



RoSPA's National Occupational Safety & Health Committee (NOSHC)

**Minutes of the Meeting held on Friday 13th June 2014 at 11.00 am.
at BDO Stoy Hayward, 55 Baker Street London W1U 7EU**

ATTENDANCE	
Organisation	Representative
MPA	Martin Isles – VICE -CHAIR
APIL	Cenric Clement-Evans
BOHS	Tracey Boyle
Co-opted	Sheila Pantry
ENA	Mike Leppard
RoSPA	Roger Bibbings
RoSPA	Charlotte Henderson
RoSPA	Karen McDonnell - SECRETARY
UNITE	Bud Hudspith
Guest – Paul Cooke, HSE	

APOLOGIES	
Organisation	Representative
CBI	Hannah Murphy
Co-opted	David Eves
ECA	Paul Reeve
IOSH	Declan Gibney
NEBOSH	Teresa Budworth - CHAIR
Safety Groups UK	Mike Nixon
Waste Industry S&H Forum	Chris Jones

No	Work Activity	Background	Current Position	Action Required
1	Welcome	Martin Isles, Chaired the meeting in Teresa Budworth's absence.	Martin welcomed everyone to the meeting and asked members to introduce themselves.	
2	Apologies		Listed	
3	Minutes of the Meeting 7th February 2014		Proposed by Karen McDonnell and Seconded by Sheila Pantry the minutes of the meeting were agreed as a true representation of the meeting held.	
4	Review of Actions and Matters Arising	<i>Updates on outstanding actions (circulated with the agenda) are covered under relevant items.</i>		
5	Report from RoPSA	The meeting agenda covered the majority of RoSPA's work relevant to the Committee.		

No	Work Activity	Background	Current Position	Action Required
		<p>NOSHC Webpages Karen McDonnell proposed increasing the visibility of the Committee and its contribution to RoSPA’s policy decisions with prominent pages on the RoSPA website and press releases on the work of the committee. She suggested Committee members’ pictures and profiles, including key interests, be included on the website and asked for members’ thoughts.</p> <p>RoSPA Representation Requests for NOSHC Members to attend various events on behalf of ROSPA had been circulated to the Committee. Members would be given as much notice as possible about future events. Committee Members representing RoSPA at events would be asked to provide feedback at a future meeting.</p>	<p>The proposal was seen as a positive step and it was agreed that adding members details to the website would add strength to the profile of the Committee.</p> <p>ACTION: Committee members to be asked to send photos and profiles for inclusion on the website.</p> <p>It was asked whether members attending or speaking at events as part of their day job also mentioned their membership of NOSHC to highlight the connectivity of the Health and Safety community.</p>	<p>CH - all Committee Members</p>
6	Work of NOSHC	Higher Performers (HP) Forum		
		<p>The ‘NOSHC Excellence’ document had been circulated to the Committee, outlining a proposal for engaging higher performing organisations to increase the contribution which they made to improving health and safety performance outside their own organisations.</p> <p>The Scottish Higher Performers Forum SHPF would be used as a model. The Forum met twice a year and was a business to business opportunity for RoSPA award winners, Scottish Healthy Working Lives award winners and HSE case study organisations. RoSPA shared its knowledge of current developments, which was welcomed, and the Higher Performers (HP) shared their experiences.</p>	<p>Paul Cook highlighted the HSE Occupational Disease Community site which allowed organisations to share information and make solutions more widely available to people.</p> <p>It was generally agreed that working with HP was a good idea but concern was raised as to how it would work in practice and whether organisations would be able to commit. Outreach was not a top priority.</p> <p>Karen McDonnell explained how the SHPF worked. Over 140 companies were invited with approximately 20 attending. One of the meetings was scheduled to coincide with RoSPA Scotland Congress so many members were already present. There was an appetite to learn and companies were able to find out first hand from RoSPA what was happening in leading edge thinking.</p>	

