

Health and Safety Executive Board			HSE/08/M8
Meeting Date:	17 December 2008	FoI Status	Partially Open
FoI Exemptions			
Trim Reference:	2008/551234		
Minutes of the HSE Board meeting held on 17th December 2008 Rose Court, London			

Present:

Judith Hackitt – Chair	Danny Carrigan	Robin Dahlberg	Judith Donovan
David Gartside	Sayeed Khan	Hugh Robertson	John Spanswick
Sandy Blair	Liz Snape		

Also attending:

Geoffrey Podger, Alex Brett-Holt, Vivienne Carlton, Giles Denham, Steve Dennis, Sally Sykes, Elaine Harbour, Renè McTaggart and Lorraine Cassell

Minutes:

René McTaggart

Open Session	
1	Agenda Item One: Welcome and Introduction
1.1	<p><u>Introduction</u></p> <p>Judith Hackitt welcomed everyone to the HSE Board meeting and in particular welcomed Sally Sykes the New Communications Director. The Board thanked Vivienne Carlton for the contribution to HSE (particularly her work on the launch of the Strategy) during her time as the interim Communications Director and wished her well in the future.</p>
1.2	<p><u>Minutes</u></p> <p>The draft minutes of the 25th November meeting were agreed as drafted.</p>
1.3	<p><u>Matters Arising</u></p> <p>The Chair reported on the progress with the delivery of the actions arising from the November meeting. Her report included:</p> <ul style="list-style-type: none"> a. The launch of the consultation on the new HSE Strategy and the proposed agenda item for later in the meeting. b. The work by Secretariat to develop the future agendas to take account of the topics identified by the Board at the last meeting. c. That HSE has appointed Philip White as the new Head of Construction. The Board were asked to note that Philip comes with vast experience having worked in Construction prior to his current role in the DWP sponsorship division.
2	Agenda Item Two: Chief Executive's Report – paper HSE/08/86
2.1	<p>As well as his written report Geoffrey provided an oral update highlighting the following issues:</p> <ul style="list-style-type: none"> a. The Strategy launch and discussions with HSE Staff which, along with the views of external stakeholders, had thus far been positive. The Board were asked to note that a round of SMT visits to HSE offices was planned - the main topic for discussion would be the strategy and the staff's role in helping to implement it. Any Board members able to join these visits would be very welcome.

	<ul style="list-style-type: none"> b. The Board were asked to note that the final report of the MIIB had been published and Geoffrey gave his personal thanks to Lord Newton for his work. c. Geoffrey also thanked Judith Donovan for her help in developing the new Agriculture campaign which was now underway and noted the positive feedback for the impact the communications strand of the work was having. d. The HWWW programme was progressing well. Rose Court staff are being successful in securing alternative jobs and the organisation is maintaining its capability to deliver its key objectives with the staff that remain in London plus the new people in Bootle.
2.2	The Board thanked Geoffrey for his report and also offered their thanks to Lord Newton and Judith Donovan for their work on the Buncefield Inquiry and Agriculture Campaigns respectively.
3	Agenda Item Three: Update on Gas Safety Issues <ul style="list-style-type: none"> • Flues in Ceiling Voids – Safety alert • Gas Registration Scheme - Capita
3.1	<p>Giles Denham gave an update on the current position following the publication of the Safety Alert on 2nd October on gas flues in ceiling voids and made the following points:</p> <ul style="list-style-type: none"> a. The level of press interest had been very low for the national press though it had achieved good coverage from the trade press b. There had been over 16k hits on the website which provides advice on what steps to take. Further work was underway to ensure the key messages on what needs to be done are reaching the right people and to review the relevant industry technical guidance c. The Board were asked to note that the Home Builders Federation (HBF) have been asked to reconsider their advice to members and bring it into line with that in the HSE Alert. HBF had confirmed to HSE that they were now doing so.
3.2	<p>The Board thanked Giles for his update and made the following comments in response:</p> <ul style="list-style-type: none"> a. The Board acknowledged that stakeholders clearly recognise the seriousness of this issue. b. The Board also agreed that it would be premature for HSE to take any further steps beyond those identified at this stage but should keep pressure on relevant industry stakeholders (the building and gas installation sectors) to act. They also agreed there is a need to ensure that HBF' advice to members is brought into line with the Safety Alert and acted upon. c. The Board also suggested using the SBTAF to reach further down the supply chain to ensure the messages are getting to the people undertaking the remedial work.
3.3	<p>Avril Adams updated the Board on the transition between the current CORGI gas registration scheme and the new CAPITA scheme which would start in April 2009 and made the following points:</p> <ul style="list-style-type: none"> a. The Board were updated on the new Gas Safety brand launch and the steps taken to inform stakeholders (inc those currently registered on the CORGI scheme) of the new brand and scheme. b. The Board were asked to note the proposals to reduce the overall cost of the scheme for gas installers which included the reduced fee for on line applicants and the provision of free replacement van stickers. c. The Board also noted the aim of minimising duplication between the new Gas

