

Health and Safety Executive Board			HSE/10/M04
Meeting Date:	28 April 2010	FoI Status	Open
FoI Exemptions			
Trim Reference:	2010/237550		
Minutes of HSE Board Meeting – 28 April 2010 Redgrave Court, Bootle			

Present:

Judith Hackitt – Chair	Danny Carrigan	Robin Dahlberg	Liz Snape
David Gartside	Hugh Robertson	Sandy Blair	Sayed Khan

Also attending:

Geoffrey Podger, Kevin Myers, Steve Dennis, Gaynor Coldrick, Eddie Morland, Peter McNaught, Jane Willis, Sally Sykes, Sue Johns, Laurence Monaghan, Mark Bibby (all items); Len Creswell (item 2), John Osman, Karen Clayton (item 3), Clive Fleming, Alan Spence (item 4), Taf Powell, Rosemary Whitbread (item 7), Peter Baker (item 8) and Gordon MacDonald (items 7 and 8).

Apologies: John Spanswick and Judith Donovan

Minutes: Mark Bibby

Open Session	
The Chair welcomed observers, marked the official Workers Memorial Day, and gave apologies from John Spanswick and Judith Donovan.	
5	Minutes, action log and matters arising – HSE/10/M03C
5.1	<u>Minutes</u> The March minutes were agreed.
5.2	<u>Matters arising</u> There were no matters arising.
6	Chief Executive’s Report to the Board — HSE/10/40
6.1	The following points were highlighted: <ul style="list-style-type: none"> • The CE informed the Board that HSE had been fully involved in assisting in the early stages of the complex Hampshire Fire and Rescue Service investigation into two fire-fighters’ deaths in Southampton earlier this month. • The Board were reassured that the HSE inspector in the Dundee fatal accident case followed correct procedures. The Board also learned that the size of the fine was being appealed. • A further issue, not covered in the report, was a new Black and Minority Ethnic (BME) 2-year career development programme for HSE bands 4-6. It was hoped that this would help address the need to progress BME employees within HSE.

7	An update on the emerging energy technologies (EET) programme – HSE/10/41
7.1	<p>Taf Powell introduced this paper. The Board welcomed the update. The following points were highlighted:</p> <ul style="list-style-type: none"> • The programme had been more challenging than previously anticipated. This was due to the wide-ranging agenda and the speed/rate of introduction, which ranged from new wind farms and smart meters through to complex carbon capture and storage demonstration projects. • It was felt that the pace was unlikely to slow down, with sustainable energy and its subsequent influence on employment continuing to be key areas for the next government. • HSE needed to address a number of broad challenges. This was not a question of capability, but rather of how the organisation deals with these issues, including the need for adequate resourcing.
7.2	The Board agreed the 'broad thrusts' asked for in the paper. Given the reach of EET, the Board wanted to see a further paper on how HSE should address these challenges, to include funding flows and recoverable costs.
Action point 4	A future paper (organisational strategy) to be delivered in the Summer.
8	HSE's response to the avoiding catastrophe strategy goal – HSE/10/42
8.1	<p>Peter Baker introduced this paper, which outlined the progress made on this HSE Strategic goal. It included links with other HSE goals and longer-term thinking. The following issues were highlighted:</p> <ul style="list-style-type: none"> • The Board agreed that this was an important area for HSE, given the need for learning and sharing lessons – within HSE and across industries, especially SMEs. Examples mentioned included the biotechnology/GM arena, where the threats were real but not always particularly visible. • It was agreed that maintaining 'corporate memory' was a considerable challenge that needed addressing. • The Board were informed of the avoiding catastrophe strategy action team (AC-SAT), which led the responses in this area. They wanted to create a coherent and systemic approach to these challenges. • The AC-SAT had developed a draft 'destination statement' to help identify a programme to deliver this Strategy goal. • The Board endorsed the development of further work.
Action point 5	HSE Chair to share the paper's messages with the Process Safety Forum on 4 May.
9	Clearance of the guidance for the Control of Artificial Optical Radiation regulations– HSE/10/44
9.1	<p>The main points of the discussion included:</p> <ul style="list-style-type: none"> • The Board were thanked for clearing the previous regulatory package for the Control of Artificial Optical Radiation at Work Regulations 2010 ahead of this meeting.

	<ul style="list-style-type: none"> • The Board cleared the guidance that supports these Regulations, which would be put onto the HSE website as soon as possible with the following additions: <ul style="list-style-type: none"> ○ short paragraph to be added to the introduction on the first page about the health risks. ○ to include a line explaining how to use the flow chart.
Action point 6	The Guidance, with the agreed additions, to be published on the HSE website.
10	May Draft Meeting Agenda/Board Forward Look – HSE/AG05/2010
10.1	<p><u>26 May Board meeting:</u></p> <p>The following was mentioned:</p> <ul style="list-style-type: none"> • The Chair reminded the Board that the May meeting in Northampton was a closed meeting. • There were also plans for the Board to visit a farm and to meet the NFU's CEO and President for dinner. <p>It was agreed that the meeting would include discussions on:</p> <ul style="list-style-type: none"> • The implications for HSE of the outcome of the general election. • The visit to the Northamptonshire farm and the dinner meeting with NFU from the previous day, and that any actions stemming from the visit/dinner would be taken forward.
10.2	<p>A number of other actions were agreed for future meetings:</p> <p><u>June Board meeting agenda:</u></p> <ul style="list-style-type: none"> • The papers on Section 3 of HSWA, and the Agriculture Regulations (ACTR) to be put back to the July meeting. • The Corporate Stakeholder project paper would be put back to the July meeting. <p><u>July Board meeting agenda:</u></p> <ul style="list-style-type: none"> • The Transport Safety paper, which was originally to have been 'below the line', to be put back to the August meeting. • Papers on Section 3 of HSWA, and ACTR, which were originally scheduled for June, (see above), to be delivered. • A paper on the Corporate Stakeholder Project (see above), originally planned for June, would be presented. <p><u>August Board meeting agenda:</u></p> <ul style="list-style-type: none"> • A paper on the Gas Safe Register, which would include a Capita progress report, to be delivered. • A Transport Safety paper to be presented, which would now be 'above the line' (see above).

	<p><u>September (Edinburgh) and November (Cardiff) Board meetings:</u></p> <ul style="list-style-type: none"> • Agendas for these meetings to include reviews of activities in Scotland and Wales, respectively. <p><u>Future meetings:</u></p> <ul style="list-style-type: none"> • An EU issues overview paper to be presented later in the year.
11	Any Other Business
11.1	Details of two future HSE seminars (Carbon Capture and Storage, and Risk Communication) to be circulated to Board members.