



**INTERDEPARTMENTAL GROUP  
ON  
HEALTH RISK FROM CHEMICALS**

**STEERING COMMITTEE  
*Fifteenth Meeting***

**AGREED MINUTES**

Minutes of the 15<sup>th</sup> meeting held on 8<sup>th</sup> July 2011 at Defra, Ergon House, entrance in Horseferry Road, London commencing at 10.00am

Present:

Dr David Gott	FSA
Dr Ian Dewhurst	HSE
Dr Paul Holley	DH
Professor David Harper (Chair)	DH
Dr Paola Cassanelli	Defra
Dr Ovnair Sepai	HPA
Mr Henry Stemplewski	MHRA
Dr Carolina Mailhos	MRC
Dr Ruth Bevan (Secretariat)	IEH, Cranfield University
Ms Elaine Jones (Secretariat)	IEH, Cranfield University
Professor Len Levy	IEH, Cranfield University
Professor Joe Lunec	Cranfield University

Apologies:	Dr Diane Benford	FSA
	Mike Roberts	Defra

Action

**1. Welcome**

- 1.1 The Chair welcomed all members to the 15<sup>th</sup> meeting of the IGHRC Steering Committee (SC).

The Chair gave apologies for the SC members who could not attend the meeting (see list above).

**2. Minutes from the Previous Meeting and Matters Arising (IGHRC/SC/min/01/11)**

- 2.1 The minutes were accepted to be a true and accurate record of the 14<sup>th</sup> meeting.
- 2.2 All matters arising were covered by the Secretary's Report (Item 3).

Action**3. Secretary's Report (IGHRC/SC/02/11)**

Action 3.3 Dr Bevan notified committee members that if there was to be a Phase 3 evaluation, IGHC courses that had taken place would be evaluated as part of that. Dr Bevan also stated that CPD accreditation for the Epidemiology course was still ongoing at the present time.

Action ongoing –  
Seek CPD  
accreditation

Action 4.5 Dr Bevan informed members that the action was completed after receiving suggestions for future 'watching brief' activities.

Action 7.1 Dr Bevan informed members that the action was completed after receiving topics for Phase 4.

Action 8.1 Dr Bevan stated that the action was partially completed due to a lack of consensus at the last SC meeting. Dr Bevan informed members that EC members had discussed the issue and concluded a decision should be made on a case to case basis whether courses should be open to external delegates dependant on the suitability of the course.

Action 9.1 completed

**4. Summary Report from Executive Committee Chair IGHRC/SC/03/11**

4.1 Professor Levy commented on the REACH workshop which took place in December 2009, the Epidemiology course and Endocrine Disrupter workshop which both took place in October 2010 were all well attended and feedback was excellent. Professor Levy notified members that the speaker's presentations from the course and workshops were available on the IGHC website.

4.2 Professor Levy informed members that the *Exposure Modelling* guidance document had been published and was available electronically on the IGHC website. Professor Levy stated that due to staff constraints within Government Departments and Agencies some of the other activities were overrunning. However, time lines had now been given to the topics and the Secretariat was giving support to enable the activities to be completed within time scales suggested. Professor Harper enquired whether the issue of staff constraints was likely to get worse. Professor Levy replied that he didn't investigate this happening and was of the opinion that the situation had now stabilised. Dr Gott pointed out that EC members were in favour of turning some activities from guidance documents to workshops and providing summaries of key issues from the workshops.

**5. Financial statement Oct 2009-May 2011 and forecast to December 2011 IGHRC/SC/04/11**

Professor Lunec introduced this item, giving a breakdown of table 5.2 and asked whether there was a need for a discussion to establish whether in future there was a requirement for a 'major' and 'minor' contributor. Professor Lunec stated table 5.1 gave a break down of the activities from 2007 – 2010 and total expenditure. Table 5.3 showed that there was

Action

£75, 672 left to finish off activities for Phase 3 until December 2011.

**6. Proposal: Forward Plan and Work Programme for Phase 4 IGHRC/SC/5/11**

Professor Levy introduced this item to discuss the future of IGHRC beyond the end of Phase 3 and outlined suggested topics from the IGHRC Brainstorming Meeting which took place in June 2010 to take forward for Phase 4. Professor Levy stated that at the Brainstorming Meeting, Government Departments/Agencies were in agreement that Training Courses/Awareness Days were necessary in a future Phase 4 to maintain coherence within departments and outlined the courses which were thought to be useful to run in a future Phase 4.

An extensive discussion on the benefits of IGHRC to each department/Agency and IGHRC's wider-ranging impacts followed.

Having identified a general consensus for the need of IGHRC, the decision to commit financially to another phase could only be made with a full programme of work and its importance to Government Departments/Agencies. Consequently, there was much discussion on possible future IGHRC activities and for possible future training courses.

It was agreed from discussions that there was support for a Phase 4. Members were asked if they would be able to commit financially to a future Phase 4 before Cranfield carried out an analysis. Some departments were able to confirm tentatively that they were likely to be able to commit. However other departments stated they would need to take forward a business programme to gain financial commitment.

**7. Any other business/date of next meeting**

7.1 The next SC meeting was proposed to take place

The meeting closed at 1.00pm