



**Minutes of the 210<sup>th</sup> meeting of the organisation**  
**Held on 22<sup>nd</sup> August 2006**  
**At RoSPA Offices, Birmingham**

Present:

Chair: Kerry Ross, Chairman of Safety Groups UK

Tony	Allchurch	Jersey
Ron	Aston	Herefordshire
Roger	Bibbings	RoSPA
Gary	Brough	Northamptonshire
David	Bryant	H&S Consultant
Andy	Chappell	Birmingham
Ian	Currie	Lea & Ouse Valley
Richard	Darby	Lea & Ouse Valley
Neal	Davis	Peterborough
Jim	Flynn	Coventry & Warwickshire
June	Ford	Northamptonshire
John	Haddon	Peterborough
David	Harris	Cardiff & SE Wales
Hazel	Harvey	IOSH
Gordon	Hicks	London
Mark	Hoare	Birmingham
Richard	Johns	Sheffield
Ann	Jones	Swansea
Bob	Lentell	Wiltshire
Shaun	McGrail	Somerset
Frank	Miller	Lancashire and North West Association
Roger	Monaghan	HSE
Mike	Nixon	Manchester and North West Association
Bill	Parkinson	South Humberside
Chris	Pike	Kent
Karen	Pring	Cambridge
Richard	Pring	Cambridge
Ted	Roe	Gloucestershire
Mike	Sagar	North West Association
Maria	Sanderson	North Lincs
Gary	Smith	Kent
Norman	Stevenson	SCOS

**Apologies:**

**Groups**

Charities Safety Group  
Cumbria South  
Devon & Cornwall  
Milton Keynes  
NESHEP  
Northern Ireland Group  
Reading  
South Yorkshire  
Southampton  
Teesside Safety Group  
The Marches  
W&N Yorkshire

**Management Committee**

Charles Tracey  
Dave McGinigal  
Ed Ferret                      NEBOSH  
Mike McMahon

06/03/01            **Kerry Ross, Chairman of Safety Groups UK welcomed everyone to the meeting.**

**06/03/03            Safety Groups UK update**

**a. Progress on DERM seminars**

Neal Davis updated the meeting on the progress so far.

- The DERM project was on target and that 10 DERM seminars had been planned.
- They DERM steering group were working well and the project was on plan.

Roger Bibbings raised the question that one of the sponsors of the DERM project BSIF who had produced the DERM leaflet had published details of the DERM project saying that it was a BSIF initiative.

Neal assured the meeting that DERM was a Safety Groups UK initiative that the BSIF was supporting and the confusion had been caused by the BSIF using the 'It's in your hands' strapline.

Kerry Ross had been alerted to the fact that at the last DERM Steering Group meeting Charles Tracey had stated that he would no longer be able to seek sponsorship for DERM or for Safety Groups UK. As Safety Groups UK Management Committee member with responsibility for sponsorship, Kerry requested that an action be raised for himself to contact Charles Tracey for a formal response.

**ACTION:**            Kerry Ross to contact Charles Tracey regarding his role on the Safety Groups UK Management Committee.

**b. Alan Butler Awards**

Some responses had already been received on the Alan Butler review document and groups were reminded that all responses should be sent to Safety Groups UK by the 9<sup>th</sup> September.

Comments at the meeting included:

- A request that Groups were notified formerly the result of their entry well in advance of the Award ceremony. It was commented that one weeks notice (as in previous years) was not sufficient.
- It was asked how many groups fell into the small / large group categories and it was established that this figure was not known.

Kerry confirmed that the aim was to make the Alan Butler Awards more professionally run.

**ACTION** Comments from groups to be reviewed and a way forward for the Awards to be established.

c. Consultation Documents

The importance of Groups and interested individuals sending in their views on CDs to the HSE was highlighted.

However it was pointed out that the two current CDs with a September closing date were difficult to comment on as groups often had a break in the summer and many members were away.

Groups were encouraged to disseminate the information about the CDs to their members by holding a meeting or putting the subject on their meeting agenda and discussing the key points.

Safety Groups UK agreed it would alert groups to all major consultations

Groups were asked that if they sent in a response to the HSE that they copy Safety Groups UK in.

