



**Minutes of a Meeting of the POOSH Group
Held on
Tuesday 24 February 2009**

At The Hilton Metropole, Birmingham, NEC

Present:

Neil Budworth	-	Institution of Occupational Safety and Health
Anthea Page	-	British Occupational Hygiene Society
Peter Griffin	-	Faculty of Occupational Medicine
	<i>and</i>	
	-	International Institute of Risk and Safety Management
Harry Hopkins	-	Safety and Reliability Society
Paul Madgwick	-	Royal Society for Public Health
David Newsum	-	Chartered Institute of Environmental Health
Reg Sell (Chair)	-	Ergonomics Society
Linda Varney	-	Health and Safety Executive
Carolyn Williams	-	Institute of Risk Management

Apologies:

Viv Bryson	-	Association of Occupational Health Nurse Practitioners
John Cherrie	-	British Occupational Hygiene Society
Trevor Cummings	-	Society of Occupational Medicine
Cathy Jones	-	Association of Occupational Health Nurse Practitioners

In Attendance:

Anna McNeil	-	Secretariat (SEC)
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1. Welcome and Apologies

Reg Sell welcomed everyone to the meeting and thanked Neil Budworth for organising the venue and providing lunch for the group.

Group membership

It was noted that the SOHN would be submitting the name of a representative in the near future. It was also reported that Steve Perkins, the new Chief Executive of the BOHS would be the future nominated representative.

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2. Guest Speaker

Sayed Khan was welcomed to the meeting and invited to update the group on HSE-related matters.

HSE Strategy

Sayed Khan informed the group that he has multiple roles and this may be a useful



arena for POOSH to ask him various questions. He stated that the HSE Strategy would be launched around the end of May 2009 and that 750 delegates had attended national road shows where HSE Board members each chaired a table which gave delegates a chance to ask questions and also for the HSE to gather information. HSE's role is to consider how different stakeholders will engage with the strategy.

Reg Sell added that he had only received the Ergonomics Society draft response the previous day, however he asked that if all other POOSH members could let him have a copy of their organisation's response to the HSE Strategy he would find common themes and prepare a POOSH response.

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Publication Pricing

The letter that POOSH sent to Sayeed regarding the HSE publications pricing policy had been incredibly timely as there had been an item on the HSE Board meeting on that very topic. A decision on the publications pricing policy would be given in June and he thanked the group for their very helpful contribution.

Consultation Documents

Sayeed recommended that each member organisation should circulate their response to consultation documents to the POOSH group. It would then be possible for the POOSH Chair to consider common themes and for POOSH to then respond to the consultation document as a group. He felt that the current process where a response is prepared by POOSH, then each member organisation seeks their Board's approval, takes too long.

GMC – Tomorrow's Doctors

Sayeed reported that the GMC had circulated a consultation document: Tomorrow's Doctors and requested responses by 27 March 2009. It was noted that there was a lack of health and work content. It was noted that a conference on this topic would be taking place at the Royal College of Physicians on Monday 2 March and that EEF (Sayeed Khan is their Chief Medical Adviser) would be issuing a press statement to coincide with the conference.

Neil Budworth agreed to forward a letter from Bill Gunnyeon regarding this consultation document to the Secretariat for further circulation to the group. A group response could then be formulated and submitted that would cover the following points:

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- the relationship between work and health;
- the importance of work for patients and their families;
- the ways in which work can be adapted to meet the needs of patients with health conditions and disabilities;
- return to work being one indicator of a successful clinical outcome
- the need for a combined approach to medical treatment and workplace management to support people with health problems back to work
- the doctor's role in supporting patients where appropriate to remain in or return to work.

HSE Board

He reported that the HSE Board Agenda (Forward Looking Agenda) is on the HSE website. He recommended that POOSH keep an eye on the forthcoming topics to see if there is something relevant for group response. The Secretariat would circulate HSE Board Agendas to the group prior to each meeting.

