

	<p>2022 Strategy. A summary report will be made available to you.</p> <p>Business card programmes – I was not made aware of these which put me in a difficult position to explain why one of my branches was producing their own branch collateral and not going through the Design team to ensure that IOSH branding is being used. This doesn't mean I don't think these are a bad idea but that you need to work within the set guidelines which include budgeting for this and working with our Design team.</p> <p>Feedback sheets – I was under the impression that the branch used feedback sheets at branch meetings. When I asked for feedback to give to the recent speaker I was informed it was done through 'voting'. I'm not sure that this fully captures all the aspects involved in one branch meeting. I'm happy to send you a standard feedback sheet which you can tailor. It is now used widely by most branches.</p> <p>Twitter is now set up for you to use as a branch. Please let me know if one or two people want to take up responsibility for this new communication tool. It is important that the branches use more avenues of social media as the outreach is wider than those already engaged with the branch and is the best way to communicate to younger OSH professionals who may not be engaged with the branch.</p> <p>South Coast/Thames Valley Joint event – Discussed later in Agenda</p> <p>Budget proposal for 2018-19 – Discussed later in Agenda</p> <p>Technical guides – unfortunately, the offer to give branches new IOSH technical guides has not been followed up by the area within IOSH responsible for these. This is disappointing as I don't like to promise something and not deliver. GP pointed out that all IOSH technical was free to download from website</p>	<p>GP/DH</p> <p>GP/TP/DH</p> <p>AS</p>
5	<p><u>Next Year's Budget</u> Budget working party to meet and submit budget no later than 30/11/2017. Suggested location was Hilton Hotel Reading. IOSH will as previously discussed supply monies quarterly from central funding. Budget Ideas: Update Laptop, small pop up welcome to Thames valley Branch banner, small desktop projector screen.</p> <p>SP to produce draft proposal and distribute.</p>	<p>SP/GP/TP</p> <p>SP</p>
6	<p><u>IOSH Strategy</u> GP to guide strategy with team of TW, GD, SP, & ZL</p>	
7	<p><u>Program Update</u> A big thank you to Natalie for all her hard work and help with getting speakers arranged Zuzanna had ideas for next year's program to be discussed later in the year.</p>	

	GP to contact RAF post-Christmas to finalise speaker for June Branch meeting	
8	<p>NFTS Interviews to be held Fri 6th Oct 2017 with Chris, David and Andrew & Helen Price.</p> <p>They are very keen to carry on with the awards and Simon has delegated some tasks to Sarah. They have 3 new buildings and a satellite school in Glasgow so they really are growing but are unfortunately suffering growing pains too</p>	CS/DH
9	<p>Joint Branch Event</p> <p>Natalie attended a phone conference about the event which due to bad signal Tyrone could not attend. The programme is nearly complete (see attached draft). I believe we are waiting for a speaker confirmation from Tyrone. I was able to book a speaker on Occupational Health and Risk Assessment as well as a CPD stand. It will take place at Oakley Hall in Basingstoke on 4 December. I'm planning on attending to help out. Graham – would you be available to co-host with the Chair of the South Coast? Also, what ideas does the committee have for the networking sessions so that delegates can get the most out of it? We will also need the Thames Valley branch banners on the day. Who is planning to attend and help out on the day?</p> <p>Subjects to be covered include: Noise, Dermatitis, Mental Health 1st Aid and Occupational Health. 3 volunteers required to help and act as stewards. Names to the Grange ASAP</p>	TP/GP/Natalie & Ben Pollok
10	<p>Berkshire College of Agriculture</p> <p>Meeting took place as arranged and the college are very keen to proceed. Michael Harding is really pushing this across the whole college. It was decided that there really needs to be a safety bias for the branch to be involved, but the criteria is still to be set. It was thought this was a great opportunity to push H&S forward within the Agricultural sector. Suggestion that the winners from the college could give a talk at a branch meeting to explain the significance of what they have achieved.</p> <p>It was thought that there is no conflict between the college and NFTS</p>	TH/SP
11	<p>Social Update</p> <p>The date is agreed as 20th January with the Phyllis Court singers serenading us as last time and they will be joining us for the dinner. As the date is very close to 'Burns night' the thought was a 'Burns' dinner but the menu discussions are still ongoing.</p> <p>Speaker is booked with hopefully no cost to the branch.</p> <p>The function is to be publicised at all branch meetings and Rebecca is to look into getting some flyers. Tony presented a motion for the</p>	TH/RR

	nominated charity to be THRIVE and this was generally accepted as a good idea. More info on the speaker is available on the mindfulness website David was volunteered to circulate information.	DH
12	Voting Software Steve to converse with Natalie for the possible use of Sli.do.com this is to be used to make branch meetings more interactive. Also to consider if we carry on using badges for voting or use feedback sheets	SP/NM All
13	AOB Feedback from Richard Orton@IOSH really enjoyed presenting IOSH strategy to the branch and is now rolling out to other branches. Graham will miss both October branch meetings and Novembers branch meeting – Tyrone to chair. David has confirmed the tickets for the 2 committee members attending the IOSH conference. Following the council meeting held 2 weeks ago it has been announced that Steve has been co-opted to IOSH council. This is a fantastic result for Steve and the branch as a whole. Graham expressed that as a branch we should really utilise the new branch twitter handle to really build up Steve’s profile for his time on council. WELL DONE STEVE It was suggested that we could use a webinar session of a branch meeting to try and increase the attendance levels of the monthly branch meetings. Suggestions included: webinars, video, use BCA to film some snapshots from different branch meetings and post the video on the branch twitter feed. Tony also suggested that he had a friend who was a great videographer who may be available to help. It was generally accepted it would be a great idea. Meeting closed at 20.35	
14	Future committee meetings 29 th November Coffee and Tea will be available from 18:15hrs at the Golf Club, with Dinner available from 18:30hrs	

Action list

What	Who	When
Confirm speakers	GP / SP / DH	Mid July
Joint conference with South Coast	Tyrone to keep us informed of progress	
BCA meeting	Tony / Steve	
Strategy draft	Graham P	Before next meeting
Voting software	Steve/Natalie	
Branch Twitter Account	Azeez	