The possibility of having an area on the Safety Groups UK web site where groups could add comments on CDs and see what other groups were saying was raised.

**ACTION** to look into having an area on the Safety Groups UK website for members to add views, comments and raise questions.

Groups were alerted to the 'How To' Guides on the website which included 'How to' respond to consultation documents.

[www.rosipa.com/safetygroupsuk/know\\_how.htm](http://www.rosipa.com/safetygroupsuk/know_how.htm)

and to the Consultative Documents page on the Safety Groups UK website which listed the current major HSE consultations with relevant links.

[www.rosipa.com/safetygroupsuk/consultdocs.htm](http://www.rosipa.com/safetygroupsuk/consultdocs.htm)

d. Better Backs

Roger Monaghan, HSE reminded the meeting of the Safety Groups UK / HSE partnership agreement which included

1. Improving on Consultation
2. SME's
3. Supporting HSE campaigns – For 2006 this is the Better Backs campaign

Part of the success of the partnership would be measured by the support Safety Groups UK and the Groups gave to the Better Backs campaign.

Funding for holding a Better Backs event was available on a first come first serve basis.

Groups made the point that they needed to know about the chosen campaign well in advance so they could make provisions in their annual programme for the topic.

The advice given was to have flexibility in the programme with the ability to add a topic to a meeting or add an additional meeting to the programme if and when important subjects emerged.

It was agreed that Groups would be told in November / December of the HSE priority topic that Safety Groups UK would support for 2007, it was accepted that this would still be too late for some groups who had already published their programmes and booked speakers but the idea of flexibility and being able to add an additional meeting or add a topic to a meeting was again promoted.

**ACTION:** Groups to be informed of the priority HSE topic Safety Groups UK would be supporting in 2007 by November/December 2006

e. Safe Start

It was requested that Groups let Safety Groups UK know any events they had planned for the European Week of Health and Safety.

f. Newsletter

The meeting was reminded that the RoSPA editor of OSH had requested that groups send in any material they would like to see published in OSH or to send in any ideas for topics they would like to see covered.

Some groups commented that they did not receive OSH (As Groups are affiliated to RoSPA they have free RoSPA membership so the secretary should receive OSH every month)

Attachment 1: Letter from Rebecca Spencer, Editor of RoSPA OSH to Safety Groups

**ACTION:** Charlotte Henderson to check individual Groups' RoSPA membership details.

06/03/04

**Progress of Safety Groups UK**

David Bryant reported on some of his findings after completing the final report for the HSE to inform the relaunch of the Health and Safety Groups Movement.

He had an unbiased approach to the research as he had not been a member of a safety group or involved in the safety groups movement.

His recommendations included:

- The part time appointment of someone to lead the drive forward of the Safety Groups movement and also full time administrative support for the organisation.
- A communication strategy should be developed for Safety Groups UK.
- Groups should remain as they were but support should be available where it was needed and wanted.
- Thriving membership of groups should be encouraged but within a Groups natural limit

Kerry Ross commented that the report was reassuring and a formal confirmation of what was already known.

The recommendations from the report would be reviewed by the Management Committee and the actions and the way forward for the organisation established and reported on at the next meeting of Safety Groups UK.

The meeting discussed the following:

- The issue of where to find good speakers.

The idea of having a Safety Groups UK database of recommendations and topics both locally and nationally was suggested.

**ACTION:** To look at developing a database on the Safety Groups UK website of recommended speakers and topics.

- The issue of what defined a successful group

Some groups although they had a small number of members achieved a high attendance of members at meetings which were very sociable occasions where as some large groups only received a small proportion of their members at group meetings.

It was also stated that Groups were not just about holding meetings but were also a source of expert advice.

### **Regionalisation**

Maria Sanderson presented on the proposed "regionalisation" of Safety Groups UK.

Attachment 2: Presentation on regionalisation

06/03/05

#### Any other Business

The Teesside Group sent a request for discussion and comments from Safety Groups UK and Groups on 'Accident and Injury claim' adverts.

