



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

Minutes of Meeting

Friday 20 January 2017

Brookfield Masonic Hall, Westhoughton, Bolton

Present:

Mark Burns	MB	Chair
Peter Bohan	PB	Vice Chair
John Houlihan	JHn	Secretary
Mark Daniels	MD	Guest Speaker, Health and Safety Executive
Melinda Lyons	ME	University of Manchester
John Buck	JB	The Royal Liverpool and Broadgreen University Hospitals NHS Foundation Trust
Lynne Tracy	LT	University Hospitals of Morecambe Bay NHS Foundation Trust
Lynne Atherton	LA	Wrightington, Wigan and Leigh NHS Foundation Trust
Andy Wood	AW	Alternative Futures Group
Joe Cryans	JC	The Joseph Rowntree Foundation
Andre Haynes	AH	Wirral University Teaching Hospital NHS Foundation Trust
David Hatch	DHa	Wirral University Teaching Hospital NHS Foundation Trust
Linda Ferrie	LF	Wirral University Teaching Hospital NHS Foundation Trust
Wendy Astle Rowe	WAR	Mid Cheshire Hospitals NHS Foundation Trust
Steve Rowland	SRo	Priory Group
Deborah Halicki	DHa	Pennine Care NHS Foundation Trust
Terence Harris	TH	Aintree University Hospital NHS Foundation Trust
Therese McArdle	TMcA	St John's Ambulance Services
Martin Brandon	MBr	South West Yorkshire Partnership NHS Foundation Trust
Ian Neil	IN	Your Housing Group
Elizabeth Turley	ET	Consultant
Tom Jones	TJ	Creative Support Ltd.
Jane Close	JC	St Anne's Hospice
Lyn Ellis	LE	Cheshire and Wirral Partnership NHS Foundation Trust
Debbie Carr	DC	Cheshire and Wirral Partnership NHS Foundation Trust
Tina Platt	TP	East Cheshire NHS Trust
Jane Hadfield	JHad	The Christie NHS Foundation Trust
John Harrop	JHar	Greater Manchester Mental Health NHS Foundation Trust
Paul Morris	PM	Lancashire Care NHS Foundation Trust



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

Sue King	SK	Four Seasons Healthcare
Paula Coward	PCo	University Hospital of South Manchester NHS Foundation Trust
Sallyanne Hunter	SAH	NHS Liverpool Clinical Commissioning Group
Steve Cann	SC	Bolton Council
Suzanne Pumford	SP	Central Manchester University Hospitals NHS Foundation Trust

Apologies:

Sally Shihadah	SS	University Hospitals North Midlands
Jane Kemp	JK	Royal College of Nursing - Retired
Brett Thompson	BT	Central Manchester University Hospitals NHS Foundation Trust
Keith Savage	KS	Consultant
David Halicki	DH	Consultant

Guest Speaker Presentation

Mark Daniels, Health and Safety Executive

Presentation: An introduction to the work of the Health and Safety Executive (HSE) Health and Social Care Sector

Members were introduced to Mark Daniels from the HSE Engagement and Policy Directorate, who gave an introduction and/or refresher to new and existing members of the working composition of the HSE Health and Social Care Sector and of changes that have taken place over the last few years.

It was noted that whilst the aim of the presentation would be to update members of current influences and future priorities, including the implementation of new strategy, sector and team implementation plans, its overall purpose is to help build and improve the working relationship between the HSE Health and Social Care Sector and IOSH Manchester and North West Districts Branch Healthcare Services Section in helping to deliver and achieve highest standards of health and safety culture and performance across health and social care.

Mark Daniels began by referring to the health and safety record of Great Britain as being the envy of much of the world.



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

What remains central to this is protecting people by managing risk in a proportionate and effective way, supporting innovation and increasing productivity, along with the challenge of improving on this impressive record further. Attention was drawn to the new *helping Great Britain work well* strategy that has been developed in support of this.

Mark Daniels emphasised that whilst the HSE's position as a regulator ensures it will remain a key player, this strategy is not just for the HSE alone and that there is a role to play for everyone who has a stake or interest in improving health and safety in the workplace.

Members in attendance received a broad overview of each of the six key themes of the strategy. These are:

- promoting broader ownership of health and safety in Great Britain
- highlighting and tackling the costs of work related ill health
- simplifying risk management and helping business to grow
- giving small medium enterprises simple advice so that they know what they have to do
- anticipating and tackling new health and safety challenges
- promoting the benefits of Great Britain's world class health and safety systems

In its approach to help implement and drive the strategy, the HSE has split Great Britain's workplaces into nineteen sectors, based upon industry type and risk profiles. Each sector has a draft plan covering health and safety performance, top three strategic priorities over the next three to five years and actions the HSE propose to take.