No	Work Activity	Background	Current Position	Action Required
			<p>She suggested inviting one of the SHPF members to the next meeting of NOSHC so they could explain their engagement.</p> <p>Roger Bibbings commented that HP were untapped potential. Award winners could and should help improve Health and Safety knowledge outside their own sectors and RoSPA needed to encourage this outreach. RoSPA had contacts across all sectors which meant there was a great opportunity to bring them all together.</p> <p>The proposal was for NOSHC to agree on a topic and draw companies in to share and compare, bringing together all the expertise and knowledge in that area. The learning points to include tangible solutions would then be publicised by RoSPA.</p> <p>The suggestions included:</p> <p>MORR There was a lot of current activity in the area; the strategic review of MORR by TRL, UCL and PACTS due to be realised soon; the FORS scheme; Trade Associations were getting involved; Including cyclists and at work pedestrians it was a large and variegated issue and MORR needed to be put at the top of the risk priorities of organisations in terms of accidents.</p> <p>Health The major issue of Occupational health was not being addressed by many organisations. Campaigns, for example HSE ‘Shattered Lives’ had been successful at raising awareness but had not changed behaviours. Looking at sectors where there had been behaviour change it had been through lots of different interventions.</p> <p>It was suggested that HP could be asked to map the costs of interventions and return on investment which would be of interest to SMEs.</p>	<p>KM</p>

No	Work Activity	Background	Current Position	Action Required
			<p>ACTION: Karen McDonnell agreed to approach HP with the proposal for a HP forum with a view to holding a stakeholder event. She suggested that a member of NOSHC could give a presentation on the HP proposal at RoSPA Scotland Congress in September.</p>	
7	<p>Accident Investigation (AI)</p>	<p>Paul Cook, Digital Capability and Guidance Review Lead, HSE outlined the HSE’s proposal for AI guidance and asked the Committee for feedback.</p> <p>The HSE were looking to withdraw HSG245 ‘Investigating Accidents and Incidents’.</p> <p>The HSE were looking to move away from the workbook approach and the guidance would be replaced by; the leaflet “Investigating workplace accidents and incidents’ a brief guide”; a blank worksheet and guidance on completing the worksheet and; a webpage which would act as a hub with links to higher level information including key principles of AI, templates, human factors etc.</p> <p>HSG245 would be de-branded and it was proposed that RoSPA or other organisations retain the workbook for historical purposes if they felt it was needed.</p> <p>Paul Cook was asking for feedback on the proposal.</p>	<p>Bud Hudspith voiced his regret at the proposed withdrawal of HSG245. His concerns with regards to AI were that there was no duty to investigate which left uncertainty. He questioned how then to get companies to investigate accidents, the majority didn’t and those that did were looking for blame, didn’t share the outcomes and didn’t learn from the process. He was supportive of the new guidance but felt that HSG245 still had a role.</p> <p>Roger Bibbings highlighted the fact that AI was a key RoSPA issue. The imbalance between risk assessment and accident investigation needed to be addressed. Investigation provided the opportunity for learning and was an essential tool in improving performance and he was not satisfied that HSE were pushing this point. The importance of investigating potential accidents and investigating them thoroughly needed to be emphasised.</p> <p>A webpage linking to further guidance and up to date information was seen as positive. However it was felt that the de-branding of HSG245 and removal of HSE approval would remove the validity of the guidance for many.</p> <p>General concern with regards to the HSE guidance review and removal of some ACOPS was also raised. Paul Cooke responded that part of the guidance review was to make clear what was a legal requirement and what was not by using clear and consistent terminology.</p>	

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			<p>Teresa Boyle highlighted the difficulty whilst carrying out civil litigation work on Occupational Disease to find the standards pertinent to the time of the incident especially with the long latency involved and asked why HSE couldn't host the archived documents. This view was supported by Cenric Clement-Evans. Paul Cooke responded that the hard copies were available and that the next logically step would be to scan them and make them publically available, he agreed to raise the point with HSE.</p>	
8	<p>Occupational Disease</p>	<p>The working group (Karen McDonnell, Sheila Pantry and Tracey Boyle) had held a telephone conference to discuss how NOSHC could contribute to preventing occupational disease.</p> <p>Karen McDonnell summarised the thoughts of the working group.</p> <p>NOSHC should commit to helping BOHS on their respiratory campaign, including promoting the 'Risks to your breathing' section from the Health Risks at Work (HRAW) initiative.</p> <p>NOSHC to work with HP to find out what information on Occupational Health is given to young workers. HP would be encouraged to share materials to be made available via ROSPA website.</p>	<p>Paul Cooke offered to ask Katherine Fuller who was behind the HSE Occupational Disease Community to speak at a future meeting of NOSHC. Rachel Grant who dealt with Risk Assessments, Management Regulations and Advices and Guidance for SMEs, would be replacing Gill McElvogue as the HSE representative on NOSHC.</p> <p>HSE Board Paper: Tackling Occupational Disease – current activity and future plans.</p> <p>The need for a campaign on dust, raising awareness of respiratory health and cancer risk was highlighted. The HSE had produced the Stop dust before dust before it stops you video.</p> <p>Roger Bibbings highlighted the current activity on Occupational Health by various organisations - the British Lung foundation, BSIF, IOSH , Construction Dust Partnership and the need for the campaigning organisations to communicate and not to work in isolation. The HSE's occupational disease community would be a suitable information hub.</p>	
9	<p>Recent / Current HSE consultations</p>	<p>RoSPA had submitted responses to:</p> <ul style="list-style-type: none"> • CD 261 –CDM Regulations 2007 • CD268 – PUWER ACOPs 	<p>The main concerns highlighted by NOSHC Members at the meeting included the changes of competence, which was seen as a potential backwards step and was sending out the wrong message, and the responsibility</p>	

