

MSenior anagement Team Minutes		SMT/M/09/05	
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Open Minutes of the SMT meeting held on Wednesday 6th May 2009 in Redgrave Court, Bootle and by video conference link to Rose Court, London

Present

Geoffrey Podger	Kevin Myers	Mike Weightman	David Ashton
Kevin Allars	Alex Brett-Holt	Gaynor Coldrick	Eddie Morland
Giles Denham	Steve Dennis	Gordon McDonald	Jane Willis
Kerr Wilson	Sally Sykes	Patrick McDonald	

Apologies

Bill Gunnyeon

Also attending

Elaine Harbour, Diane Tsavlos and David Bibby (all items), Rachael Radway (item 3), Professor Peter Elias, Alan Spence and Tony Bandle (item 5), Peter Baker, Gwyneth Deakins and James Barratt (item 6), Marcia Davies, Rachel Russell and Graham Walker (item 7), Phil Kemball (item 8), Steve Coldrick (item 9)

Minutes

Laurence Monaghan

2 Feedback from the HSE Board meeting

2.1 Kevin Myers provided a summary of the issues discussed at the previous Board meeting.

7 Agriculture revisited: progress to date and next steps (SMT/09/40)

7.1 Jane Willis introduced this item by summarising the background to the Agriculture Revisited initiative and was followed by Rachel Russell who introduced the paper which asked for SMT's views and agreement for a proposed paper to the Board. Rachel reported that the initiative had made significant progress on a number of fronts and evaluation arrangements for outcomes were now being developed. Lessons had also been learned from the novel approach of a Board-driven campaign. Going forward, a detailed plan had been prepared reflecting the directions provided by Judith Donovan and it was proposed the media campaign be extended.

7.2 SMT agreed the plans and supported the extension to the media campaign subject to emerging evidence of its impact or budgetary constraints. It was now apparent that although the decision to reduce inspector resources for agriculture had been a sensible one it had led to an inaccurate perception that HSE had completely withdrawn from agriculture; future decision-making on changing intervention approaches should take this risk into account. Future planning should also recognise that HSE can drive initiatives and Board champions should not be necessary. SMT agreed that the paper go to the Board subject to the comments made and offered congratulations for the initial success of the initiative.

9 Response to the OGC Gateway Review of How and Where We Work (HWWW) Programme (SMT/09/47)

9.1 Geoffrey Podger described the background to the paper which was the recommendation from the OGC Gateway assessment of HWWW that the potential impact of any loss in knowledge and expertise be considered. Steve Coldrick then introduced the paper explaining it was prudent to consider potential risks arising from the HWWW and that the paper reviewed the current position in the context of control measures taken. The situation had now changed significantly since the OGC assessment and the progress in building Bootle capacity and developing the Westminster office arrangements meant risks to business were minimal and any sudden loss of London staff could be accommodated.

9.2 SMT agreed that the residual risks to HSE business were very low thanks to the actions taken by the HWWW programme and thanked all involved for the successful move. It was agreed that a paper should go the Board and that the paper should:

a) Be upfront that HSE had progressed well beyond the risks described in the recommendation

from the OGC review.

- b) Amplify the activities undertaken to transfer knowledge from departing staff and describe the other routes by which knowledge is captured, e.g. Board/SMT papers.
- c) Make clear which of HSE's London functions were outwith the HWWW programme, i.e. FOD London/Construction and Construction policy.
- d) Acknowledge the flexibility shown by staff during changes and summarise some of the problems that have been encountered, e.g. churn effects.
- e) Reference the planned contingency exercise and its emphasis on HQ/policy capabilities.

10 Draft agenda for June SMT meeting

10.1

The draft agenda for the June meeting was confirmed subject to the following changes:

- The June SMT will have a 12pm start with a working lunch.
- The planned below the line paper on optical radiation will be discussed at the meeting.
- The planned safety alert paper will be put to the September SMT meeting.

Below the line papers

GMOs paper (SMT/09/44) – SMT asked that the recommendation regarding the Chair's signing of the agreement be reworded.

Activities in Wales paper (SMT/09/48) – SMT recognised the work being undertaken in Wales and noted that HID activities will also be included in the paper when it goes to the Board.