



Professional Organisations in Occupational Safety and Health (POOSH)

Minutes of a meeting held on

Wednesday 3 February 2010

E.ON 100 Pall Mall, London

PRESENT

Chair: Neil Budworth	Institution of Occupational Safety and Health
Siobhan Clarke	Association of Occupational Health Nurse Practitioners
Peter Griffin	Faculty of Occupational Medicine & International Institute of Risk and Safety Management
Andrew Griffiths	Chartered Institute of Environmental Health
Harry Hopkin	Safety and Reliability Society
Caroline Minshell	RCN Public Health Forum
David O'Neill	The Institute of Ergonomics and Human Factors (formerly the Ergonomics Society)
Linda Varney	Health and Safety Executive
Anna McNeil	Secretariat

Item

Action

1. **Welcome and apologies for absence**

Apologies for absence had been received from Anthea Page (BOHS), Reg Sell (IEHF), Trevor Cummings (SOM), David Newsum (CIEH), Carolyn Williams (IRM) and Paul Madgwick (RSPH).

David O'Neill (representing Reg Sell) was welcomed to the meeting. Thanks were given to Neil Budworth for supplying the venue and lunch.

2. **Minutes of the meeting held on 8 December 2009**

The minutes of the meeting held on 8 December 2009 were agreed without change.

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3. **Matters arising from the minutes not covered by the agenda**

There were no matters arising from the minutes not covered by the agenda.

4. **Reports from member organisations: sharing plans and activities**

Reports had been received, circulated and tabled from the following organisations: IOSH, SARS, FOM, IIRSM, BOHS and IRM. These would be uploaded to web after the meeting.

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It was, however, noted that the majority of organisations were holding conferences at a similar time and circulation of information of future dates was welcomed so that all organisations could see the potential clashes when planning their conferences.

The CIEH representative gave a verbal report, which would be submitted electronically after the meeting. The CIEH was continuing to work with HABIA (Hair and Beauty Association) on producing guidance for hair and beauty salons, nail bars and teeth whitening establishments. CIEH were also working on guidance for members on where advice stops and responsibility takes over. AG asked if any POOSH member could supply the name of a contact at the NSPCC as he would like to work with them on child employment matters. The CIEH was also developing a model which would allow businesses to show they are operating to well defined good practice standards this work

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is in preparation should any future government seriously consider the concept of earned autonomy in relation to health and safety enforcement.

AOHNP verbal report advised the group they were involved in the OH standards launched in Jan 2010 in anticipation of accreditation in 2011. These standards would affect independent occupational health practitioners as well companies providing OH services. Jeremy Smith, President of the AOHNP, is their representative on the Council for Work and Health. The Council were currently considering nursing qualifications. Guidance was also being prepared for nurses on confidentiality.

The AOHNP annual meeting and dinner will take place in Birmingham, in March 2010.

The Institute of Ergonomics and Human Factors verbal report informed the group that the Annual Conference would take place in April 2010. The Institute was currently working through the administrative details following their recent name change. It was noted that the exhibition was still running at the Design Museum and was scheduled to finish in March. The Institute was planning to organise an oil and gas conference this year.

Faculty of Occupational Medicine verbal report. It was noted that the government had accepted the findings of the Boorman Review and that early intervention in areas such as MSD and stress could save the NHS up to £555m. The Occupational Health Service Standards for Accreditation document had been launched on 13 January 2010 and was being rolled out now. The Faculty were also planning to review their guidance on consent and confidentiality guidance following the recently revised GMC guidance.

IIRSM verbal report. It was noted that Dr Su Wang (Group Head of Health at Royal Mail Group) had been appointed as a member of IIRSM Board of Directors. The IIRSM hoped to take over the Chairmanship of ICOH which would raise the IIRSM profile considerably. The IIRSM was supporting three Health and Safety '10 events this year.