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			<p>towards domestic premises</p> <p>NOSHC member input into RoSPA consultation responses was encouraged. Members to send comments on future consultations to Karen McDonnell. kmcdonnell@rospa.com</p>	
10	History of OS&H	<p>Sheila Pantry reported on the 'History of OS&H' project website www.historyofosh.org.uk which was launched on 28th April.</p> <p>Comments had been received worldwide and the RoSPA Press Team had received a lot of interest.</p> <p>Further information had been received and was ready to be added. More biographies and sector information was needed. Eric Darlow had sent full text information on quarries and she was hoping to have lectures from Michael Esbester, University of Portsmouth.</p>	<p>Roger Bibbings stated the aim to get a history element in all training for those in a professional OSH role and that David Eves' Brief History "Two steps forward, one step back" should be part of the syllabus.</p>	
11	Ageing Workforce	<p>Martin Isles had attended the 'Safer & Healthier Work at any Age' Seminar on behalf of RoSPA NOSHC Please see report annex 1</p>		
12	Professional Organisation in Occupational Safety & Health (POOSH)	<p>Roger Bibbings and Karen McDonnell had attended the recent POOSH meeting 7th May 2014.</p> <p>The meeting had included a presentation from IOSH on their new campaign on occupational cancer. 'No Time to Lose'. IOSH were not aware of the other current occupational campaigns which should be a key task for POOSH.</p> <p>Karen McDonnell reported on POOSH Scotland.</p> <p>IOSH and Healthy Working Lives were seeking funding from EU-OSHA to promote mental health training available in Scotland. The three day training course up-skills practitioners to deal with mental</p>		

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		health issues in the workplace.		
13	Safety Groups UK SGUK	<p>Roger Bibbings Secretary, SGUK provided an update. Marcia Davies, Vice President SGUK had helped co-ordinate a stocktaking exercise. The conclusions were being considered by the Management Committee but had not yet been reported to Groups.</p> <p>SGUK was committed to building and extending the groups network and wanted to encourage the lead groups to mentor and share best practice to help bring all groups up to the level of the best.</p> <p>SGUK continued to promote the HRAW initiative which was gathering momentum.</p>		
14	Reports from Members			
14.1	Martin Isles, Vice Chair	Martin Isles had attended the CBI Health and Safety Forum meeting which had been addressed by Judith Hackitt.	ACTION: It was agreed that RoSPA would write formally to the CBI to ask if RoSPA could be represented on the forum.	KM
14.2	Sheila Pantry, Co- opted member	The Fire Information Group Seminar “Mind the Gap in Fire Information – Update” had been held on 11 th June.	View presentations: www.figuk.org.uk/conferences/2014/index.html	
14.3	Tracey Boyle, BOHS	A series of Occupational Health presentations were taking place in the BOHS Worker Health Protection Arena at the Safety&Health Expo at Excel (17-19 June).		
15	Any Other Business			
15.1	Parting Shots	Since retirement, Roger Bibbings was no longer writing the Parting Shots article for the RoSPA OSH journal.	<p>It was asked whether NOSHC members could be persuaded to write 1500 word thought pieces to stimulate debate.</p> <p>Suggestions for articles and authors included:</p> <ul style="list-style-type: none"> • MORR: RoSPA • Asbestos in schools: Cenric Clement-Evans • Life limiting conditions- young 	

