



North West Wales Health and Safety Group

Safety Groups UK Alan Butler Awards 2009

Category 2 – Best overall programme

Please complete this submission sheet if you are entering Category 2 – Best overall programme.

You are welcome to attach supporting documentation, please ensure any such documents are clearly cross referenced on the sheet.

2.1 Programme Topics

Please list the Topics chosen for your programme and include the reasons for the choice

For example request from Group Members, new legislation, HSE priority topic, Euro-week topic, helpful to SMEs or local Group members

2009	Topic / Speaker	Reason
January	<p>Health Challenges, Changes and Campaigns</p> <p>Joe Patton, Occupational Health Practitioner Bangor University</p> <p>Lisa Fowlie, Health and Safety Adviser, Bangor University</p>	<p>To 'Start the New Year' by providing a practical example of the designing and delivering a sustainable health campaign</p> <p>Covers Government Strategy - 'Improving health and work – changing lives' sets the Government's response to the Black report 'Working for a Healthier Tomorrow' *</p> <p>*A copy of the publication was provided for each Member</p>

February	<p>Working at Heights – The fact and the fiction</p> <p>Mr Gary Martin, HSE</p>	<p>Priority programme - Falls from heights campaign</p> <p>Featured a case study of Gary’s direct work with the satellite dish and aerial installation industry that has produced a step change in the health and safety performance of the industry prior to digital switch-over in the UK.</p>
March	<p>Noise and Vibration</p> <p>Simon Bull, Managing Director, Castle Group</p>	<p>Topics of interest – requested by Members</p>
April	<p>Life the Universe and Happiness</p> <p>John Parkinson, Senior Lecturer, School of Psychology, Bangor University</p>	<p>Motivational talk, that also links to the ongoing HSE Stress Campaign</p>
May	<p>Auditing and monitoring – practical application and outcomes</p> <p>Andrew Rankine, Director, Safety and Environmental Protection Services, University of Glasgow</p>	<p>Topic of interest – requested by members</p> <p>Provided a case study of a tailored audit system promoted within the University sector</p>
June	<p>Corporate manslaughter and increased penalties for health and safety offences</p> <p>Rodney Wilson, Partner, Berryman’s Lace Mawer Solicitor</p>	<p>New legislation – update Corporate Manslaughter and Corporate Homicide Act 2007 and Health and Safety (Offences) Act 2008</p>
July	<p>DSEAR Practical lecture</p> <p>Roy Smith, Managing Director, DENIOS</p>	<p>Practical demonstration tailored to raise awareness and understanding of hazardous materials in an informative, lively and entertaining way.</p>
August	<p>No Talk</p>	
September	<p>‘One Day Conference’ Health and Safety Matters</p> <p>as per programme attached</p>	<p>The Conference programme and the Conference Chair brief that outlines the Conference theme and structure is attached</p>

October	Focus on First Aid Andrew Blankley, Premier First Aid	To explain the changes in first aid training requirements resulting from the review of the Regulations and accompanying Code of Practice
November	Fizzyology is Fun Dr Chris Shinn, Force Medical Officer, West Yorkshire Police	Stress Awareness day Nov A half day workshop activity to understand how and why we behave and react as we do. ..and mainly because Chris is an excellent topical and motivational speaker for looking after our health!
December	Engaging with your workforce David Smeatham, Head of Worker Involvement and Inclusion Team Strategic Interventions Division, HSE	Topic of interest – requested by Members Working well together is an ongoing programme for us all.

All topics are considered to be of interest to Members, or other representatives from their organisations. Some topics such as vibration are by nature more specific, but are included to allow for a range and diversity of requested topics.

Talks are open to Health and Safety Practitioners, Occupational Health Practitioners, HR professional, Trades Union Members and any manager or employee who chooses to attend.

The flyers for each talk are provided in calendar order as attachments and the supporting evidence as referenced is provided attached to the appropriate talk.

2.2 Speakers

Please provide information about the speakers featured in your programme

For example recommendation, knowledge of H&S topic

All speakers are chosen for their knowledge and specialism in the topic area. These are reflected in their personal biographies that are provided on the website.

They are chosen by recommendations either from personal experiences or observations of talks at other Conferences, or on evaluation of the proposed materials forward.

Details of their background and credibility and experience for each topic are provided in the individual talk flyers as attached. Also links are provided to each speaker and / or their company / through the Group website.

