

Minutes



Leading learning and skills

Date 23 March 2009
Subject EBL Health and Safety Briefing
Location Centre Point, LONDON WC1A 1DR
Time 1000-1200
LSC office London Region

Issues covered in the briefing:

1. Andrew Knight (Learning and Skills Council)

- a. Contracts have been issued to Directors of Children's Services. Payments will be made on production of the following evidence:
 - i. Employer Engagement Plan (April 2009)
 - ii. Annual Management Information Return (September 2009)
 - iii. Commissioning plan for 2010/11 (February 2009)
- b. Quality Assurance will be provided through LEBPN's management of the new quality standards.
- c. Management information requirements will continue as previous
- d. From 1 April 2009, neither the LSC nor EBLOCs will be providing quality assurance for Work Related Learning funded through the Education Business Links stream, full responsibility for this will pass to Local Authorities.

2. Tony Johns (Simulus Education Services Ltd)

- a. Practicalities of LA general legal and H&S responsibilities
- b. Safeguarding legislation & guidance
- c. Guidance to assist LAs with fulfilling their responsibilities
- d. Effective working with employers and work experience partners
- e. Corporate Manslaughter -implications for LAs and Schools

3. Fiona Russell (Learning and Skills Council)

- a. H&S Legal requirements & LSC duty of care
- b. H&S Management Systems including Procurement for sub-contractors
- c. Competence
- d. Vetting Employers – LSC H&S Standards
- e. Learner Accidents
- f. Safe learner Blueprint

LSC London Region

Regional Office

Centre Point 103 New Oxford Street London WC1A 1DR

T 0845 019 4144 F 020 7904 0910 www.lsc.gov.uk

For further guidance you may wish to refer to the key legislation detailing your Local Authority's health and safety obligations, which are:

- The Health & Safety at Work etc Act 1974 (in particular section 3)
- The Safeguarding Vulnerable Groups Acts 2006

Further guidance on health and safety of learners has been published and is available at www.safelearner.info. You may also wish to refer to DCSF's Work Related Learning Guide (<http://www.dcsf.gov.uk/14-19/documents/work-relatedlearningguide.pdf>). Please see the slides on the LSC website for more useful links.

Present
Alan Wilson (London Borough of Redbridge)
Alison Brown (London Borough of Harrow)
Andrea Boothman (London Borough of Camden)
Andrew Knight (Learning and Skills Council)
Ann Cain (The Royal Borough of Kingston Upon Thames)
Anne Tapper (London Borough of Bexley)
Brigid Gosby (London Borough of Barking and Dagenham)
Chris Jones (London Borough of Sutton)
Christine Nevin (London Borough of Greenwich)
David Scott (London Borough of Islington)
Ellie Boorer (London Borough of Wandsworth)
Fiona Russell (Learning and Skills Council)
Gary Paterson-Lodge (London Borough of Haringey)
Ian Glaubes (Hackney - The Learning Trust)
Jamela Khan (London Borough of Hillingdon)
Jean Norton (London Borough of Bromley)
Jon Hegerty (Royal Borough of Kensington and Chelsea)
Jonathan Chappell (Hammersmith and Fulham)
Kevin Brown (Learning and Skills Council)
Lee Clegg (London Borough of Havering)
Linda Mcphee (London Borough of Richmond Upon Thames)
Lulzim Osmani (London Borough of Southwark)
Patricia Hook (London Borough of Bromley)
Patricia King (London Borough of Hounslow)
Paul McGivern (London Borough of Merton)
Sally Ross (Westminster City Council)
Sarah Knowles (London Borough of Enfield)
Sue Hunter (London Borough of Greenwich)
Sue Rowan (London Borough of Hillingdon)
Tony Johns (Simulus Education Services Ltd)
Tony Slonecki (London Borough of Croydon)