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			workers: Tracey Boyle BOHS <ul style="list-style-type: none"> • Adding to the evidence base: NOHSC member • Post Government response to Triennial review : NOHSC member • Wellbeing, Health and Safety: KM 	
	Date of next Meeting	1 st October 2014 – RoSPA, Birmingham		

Annex 1: Safer & Healthier Work at any Age – Seminar Report, Martin Isles

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Safer & Healthier Work at Any Age - Seminar

The Work Foundation, 21 Palmer Street, London, Thursday 15 May 2014

[Notes by Martin Isles on behalf of Dr Karen McDonnell, RoSPA](#)

Approximately 25 delegates

Introductory Remarks: Sarah Copsey, Project Officer, EU-OSHA

European Parliament requested the European Commission to carry out this project. EC delegated the task to EU-OSHA. Will comprise case studies and literature reviews. Possibility of a dedicated funding programme focusing on SMEs.

Chair: Stewart Campbell (formerly HSE; now National Reporter, UK & Eire)

Need more reliable information to inform development, especially on rehabilitation and return-to-work. Looking at a range of policy *options* for the future with an exchange of best practice.

Data collection period was June 2013 to March 2014. This was followed by 10 national workshops. Analysis and policy recommendations to be produced June 2014 to June 2015. Final conference in June 2015.

Series of Project Interviews planned over the next few weeks. Opportunity for RoSPA involvement.

Lis Robinson (Head of Extending Working Life, DWP; reports to Steve Webb MP, Pensions Minister)

DWP “trying hard to make a good *business* case, not just relying on ethical/social arguments”.

By 2020, over 50’s will comprise almost one-third of the working population. Need to understand who drops out of the labour market early and why. In June 2014, DWP will extend the right to request flexible working.

‘Health and Work Service’ to be launched late 2014. Two parts: Assessment and Advice. H&WS will be a website and a phone line. Purpose: to limit the number of people drifting into labour market exclusion.

In 2013, 131 million days lost, 4.4 days per worker. 31 million for MSD; 27 million for minor illnesses; 15 million for stress/anxiety/depression. £9bn sick pay. Makes economic sense to tackle.

Chris Ball (Chief Executive, TAEN)

Job dissatisfaction peaks at the age group 50-59. ‘Work Ability’ concept.

Recommended looking at Casey Metcalf and Lakey, 1993.

AARP Best Employers Award.

Alan Beazley (Employers Network for Equality & Inclusion, ENEI)

Much higher proportion of older workers (i.e. those past Statutory Pension age) working for SMEs. Chris Brooks (Age UK) has produced an 'excellent briefing paper'.

Line managers don't always know how to handle situation:
Martin Isles (for RoSPA) stated that downward percolation of information to front-line personnel was a far greater challenge in many large companies than it was in most SMEs.

Jeremy Bevan (HSE)

Referred to very recently (May 2014) updated HSE guidance for older workers (over 50).
HSE's 'ABC' web pages dedicate to SMEs.

Good equipment design is particularly important for older workers.

Research Report RR832 strongly recommended.

Robert Baughan (Unison)

TUC quote: "Age is not about decline, but change".

Looking after older workers makes sense for the well-being of *all* workers.
GPs need to be trained in older worker issues and have some cognisance of occupational issues, though care of the patient must not be comprised by corporate pressures.

Mary Ogungbeje (IOSH)

A quarter of the 44,000 IOSH members are in Construction.

Principal factors: Physical capacity; heat tolerance, vision & hearing; psychological & psycho-social health; plus safety; occupational health; & health promotion.

IOSH has an OH toolkit and 'Working Well' guidance.

Kathleen Houston (Scottish Centre for Healthy Working Lives)

Targeting mainly SMEs. www.healthyworkinglives.com
DVD: "Health Risks at Work". Increasing numbers with multiple long-term conditions.
www.cipd.co.uk/binaries/5244_Return_to_work_guide.pdf

In Summer 2014, intend to publish: "A small & medium-sized business guide to managing an ageing workforce".

Polly Begy (Constructing Better Health)

Currently 4,000 deaths a year from Asbestosis.

Martin Isles (for RoSPA) asked what had been the response from CBH's approach to employers regarding their degree of involvement of their contractors? Answer: "Wide spectrum of involvement/engagement".

Dr Tyna Taskila (Work Foundation)

Cancer sufferers who have recovered has 1.4 times the chance of being unemployed subsequently.

