

Minutes of the GOSHA Committee Meeting held on Tuesday 15th May 2007 at the HSE, Burnt Lane, St Martins

Persons Present

Andrew Mills, Claire McArdell, Paul Craig, Jon Coyde, Mhairi Macgregor, Tony Hubert, Mike Earp and Richard Pinchemain. Also present Richard Brown – Chief Health and Safety Officer States of Guernsey

Apologies

Apologies for absence were received from Steve Roussel and Joel Lanyon.

Minutes - The committee meeting held on 19th April 2007

The minutes of the committee meeting held on the 19th April 2007 were approved.

Matters Arising

- Website – An extra 100 hits have been recorded which is encouraging. More information is required on website for SME's, suggestions were made on adding more links and proving basic Health & Safety advice through relevant HSE leaflets. Photographs are still needed for Tony Hubert and Steve Roussel.
- Newsletter – AM to contact John Cook at Environmental Health in regards to the new food hygiene laws on HACCP and training which are coming into law. This information may be included within the Newsletter. Discussions were held on how to circulate information about GOSHA to foreign workers on the Island, MM to seek advice from a contact on the best way to achieve this and report back to the Committee.
- Working Safely Courses/Talks – A non accredited two hour course on Working Safely was banded about as an idea. A training provider is required for this course which would be facilitated by GOSHA. A Committee member would need to take responsibility for organising and running this seminar. JL to report back his ideas at the next committee meeting. ME to investigate whether an IOSH presenter would be interested in coming over to the Island to detail the courses that are on offer during an open GOSHA meeting.
- Window Stickers & Posters – It was agreed the 3rd window sticker option would be printed.
- June, September and November Meetings – update. A site visit to Les Nicholls was proposed in June which may be pushed back to early July, JC to contact the Project Manager to find a suitable date and to establish the practicalities. September talk – Slips, trips and falls from HSE – RB will find a good speaker and will approach them with a view to providing the talk on 20th September 2007 at La Trelade. 22 November 2007 AGM – Alan Chubb of Guernsey Electricity is planning to give a presentation on a subject not yet identified.

Open meeting – 24th May 2007

19 responses have been received by JC for the open meeting. JC encouraged each committee member to phone around and drum up more interest. AM to review committee contact list to ensure each member has responsibility for contacting a certain interest group.

AM suggested a gift (£40) is purchased to present to Terry Nash in order to thank him for founding the Association, the Committee agreed to this idea and RP volunteered to purchase a 'milk churn' from Le Coin Trophies.

Treasurer's up-date

MM to make a report at the next GOSHA meeting and will source a RBS form to ensure JC can countersign cheques alongside MM.

UP-Dates from Working Groups

Up dates will be given at the next Committee Meeting.

Office Skills Matrix

JC has produced a template office skills matrix which is designed to guide a medium sized office onto what their basic Health & Safety training needs could be. AM plans to include this Skills Matrix in the next newsletter. A Skills Matrix for different industries will then be added to future newsletters i.e. Construction, Facilities Management etc

JOSHA

The committee agreed that it would be a worthwhile exercise to hold a joint open meeting with JOSHA which would run between the Islands Associations on an annual basis. JC to contact the Secretary to JOSHA for a preliminary discussion and report his findings at the next committee meeting. JOSHA have had their AGM and the following members were elected;

Chairman	Dave Ward
Vice Chairman	Paddy Guyomard
Secretary	Annie Le Voguer
Treasurer	Martin Holmes
Member	Bill Dark
Member	Andy Holmes
Member	Jane Fox

AOB

CM advised that the CGI supplement is out soon and that this may list possible new members. CM is also attending an Occupation Health conference and will report back her findings to the Committee.

AM would like to discuss at the next meeting the aims and objectives of GOSHA for the next 12 months.

Date of next meeting

The next meeting will take place at HSE offices, Burnt Lane, St Martins at 12.30pm on 2nd July 2007.