	Safety Charity and the CORGI Trust.
3.4	The Board thanked Avril for her report and welcomed the proposals to reduce the overall cost of the scheme for gas installers so long as it did not result in a reduction of service provided or safety standards.
4	Agenda Item Four: Oral update from Peter Brown on the Dame Carol Black Report and the Government's response - what it means in practice for HSE
4.1	<p>Peter Brown gave an update and made the following points:</p> <ol style="list-style-type: none"> a. The paper covers the Government response to the Dame Carol Black Report – the response had received wide spread support from across Government. b. HSE's approaches fit well with the report and the response though our role will be limited to prevention – rather than rehabilitation. c. The responses could be the first step towards a national occupational health strategy. d. The Board were asked to agree with the overall assessment of where HSE should be involved in the health work and well being (HWWB) agenda and in particular the proposal that HSE should have a 'seat at the table' but not necessarily lead on the proposed initiatives. e. The Board were asked to note that an update on HSE's activities on occupational health was planned for the New Year. f. The Board were also asked whether they would like a presentation from Dame Carol Black some time in the near future.
4.2	<p>The Board thanked Peter for the update and made the following comments in response:</p> <ol style="list-style-type: none"> a. The Board agreed that this work fits well with the HSE's strategy and the proposed level of involvement by HSE. b. The Board welcomed the offer of an update in spring (post strategy consultation) on how HSE will approach occupational health issues including the role of EMAS. c. The Board asked for sight of the responses to Dame Carol Black by the Scottish/Welsh administrations. d. The Board also agreed that as we have moved from the Report to the Government Response phase of this work that perhaps it would be more appropriate to invite Bill Gunnyeon to the Board to explore how HSE fits into the wider HWWB agenda.
Action point 35	Peter Brown to provide a Occupational Health discussion paper for the new year which includes the role of EMAS
Action Point 36	Peter Brown to make arrangements for Bill Gunnyeon to be invited to a Board meeting in the new year.
5	Agenda Item Five: EC proposal for a new Directive on Work related MSD's – paper HSE/08/92 –
5.1	<p>Peter Brown introduced the item and made the following points:</p> <ol style="list-style-type: none"> a. The Board were asked to note the history behind the proposal for a single MSD Directive to fill the gaps left by the two original MSD related Directives (Manual Handling and DSE). b. The Board were informed that the EC are now looking to undertake this work as part of their simplification drive. However, the Board were also informed that EC have previously tried to produce a replacement MSD Directive but had never progressed beyond the social dialogue stage. c. The process was at the very early stages and as a result the draft text was still under development by the Luxembourg Advisory Committee (LAC).

	<p>d. The Board were therefore asked to note the current position and provide initial views on general intention of the proposed Directive.</p>
5.2	<p>The Board thanked Peter for his presentation/paper and made the following comments in response:</p> <ul style="list-style-type: none"> a. The Board agreed that the current approach (which is lead by the existing Directives) fails to take a holistic approach to the management of the MSD risks. They Board agreed that the approach which relies on training was old fashioned and had not provided the improvements that were needed. b. While the Board supported the intention of a single more comprehensive approach to managing MSDs it felt strongly that the UK negotiating position should include the requirement that the new Directive is evidence based. c. The Board also agreed that it was important to identify why the existing arrangements (in the UK and EC more widely) have not produced the reduction in MSD cases expected. d. The Board agreed that as part of the development of the HSE's approach to occupational health more widely that MSD's needs to form a work stream to ensure that the current position is properly reviewed – inc the levels of enforcement activity.
6	Review of the Strategy Launch
6.1	<p>The Chair gave an update on the Strategy and made the following points:</p> <ul style="list-style-type: none"> a. The three events had been well attended and received by those stakeholders that attended. Thanks were given to Vivienne Carlton and her team for the efforts made to ensure they were a success. b. The immediate feedback from stakeholders was positive as was the level of interest from the media. c. Since the launch event there had also been a good level of interest in the workshops with around half the places available having been taken up at the time of the Board meeting. d. The workshops will be arranged so that a brief presentation will be given (the script of which will be provided to those chairing the workshops). The presentation will make it clear that these workshops are in addition to, not instead of, any written comments stakeholders may have on the strategy. The presentation will then be followed by discussions in small groups and feedback to the workshop as a whole. The outcome of the feedback sessions will then be fed into the consultation exercise. e. Any media who would be invited to attend the workshop would do so on the basis that they were there to say what they thought of the strategy and say what they would do to help deliver it rather than simply report on the workshops. f. The Board were also informed that the Chair was due to meeting with the CBI on the 18th December to discuss their views on the strategy and their role in its delivery.
6.2	<p>The Board thanked Judith, and Vivienne, and made the following remarks:</p> <ul style="list-style-type: none"> a. The Board shared the enthusiasm for the positive feedback that had been received especially as stakeholders who had not traditionally welcomed HSE initiatives had been impressed with the strategy consultation document. b. The Board agreed that while the launch had been a success that the real challenge will be the implementation and delivery of the strategy. c. The Board did however also ask that Vivienne ensures that the press office were properly briefed to be able to handle any enquiries about the strategy. d. The Board noted that discussions with HSE staff had already taken place and

	that more were planned now that the consultation was underway.
6.3	The Chair concluded the discussion by also informing the Board that she had updated Lord McKenzie on the strategy launch and had suggested that there will be a host of delivery plans developed by stakeholders to show how they will contribute to the delivery of the strategy.
7	Agenda for the January meeting
7.1	The Board agreed the draft agenda.
→	
8	
8.1	
8.2	
9	
9.1	
9.2	
9.3	
10	
10.1	
10.2	
	←