



Bradford Area Occupational Health and Safety Forum Minutes from meeting held on Thursday 5th March 2009

1. Present

Jane Howie, Andrew Mawson, Chris Flint, John Blanchfield, Graeme Reay, Wendy Bland, Rob Holmes, Carol Duerden, Tony Smith

Apologies: Mike Quiggan, Fiona Sherburn, Susan Gee, Mr Divan, Mick Gledhill

2. Minutes of last meeting

These were accepted.

3. Matters arising

Chris asked about the Alitalia compensation and Jane said she was about to mention this in her report.

4. Development Workers Report

- a) We have still not had any compensation payment from Alitalia, but Jane managed to speak with Susan Stevenson, Customer Relations Executive and she said she would put an urgent chaser on our claim and that we should hear about a settlement shortly.
- b) The Joint Partnership meeting took place between reps of the Health and Well being and Regeneration Partnerships on 11th of Feb. Jane passed out handouts of our presentation, will discuss in detail under item 5. A Fit 4 Work service pilot is also to be discussed under strategic development.
- c) Jane and Andrew attended a further meeting of the Working Neighbourhood Fund. A single contract is to be awarded for an WNF Employer Engagement (Rp/Skills/09/01) for up to £450,000. With the outcome/output being to provide 100 micro/SMEs with direct support; Support 50 disadvantaged individuals into employment; and support 50 volunteers into employment. On behalf of Bradford Area Occupational Health and Safety Forum Jane has written to say we would be very interested in becoming a partner with JobCentre Plus, Careers Bradford and Bradford Chamber of Commerce if they are intending to apply. Specifically we could help with a programme of local employer engagement to promote and raise awareness of support available for workforce development; and provide business support for micro and small enterprises seeking to engage with and employ disadvantaged people, especially around occupational health, retention of people with mental health issues, disabled people and older people. Employer engagement will help employers tackle disadvantage, help to gather intelligence and identify vacancies and help create demand led by employers. More about this under item 5c.
- d) Ninety people attended the re-run of the Sensible Risk Assessment seminar last week, feedback from the evaluations will be presented at the next Working Group meeting. There has been some progress on planning the next seminar already, to be discussed under item 6.
- e) Carol and Jane attended another Employment Action Group meeting. A good practice guide to employing disabled staff is to be updated by a sub group which Jane has offered to be on. The Forum has submitted a funding application to the Mental Health and Social Inclusion fund for work around the dispelling the myths of employing people with disabilities agenda, for £1,000, if secured this will help to pay for the seminar and the production of an information pack.
- f) The Forum is going ahead with working with Bradford Occupational Health Project to put together a showcase event at Westminster on the 17th of March.
- g) In order to open up a telephone internet banking account we need to have the agreement of the Working Group. Jane, Andrew and Carol have already filled in a form and had it sent back twice because of certain bureaucratic processes around opening up this facility. Those present unanimously agreed for Carol Duerden, Andrew Mawson and Jane Howie to have internet banking access from Yorkshire Bank on behalf of the Forum. It was suggested that we may want to consider changing our bank to the Cooperative if the paperwork for accessing internet banking was overly bureaucratic.

- h) Jane has reviewed data from question 13 of our members survey form last year (you may remember that the Community Profiling software we used was corrupted). From the 47 respondents (14% of our membership) the total workers at the places of work, whom the respondents had an influence over was 35,773. (If we used these figures to estimate a rough reach of influence of all our members this number would be a quarter of a million!) It was noted that we also have influence on businesses that have their head office in Bradford and have a wider breadth of workers throughout the country.

5 Strategic Development

a) Joint Health and Wellbeing and Regeneration Partnership meeting

Andrew thanked John and the other members of the Forum who had helped with the partnership meeting. There had been no objections from any of the partners to the recommendations put forward by the Forum (by Eleanor Green), these were:

- 1 Each partnership considers the opportunities and recommendations highlighted in the Government Response.
- 2 Bradford partners consider applying to be a Fit for Work Service pilot and explore the Challenge Fund potential.
- 3 Consideration is given to the establishment of a Health, Work and Wellbeing Task Group reporting to each of the 2 strategic partnerships to develop and oversee a 'Workplace Wellness' strategy for Bradford based on the Government recommendations.
- 4 BAOHSF is represented as a partner on the HWWTG as a key stakeholder with established practical links with employers and employees.
- 5 Resources are identified for further developing this agenda.