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Strategy and Building Competencies



FOM, amongst others, has been involved in setting standards and competencies and Sayeed reminded the group that what often starts out as a voluntary process often becomes common practice and eventually mandatory. There are many opportunities to feed into the strategy and decision making process.

Council for Occupational Health

Sayeed asked if any of the POOSH members were aware of this new initiative and it transpired that BOHS had tried to make contact with the Council for Occupational Health and raise questions but with no avail. Reg Sell had written to Bill Gunneyon but had not yet had a reply.

It was then recommended that POOSH should write to Dame Carol Black asking the following questions:

- What is the Council of Occupational Health
- Who are the members
- How are members selected
- What are the Terms of Reference

POOSH should also inform Dame Carol that they would welcome the opportunity to learn more and work with the Council.

The Secretariat would draft a letter for consideration.

Centre for Working Age Population

The group were advised that a Centre for Working Age Population was being created and that this would be an academic unit which would gather information relevant to health issues affecting the working age population.

Fit Notes

It was reported that three groups (government, employers and health professionals) had considered the content of the proposed fit notes. Tick boxes had been included to make it easier to use them, in addition an estimate of possible time off work had been included on the form. However, unfortunately the occupation of the patient would not be recorded on the fit note but would hopefully be included at a later stage. Following further consultation the fit notes may be introduced in either autumn 09 or spring 2010.

POOSH membership

The group informed Sayeed that other organisations had expressed a wish to join POOSH but that currently POOSH membership had been restricted to professional membership organisations. Sayeed Khan felt that there were more benefits than losses to having an inclusive membership and that POOSH should consider allowing organisations such as RoSPA and BSC to join.

The Chair thanked Sayeed for his immense input to the meeting after which Sayeed left the meeting.

Letter of thanks to be sent to Sayeed Khan.

3. Minutes of the meeting held on 24 November 2008

It was agreed that the minutes of the meeting held on 24 November 2008 were an accurate record and duly approved.

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4. Matters arising not covered elsewhere on the agenda

All members were asked to send their organisation's response to the HSE strategy consultation to the Secretariat as soon as possible. The Chair would then prepare a combined POOSH response. A copy would also be sent to Sayeed Khan for his information.

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David Newsum confirmed that he would prepare a paper on Young People and Work for the June POOSH Meeting.

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5. Reports from member organisations: sharing plans and activities

Association of Occupational Health Nursing Practitioners

There was no report on this occasion.

British Occupational Hygiene Society

It was reported that the ABIC Scheme had received accreditation. In addition on 2 March Steve Perkins would join BOHS as their Chief Executive. This was a very positive appointment.

The annual conference would take place at the end of April in Eastbourne.

Chartered Institute of Environmental Health

David Newsum reported the following activities:

- HSE Strategy – CIEH would be submitting a positive and useful contribution to the ongoing strategy debate in due course.
- Regulators' competence framework and development needs project: This project concludes on 25 February and then moves into its maintenance phase. There have been 14 launch events around the country with over 800 team leaders and operational staff attending. This approach is intended to enable compliance with the new s18 standard for health and safety enforcement services which are due for full implementation in 2010/11
- New curriculum for environmental health practitioners – by 2011 environmental health practitioners will be able to graduate and qualify as health and safety specialists as well as in other specialties such as food safety, public health etc.
- CIEH would welcome collaboration with others on sharing information regarding young persons at work, the beauty industry or other areas where joint working would be beneficial.
- A new awarding body offering Ofqual accredited health and safety qualifications (levels 2 and 3) has just been launched and is called HighfieldABC.

The Ergonomics Society

Reg Sell informed the group that the Ergonomic Society was still pursuing their Charter. The new name of 'Institute of Ergonomics and Human Factors' had been agreed was still pending BERR approval.

As part of the Society's 60th Anniversary celebrations a reception is taking place on 21 April 09 at the Royal College of Physicians (to which all POOSH representatives would be invited). This reception is also a part of the 60th Anniversary conference. The exhibition at The Design Museum opens on 4 November for three months. A "glossy" publication on "60 years of ergonomics – a celebration is available". If members would like a copy they can obtain one from Reg or the ES Office.