Attachment 3: Request from Teesside Group

### **Breakout Sessions to discuss the points raised on the 'regionalisation' of Safety Groups UK.**

Groups were divided into 4 sessions as follows:

1. Wales and East Anglia – Swansea  
Cardiff & SE Wales  
Peterborough  
Cambridge
2. West Midlands and East Midlands - Coventry & Warwick  
Birmingham  
Herefordshire  
Gloucestershire  
Northampton
3. York Humberside & North Lincs and North West - Humberside South  
Sheffield  
North Lincs
4. South West, London & SE and South- Wiltshire  
Somerset  
Lea & Ouse Valley  
London  
Kent  
Jersey

To Discuss the following Points:

- Development of the cell structure
- What would be the benefits to each group within the cell
- How the GLO would be appointed
- Role of the MC GLO Representative (should this be adopted for recommendation by the MC)
- Support for "less –active" groups

Each of the Four Sessions reported on their discussions.

1. **Wales and East Anglia**

John Haddon – Peterborough Group

**Cell structure**

The Groups welcomed that the independence of Groups would be assured.

The word 'cell' was not accepted.

South Wales –(Cardiff and Swansea) agreed to be a pilot.

**Benefits to each group:**

- Shared events
- Support mechanism
- Share venues etc
- Costs divided
- Share good practice
- Influence local organisations

**Appointing the GLO:**

Groups choose from an agreed short list of candidates

The GLO would serve for one year.

A group would choose a GLO from the shortlist, the next year a different group would select a GLO from the updated shortlist etc. This would ensure the GLO is someone that all groups would find acceptable.

**Role of the MC GLO Representative**

The Management Committee GLO representative – should have **only** this responsibility and should represent all the GLOs from different regions.

The appointment should be seconded perhaps paid for by their company or the expenses supported by a levy on membership.

**Support for “less –active” groups**

Encourage less active groups into the local network to receive benefits of being within the 'cell'

2. **West Midlands and East Midlands**

Jim Flynn – Warwickshire and Coventry

The outcome of the breakout session confirmed that these groups were not in favour of regionalisation.

However during the discussion they did agree that meeting up informally to keep in touch and find out what other groups had been doing was beneficial.

**Support for less active groups**

If groups needed help they had to be pro-active and ask for it.

A list of speakers or suggested programmes would be helpful.

**Other comments:**

Suggested building on the local networks that were already established.

Improve communication from the centre.

3. **South**

Tony Allchurch – Jersey

The idea seemed to add extra layers of beaurocracy and would be too much work for a volunteer.

But the discussion group did acknowledge that visiting other groups and communicating with them would be beneficial and all groups could improve on this.

They understood that a GLO would act as a facilitator for this and accepted that a GLO would be useful but they would prefer to try to make more of an effort to communicate between themselves as groups.

**ACTION:** Look into having Safety Groups UK password protected area on the website to facilitate more communication between groups and the centre and between groups around the country.

#### 4. **North West**

Maria Sanderson – North Lincs

Although only 3 out of a possible 8 groups were present, communications with other groups in the 'region' had been positive and the groups present were enthusiastic about becoming the Yorkshire and Humber Safety Partnership – pilot project

##### **Benefits**

- Know each others programmes, as 8 groups in the 'region' are geographically close, sometimes groups are doing the same.
- Could have a database of local speakers (hopefully free) linked into a national database.
- Shared resources, for example a shared website - at the moment each group has a separate website which they are paying for.
- Make HSE initiative a regional event

##### **Appointing the GLO:**

Nominations would be requested and if more than one nomination received an election would take place, although if group numbers didn't balance then the election could be biased.

GLO should be independent and not a Management Committee member.

They should also attend a meeting of each group every year which would be a big commitment.

The GLO would be able to motivate groups.

##### **Role of the MC GLO Representative**

Suggested that this should be renamed National GLO and a salaried position.

**The regional GLOs would communicate with the National GLO who would report to the Management Committee.**

##### **Support for less active groups**

The GLO and being part of a 'cell' would ensure that less active groups received support.

Attachment: 4: Report on the breakout sessions to discuss 'Regionalisation' within Safety Groups UK from Maria Sanderson.