A time linked task group has been proposed in a report written by Elizabeth Brookfield and Amanda Fletcher and is to be taken to the full partnership meeting in the near future. It does seem that the partnership has taken some ownership of the Health Work and Wellbeing agenda.

Tony commented on the Business Health Check tool, which is one of the measures being introduced by the *Improving Health and Work: Changing Lives* Government response to Dame Carol Black's Working For a Healthier Tomorrow report, will help us to create better links with the Chamber of Trade.

Other measures which is being introduced which the Forum is interested in is the Challenge Fund which is to introduced to support SMEs in establishing health and wellbeing programmes and the Occupational health telephone helpline/gateway for SMEs. It is not totally clear if these will also come under the fit 4 work pilot or are completely separate.

b) Fit 4 Work pilot

There is to be a Fit 4 Work workshop in Birmingham on the 17th of March. Andrew is to attend on behalf of the Forum. Jane has sent on the information about this workshop to Susan Gee, Alison Knight and Amanda Fletcher. Amanda from the tPCT is to attend also. Jane has asked Elizabeth Brookfield if she can invite a Cllr to the workshop. It would be good to have a team from Bradford attending. (Jane and Carol will be at Westminster on that day on a previously planned showcase event.)

Jane said that as the joint partnerships are now being tasked with supporting 'Bradford' going for a pilot we need to look more at what the Forum can actually do.

There was a discussion about what services we would like to achieve and where do we want to go with the fit 4 work pilot. It was suggested that if successful in the pilot the Workers' Health Advice Team and the Forum could come together in a joint office, offering services to workers and to employers. Because it is a three year pilot we would be able to recruit new worker(s). The Forum could offer free training courses on how to self risk assess using resources from HSE website. The Forum could do more consultation, advising and signposting guiding employers to manage their own



occupational health and safety. The development worker would have a role in coordinating training, developing courses and producing publicity. A new occupational health and safety advisor could provide the training and specialist consultants could be used on an ad hoc basis. Jane and Carol are to put together a proposal.

c) Working Neighbourhoods Fund

The Forum is currently investigating applying for some WNF funding. The deadline is Friday 13th of March. Jane and Andrew are in negotiations with Bradford Chamber of Commerce, Jobcentre Plus and Careers Bradford to join them as a partner in a bid. It is under the Employer Engagement Programme that the Forum is interested. The Forum could support SMEs around the area of continuing knowledge about the retention and employment of disadvantaged groups. The Forum could also support occupational health and safety policy development of SMEs. It was decided that the Forum would offer to meet 10% of the proposed output of the employer engagement programme for 10% of the funding - £45,000. Training sessions on reasonable adjustment, the DDA etc. Could be provided by the Forum via a training club for SMEs.

d) Westminster Showcase event

Jane, Carol and Graham are to attend a showcase event at Westminster on the 17th March. Terry Rooney MP has invited Bradford Occupational Health Project to this showcase and the Forum is going as a partners of BOHP. Also attending are Sheffield, Leeds and Rotherham Occupational Health Projects. Lord Bill McKenzie is to attend along with Yorkshire MPs.

6. Seminar Feedback and future planning

John and Chris are to sort out a programme of speaker for the next seminar 'After the Inspector Called' which is to take place on the 28th April in City Hall. Chris has managed to get the HSE to pay for the room booking and refreshments.

7. Safety Reps Update

Andrew and Jane are to go into Bradford College to speak to safety reps about Bradford Area Safety Reps Association.

There was an inquest into Steven Allen's death and BASRA members attended, but not as many as they would have liked due to heavy snow.

8. Accounts

The account balance as at the end of January stood at £9,482.16. Andrew said we are on target with the budget.

9. Any Other Business

There was no other business

10. Date of the next meeting

The next meeting is to take place on the 14th May 2009, Jacobs Well, 10am-12noon.