JM – Joe Mitchell - Strategy, Planning and Policy Team, Construction Sector, HSE