Good employer options: Reduced hours; change in work tasks & responsibilities; and GRADUAL return to work.

Liz Egan (Macmillan Cancer Support)

“Generally speaking, work isn’t the cause of cancer”. Survival rates improving. For those that succumb to cancer, the average period of diagnosis-to-death is extending.

3 key challenges:

- Lack of information
- Lack of access to rehabilitation services in the workplace
- Lack of knowledge by employers as how to support staff with cancer

Approximately 1 in every 100 employees will have a cancer diagnosis.

DVD: “Cancer in the Workplace”.

Federico Moscogiuri (CEO, The Arthritis and Musculoskeletal Alliance, ARMA)

www.arthritiscare.org.uk

Commented that a good source of guidance: www.yourworkhealth.com had ‘disappeared’.

End.

Seminar “Safer and Healthier Work at Any Age” (including rehabilitation and return-to-work)

Thursday 15 May 2014

The Work Foundation, 21 Palmer Street
London SW1H 0AD

PRELIMINARY PROGRAMME

Introduction

This seminar is being organised as part of an EU-wide pilot project on health and safety of older workers initiated by the European Parliament. The project, which is coordinated by EU-OSHA and implemented by a consortium led by Milieu Ltd, and including the Institute of Occupational Medicine, Edinburgh, aims to identify and assess occupational safety and health (OSH) strategies and systems within EU Member States that take account of an ageing workforce and ensure better prevention for all throughout working life. Special attention will be given to rehabilitation programmes and return-to-work strategies. The results will assist policy development and provide examples of successful and innovative practice.

Objectives

The objectives of the workshops are to:

- Raise awareness of the project and its emerging findings;
- Stimulate discussion between intermediaries and experts in the field of occupational health and safety and rehabilitation and return-to-work, in order to collect additional information and examples of good practice;
- Exchange views and ideas on what works well, what could be improved, and what are the drivers, needs and obstacles to promote safer and healthier work in the context of an ageing workforce.

Agenda

09.00 – 09.30	Registration and coffee
09.30 – 09.35	Introduction to the workshop
09.35 – 09.50	Introduction to the EU-OSHA Project: Safer and healthier work at any age <i>Stewart Campbell, National Reporter</i>
09.50 – 10.35	Context: « Extending Working Life – a framework for action » <i>Lis Robinson, DWP</i> « Removing age barriers to employment » <i>Chris Ball, Chief executive, TAEN</i> « Improving the health and productivity of an ageing workforce » <i>Alan Beazley, Age Action Alliance</i>
10.35 – 11.00	Discussion between participants and previous speakers on the current context of the employment of older workers in the UK
11.00 – 11.15	Coffee break

11.15 – 12.15	Health and safety of older workers « HSE revised guidance “Older workers” » <i>Jeremy Bevan, Policy Adviser, Vulnerable Worker Health and Safety, HSE</i> « Health and safety and older workers » <i>Employers perspective</i> « The ageing workforce – health and safety implications » <i>Robert Baughan, Assistant National Officer, UNISON</i> « The health, safety and health promotion needs of older workers » <i>Professional perspective</i>
12.15 – 12.45	Discussion between participants and previous speakers on the current issues for health and safety and older workers in the UK
12.45 – 13.30	Lunch
13.30 – 14.15	Rehabilitation and return to work « Health, work and well-being, and the “Health & Work Service” » <i>DWP</i> « Rehabilitation » <i>DH/NHS</i> « Rehabilitation in the military context, and the lessons for the wider approach »
14.15 – 14.45	Discussion between participants and previous speakers on the current issues for the rehabilitation and return to work of older workers in the UK
14.45 – 15.30	Sector experience « Health and rehabilitation in the construction industry » <i>Polly Begy, Operations Manager, Constructing Better Health</i> « Older workers in the retail industry » <i>B&Q</i> « The Working Longer Review in the National Health Service » <i>NHS</i>
15.30 – 15.45	Coffee break
15.45 – 16.15	Disease experience « Work and cancer » <i>Tyna Taskila, senior researcher, The Work Foundation and Liz Egan, Working Through Cancer programme manager, Macmillan Cancer Support</i> « Working with arthritis » <i>Jo Cumming, Head of Information and Helplines, Arthritis Care</i>
16.15 – 16.45	Discussion between participants and previous speakers on the current issues for rehabilitation and return in particular sectors, or with particular conditions.
16.45 – 17.00	Close of workshop