



HSENI/10/11

MINUTES OF THE 64TH MEETING OF THE BOARD OF THE HEALTH AND SAFETY EXECUTIVE FOR NORTHERN IRELAND HELD ON 20 JANUARY AT 10.00am IN THE ROBENS ROOM LADAS DRIVE BELFAST

Present:

Board Members:
Professor P McKie CBE – Chairman
Mr George Lucas – Chairman Designate
Mrs B Maitland
Mr L Fawcett
Mr P Lyons
Mr J Collins
Mr B Mackin

HSENI Officials:
Mr J Keyes – Chief Executive
Mr D Breen – Deputy Chief Executive
Mrs J Leathem – Board Secretary
Ms Danielle Duffy - HSENI

The Chairman welcomed Mr George Lucas who had recently been appointed by the Minister as the HSENI Chairman Designate.

Agenda Item	Record of main discussion and Actions Arising	Action by Board Members/ Official(s) and update on progress from actions arising
1. Apologies	Mrs S Lowry, Mr J Gillvray, Mr G Campbell	
2. Corporate Health, Safety and Welfare	Mr Keyes reported that: (i) He had recently led a Health, Safety and Welfare Inspection of Ladas Drive, accompanied by the Premises Officer and the NIPSA Safety Representative. The only substantive issue arising concerned the scarcity of storage space. Re-modelling the server room will go some way to address this. Dr Monson will lead a similar inspection of Longbridge House at the end of January. This inspection will embrace all tenants.	
3. Declaration of Conflict of Interest(s)	None declared	

<p>HSENI/03/11</p>	<p>of the HELANI meeting held on 7 January 2011 gave an oral report on the proceedings. She reported that the current years joint projects were progressing well and that the Planning and Development Group had agreed a good range of projects for 2011/12, including one focussing on developing joint responses to a public health outbreak such as E-Coli. Overall it was felt that joint working is proving effective. However, she added that cuts within council budgets could impact on future joint working as some key District Council staff currently engaged in the process could become less available. It will therefore be important for HELANI to try and ensure that the important relationships built up to date are maintained as far as possible. HELANI had also discussed the Lord Young Review at its last meeting and it was noted that the new Northern Ireland health and safety strategy fitted in well with many of the Review's recommendations.</p>	
<p>8. Chief Executive's Report</p> <p>HSENI/04/11</p>	<p>Mr Keyes highlighted the following:</p> <ul style="list-style-type: none"> (i) The Minister launched the "Watch Out Carbon Monoxide Kills" campaign on 1 November 2010 at an event held in Stormont. She was joined by Stephanie Lowry and the mothers of the two young men who died in Castlerock from carbon monoxide poisoning. This campaign has resulted not only in an increased public awareness of the dangers of carbon monoxide poisoning but also in a large increase in the sales of carbon monoxide alarms. (ii) The Child Farm Safety Calendar was launched on 10th December by the Chairman at Lisferty Primary School. He was joined by the Key stage 1 and 2 winners who each received a framed copy of their winning farm safety posters. Now in its fifth year 20,000 calendars were distributed through rural primary schools. (iii) The "Older Wiser Safer?" farm safety campaign will enter a new phase in late February when radio commercials will be broadcast to highlight the dangers to older farmers. (iv) A Carbon Monoxide awareness campaign aimed at students in off campus accommodation is being rolled out in late February. Where HSENI staff find that no Carbon Monoxide alarms have been fitted one will be provide free of charge. Allied to this Mrs Maitland sought assurances that the Gas Safe 	

	<p>Register was a robust measure of the competence of gas installers. Mr Keyes replied that this was an accredited UK wide scheme that picked up where the former CORGI scheme left off. HSENI was broadly content to allow GSR to police the registered gas installers sector whilst HSENI would concentrate its efforts on unregistered installers.</p> <p>(v) Mr Keyes in referring to the table of prosecutions indicated that he had taken the opportunity to respond to a consultation by the Lord Chief Justice's office on what should make up a priority list for sentencing guidelines. He had asked that health and safety offence causing death should be included.</p>	
<p>9. HR Report HSENI/05/11</p>	<p>Mr Breen updated the Board in regard to the HR Report and highlighted the following items:</p> <p>Sickness Absence November showed the highest monthly rate for sickness absence for the year to date. However from April on average HSENI's sickness absence rates are still well below DETI and the NICS. It should also be noted that 91.5% of staff had no sickness absence during November. Mr Keyes also explained to the Board that there are no underlying attendance issues and the recent seasonal spate of flu has had an effect. All Managing Attendance Procedures within HSENI are in line with rest of NICS. The board took this opportunity to wish all staff within HSENI, currently on long term sickness absence, a speedy recovery.</p> <p>Continuous Improvement Team The Continuous Improvement Team has formulated an Action Plan based on the outcomes of the NICS Staff Attitude Survey and the HSENI Stress survey. The report on the liP health check will be available soon. Early indications are that HSENI is well placed to attain liP re-accreditation.</p>	
<p>10. Finance Report HSENI/06/11</p>	<p>Mr Breen referred to the Report and highlighted the following items:</p> <p>DRC Expenditure: Mr Breen explained the current and projected financial position. The budget was being managed effectively following adjustments made during December monitoring. He was confident that everything pointed to ending the financial year within the allowed under spend</p>	