##### **Final Summing up:**

Kerry confirmed that the meeting had been very positive and was grateful to all the groups who had made the effort to attend and take part.

He commented that as Safety Groups UK was a charitable organisation one of its aims should be to help groups get stronger.

However to achieve Safety Groups UK vision and to maintain the strength of the organisation resources would be needed and David Bryant's report underpinned this.

Date of next meeting: 25<sup>th</sup> January 2007, London (venue to be confirmed) to be followed by the Alan Butler Awards ceremony at the House of Lords.

**15<sup>th</sup> August 2006**

**The RoSPA Occupational Safety & Health Journal**

Hello

Hopefully as members of RoSPA-affiliated safety groups you are all aware of the RoSPA OSH journal which each month carries listings for the groups.

It is at this time of year that, as editor, I start considering what subjects should be covered in the OSH journal in 2007.

This year, I thought it would be an interesting exercise to ask the safety groups what topics they feel are going to be the big health and safety issues next year and also what topics they would like to see covered in the journal.

I would also be interested to hear from anyone who feels that they would like to put their experience/knowledge of a specific health and safety subject into words and write an article for the journal.

Any suggestions/questions can be emailed to me at: [oshmp@rospa.com](mailto:oshmp@rospa.com)

I will be out of the office between 18th August - 4th September, but I will respond to any emails on my return.

The deadline for responses is 11<sup>th</sup> September 2006, although article suggestions are welcome all year round.

Regards

Becky

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**Safety Groups UK**  
PROMOTING SAFETY & HEALTH NATIONWIDE



# Regionalisation

Working Group Report



Current thinking  
– based on RoSPA  
published regions



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## What we have said before:

- **Notes on Regionalisation (sent out with the Constitution)**
- **Constitution**
- **Extract from 2005 AGM Minutes**

*- attachment 1*

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## WG Observations

- **Some regions already established:**
  - Ireland
  - Scotland
  - North West
  - North East
- **Existing Regional Structure already amended:**
  - Wales
  - North East (excludes south of current region)
- **“Regionalisation” – not wanted by all groups**
- **Term “Regionalisation” not widely accepted**

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## WG Observations

- **Current regional structure could mean up to 15 additional representatives on the Management Committee**
  - Although not every region would be represented – provision must be made (in case)
- **As more members are co-opted to the MC – more may wish to take part**
- **Representatives are ‘elected’ by the region – not by SGUK membership / MC as other members are**
- **Impractical in terms of:**
  - Management, Logistics & Cost
- **Easier to establish rules upfront**
  - than to change at point it becomes unmanageable



## WG Observations

- **Further Regionalisation will not happen without Leadership and Direction from the Management Committee**
- **The Groups are waiting.....**



## WORKING GROUP RECOMMENDATIONS

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Review structure and terminology

**Region** → **Cell**

- **Avoids current “regional” hang-ups**
- **Will facilitate the establishment of “clusters” of like-minded groups**
- **WG suggests 13 possible “Cells”**

**Regional  
Representative**



**Groups Liaison  
Officer**

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## Role of the Groups Liaison Officer

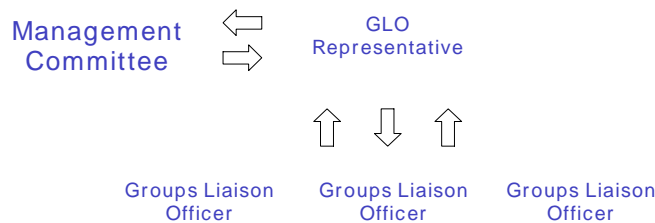
- **Terms of Reference**

- Represent cluster of groups in a geographic area (**Cell**) equally and without bias
- Report to Management Committee
- Report to Groups they represent and encourage the Groups to report SGUK at their local meetings
- Communicate with other GLOs to share ideas and best practice
- Try to attend at least 1 meeting of each group within the **Cell** each year
- Co-ordinate at least 1 **Cell** event per year



## Representation on MC

- **Already established impracticality of having 13 GLOs on MC**
- **WG suggests assigning responsibility for GLO representation to appointed MC Member**