Reference was made to the top three strategic priority areas of the public services plan. These are:

- reducing high levels of ill health from work related stress and musculoskeletal disorders
- tackling specific safety issues in high hazard activities such as realistic training in the military
- maintaining established standards as service provision becomes more fragmented and new forms of delivery emerge

Mark Daniels outlined proposals to undertake pilot studies regarding the management of work related stress. A number of members in attendance voiced concerns as to their necessity, especially across NHS organisations.



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

Whilst it was warmly received that health and wellbeing, including the management of work related stress, is now a priority action contained within National Institute of Clinical Excellence (NICE) guidance, as well as forming part of the Commissioning for Quality and Innovation (CQUINs) payments framework for all health and social care organisations, members in attendance were unanimous in their request for the HSE be more proactive in terms of its regulatory enforcement and prosecutions, in particular, of those healthcare organisations, that persistently fail to address such occupational health and safety concerns.

Mark Daniels stated that the public sector plans and health and social care team implementation plans are currently in draft and have been presented to a number of stakeholders such as trade unions etc. for discussion.

He added that further engagement has or is to take place early in the New Year with the wider health and safety community, using a variety of consultation methods i.e. online and social media, holding a series of road shows and events etc. prior to their formalisation and publication later in 2017.

Those members in attendance studied the results of the inspection initiative, carried out in 2015/16, whereby the HSE had visited forty NHS organisations across England, Scotland and Wales to assess compliance with the Health and Safety (Sharps Instruments in Healthcare) Regulations following its introduction in 2013.

Despite it being designed to fully protect staff from the risk of exposure to blood borne viruses, health and safety breaches were identified in 90% of those NHS organisations visited. In addition, 83% failed to fully comply with the legislation and 45% were issued with improvement notices.

The main findings from the inspection initiative were of failures to correctly use and dispose of medical sharps, assess risks of exposure to blood borne viruses from sharps injuries, training not including information relevant to activities being carried out and lack of a robust system in place for their investigation.

Mark Daniels referred to the statutory requirement of carrying out a post implementation review of the Health and Safety (Sharps Instruments in Healthcare) Regulations 2013 once they had come into force, and requested assistance from members in completing a survey so as to evaluate their effectiveness. The survey takes ten to twenty minutes to complete and will close on 15 February 2017. Responses will be treated as strictly confidential and will remain anonymous when the data is being analysed.



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

It was agreed a request will be made to all members by email to complete the survey, and for them to forward it to others who work in a health and social care setting, and/or have responsibilities for implementing the regulations to complete and that the link be included within the minutes of the meeting www.snapsurveys.com/wh/s.asp?k=148429867112

Mark Daniels commented that the HSE Health and Social Care Sector team was keen to engage with members of the Section on what they feel should be included within the health and social care sector team implementation plan. Those members in attendance discussed a number of recommendations and proposals.

It was decided all members would be given an opportunity to provide open, honest and constructive feedback over the next two weeks on the challenges and concerns they face and have within their role and how best they think the HSE could work with the Section in helping to influence and achieve high standards of occupational health and safety culture and performance across health and social care. The actions agreed by those members in attendance were as follows:

- 1. John Houlihan to send an email request to all members for feedback.**
- 2. Members to provide feedback to John Houlihan before 8th February 2017.**
- 3. John Houlihan to coordinate and relay feedback to Mark Daniels and update members at the next meeting.**
- 4. Mark Daniels to bring feedback to the attention of the HSE Health and Social Care Sector team and for the HSE to revisit the Section later in the year to update members on progress.**

Mark Daniels explained the importance of receiving feedback would help to:

- develop and refine approaches in intervention and communication activities
- allow for more focused engagement with those who can influence health and safety within the workplace
- collaborate with intermediaries, or those working in partnership
- provide guidance and support materials to raise awareness and to achieve behavioural change

Mark Daniels confirmed the HSE Health and Social Care Sector team seeks to continue to influence and develop its relationship with the Care Quality Commission (CQC).



He added that there are no plans at this stage to remove or amend the existing European Framework Directive which establishes general principles for managing health and safety following the decision of the United Kingdom to leave the European Union.

Those members in attendance thanked the guest speaker and expressed their gratitude for his valued contribution.

Meeting

1. Apologies for absence

Noted.

2. Minutes of the last meeting / matters arising

John Houlihan highlighted the administrative error regarding the omission of attendance of Lyn Ellis and Debbie Carr from the minutes of the previous minutes requiring correction. Subject to this minor amendment, members approved the minutes of the meeting held on Friday 25 November 2016 as a true and accurate record. All actions from the minutes form part of the standing agenda of the meeting.

3. Communication / correspondence / consultative documents

Members were signposted to recent case law and of proposed consultations regarding respiratory protection equipment and exposure to ionising radiation.

John Houlihan confirmed he had advised members of a CPD event scheduled to take place on 14 February 2017 at Preston College entitled '*putting the health in health n safety*' and of the public consultation document on the draft Greater Manchester Spatial Framework.

4. Regulatory authority update

No matters were presented for discussion.

