

# Branch Briefing REVENUE & CUSTOMS GROUP

To: **All PCS representatives**

cc: **Branch Chairs, Branch Organisers, Group Executive Committee, Equality Chairs, VOAC** (for information)

Can this Briefing be circulated via HMRC IT systems: **YES**

Website: **YES**

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## **Regional H&S Committee Elections Interim process for 2022**

- ***Branches to nominate Regional H&S Committee attendees***
- ***Nominations to existing and interim Chairs by Friday 4<sup>th</sup> March***

### **Regional H&S Committee structure**

HMRC's locations programme will see the opening of three new Regional Centres in 2022: Glasgow, Nottingham, and Manchester. The ongoing changes in office locations and branch structures has made the annual Regional H&S Committee election process more challenging than usual, with difficulty in establishing a consistent approach across all HMRC workplaces.

The below section outlines the interim election process for 2022, with further details to follow at a later date on the process for 2023 and beyond. Please note there is work ongoing to clarify the H&S structure following the recent announcement of Portsmouth as a Regional Centre location. It is likely that Portsmouth will form its own Regional H&S Committee, with Worthing feeding into that committee, however in the interim Portsmouth and Worthing should form part of the Croydon committee. Inland Pre-Clearance and Inland Border Facilities have separate H&S committee arrangements.

### **Election process**

- Branch Executive Committees should nominate Regional H&S Committee members at the first meeting following the AGM and no later than Friday 4<sup>th</sup> March.
- H&S Reps are eligible for nomination if they have completed at least the stage 1 10-day course, or if they commit to doing so at the earliest opportunity.
- Nominations are to be submitted to the current PCS Regional H&S Chair (shown on page 2), with interim Chairs at Edinburgh, Stratford, Liverpool, and Birmingham ahead of formal election.
- This will include one position at each committee for Criminal Justice Branch.
- The number of places available for PCS will vary for each region but will be the same number of the joint committee OS attendees minus the number of ARC attendees, and each Chair should ensure they are aware of the correct number of places available.
- An election will be held and overseen by the GEC H&S team if there are more nominations than places available, and Chairs should notify the Group H&S Lead of that requirement when known.
- There is no need to notify the GEC H&S team of each nomination to a Regional H&S Committee.
- The first meeting of the new PCS Regional H&S Committee will elect from its numbers a Chair, Vice-Chair, and Secretary, and these will be notified to the GEC H&S team.
- Regional H&S Committees for the new offices opening this year may want to revisit their PCS attendees following office closures and branch mergers, at discretion of the branches concerned.

**Regional H&S Chairs**

Edinburgh: Keith Bain

Glasgow: Gillian Forbes

Belfast: Bobby Frazer

Newcastle: Garry Shortt

Leeds: Andrew Mawson

Manchester: Jean Kearns

Liverpool: Tony O'Neill/Graham Crilly

Nottingham: Clara Harmer

Birmingham: Lee Ward

Cardiff: Mike Lambert

Bristol: Sam Freke

Stratford: Hugh Davis

Croydon: Ted Watson

If branches are unsure where they are placed within the Regional H&S Committee structure, please contact the GEC H&S team via the [pcshealthandsafety@hmrc.gov.uk](mailto:pcshealthandsafety@hmrc.gov.uk) inbox.

Discussions are continuing with the HR Health, Safety and Wellbeing and Estates teams around general concerns with the H&S committee structure, including the use of House Committees and PCS' position on the need for over-arching committees in multi-occupancy locations, and further information will be shared when available.

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