2.3 HSE Priority Topics

Please give details of HSE priority topics supported by your programme

These are identified in 2.1 above

There is also a short regular update provided by the Chair at the start of each session on what is new and of potential interest to the Group. This is supported by any HSE representatives if they are present.

2.4 Handouts

Do you give supporting information at meetings:

If yes please provide an example

Yes

Example of the Health challenges, changes and campaigns talk is attached . Together with the workshop structure. Feedback from this activity was collated and distributed back to all members who attended.

Presentations are also uploaded to the web page with speaker permission and available to all members

2.5 Success of Programme

How has your programme been received by members

For example positive feedback, attendance increases

Although feedback sheets are not issued for every talk, the feedback from Members verbally and by email has been positive.

The feedback sheet for the conference as distributed to all Members is attached.

The Membership is currently growing with new Members attracted throughout the year.

2.6 Lessons Learned

Please give examples of what you would change / what you would keep the same in future programmes and the reasons why

The notification of the Talks needs to be consistent and is most effective when provided twice, early in the month and then the week prior to the Talk as a reminder

Consider providing feedback sheets – or request on line feedback after all talks.

Consider sourcing more workshop / activity sessions as these are very well received by the Members and can allow for greater networking activities.

The two topics Noise and Vibration would have benefitted from two separate sessions to allow for the more in depth discussions that developed for both areas.

We have recognised the importance of where necessary providing an additional supporting overview

of the talk within the emails as they are sent. Sometimes people see titles like 'DSEAR' and perceive that it is not applicable the additional information supports the nature and content of the talk.

2.7 Events

If site visits are part of your programme explain how they are relevant

The Group does not undertake site visits. Though this will be a consideration should members volunteer their sites for a visit to take place.

2.8 Schedule

How is the programme planned

For example: a time of day that is suitable for most members; time beforehand/after meetings for members to mingle; time allocated for question and answer sessions

The programme is scheduled for the first Wednesday afternoon of each month (not August), this matches with the availability of 'free' University lecture theatres and has been agreed with the Group who have expressed a preference for a daytime activity.

Refreshments are provided in a separate communal area prior to the talk to allow for social engagement and there is time allowed after the conclusion of the talk for Members to continue discussions if they wish.

The content is designed to be a mixture of powerpoint presentations, workshops or for the most accomplished speakers such as Gary Martin more informal talks without any 'aids' at all!

2.9 Target Audience

Are programme topics relevant to your members, are outside groups invited to presentations of interest

Yes programme topics are considered relevant to Members and this is reflected in the attendance numbers which ranges from 30 – 140 depending on the event. We do expect lesser numbers for more specialist topics but consider the remit of the Group to provide a wide and diverse range of relevant topics.

The Group Members are notified each Talk, and an invitation is also provided to any other interested body for topic Talks. Non Members are invited and encouraged to attend at no charge to topics of interest. These are notified through other local organisations or by using local company contacts.

2.20 Other information

Please include any other information you think would be relevant to judging your entry

The Group provides these services with support from the University through the provision of facilities

and support from Health and Safety Services.

The Group currently has not approached or sought additional sponsorship and has provided all talks and refreshments 'free' to members and guest or visitors with the exception of the Conference where the cost was considered excellent value for money at a figure of £30 for Members and £50 for non-members, that included all refreshments, lunch and complete delegate packs.

When present the Local HSE representatives provide a short update on the 'hot topics' and the ongoing issues that are most relevant to the Local area. We have developed a strong relationship with the HSE and recognise their support in both attended events and providing speakers for events.

To ensure consistency of talks and especially the correct pitch for talk content all speakers are provided with a brief and overview of the Group and the Scope of the Membership as the target audience.

The Group retains the support of the Membership and there are frequent emails of thanks and acknowledgement of the talks. This was notable after the Conference, where the Group engaged with the HSE to further support the 'Sign Up' campaign.

**North West Wales Health and Safety Group
also included the following supporting documentation:**

2.4 Handouts

- Flyers from Talks
(Available to view at: <http://hsgroup.bangor.ac.uk/previoustalks.php.en>)
- An example of the Health challenges, changes and campaigns talk. Together with the workshop structure.
- [Conference programme](http://hsgroup.bangor.ac.uk/2009ConferenceUpdated.php.en), Chair Briefing notes, [Chair](#) and Speaker biogs (Available to view at: <http://hsgroup.bangor.ac.uk/2009ConferenceUpdated.php.en>)and Conference overview