



West of Scotland  
Branch

## Branch Meeting

### Minutes

Thursday 28<sup>th</sup> May 2020, 13:00 hours, Online meeting via Zoom

#### 1. Chair of Meeting: Fred Cullum

After welcoming the attendees and guest speakers the chair reminded attendees to:

- Mute the mic
- Select viewer mode
- Use the chat box to post questions
- If need to attend to something during the meeting; do not leave as will not be able to re-enter the meeting, just switch off camera/video.
- Menti will be used to seek views. login menti.com use the 369199 code to interact with this meeting and vote on questions set up by the chair when required.

proceeded with the branch business.

#### 2. Sederunt

An average of 50 members were able to join the meeting, names of attending members were not noted. A maximum of 52 members attended,

#### 3. Apologies

Apologies received from 4 members.

#### 4. Review and Approval of Minutes of Previous Meeting

The minutes of 27<sup>th</sup> February 2020 branch meeting was reviewed and deemed accurate record proposed by (**Susannah McIntosh**) seconded by (**George Mills**). Copies of the minutes will be provided on request from the branch secretary ([westofscotland@ioshnetworks.com](mailto:westofscotland@ioshnetworks.com))

#### 5. Matters Arising

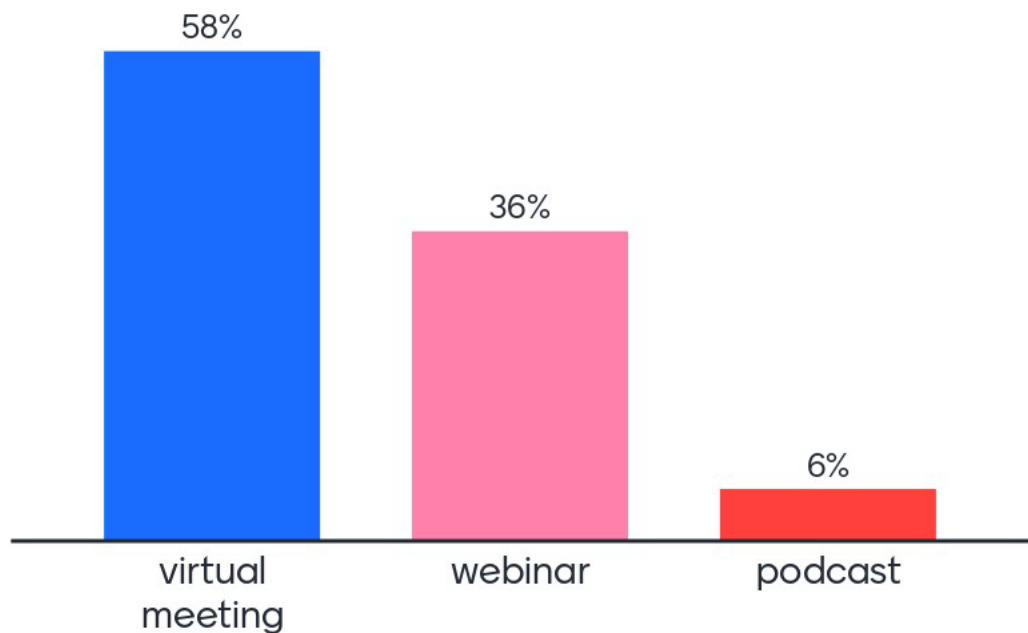
There were no matters arising.

6. **Speaker: (Fred Cullum)** Branch Chair **topic:** Outline proposals for coming months – notes from presentation:

- **Coming Months:** Due to the ongoing restrictions the Exec Committee have been discussing how we can continue to support you as members of IOSH West of Scotland Branch, We have come up with some ideas, such as virtual meetings which is already happening today, also webinars, the first webinar will be available on branch website shortly. As well as some Podcasts organised by, Blair Boyd who is the Branch lead for IPD/CPD, who has been busy lining up and engaging with speakers.

The first interaction via (menti.com) is to explore how often the branch should arrange Virtual meetings, webinars, and Podcasts. A total of 37 had voted, and the result as follows:

Virtual Meetings (56%), webinars (38%), and Podcasts (6%).