RCN verbal report. It was noted that Cynthia Atwell would retire this year and elections were scheduled for later in the year. There is still some concerns that Occupational Health had been classified with public health in the new RCN structure. A working group to consider occupational health technicians had been set up by the RCN and they would appreciate input from POOSH. Originally COHPA had been looking at setting standards but it was now felt that the RCN Forum would be the appropriate place to get standards set. CM agreed to report back to POOSH. It was also noted that the RCN and Society of Medicine conference would take place on 18-19 October 2010.

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5. **Capability of consultant organisations**

This item was discussed in conjunction with Competencies.

6. **Competencies**

AG reported a feasibility study had taken place and an interim meeting would be held on 4 Feb. AG will be doing a survey to see if people would be willing to join the register and if so, would they pay to join. The register will be of use to medium / large organisations to enable them to select appropriate consultants. AG had looked at models used by other organisations, and when the model was in place it would be trialled with IOSH. AG sought advice and guidance from the POOSH group. It was noted that Hazel Harvey, at IOSH, would be reporting on the survey results at the meeting on 4 February – i.e. the figures of those willing to join the register and if so, whether they would pay. The final report was due by the end of March and then the HSE will be putting the recommendations to the Minister; it was noted that the present government were keen on this project as it fitted in with their ethos. If the government decided to endorse the project, which would be crucial, then the decision on who will run the project will need to be considered.

Currently AG is looking at how competency might be assessed. One way of assessing competencies is based on the RDNA toolkit on the HSE website which allows individuals to demonstrate their current competency. AG sought POOSH member organisations' guidance.

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There are still a number of questions which need to be answered about the register and the POOSH members discussed the following questions :-

Will the register be restricted to individuals or widened to include companies? Andrew Griffiths felt he may suggest the register is for individuals in the first instance.

The arrangements for CPD and for the monitoring of CPD was discussed.

The Institute of Ergonomics and Human Factors Annual outlined their current practice of issuing practicing certificate and that this does encourage responsible CPD activities.

NB discussed the potential scope of the project in relation to the broad membership of POOSH and who would fall inside and who would fall outside of the scope.

7. **Health and Safety Summit**

It was agreed that the issue of a health and safety summit would be too large an issue for this meeting to consider. It was agreed that a teleconference should be set up and the following volunteered to participate.

Andrew Griffiths (CIEH), Caroline Minshell (RCN), David O'Neill (ES) and Neil Budworth (Chair).

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It was agreed that the teleconference would take place on 18 March 2010, from 2.00 – 4.00 pm. Neil Budworth agreed to circulate teleconference details to those involved.

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8. **Council for Work and Health**

The Council for Work and Health are scheduled to hold their next meeting in March 2010. The main areas of work will be to review OH nurse training and fitness for purpose and guidance on OH qualifications for all staff groups. Further updates will be available for the next meeting.

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9. **Changes to the POOSH Secretariat**

It was reported that FOM / SOM now wish to withdraw from supplying the secretariat, which they had now done for a period of three years.

On this basis it would seem that now would be a good time to review how POOSH moves forward.

Neil Budworth asked all members to go back to their organisation and find out what they wanted from POOSH – and also to consider whether one organisation would supply the secretariat or others might offer financial contributions to running the secretariat.

To facilitate this the current objectives were considered and agreed as follows:

- Exchange views, knowledge and information on matters of mutual professional interest.
- Consider and offer comments on consultative documents and national strategies concerned with relevant occupational safety, environmental and health issues.
- Discuss, develop and agree on common policies (or policy positions) for consideration by UK government, EU and relevant international bodies
- Promote professional standards and competencies of all safety and health practitioners, and appropriate qualification and continuing professional

- development schemes
- Promotion, publicity and communication
- Membership shall be representatives of those practitioner organisations concerned with the standards of OHS practise

Each representative was then asked to ask their organisation the following questions

- Are the current objectives of POOSH still relevant?
- What does your organisation get out of POOSH?
- In an ideal world what would your organisation want out of POOSH? For example should we be finding common causes so that we can co-ordinate our activities / policy positions?
- What does the organisation give to POOSH?
- How do we ensure that we do not duplicate effort e.g. with the Council for Work and Health – albeit that POOSH has a much broader membership?
- How much resource would you be prepared to give to support the secretariat (currently this amounts to 15 days of support per year)?

