



**Minutes of the
POOSH Committee Meeting
Held on Tuesday 6 December 2011
Room 7, TBH Group plc, 107 Leadenhall Street, London EC3A 4AF**

Present:	Ms Susanna Everton	AOHNP	SE
	Mr Harry Hopkins	SARS	HH
	Mr Andrew Griffiths	CIEH (Chair)	AG
	Mr Reg Sell	IEHF	RS
	Mr John Holden	IOSH	JH
	Ms Clare McNicholas	HSE	CMcN
	Mr Steve Perkins	BOHS	SP
	Ms Carolyn Williams	IRM	CW
	Mrs Anna McNeil	Secretariat	AM

1. Welcome and apologies

Andrew Griffiths welcomed everybody to the meeting. It was noted that apologies for absence had been received from:

Ms Zoe Kavadas	IIRSM
Ms Caroline Minshell	RCN PHF
Mr Paul Madgwick	RSPH
Mr Roger Bibbings	RoSPA

2. Minutes of the POOSH committee meeting held on 22 September 2011:

The minutes of the meeting held on 22 September 2011 were agreed as an accurate account.

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

There were no matters arising that were not covered elsewhere on the agenda.

4. Invitee update

AM reported that Mary Boughton had been sent two separate emails inviting her to participate in the POOSH meeting but no response had been received. JH volunteered to supply alternative contact details to enable Mary Boughton to be invited to a future meeting.

Action: JH / AM

AM informed the meeting that Richard Taylor had been invited to attend this meeting but due to HSE commitments was unable to attend. He was, however, willing to attend a future meeting. It was agreed that Richard Taylor should be invited to attend the next meeting.

Action: AM

5. Possible POOSH Conference

AG had circulated a paper to the group. The aims of the conference would be to raise awareness of current occupational health and safety issues under the banner of POOSH. The target audience would be primarily health and safety professionals (members of POOSH organisations). The suggested format was for morning plenary sessions with high profile speakers (government ministers, HSE speaker, or Professor Lofstedt for example). The afternoon session may have three breakout sessions covering occupational health, regulation and consultancy and training. A final plenary session covering the Olympics may be of interest to the majority of delegates.

AG stated that consideration may be given to including a TUC speaker. It was also suggested that a Question Time panel may be a good way of promoting discussion on difficult topics.

It was noted that CIEH had offered to provide administrative support, venue, and catering at a delegate rate of £99 per person. Consideration could be given to having exhibition stands / sponsorship income.

Following Group discussion, the date was fixed for Thursday 1 March 2012. It was agreed that all organisations would forward their logos for use in promotional material.

It was noted that, due to conflicting events, the IRM and IOSH would not be able to actively promote the event to their membership. Other member organisations were able to promote the conference to their membership.

All member organisations were asked to consider the content of the break-out sessions and to make suggestions of appropriate speakers for the conference.

Action: All / AG / AM

6. Reports from member organisations

- a. **CIEH (attached)**
- b. **Health and Safety Executive (attached)**
- c. **IRM (attached)**
- d. **IEHF (attached)**
- e. **IOSH (attached)**
- f. **IIRSM (to follow)**
- g. **BOHS (attached)**
- h. **AOHNP (attached)**
- i. **RoSPA (attached)**

RS and HH informed the group of a one-day workshop they attended with the Institutional Group on Health and Safety, chaired by Richard Taylor and attended by senior HSE personnel. At the meeting Judith Hackett stated she wished to keep in contact with various groups, but noted that the workshop did not have an occupational health content. RS stated that Richard Taylor was preparing notes of the meeting which would be circulated to POOSH in due course.

It was noted that there were gaps emerging in the interventions regulation guidance being offered by the government (HSE etc), and yet HSE seemed unable to join forces with POOSH members to promote guidance by co-branding.

Consideration was given to inviting a representative from the Council for Health and Work, and perhaps a representative from the Institute of Engineers, to a future POOSH meeting. RS agreed to consider this and revert with contact details.

7. Consultants' Register

AG informed the group that he had attended a recent meeting of OSHCR (Occupational Safety and Health Consultants Register) Board and reported that the project was moving towards the stage when HSE will hand over responsibility for running the Register to the OSHCR board. Tenders may be invited to run the project.

It was noted that competence was an issue; the only criterion to be on the register is to hold a certain level of membership of one of the five prescribed professional bodies. He added it was very difficult to compare competencies between various professional bodies. It would be crucial to be able to confirm the competence of someone on the register. Once the HSE hand over the project it will be a commercial venture.

It was noted that a report being drafted by CIEH would be shared with the other relevant professional bodies prior to submission to the OSHCR Board; the report would include a scoring system to assess levels of competence.

8. Council for Health and Work

A paper was circulated outlining the current projects being undertaken by the Council for Work and Health. Web link – <http://www.councilforworkandhealth.org.uk/our-work>

9. HSE Update

This was covered under item 6.

10. POOSH Chair for 2012

It was noted that AG was in discussion with potential candidates for the position of POOSH Chair. AG requested that any member who wished to be considered for the position should contact him.

Post meeting note: Harry Hopkins was nominated by Reg Sell and the committee have been asked to ratify Harry Hopkins' position as POOSH Chair for 2012.

Action: All

11. Any other business

AG stated that he had met with HSE earlier on 6 December. Consideration was given to HELA (the liaison between local authorities and the HSE). It was noted that the HSE was preparing an enforceable code for local authorities, which he felt would be difficult to enforce. Consideration would be given to the following points:

- a. what powers would the panel have
- b. who would sit on the panel
- c. the panel was to be set up by 1st January 2012.

It was stated that the HSE should be the primary authority for all multi-site businesses, but it was noted that the HSE would probably resist that.

12. Meeting dates in 2012

It was recommended that the following timetables for meeting in 2012 be adopted:

Monday 6 February 2012: 1300 for 1330 at the IRM

Thursday 1 March 2012: Conference – all day event at CIEH

Monday 11 June 2012: 1300 for 1330, venue tbc (possibly IOSH in Leicester)

Monday 8 October 2012: 1300 for 1330, venue tbc