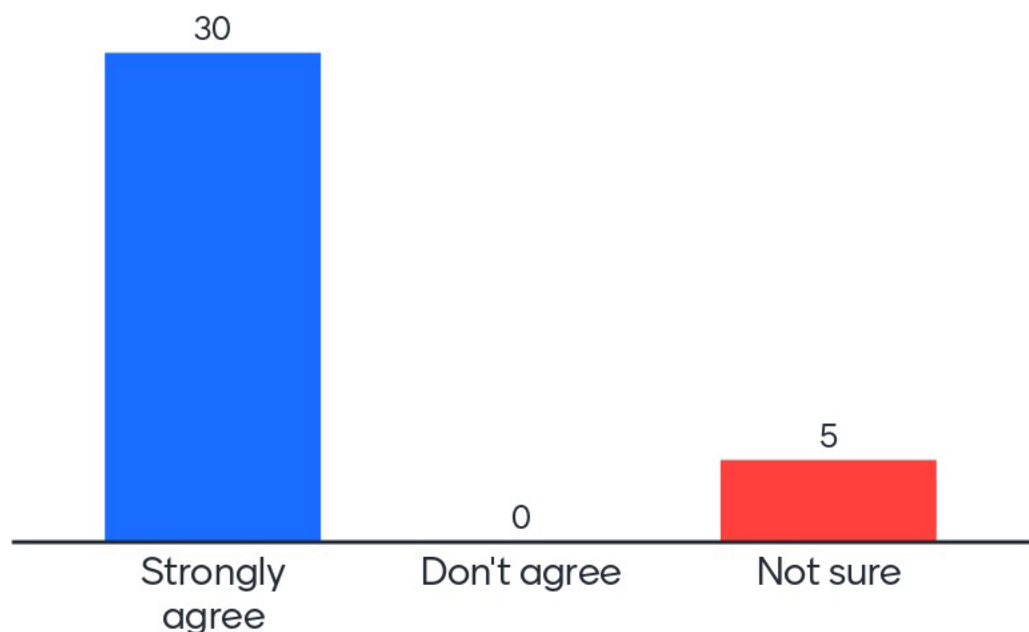


- **Virtual Meetings:** Planning to have virtual branch meetings during September, October, and November, as it is expected that it will be sometime before we will be able to have large gatherings. Today's meeting is not recorded, however There is the possibility of recording the next branch meetings/ speakers which will help and be available for those who are unable to attend.
- **Branch Webinar:** Whilst we are planning for webinars over the normal summer recess, we are also considering what we can do when we are able to get back to face to face meetings.

- **Podcast:** We are also in the process of producing podcasts with a range of individuals sharing their experiences – not just health and safety professionals. First podcast starting 1st Week in June – initially **Blair Boyd** is looking at weekly Podcasts, then possibly move to monthly.
- **Beyond 2020:** Hopefully by 2021 we will be able to improve contact opening other opportunities, In February we are looking at a morning meeting with a speaker followed by an opportunity for members to meet with recruiters
- **Collaboration with IOSH Scotland:** IOSH Scotland is a Regional Group with representation from all Branches in Scotland. Branches are working together to share diary information on meetings, webinars and events. Through the support of IOSH Regional Manager with agreement of Branch Chairs Branch Mailers can be sent to members in all Scottish Branches informing members of events and providing an opportunity to participate across Scotland. We are hoping that a calendar can then be posted on the IOSH Scotland LinkedIn page accessed from this link: <https://www.linkedin.com/company/43249444/>

The second interaction via (menti.com) is to find out to what extent the attendees agrees with this proposed way forward. A total of 35 had voted, and the result as follows:

Strongly agree (30%), not sure (5%), disagree (0%)



- **Benefits to Members:** Even amidst the challenges presented by Covid-19 pandemic we are learning that there are benefits to members from embracing

technology and continuing to blend this with face to face contact as we move forward. Benefits include:

- Access to online meetings & webinars across Branches
- Wider range of topics and speakers
- Enhanced learning opportunities
- Improved support across all branches
- **IOSH report:** on impact of Covid-19 to Board summarised in the following points:
  - More Chartered and Fellow assessments taking place (virtually) with more people passing than this time last year
  - More attendees at Virtual Branch events during lockdown (5000 attendees) than physical attendance at branches in a whole year
  - Nearly 3000 activities completed in the career hub by our members since it launched on 27 April
  - 380 new registrations onto the mentoring platform since 01 April
  - 11,000 participants across the weekly IOSH webinar series –content for which has been developed by A&P, supported by our sector groups and our research team
  - 46 applications for the new student bursary –helping students in need
  - Outbound support calls in progress to 5000 members going through renewals with over 30% paying their subs immediately on the call, helping our financial situation
  - No loss of service for training providers and support to keep them trading during very challenging conditions
  - Everybody still getting their certificates for membership and training activities
  - 760 new members since lock down including 66 students
  - Full on work to support the priority projects, including member grades review and the CRM roll out
  - Proactive member comms campaign showing how we are supporting during Covid-19
  - Production of a special issue IOSH Magazine commemorating 75 years of IOSH and the profession

## 7. New Members

The chair asked if new member or attendees from other branches or other businesses joining the meeting to introduce themselves via chat, 1 new member joined the branch, and 6 members re-introduced themselves as returning to the branch after few years they were not able to attend any of the branch meetings.