The Society has or will be responding to consultations on the HSE Strategy and a NICE Research report on stress and is commenting on the government's response to Carol Black's report.

Faculty of Occupational Medicine

Work is progressing on developing standards for OH providers, applicable to NHS and private providers. The group is led by Paul Nicholson and expect to be piloting in the second half of 2009. The following step would be to develop an accreditation system.

Work on writing CPD accredited modules on health and work for GPs (as commissioned by DWP) has finished the first stage. This will now be made into an e-learning tool to be available free of charge.

Forthcoming conferences: 14 May with speakers including Fiona Fox, Head of Media Centre at the Royal Institution, Hugh Robertson, TUC, and John Osman, HSE. Conference on Ethics and Legal Aspects to take place in Manchester on 1 October and a conference on Risk Management in London on 2 December.

Work continues with the Head of the NHS Workforce on improving the health of the NHS Workforce. Papers are being produced on Flu at Work and the Meaning of Occupational Qualifications for employers and commissioners.

Work also continues on raising interest in medical schools regarding occupational health and occupational medicine. Efforts are being taken to make it a necessary part of the undergraduate curriculum with the GMC and also establishing a network of champions.

Institute of Risk Management

Carolyn Williams informed the group that the IRM had created a new grade of membership – Specialist Membership. This level of membership will be linked to the specialist modules.

The IRM conference will take place at Radcliffe House, University of Warwick, from 21-23 September 2009. There will be a small educational exhibition space and POOSH members were asked to contact Carolyn if they wished to have an exhibition space. The space would be free of charge but POOSH members would be asked to publicise the event to their members.

Institute of Occupational Safety and Health

Neil Budworth reported the following IOSH developments:

- IOSH comment following the government response to Dame Carol Black's review can be found at www.iosh.co.uk/index.cfm?go=news.release&id=591
- IOSH-DWP joint-funded pilot on Proactive intervention – occupational health support course for OSH practitioners is well underway with 4 courses completed and a more yet to be completed by March. The next stage will be to monitor the participants' performance
- Guidance: A healthy return had been downloaded 1168 times since October 08. The newest guide, Promoting health and wellbeing at work has been issued. The latest in the 'Thinking about health and safety series – what elected members of local authorities need to know' – is also doing well.
- Eurosafe declaration – IOSH has recently signed up to this declaration which aims to reduce accidents and ill health from all cause (work, home, road, leisure,

lifestyle, etc) across Europe.

- IOSH research fund update: IOSH is commissioning 5 new research projects, 3 of these look at health and safety issues relating to ageing worker, the fourth at promoting safety engagement amongst supervisors (largely in construction) and the fifth at the efficacy of using pictograms to communicate with migrant workers.
- A grant has been awarded to help with the production of the next ILO encyclopaedia. In addition an award for LEV training has been granted to HSE in partnership with HL to develop new up to date guidance on LEV for both supplier and user.
- Lobbying activities have continued with meetings with MPs. A dinner on 20 January was held to discuss the Health and Safety (Offences) Act coming into force.
- HSE Strategy – IOSH is still consulting its members and will submit a formal response shortly.

International Institute of Risk and Safety Management

Peter Griffin reported the formation of the UK Safety Federation / Forum had been spearheaded by the IIRSM and organisations involved included IOSH, BOHS, BSIF, RoSPA, SGUK, BSI and BSC). A second meeting of the Federation was scheduled for 19 March. In addition, sales of the ASM Handbook had proved very popular and a reprint was taking place.

Currently the IIRSM was increasing its benefits to members by revamping the website to include on-line CPD.

Royal Society for Public Health

Paul Madgwick informed the meeting that the Royal Society of Health and the Royal Institute of Public Health had merged. This now allowed the organisation to move forward and more information would be available at the next meeting.