## MAKING IT HAPPEN!

- **MC have agreed in principle to the recommendations of the WG**
- **Next stage is to “Discuss” with Groups**
  - Formal presentation at SGUK Meeting
  - Break-out sessions according to proposed ‘cell’ structure
    - Development of the cell structure
    - What would be the benefits to each group within the cell
    - How the GLO would be appointed
    - Role of the MC GLO Representative (should this be adopted for recommendation by the MC)
    - Support for “less active” groups
  - Review of feedback from the breakout sessions – collectively at meeting and by MC

## Organisation of Breakout Sessions:

- **Each breakout group may consist of more than 1 cell depending on numbers & existing regional structure**
- **Existing established regions could join one of the other break out sessions to share experiences:**
  - **Scotland**
  - **Ireland**
  - **North West**
  - **North East**
- **13 cells / say up to 8 breakout sessions**
  1. **North Wales / South Wales**
  2. **West Midlands**
  3. **South West**
  4. **York, Humberside & North Lincs**
  5. **East Midlands**
  6. **East Anglia**
  7. **London & South East**
  8. **South**

## Organisation of Breakout Sessions:

- **Attendance**

- **Which groups are represented**
- **Assign facilitators to “chair” session**
- **Facilitator support:**
  - Copy of presentation slides for reference
  - Flip chart for ‘ideas’
  - “Secretary” to record points raised
- **Handouts**
  - Discussion points
  - Cell structure (as proposed)
  - Terms of Reference GLO & GLO Representative on MC
  - Proposed guidelines for ‘election’ of GLO



## Follow-up by MC / WG

- **Recording of proposals for communication to Groups**

- Collate / process information from all breakout sessions
- Discuss in MC & take action as appropriate
- Appointment of Interim GLO Rep
- Identify ‘pilot’ cells – if groups are willing to establish a cell do not need to wait for SGUK agreement (ref existing ‘cells’)
- Prepare communication to Groups



## MAKING IT HAPPEN!

- **Post-meeting**
  - Appointment of interim MC GLO Representative
  - Formal MC proposals – communications to the Groups
  - Reports from Pilot Cell projects
  - Report and formal proposals to AGM
  - Acceptance at AGM
  - MC GLO Rep appointment
  - Programme for UK-wide cell set-up

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## DISCUSSION GROUPS

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## Desired Outcomes

- **Know which Groups want cell structure / membership / agreement of proposed structure**
- **Identification of benefits to each group within cell – for publication (marketing)**
- **Agreement of GLO Terms of Reference & means of appointment** (selection of GLO etc) – *attachment 2*
- **Agreement to appoint temporary MC GLO Representative**
- **Identify what support could be given to 'less active' groups (if wanted)**
- **Pilot 'cells' (those willing to start process first)**
- **3 minute feedback from each break-out group**

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## Sum up / Review

- **3 minute presentations from each facilitator**
  - 8 breakout sessions = 24 minutes
- **Sum up by Chairman**
  - 10 – 15 minutes

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**Attachment 2: Presentation on Regionalisation**

## Timetable

JUNE 2006	JULY 2006	AUG 2006	SEPT 2006	OCT / NOV 2006	DEC 2006	AGM 2007
<b>MC MEETING</b>	<b>WG</b>	<b>SGUK MEETING</b>	<b>MC MEETING</b>	<b>WG</b>	<b>MC MEETING</b>	<b>SGUK AGM</b>
<b>Agreed way forward</b> Agree proposals Appoint interim GLO Rep Identify facilitators for breakout sessions	<b>Prepare for breakout sessions</b> Presentation Handouts Guidelines for selection of GLOs	<b>Agenda to include</b> 10 -15 mins – initial presentation 45-60 mins - breakout session 30 – 45 mins - feedback session Max 2 hours	<b>Review Feedback &amp; Decide Actions</b>	<b>Fulfil actions resulting from August / September meetings</b> Establish 'pilot' projects	<b>Review progress of pilots</b> Formalise proposals for acceptance at AGM	<b>Formal proposal for UK-wide set-up of cell for agreement by all member groups including appointment of MC GLO Rep.</b>



## **Proposed new title: Groups Liaison Officers**

### **Terms of Reference – May 2006 – Draft 1**

#### **Introduction & Objectives**

In order to fulfil the requirements of managing the affairs of Safety Groups UK, it is necessary for effective coordination of individual group activities. To facilitate achieving this goal, it is necessary to communicate effectively between the network of groups, in exchanging ideas, experiences, expertise and information, learning from others and exercising co-operation, to establish best common practice throughout the network, thus enhancing compliance with SGUK aims and objectives.

