



Please reply to:

David Heath  
[Heath410@btinternet.com](mailto:Heath410@btinternet.com)  
Tel 01628 634523  
0750 047 4850

## Thames Valley Branch Executive Committee

Minutes of the 82nd Executive Committee meeting of the Thames Valley Branch held at Mapledurham Golf Club on Wednesday 29th November 2017  
Members Present: Graham Parker, David Heath, Zuzanna Lalanne, Steve Pulling, Tyrone Partridge, Tom Wilson, Tony Horsfall, Chris Stops. Graham Dandridge, Azeez Soaga.

1	Apologies for absence received from Vince Butler, Nathalie Muller, Rebecca Russell and Graham welcomed all to the committee and informed the committee Natalie would not be attending due to feeling unwell.	
2	Minutes of Wednesday 27th September 2017 These were checked and accepted as a true record.  Matters arising:	
3	<b><u>Natalie's Items</u></b>  . <b>Survey</b> – we have seen a draft of the survey which will be sent to the Thames Valley Branch members to get their feedback. No contentious issues.  . <b>Feedback sheets</b> – We have decided to continue with our existing system. Members are unlikely to want to start filling in a feedback form at 9.00pm before a long journey home.  <b>Twitter</b> is now set up to use as a branch. Graham volunteered to take responsibility for it.	
4	<b><u>Next Year's Budget</u></b> Budget has been submitted by Steve and approved IOSH will as previously discussed supply monies quarterly from central funding.  The IT equipment has been removed as IOS will fund and replace centrally. We are a little low on cash this quarter but should have enough to cover the deposit for Phyllis Court.	

5	<p><b><u>IOSH Strategy</u></b></p> <p>Graham has considered how we as a branch meet the requirements of the IOSH strategy. In short, he believes we meet the objectives in terms of engagement, our external involvement with NFTS and BCA and our assistance with new members in offering training and advice via the Saturday morning sessions at Thames Water.</p>	
6	<p><b><u>NFTS</u></b></p> <p>Interviews were held Friday 6<sup>th</sup> Oct 2017 with Chris, David and Andrew &amp; Helen Price. A winner was chosen - Dead Birds. Viewing of the films should be 26,27,or 28th February. There is a new Director at the School - hopefully more supportive than Nick (the previous director). We agreed to support the School and run the competition for another year. Future years will depend on the support we get from the School and also the extent of our involvement with BCA.</p>	
7	<p><b>Joint Event</b></p> <p>Current bookings are 77 attending with 62 payers. The choice of gifts for the speakers was considered poor. Nick Birchall from South Coast Branch will source better ones. Tyrone will co-chair the meeting. The banners need to get to Tyrone - 2 with Graham, one with Steve.</p>	
8	<p><b>Berkshire College of Agriculture</b></p> <p>Michael Harding is moving on and so they will be holding an internal 'Champions' meeting shortly involving all Departments to work out how to take the relationship forwards and nominate a replacement for Michael. It is proposed that students will be briefed for the start of the next academic year starting September 2018. They all have to do projects, as teams, and so this should work well - they will need to demonstrate to us how they consider Health, Safety and Environment in their projects. WE will need to set the parameters for them.</p>	
9	<p><b>Christmas Social / January branch meeting Update</b></p> <p>The flyer has been sent to IOSH webteam for inclusion in 'Connect' and for our website. 3 bookings so far (3 couples).</p> <p>The nominated charity will be THRIVE as last year. David to send a mailer message as soon as the flyer is publicised.</p>	David
10	<p><b>Voting Software</b></p> <p>Steve has looked into the software and recommended we don't use it</p>	

	- stick to using badges for feedback and hands for voting	
11	<p><b>IOSH Conference</b></p> <p>Zuzanna and Laura Guare attended the 2 day conference 20/21st November. They have agreed to give a 5 minute feedback to the December Branch meeting.</p> <p>Tom and David attended day 2 of the conference and also attended the Networks meeting. We also agreed to give a short feedback to the branch meeting.</p>	
12	<p><b>AOB</b></p> <p><b>New member engagement</b></p> <p>As mentioned at the networks conference, there is nothing worse for a new member coming to their first Branch meeting to be left alone in a room a 'grey haired' clickes. We need to make sure they are made to feel welcomed, wanted and engaged. We have a process - they get a hand written badge so we can all spot them.</p> <p>David Suggested we also resurrect the spreadsheet that Steve started some years ago, detailing different specialisms and Branch members who are experts. this could be given to newcomers, so they know who to contact if they have problem.</p> <p>We are missing the deadlines for advertising branch events in 'Connect' the Event form needs to be with the web team at least 2 weeks, preferably 3, before the meeting date Those committee members who have arranged speakers need to get the Bio of the speaker and send the form ( copied with these minutes) to Azeez.</p> <p>June 2018 visit. We may be able to arrange a visit to Aston Martin at Gaydon.</p> <p>Meeting closed at 20.10</p>	
12	<p><b>Future committee meetings.</b></p> <p>21st February, 25th April, 20th June, 26th September, 14th November</p> <p>Coffee and Tea will be available from 18:15hrs at the Golf Club, with Dinner available from 18:30hrs</p>	

## Action list

What	Who	When
Twitter	Graham	
Mailer message re social	David	asap
Speaker bios	Speaker contacts	3weeks before meeting
Aston Martin visit	Graham ?	

### Networks conference feedback - Tom & David

#### Main points

- Opening address - I'm sure the main points will be covered by Bev Messinger at this branch meeting.
- Involve and evolve - need to engage new and young members - age distribution survey indicated most branches are grey haired. Need to attract younger members and make them feel welcome. - Ideas welcome.
- CPD - no 3 year cycle and no points - just record your learning and development. We must all do it or IOSH could lose royal charter.
- Committee management - we appear to run our committee using 'best practice'
- Getting the message across - if we engage with the media / press / public we should involve the IOSH media team who are experts at communicating the message unambiguously.
- Working together - 3 presentations from Branches and Groups - examples in Construction and Railways Groups of sharing best practice around the world.