Safety and Reliability Society

Harry Hopkins informed the meeting that a meeting on 11 June would consider 'Ageing Assets'. In addition Safety and Reliability Society workshops were scheduled to take place in September 2009 (dates to be confirmed).

Society of Occupational Health Nurses:

There was no report on this occasion.

Society of Occupational Medicine

There was no report on this occasion.

6. Considering widening POOSH membership to include RoSPA

Further to the earlier discussion on this topic with Sayeed Khan, the group decided to invite RoSPA to attend the next meeting with the purpose of informing POOSH what RoSPA could add to the group. The representative would be invited to attend for 20 minutes prior to the lunch break at the next meeting.

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7. POOSH Website

The Secretariat would update the website before the next meeting.

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8. HSE / HSC Report and promotional campaigns

Linda Varney mentioned the following HSE developments:

HSE Strategy: Sayeed Khan had covered the Strategy issues. Linda asked member organisation to try and submit comments/offers by the deadline as the timetable to get the final Strategy published by end May was quite tight. She however welcomed the idea of a joint submission to follow.

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HSE has launched its new improved stress website. The new site includes updated advice and guidance about managing stress at work using The Management Standards approach, as well as a brand new self-assessment tool for line managers. www.hse.gov.uk/stress.

The Shattered Lives campaign is aimed primarily at those most at risk of a slip, trip or fall at work and those best placed to take action - construction workers, electricians, gas fitters other tradespeople, and site managers, kitchen managers and chefs, food retail staff, area and store managers, food operatives and their shift managers. New phase includes education and health care settings.. On-line STEP tool available.

HSE, LACORS and CSCI are working together to deliver 16 half day seminars at various locations across England and Scotland for owners and managers of nursing and residential care homes. The seminars will provide information and guidance to care home managers and owners on their health and safety duties, key causes and prevention of injuries and ill health including slips and trips, moving and handling, hot water, hot surfaces windows and bedrails.

HSE, together with key stakeholders, is conducting a new campaign aimed at increasing property developers' awareness of their health and safety responsibilities as clients under the **Construction (Design and Management) Regulations 2007** (CDM 2007). The new campaign comes ahead of our Construction Inspectors' intensive inspection initiative in March 2009, which will target the refurbishment sector.

Waste Industry Safety and Health Forum has pledged to commit their member organisations to improve the statistics for fatal accidents, injuries and ill health in their industry and signed a five-year charter.

There have been several changes in HSE senior staff since the last meeting. Sandra Caldwell has retired although she is retaining an interest in the ICL Plastics inquiry. Gordon McDonald has replaced Kevin Myers as Head of Hazardous Industries Division. David Ashton has been confirmed as Head of the Field Operational staff. Philip White will become Chief Inspector of Construction leaving Stephen Williams to concentrate on London Region and the 2012 Olympics. Sally Sykes has been appointed Director of Communications.

9. **POOSH Chair – Voting**

Two candidates had self-nominated for the position of POOSH Chair for the next twelve months – Neil Budworth and David Newsum. Each had submitted a statement which had been circulated to all members. A vote took place and David Newsum was duly elected as Chair for the next twelve months.

10. **Government Response to the Carol Black Report**

It was agreed that a letter should be sent to Dame Carol Black regarding the proposed Council of Occupational Health (see earlier action). In addition a letter should be sent to the Secretary of State welcoming the government's response and looking forward to future involvements.

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11. Any other business

A note on noise issued by the HSE was noted.

David Newsum thanked Reg Sell for his very effective chairmanship of POOSH over the last twelve months.

Dates of next meeting:

- 12.** The next meeting will take place on Tuesday 16 June 2009, meeting at 1030 and finishing with lunch at a venue in London to be confirmed.

It was also agreed that Dr Bill Gunnyeon should be invited to the next meeting.

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Circulated to POOSH Group:	9 March 2009

Distribution:

All POOSH member organisations, via the contact list, by email