#### **Appointment of Groups Liaison Officers**

Liaison Officers will represent a cluster of Safety Groups, situated within a geographic area. The cluster of groups represented by the Liaison Officer will be called a Cell.

The Liaison Officer will be appointed by the Groups he/she represents by means of (what??? Elections? Nominations / Adoptions (how)? Arbitration in case of dispute? Who will lead / facilitate the election process? Etc. etc. – this brings into play the possible role of the RLO (see minutes WG Meeting 2))

#### **Responsibilities:**

- To represent to the best of their ability each group within the cell equally and without bias.
  - The secretary of each group should be contacted regularly to ensure all the needs of the group are considered / discussed at SGUK management committee meetings.
- To report to the Management Committee of Safety Groups UK either verbally at meetings, or in written form when unable to attend management committee meetings.
- Provide regular reports to the Groups they represent and encourage those groups to include such reports as a regular item on their meetings agenda
- Maintain effective communication between themselves (do you mean all the Groups Liaison Officers – again this will need to be facilitated) and all the groups represented by them. This may be by any or all of the following: meetings; e-mail; telephone; fax etc.
- Co-ordinate at least one regional event within the SGUK calendar year

Although not an absolute requirement, it is recommended that a Liaison Officer should attend at least one meeting of each group within the cell (How frequently? Each calendar / programme year?)

**Any Other Business – 22<sup>nd</sup> August 2006**

Teesside Safety Group request that this matter is raised at the Safety Groups UK meeting 22<sup>nd</sup> August 06.

Accidental Injury Adverts (Duty of Employer)

Are the Group going to take any action to combat the constant adverts which appear on our screens.

The following are a few of the adverts:-

- a) The Ladder I was given was too short for the job.
- b) The scaffolding was not safe.
- c) There was no guard fitted to the saw.

All adverts are based on Section 2 of the Health and Safety at Work Act (Duties of the Employer), there is never any mention of Section 7 of the Act (Duties of the Employee).

There are very strong feelings throughout our Committee and the Group membership.

We would like to know the views of the Safety Groups UK on this matter.



## **REPORT FROM SGUK MEETING**

### **Breakout sessions to discuss Regionalisation within SGUK**

Compiled by Maria Sanderson  
September 09, 2006

#### **Introduction**

The Regionalisation Working Group's proposals for establishing an effective regional structure within SGUK was an agenda item at the SGUK Meeting on August 22<sup>nd</sup> at RoSPA in Birmingham.

Maria Sanderson gave a formal presentation during the main meeting and following the meeting, a series of breakout sessions was held to discuss the following points:

- Know which Groups want cell structure / membership / agreement of proposed structure
- Identification of benefits to each group within cell – for publication (marketing)
- Agreement of GLO Terms of Reference & means of appointment (selection of GLO etc)
- Agreement to appoint temporary MC GLO Representative
- Identify what support could be given to 'less active' groups (if wanted)
- Pilot 'cells' (those willing to start process first)

Following the breakout sessions, the main meeting convened and each breakout group was invited to report back to the meeting.

The following report is a summary of points raised and should form the basis of future work by the Regionalisation Working Group. The Group is expected to re-convene at a date following the Management Committee Meeting on September 12<sup>th</sup>.