## 8. Vacancies

No Vacancies were announced

## 9. Group Reports

Construction: **George Mills**

**George Mills** shared his organisation (**Grahams**) experience with Covid-19 lockdown, the construction works must continue during lockdown as many projects are vital for NHS etc. So, they have worked lots of hours no one had covid-19 issue (probably 4 in voluntary self-isolation), they have implemented various items under the Construction Leadership Council and the Scottish Operating procedures which will be updated today. The construction sector would want to do it performs in 6 phases, planning is in place and ready to start, the 6<sup>th</sup> phase is due in October 2020. **George** continued with main points that have helped a lot in avoiding / reducing the impact of covid-19, which focuses on:

- Social distancing
- Welfare facility
- Traveling to work alone (if possible)
- Cleaning regime onsite must be done very diligently by professional cleaning contractors
- Hand sanitisers everywhere
- Stagger and rotating of breaks
- Introduction of one-way system for site entrance/ corridors/ stairs etc.
- Face covering for 15 minutes when needed
- Fire doors wedged open to avoid contact with surfaces (this could be breach of compliance), as long as fire doors get shut at the end of shift.

**Jim Tassel** raised the point about Fogging, which is not recommended by **WHO**, and cleaning is much better and more effective.

Public Services: **Susannah McIntosh**

Mainly H&S updates /guidance during May 2020:

Water systems; HSE advise return to buildings after lockdown.

<https://www.gov.uk/government/publications/health-protection-report-volume-14-2020/hpr-volume-14-issue-8-5-and-19-may#health-and-safety-executive-reminder-on-water-systems-safety-during-the-covid-19-lockdown>

<https://www.hse.gov.uk/news/legionella-risks-during-coronavirus-outbreak.htm>

General Industry Guidance; buildings

[Cushman and Wakefield business recovery resources](#)

Ventilation systems

## [CIBSE information on HVAC systems](#)

U.K Government advice

Laboratory and research

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/labs-and-research-facilities>

Office and contact centres

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>

Factories plants and warehouses

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/factories-plants-and-warehouses>

HSE general information on coronavirus

[https://www.hse.gov.uk/?utm\\_source=govdelivery&utm\\_medium=email&utm\\_campaign=coronavirus&utm\\_term=intro&utm\\_content=construction-14-may-20](https://www.hse.gov.uk/?utm_source=govdelivery&utm_medium=email&utm_campaign=coronavirus&utm_term=intro&utm_content=construction-14-may-20)

Summary of items: Check for Asbestos/damage to buildings; Carrying out thorough examination and testing of lifting and pressure equipment during the coronavirus outbreak.

Health and safety in the construction industry-Future building safety regulations-The government has asked HSE to establish a new building safety regulator in the wake of the Grenfell Tower disaster.

Scottish Government advice/Face covering and Vulnerable people

<https://www.gov.scot/publications/coronavirus-covid-19-public-use-of-face-coverings/>

<https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people>

Environment and Waste Management: Brian Beck

Brian apologised, no updates

## **10.AOCB**

- Membership survey closes today; If you have not already completed, please take the opportunity to complete today. It does not take long – make your voice heard.
- For the last few years at our Certificate of Merit dinner we have supported the Beatson Cancer Charity through donations from individuals. Since we were unable to hold the event, we have setup a JustGiving page and encourage you to donate, if you can. We have set a target of £3000.0, slightly more than we raised last year. In giving for this charity we also remember Carmina a member of our Executive who lost her fight with cancer in 2018.

- We will keep you posted about activities which you can also find on WoS branch LinkedIn page and IOSH Scotland LinkedIn page for branch activities across Scotland.
- Points from the audience
  - **Kieran Delany** from IOSH Ireland reminded the audience about the IOSH council elections and encouraged members to put themselves forward to take the opportunity to contribute to the future development of the constitution. IOSH is heading towards new Five-year strategy from 2022 onwards. He is impressed with the IPD/ CPD development of the West of Scotland Branch.
  - One of the attendees was asking for a bit of assistance on framing a document for Mental health and impact of Covid-19. Anyone had experience to share can reach out via the branch secretary.
  - Insights on the proactive work on new guidance appearing on the government website today regarding how HSE will work with Police Scotland, the Scottish Government, and local authorities in terms of a response to Covid-19
  - **Jimmy Quinn**, IOSH President Elect, echoed Kieran Delaney's comments, with Chair acknowledging their attendance.

## 11. Next Meeting

Next branch meeting on 24<sup>th</sup> September 2020, BTO Legal update (Virtual Meeting)

## 12. Branch Meeting closure

The chair thanked the attendees and extend the branch thoughts to the audience and their families during these challenging times, and closed the meeting at 13:53