Members were asked to let Neil Budworth know their organisation's responses as soon as possible as arrangements for the forthcoming meeting would need to be put in place. ALL

While representatives were happy to email comments to Neil Budworth (and the Secretariat), Neil Budworth added that he would call each organisation one month before the next meeting to get feedback. NB

10. **POOSH's role in challenging media perceptions**

At the request of IOSH the group were asked to consider if they could play a role in challenging the negative media perception of H&S.

It was suggested that in some cases it would be useful if a number of the POOSH members could respond in a coordinated way to a news story – for example to the gritting story which appeared in January.

It was suggested that a mechanism could be developed to issue a robust response to challenge myths, an email call could be sent out by one organisation to the rest of the group so that a coordinated response could be arranged. It was recognised that time restraints would make it difficult but it was worth trying.

For those organisations that were interested it was agreed that the Secretariat would set up a contact sheet which would include each organisation and their respective PR officer. Each member agreed to consult their organisation if this would be useful and if they wanted to take part. Those who were interested would let the Secretariat have the appropriate information. This would be on the agenda for the next meeting. ALL
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11. **Any other business**

11.1 **Co-ordination of joint responses**

It was noted that there were no current joint initiatives but Neil Budworth asked the group to consider how best the group could co-ordinate their responses. Currently there was discussion and consultation on the Fit Note (via the CBI consultation process).

Peter Griffin suggested the group should be more proactive in challenging the Royal College of GPs on this topic and all others agreed. It was agreed that Peter Griffin would draft a letter for all members of the group to use. Neil Budworth also agreed to PG
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draft a letter that could be sent on POOSH's behalf.

Siobhan Clarke volunteered to forward the letter from the DWP regarding Reforming the Medical Statement to the Secretariat, for circulation to the POOSH group. SC
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12. **HSE update**

Linda Varney reported on the current HSE projects. "Shattered Lives" campaign phase 3 started on 1 February for five weeks using several of the same images but with messages focussing on what employers can do to prevent slips. "Load safely" is also running focussing on what people should do to avoid accidents when loading and unloading lorries etc. "Ladder exchange" that ran before Christmas was successful with over 1000 ladders exchanged. Caroline Minshell commented that there seemed to be an imbalance between safety and health, the former being the topic for more campaigns. Linda pointed out that asbestos had been the subject of the "Hidden Killer" campaign aimed at tradesmen before Christmas with further work focussing on the duty to manage. Other subjects had had a target sector eg hairdressers and dermatitis. However, Caroline's comment was noted.

New line manager competency tools will be available on the HSE website from 8 February 2010 link for people to sign up if they are interested <http://webcommunities.hse.gov.uk/inovem/inovem.ti/stresscomingsoon/answerQuestionnaire?qid=78019>. Some new case studies covering key sectors - nursing, teachers, social workers and care workers are also due on the website in the next couple of months.

A new tool will be available from mid-March to assist with assessing risks from repetitive tasks. The ART Tool will be downloadable from HSE's website and will include material on how to use it plus some suggestions for good practice solutions. AG
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Business in the Community (BITC) is planning a major conference on 11 May to promote their Business Action on Health Campaign and the toolkits developed to support it.

A new web-based tool for landlords on gas safety is scheduled for launch in March/April 2010. AG /
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Trevor Carlile has joined HSE working for the Deputy Chief Executive, Kevin Myers, as Director for Strategy Delivery.

13. **Dates of next meeting**

The next meeting will take place on 14 June 2010. Venue to be confirmed, but the time was scheduled for 1000, followed by lunch at 1230.