5. IOSH Manchester and Northwest Districts Branch update

John Houlihan referred to proposals on how best to oversee and manage communications from the Branch, Districts and Sections and of the suggestion of one committee mailer message being sent out every month containing all the events outlined within.

Members were reminded of the IOSH Blueprint, the competency framework developed by IOSH and a cross section of industry experts, and was signposted to the self assessment toolkit for use by safety practitioners which assesses competencies and produces professional profiles and development plans.



MANCHESTER AND NORTHWEST DISTRICTS BRANCH HEALTHCARE SERVICES SECTION

IOSH have produced an introductory presentation that is available to members using the attached web link <http://www.iosh.co.uk/VP/Home/Toolkit.aspx>

John Houlihan highlighted proposals to merge existing ISO systems such as OHSAS 18001 and ISO 14001 to become ISO 45001 Occupational Health and Safety Management Systems which will be the world's first occupational health and safety international standard and that an introductory presentation can also be found using the same web link.

Attention was drawn to the No Time to Lose campaign, which is set to focus on asbestos over the next six months and that members requiring further information, campaign materials and literature should contact IOSH or visit the website.

John Houlihan expressed thanks to those members who had participated in completing the recent survey issued by the Branch. The Networks Officer is currently in the process of reviewing the feedback and comments, the outcome of which is due to be presented at the next Branch meeting, scheduled to take place in April 2017.

It was noted that the South Cumbria District had applied to be its own Branch and that the decision was well received and supported by the Branch Committee.

John Houlihan gave an update on the decision by the Branch Committee to change the format of its meetings as it was generally felt that members were there primarily to see the presentation and not to listen to discussions. It has been decided the Branch Committee will meet in a separate room and that a power point presentation will be run for those in attendance, highlighting any updates and news from IOSH whilst the meeting assembles.

Discussions took place regarding future representation of the Section at conference calls and at the Branch Executive Committee. Whilst it was acknowledged as being a development opportunity, members unanimously agreed they were satisfied with the existing arrangements and requested they continue. John Houlihan confirmed that he would be participating in the next conference call, scheduled to take place in the evening of 09 February 2017 and next Branch Executive Committee meeting, scheduled to take place on Saturday 08 April 2017.

John Houlihan referred to previous discussions held at the last meeting regarding numbers of attendances and awareness of the Section and spoke of the work he had undertaken to examine the concerns raised and of improving working relations between the Healthcare Section and Group.



He added that web links have since been strengthened between the two so as to help improve such matters and that further discussions are to take place to explore the possibility of holding a joint event.

Action: John Houlihan to update members on progress at the next meeting.

6. Future topics of interest

John Houlihan stated he is currently pursuing matters further regarding confirmation of venue dates for 2018. Once these dates have been confirmed he will be contacting Andy Marsden, from the Medicines and Healthcare Products Regulatory Agency, to rearrange a presentation on the safe use of medical devices and equipment and Brendan Mahood, from Physio-Control, to arrange a guest speaker presentation of the value of defibrillators in the workplace and community. It was also agreed that he would work with nominated members to arrange guest speaker presentations on the subjects of personal safety, fire evacuation alternatives and asbestos management in healthcare.

Action: John Houlihan to update members on progress at the next meeting.

Members were also reminded to think about any future topics of interest.

Action: Members to forward any expressions of interest prior to the next meeting.

7. IOSH CPD / IPD programme

John Houlihan publicised the new dedicated CPD email and phone number that has been made available. He added that the IOSH membership team can also present or help members at meetings should the need arise.

8. Members forum

Members discussed local health and safety issues.

9. Any other business

Lyn Atherton raised concerns of proposals made by Education Transformation, a part of Health Education England, regarding the provision of health and safety training and what would appear to be a lack of consultation and input on the descriptive content by health and safety practitioners and or approval of this Section.

It was agreed that Lyn Atherton and Tina Platt meet outside of the meeting to move this forward on behalf of the Section and to update members on progress, with a view to it being presented to members for review and sign off as part of the interactive session that is to take place on Friday 19 May 2017.



Action: Lyn Atherton and Tina Platt to update members on progress at the next meeting.

John Houlihan referred to previous discussions held of concerns regarding occupational health and safety roles within the NHS. Melinda Lyons agreed to examine the differences between patient safety and occupational health and safety practitioner lead roles and of how best this can be moved forward in seeking national influence and that she would present this as part of the same interactive session on Friday 19 May 2017.

Action: Melinda Lyons to update members on progress at the next meeting.

The Chair expressed his gratitude and thanks to Peter Bohan, who has stepped down from his duties as Vice Chair, for all the work and support he has given to the Section. Members unanimously agreed and wished him well in his new role in the future.

Discussions took place regarding his successor and it was agreed by all members in attendance that John Buck would be seconded to the role until the more formal process of election of members began in a month or so prior to the AGM taking place.

10. Date and time of next meeting

Friday 24 March 2017

CDM and the management of contractors within healthcare

Mark Rowe, Director, Visocon Ltd.