	<p>tolerances.</p> <p>Programme Expenditure: Mr Breen explained that monies have been set aside to cover costs associated with current prosecution cases being taken forward by the PPSNI. HSENI has been able to adjust budgets to allow for the purchase of the 1000 Carbon Monoxide alarms some of which will support the student accommodation campaign with the remainder going to various charities to assist vulnerable groups such as the elderly.</p> <p>Draft Budget 2011-15 Mr Breen indicated that following the publication of the NI Executive's draft budget DETI had published for public consultation its draft spending plan which included HSENI's allocation. HSENI was currently trying to determine the impact of this on its ability to deliver its programmes. A firm budget allocation will not be made until the consultations end and the NI Executive agree a final departmental allocation.</p>	
<p>11. Legislation Report</p> <p>HSENI/07/11</p>	<p>The Board noted this report.</p>	
<p>12. Analysis of the Lord Young Review</p> <p>HSENI/08/11</p>	<p>Mr Keyes introduced a paper that provided a detailed analysis of the review undertaken by Lord Young into the compensation culture and health and safety. Of the 36 recommendations contained in the review, only 17 related directly to health and safety and as such fell to HSE/HSENI to consider and implement. HSENI was currently tracking the implementation of the recommendations with the intention of maintaining parity with developments in Great Britain. To that end HSENI had subscribed to the establishment of a UK wide, on line register of safety consultants and would in the very near future be consulting on the proposal to increase from 3 to 7 days the period for reporting under RIDDOR. Mr Breen indicated that the new Northern Ireland health and safety strategy embraced many of the principles advocated in the Lord Young Review. The Chairman thanked Mr Keyes for this helpful analysis of the Review and asked that the Board be kept informed of its out workings.</p>	
<p>13. A.O.B.</p> <p>HSENI/09/11</p>	<p>(i) Draft Operating Plan 2011-12 Mr Breen introduced the draft Operating Plan for 2011-12. This he explained was the published version that was backed by a more detailed internal operating plan. Like the Corporate Plan its publication is now subject to the finalisation of budgets. The Board endorsed the operating plan and acknowledged its breadth and</p>	

	<p>challenging targets.</p> <p>(ii) Myth Busting</p> <p>Mr Fawcett asked if would be possible in promoting the concept of sensible risk management to regularly highlight the health and safety myths message developed by HSE in Great Britain. Mr Breen advised that unfortunately HSE had recently withdrawn funding for the myth busting campaign but pointed to the fact that the issue of sensible risk management was one of the ten goals identified in the new Northern Ireland health and safety strategy and that the issue would therefore be pursued under this banner.</p> <p>(i) Mr Lyons conveyed the thanks of the Northern Ireland Safety Group for the continued support from HSENI for its Annual Health and Safety Quiz.</p>	
14. Date and Venue of next Board Meeting	<p>The next meeting will be held on 21 April at 10.00am at Netherleigh. At this point Mr Keyes took the opportunity to remind those present that although Professor McKie would not be standing down as Chairman until 31 March this was in fact his last Board meeting. Mr Keyes expressed his appreciation of the work undertaken by the Chairman over the past 6 years and the invaluable help and counsel he had received from him over this period. He indicated that it was planned to recognise his departure through a presentation at the next Board meeting which would be held at Netherleigh and to that end he invited Professor McKie to join the Board on that occasion.</p>	
	<p>There being no further business, the meeting closed at 12.30pm.</p>	

Julie Leathem

Board Secretary

Board Minutes adopted and approved.

Signed: 

Dated: 21/04/11

Mr George Lucas, HSENI Chairman