**Attachment 4:** Report on discussions of ‘regionalisation’

**Breakout Groups**

1	North Wales / South Wales	Swansea	Ann Jones
		Cardiff & SE Wales	David Harris
	East Anglia	Peterborough	Neal Davis John Haddon
		Cambridge	Karen Pring Richard Pring
2	West Midlands	Coventry & Warwick	Jim Flynn
		Birmingham	Andy Chappell Mark Hoare
		Herefordshire	Ron Aston
		Gloucestershire	Ted Roe
	East Midlands	Northampton	Gary Brough June Ford
3	York, Humberside & North Lincs	Humberside South	Bill Parkinson
		Sheffield	Richard Johns
		North Lincs	Maria Sanderson
	North West		Mike Sagar Frank Miller
4	South West	Wiltshire	Bob Lentell
		Somerset	Shaun McGrail
	London & SE	Lea & Ouse Valleys	Ian Currie Richard Darby
		London	Gordon Hicks
		Kent	Gary Smith
	South	Jersey	Tony Allchurch

**Points raised by the breakout groups:**

Detailed notes made by Charlotte Henderson and shall accompany this report.

**1. Know which Groups want cell structure / membership / agreement of proposed structure**

**For:**

York, Humberside & North Lincs were in favour of working in partnership and, as Maria Sanderson received no negative feedback from the other groups in this region it was assumed that they were also in agreement although not represented at the meeting. It was suggested that the region could be known as “The Yorkshire and Humber Safety Partnership”.

North Wales and Coventry are also in favour and North Wales intend to start the process of working together.

**Against:**

Midlands – stating that they did not believe that the additional layer of bureaucracy was necessary.

**2. Identification of benefits to each group within cell – for publication (marketing)**

Ability of groups to maintain independence whilst benefiting from improved relations with neighbouring groups.

Shared events, programmes, delegates attending meetings

Regional Speaker database – linking into National Database

Division of costs e.g. possible swapping of venues for events, website admin costs etc.

Sharing good practice

**Attachment 4: Report on discussions of 'regionalisation'**

Wider field of influence

Better liaison with regulatory authorities (HSE etc.) – larger representation

Improved access to funding – larger representation / out-reach

HSE initiatives may be supported by regional events rather than several smaller events covering the same topics

**3. Agreement of GLO Terms of Reference & means of appointment (selection of GLO etc)**

Although there was no formal acceptance of the GLO Terms of Reference, very few negative comments / request for change were received.

Suggestions were made as follows:

- a. GLO should not be a member of the Management Committee
- b. Groups in the region should get together and choose from a short-list.
- c. Nominations from groups within the region / elections to be administered by MC / RoSPA / MC GLO
- d. Each region should appoint a deputy GLO
- e. Representation should be by group rotation and for a minimum period of 1 year
- f. GLOs should be required to report to the MC GLO prior to Management Committee Meetings.
- g. GLO should be prepared to attend one meeting of each group within the region during the course of a year

**4. Agreement to appoint temporary MC GLO Representative**

3 out of the 4 breakout sessions agreed with the principal of appointing an MC GLO. The content of David Bryant's report also influenced discussions in this area. There was some confusion as to whether the MC GLO should be the same person referred to in Mr Bryant's Report to lead SGUK or would be a separate role. This will become clearer when the Management Committee decide how to implement the recommendations in the report.

Suggestions were made as follows:

- a. MC GLO should be renamed as National GLO and should be responsible for reporting to Management Committee
- b. The MC GLO should be an independent salaried position within SGUK with the specific responsibility of providing support to the regions
- c. MC GLO expenses should be met by a levy on groups

**5. Identify what support could be given to 'less active' groups (if wanted)**

- a. Benefits mentioned in item 2
- b. Work within a local network
- c. Enhanced communication from Management Committee facilitated by MC GLO
- d. Improved reports in RoSPA OSH Magazine for all groups
- e. Build on what we have already got in place.

**Attachment 4:** Report on discussions of 'regionalisation'

**6. Pilot 'cells' (those willing to start process first)**

As already mentioned in section 1:

- a. North Wales and Coventry are in favour and North Wales intend to start the process of working together.
- b. The Yorkshire & Humber Safety Partnership" currently comprising North Lincs, South Humberside and Sheffield groups shall be established. Other groups, which may join this partnership, are:
  - Bradford
  - Humberside
  - Kirklees
  - Yorkshire South
  - West & North Yorkshire

**Maria Sanderson**  
**September 9<sup>th</sup> 2006**