



Minutes

Meeting of Devon CIEH Branch Committee

14th July 2009

Council Chambers
Crediton Town Hall
Crediton
Devon

Present

Chris Hagan - Chair	Claire Turbutt – Hon. Secretary
Dave Sexton – Vice Chair	Aaron Tutner
Mike Fox – Treasurer	Nick Cowan
Lisa Cocks	Sarah Lock

In attendance

Sharon Smith – Regional Policy Officer	
Andrew Matheison – Regional Chair	

Meeting commenced	10.00am
Meeting finished	12.20pm

Number	Agreed Points	Action by
	<p>Apologies</p> <p>No apologies received</p>	

	<p>Welcome by Chris Hagan</p> <p>Declaration of Interest - No declarations received</p>	
15/09	<p>Minutes of Committee Meeting 15th July 2008</p> <p>Accepted as true account.</p> <p>Action points – Laptops were raised at the national secretary meeting previous month it is possible to get one. CT and SS to investigate further</p> <p>Website – Saira Bati has moved to communications this may have implications for the review of the website.</p> <p>ISIG 29th July – no further information. CT to discover how we can reactivate the Sri Lanka international connection</p>	<p>CT/SS</p> <p>NC</p> <p>CT</p>
17/09	<p>Training Day</p> <p>Recent training day in Sidmouth went really well £310 collected. Fabulous setting, very popular.</p> <p>Feedback to be sent to DEFRA and EA. NC to write a letter.</p> <p>Wine and Chocs forgotten on day decided a thank you letter was as appreciated and cheaper alternative.</p> <p>The EA speech was very interesting, is it possible that the pollution sub-group could adapt H3 and H4 to use within LA's? DS to pursue</p> <p>Food wasn't great, CT to check how much we were charged. Since meeting have received invoice of £4.50 per head for the day which explains the food. Usually would allow £6.50 per head for food.</p>	<p>NC</p> <p>DS</p> <p>CT</p>
18/09	<p>Update on PTPHN joint training days</p> <p>12th October – ideas for speakers round the table. SS to expedite.</p> <p>Since meeting SS has confirmed extra speakers and training day has been advertised through PTPHN and Branch e-mail list</p> <p>December training day to be organised, outline day designed by SS should be ready by next committee meeting</p>	<p>SS</p>
19/09	<p>Andrew Matheison – Chair SWRMB – to talk about regional student group</p> <p>AM as chair of SWRMB and Lecturer at UWE has good links to students regionally.</p> <p>30% of members regionally are students</p> <p>A lively round table discussion of students in the branch and region was held. Pertinent points are listed below.</p> <p>* It is important for the Region to create a student network regionally as we have a responsibility to the next generation of EHOs to help them to train. We have a role in improving placements and providing ELP opportunities by organising training covering ELP topics.</p> <p>* Suggested student day to be held at Fly-Be Exeter Airport,</p>	

opportunity to cover – imported food, health and safety, infection control, food cook/chill. Also to engage with the private sector.

* Agreement that these types of day would be a good idea however we must be careful how they are organised as we don't want to create a burden on businesses. i.e. Ambrosia factory can only accomadate a small number of students once a year.

*Suggestion that the SW create a student network directory like Wales have. Agreed by all.

* Big companies with HQ in SW could be approached

* Get trainers together to look at improving support to students

* At the moment there is very little Local Authority support for students and very few placements available. CIEH encourages the provision of placements (consortium in London and NE) but have to accept placements are rare and this is unlikely to change in near future.

*Raising the profile of students in the region may help to create placements

* These specific training days are very important but we need another solution as well, students need the day-to-day grind of working in LA's answering the phones.

* EHOs need on the job training

*Competence frameworks are the way the CIEH is going in response to LACORS, FSA, HSE requirements for proving competence

* We must support the students who exist as well as dealing with the issues of the future.

* Regionally we want to listen to the employers (mostly LA's) and ensure that students come out of the end of degrees with the skills and competencies the employers want.

* Region would like more contact with the EH managers throughout the region.

* If as a Branch we have issues we would like raised in General Council we have regional trustees who can raise them on our behalf. We need to make use of them they are:

Andy Hobson – Cornwall

Peter Archer – Gloucester

Cathryn Humphries - Bath

*The education team at CIEH HQ are looking at the ELP and the degree course. They are working very hard and we need to feed back what we think.

Our main concern is the future of the EH profession

Suggestion that Helen Perkins Student Branch Officer attend committee meetings to represent the student sub-group – Agreed CT to contact

At Oct committee meeting branch need to come back with our

CT

	ideas of how to feed into the regional policy group through SS who is the SW representative on the group. Student discussion to be added to next committee meetings agenda.	All Reps CT
20/09	Budget/Business Plan <u>Business Plan</u> Attached business plan was agreed CT to forward to regional exec – GB-S – done July 09 <u>Budget</u> Current balance of bank account £1401.86 includes income from recent training day No further expenses expected this year except student budget. Students have spent £356.40 so far this year. Student group is working more as a networking group than a spending money group – which is a good thing. Helen Perkins to be advised to check with treasurer before spending large amounts until Regional money arrives in bank account. Query to region sent asking for this year's money as promised.	CT CT CT
21/09	Fundraising Event for HASGM To be held in Plymouth – date 12 th September, a Saturday starting time TBC CT to find a cricket ground to host, confirm Cornwall participation CH to help organise Money to be raised by £5 per participant Raffle Food and Drink – No decision	All Reps CT CH
22/09	AOB Nothing raised as meeting had run over by 20 minutes	

Date of Next Meeting

Confirmed that the next meeting of Committee is provisionally set for :
20th October 2009


Signed _____ (Chair)

Dated 14th July 2009 _____