

## International Special Interest Group Business Plan 2009

### 1. Introduction

The International Special Interest Group (ISIG) was set up in 2007 and after quite a good 2007 lost its way in 2008. This is due to a range of factors not least of which is lack of “ownership” caused in some part to a lack of clear direction from the Interim Management Group (IMG).

The purpose of this Business Plan is to relaunch ISIG under new management by providing a work programme and budget which are clearly based on the vision statement and objectives. The work programme to include a members forum when new blood can be brought to the IMG.

The ISIG’s primary purpose is to enable its 70+ members to develop and use their expertise in international matters and to contribute to their Continuing Professional Development. It will also support the CIEH in developing and implementing international policy.

### 2. Vision Statement

The International Special Interest Group will act as an information and networking resource for members of the international environmental health community.

### 3. Key objectives for 2009 and the following 2 years at both region/SIG and branch level.

- a. Provide information and advice regarding international activities and policies
- b. Network with organisations in other countries
- c. Enable access to resources by sharing information and expertise

### 4. Summary Of Objectives Set In 2008 Budget And Performance In Achieving Them

- a. There was only one meeting in 2008. the following table relates the actions agreed at that meeting.

<ul style="list-style-type: none"><li>• Two new members will lead on Communications and the formulation of a Communications Strategy.</li></ul>	No outcomes to report
<ul style="list-style-type: none"><li>• The business plan for 2009 will be reviewed and finalised.</li></ul>	Achieved
<ul style="list-style-type: none"><li>• Database of members skills/interests</li></ul>	To be done in 2009 as part of the relaunch.
<ul style="list-style-type: none"><li>• Database of regions’ twinning</li></ul>	No outcomes to report.

<ul style="list-style-type: none"> <li>• “Seminars”. The ISIG will be represented at the CIEH AGM and at the Port Health meeting. Les Milne to speak to Yorkshire &amp; Humberside.</li> <li>• Template for ISIG presentations to be prepared</li> <li>• Training matrix for EHO’s interested in working in development to be worked up next year.</li> <li>• Members’ Forum. Week beginning 8<sup>th</sup> or 15<sup>th</sup> September 2008</li> </ul>	<p>Move to 2009 as part of the relaunch.</p> <p>No outcomes to report.</p> <p>Not done. This needs to be done as soon as possible.</p> <p>To be developed in 2009.</p> <p>To be moved to November or December 2008</p>
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b. The next table reports on the work programme as agreed in 2007.

<b>Objective</b>	<b>Activities</b>	<b>2008</b>
<p>Provide information and advice regarding international activities and policies</p>	<p>Deal with requests from CIEH for input into international policy making</p> <p>Provide information and training to members on international activities and policies.</p> <p>In consultation with the CIEH identify suitable lobbying activities which improve environmental health and promote the profile of EHPs at international level</p>	<p>Meetings took place in 2007 re the CIEH International strategy but nothing happened in 2008</p> <p>No outcomes to report</p> <p>Not done.</p>
<p>Network with organisations in other countries</p>	<p>In consultation with CIEH and members identify foreign and international organisations with whom to work and exchange information.</p>	<p>Nothing done by ISIG as a group although individual members have done a lot.</p>

<b>Objective</b>	<b>Activities</b>	<b>2008</b>
Enable access to resources by sharing information and expertise	Hosting seminars on applying for funding from various sources for international purposes.	Not done

**5. Key Measures To Tell Us How Well We Are Performing**

- a. Number of meetings with other SIG's and regions.
- b. Amount of consultation with CIEH on international issues.
- c. Amount of contact with EHP's from other countries.
- d. Amount of information exchange between CIEH members and EHP's from other countries.
- e. Amount of support given to EHP's from developing countries.

**6. Number of CPD / training events ran in 2008 and membership attendance.**

- a. None.

**7. Summary work programme for 2009**

- a. See Appendix 1

**8. Summary of number of members by category of membership**

- a. to be provided by HQ.

**9. External paid resource – who and how much is being budgeted?**

- a. None for 2009.
- b. For the foreseeable future ISIG will rely on volunteer workers with membership and website support from the CIEH.
- c. As ISIG does not have its own bank account there are no cash reserves.

## **Appendix**

### **Work Programme For 2009**

1. Members' Forum
  - a. To take place in 2008 and to include elections of members and officers of the Management Board.
2. Formulation of a Communications Strategy
  - a. To include implementation and monitoring.
3. Database of members skills/interests
  - a. To begin at the Members Forum and be a key test of the communications strategy.
4. Database of regions' twinning
  - a. To include identification of good practice and skills gaps.
5. Template for ISIG presentations to be prepared
  - a. This is an essential part of the communications strategy.
6. The ISIG will be represented at as many as possible of CIEH, Regional and SIG conferences.
7. Training matrix for EHO's interested in working in development to be worked up