

Bradford Occupational Health & Safety Forum Minutes from meeting held on Tuesday 15 December 2009

- 1. Present:** Jane Howie, Mr S Divan, John Blanchfield, Carol Duerden, Wendy Bland, Tony Smith, Rob Holmes, Chris Flint, Dave Towers, Ann Hall

Apologies: Sue Ingham, Andrew Mawson

- 2. Minutes of last meeting (5 November 2009)**

These were accepted.

- 3. Matters arising**

Item 4.a The invoice for refreshments at the last seminar has still not been received and a duplicate has been requested. Carlisle Business Centre has revised the cost of room bookings from £511 to £441 and will be checking out their sound system for future events.

Item 4.c A meeting of the subgroup Working Group looking at updating the Securing Health Together Strategy worked through Programme 2 detailed in item 5

Item 4.d BAOHSF have won the Alan Butler award ahead of 250 or so health and safety groups throughout the country. Several members of the group will attend the presentation in London. It was decided that Jane would go and Andrew Mawson would be asked as chair of the group, with Tony Smith as backup, Carol and John are also interested in attending.

Item 4.e Jane will be attending the next 'Wellbeing Forum' and has prepared a paper for it.

- 4. Development Workers Report**

- We have been successful with our joint expression of interest made with the Workers' Health Advice Team to go ahead to the second round of bidding for some Challenge Fund monies. This is for the Bradford Mental Health First Aid Project.
- As our funding is due to run out again in March 2010, it is time once again to approach our funders. Graham Moore PCT Commissioner implied that we may be funded for a further three years at a meeting Carol and Jane had with him a while ago. Graham, who we have established a good relationship with, is on sabbatical until March. Jane is to contact Sally Prus (Tel 237627) next week to pursue this matter.
- Jane has started editing the Winter Well @ Work newsletter. Stories so far include The Five Steps - What is a risk assessment, based on John Blanchfield's presentation at the last seminar; Don't oversimplify accidents article by Roger Bibbings from RoSPA; story about the 25th anniversary of the Bhopal disaster; and articles on new chemical signage. Jane is to add a story about our award, something about asbestos Duty to care and possibly the Future Jobs Fund.
- Jane attended a RAP meeting recently - this is the Regeneration and Prosperity Forum made up of Vol orgs, who shadow and have representation on the Regeneration and Prosperity Partnership Boards and related sub-groups including the ESP which is the Employment and Skills Partnership. Jane informed this group about the fit for work pilot bid, the Health Work and Well being Task group and that Amanda Fletcher has produced a 'Work, Worklessness and Health' report with recommendations. Rob recommended that we get in touch with Emma Baylin from the CVS who is working around Health and Wellbeing.
- We are running out of BAOHSF freebie pens that we hand out at seminars. Jane has got some costings. It was decided we will wait to see how our budget stood at the next review.
- A cost benefit list of alternative venues for future seminars has been compiled. The analysis of the last seminar has been done.
- The Impressions Gallery has been provisionally booked for Workers' Memorial Day as the City Hall is fully booked by the election team. Jane and Rob have been working on possible venues for future seminars.

- 5. Strategic Development**

5.1 The sub group working on the next Securing Health Together Strategy gave information on content to be included in the strategy for 2010 - 2013. It was agreed during the meeting. Programme 2 - Continuous Improvement. The Forum will

- Ensure the Bradford Area Occupational Health and Safety Forum is recognised as the major partnership for occupational health and health and safety in the District, by relevant agencies and other relevant partnerships. Ensure key bodies are represented on the Forum, and encourage relevant organisations, to support the ongoing funding of the Forum, and to consult with the Forum on major strategic documents especially those relating to or potentially relating to occupational health and safety.

- b) Take part in relevant award schemes with an occupational health component and encourage other organisations to do so.
- c) Liaise with stakeholders e.g. Job Centre Plus, NHS Bradford and Airedale PCT, Learning Skills Council and Yorkshire Forward to explore Dame Carol Black's *Working for a Healthier Tomorrow*, the Government's response *Improving Health and Work: Changing Lives* and the possibility of developing schemes to encourage and support employers.
- d) Signpost to specialist advice and support available to workers whose health has been affected by their work but who do not have access to occupational health services e.g. Workers Health Advice Team, Keighley Worksafe.
- e) Support work based health promotion activity in work place settings e.g. Mental Health First Aid.
- f) Healthy workplaces, designed to protect and promote health and wellbeing are key to preventing illness arising. The Forum will promote the work environment as a source of better health and the ethos that 'Good jobs are good for you'.
- g) Support smoking cessation in the workplace and promote the smoking cessation service.

5.2 An expression of interest has been made and accepted to the Health Work and Wellbeing Challenge Fund. If the bid is successful, Jane will be able to take up training on mental health first aid and become a trainer in this topic, alongside Carol Duerden. It was then envisaged that this training could cascade to safety reps in the workplace.

5.3 Jane gave a summary on Amanda Fletcher's report, which had been circulated, to the Health and Wellbeing Task Group. Some aspects of the recommendations will be used. Overall, it was thought to be a disappointing paper not reflecting what BOHSF wanted.

6 Seminar Feedback and Planning

6.1 The seminar held on 20 October 2009 covering 'Sensible Risk Assessment' had 92 attendees and 32 evaluation returns. Feedback was good generally; some comments were made on the workshop split in that they were unable to attend all sessions on the day. Also the asbestos workshop where risks of exposure were not thought to have been covered in enough detail. HSE website however covers this topic in detail.

6.2 The Worker Involvement Seminar will be held on 4 February 2010. The venue for this event and the venue for the Workers Memorial Day are still to be decided upon. Jane, Rob and Carol are to visit a selection of venues, which Jane has already sourced in the Bradford area. A decision will be made based on their recommendations. HSE will provide a speaker for the seminar and two others will be sourced to represent union and industry perspectives. There was a general discussion about future topics for seminars.

7 Safety Reps Update

Jane said there were 15 new member attendees at the Christmas Social.

8 Accounts

Accounts are complete and Jane will give back a report at the end of December 2009.

9 AOB

Rob Holmes reported on the Government initiative with Job Centre Plus, which will supply up to 1000 staff places in Bradford. Funding will be from Job Centre Plus and companies will be able to have a worker for up to 25 hours per week at no cost to themselves.

Date of next meeting

Thursday 4 March 2010, Jacobs Well, Room 3, 6th Floor, 10am – Noon.