

CATEGORY 1 Best Overall Programme

The Swansea and West Wales Occupational Safety Group's programme for 2008-2009 has talks on a selection of important subjects by some very good speakers; two social events viz a Safety Quiz and a Dinner Dance & Awards Ceremony and finally the Annual Seminar. We marked European Health and Safety Week by inviting our membership to attend a certificated half day course..

It was decided this year to start the programme with a talk on *Investigating Accidents – What the HSE Expect* where **Alan Strawbridge, Inspector, HSE.**

European Health and Safety Week was marked by holding free of charge, a half day certificated course on the designated subject viz *Undertaking Risk Assessments* given by **Scott McKinnon, HSE** and **Bernard Mallows, Swansea Safety Group.**

The normal monthly meeting in October is by **Graham Jones, Safety Officer, Swansea University** who will give an *Insight into Computer Workstations*; the subtitle is *Got a Pain? Find out Why.*

In November **David Bayliss, Safety & Training Engineer, Gas Safety UK** will talk on *Safety of Compressed Gas Cylinders.*

To round the year off, there is a joint meeting with the South Wales Branch IOSH at which **Geoff Simpson, Human Factors Solutions Ltd** will give ideas on *Understanding Human Error in Safety.*

After the Seasonal festivities the Safety Group holds its Annual Safety Quiz. This is a particularly enjoyable social event in our calendar. We encourage all our members to participate.

For the January meeting **Seamus Doyle, Daniel Contractors** will bring the membership up to date with the latest developments on local exhaust ventilation, with a talk entitled *It's Time to Clear the Air – Dust Control in the Workplace.*

In February **Paul Hopkins, Specialist Inspector, HSE** will update the membership on *What DSEAR means to you? Dangerous Substances and Explosive Atmospheres Regulations Explained.*

Before the Group's AGM in March, **Debbie Johns, Swansea Skills Service Coordinator** will explain *Safety Implications for Employees with Basic Skills Needs.*

April is a busy month for the Swansea Safety Group with two meetings and a Dinner Dance and Awards Ceremony. We start with the Annual Dinner Dance and Awards Ceremony, which is a popular event and is eagerly awaited by the membership. Awards are given to member organisations depending on their accident rate. Shields are awarded for best Safety Programme (one for small organisations and another for large organisations). The Chairman's Award is given for the best European Health and Safety Events and the President's Award for the best innovation in Safety Training.

Then comes an evening meeting, which is held jointly with the Chartered Institute of Personnel and Development, where **Dr Steve Coppel, Operations Manager: Wales, HSE** will discuss *Health and Wellbeing – the Future Role for H&S and HR Managers.*

This is followed by the annual joint meeting with other South Wales based safety related groups, i.e. Cardiff and East Wales Occupational Safety Group, South Wales Branch IOSH, South Wales Construction Safety Group and the South East Wales Occupational Nurses Group, where **Terry Rose, Divisional Director: Wales and the South West, HSE,** gives the *HSE Annual Review.*

In May we will have a visit to the **Coastguard Station, Mumbles.**

The year rounds off with the Annual Alec Blackburn Memorial Seminar in June.

All in all, the Executive Committee feels that they have put together a particularly good programme this year, which is of interest to all our membership, no matter how qualified and experienced, and is very pleased to have attracted some excellent speakers.

Further Information

1 & 2 Topics and Speakers

September

Investigating Accidents – What the HSE Expect

Alan Strawbridge, HSE

Mr Strawbridge told us why accidents should be investigated, by whom and what outcomes there should be. He is one of the local HSE inspectors and so, the person whom many Group members would come into contact with, therefore the ideal person to give this talk.

October

Undertaking Risk Assessments

Scott McKinnon, HSE and Bernard Mallows, Swansea Safety Group

The subject of this half day certificated course was the one designated by the HSE. It was therefore an obvious choice for our annual European Health and Safety event.

It was given by Scott McKinnon and Bernard Mallows. Mr McKinnon is another of the local HSE inspectors and someone who is likely to request to see Risk Assessments during the course of inspections. Therefore it was felt that no better person could participate in giving the course. Mr Mallows was the Director of Safety at Cardiff University and an eloquent speaker, who regularly lectures on IOSH Working and Managing Safely, NEBOSH Certificate etc.

Insight into Computer Workstations or Got a Pain? Find Out Why

Graham Jones, Safety Officer, Swansea University

Mr Jones is a new member of the Swansea Safety Group's executive committee and, at the planning meeting, he volunteered to give this talk. He has done a considerable amount of work on the ergonomics of workstations. It was agreed that it would be a useful addition to the programme.

November

Safety of Compressed Gas Cylinders

David Bayliss, Safety & Training Engineer, Gas Safety UK

One of the members had requested a talk on this subject. The committee agreed that it was an important issue. One of the committee had employed Mr Bayliss to train his employees in this subject and recommended him to the committee.

December

Understanding Human Factors in Safety

Geoff Simpson, Human Factors Solutions Ltd

Mr Simpson has recently moved to South Wales. He contacted the Group and volunteered to give a talk. His CV was impressive, so the committee jumped at the chance to invite him to speak on his specialist subject.

January

It's Time to Clear the Air – Dust Control in the Workplace

Seamus Doyle, Daniel Contractors

Mr Doyle is one of the HSE Working Group that published the recent HSE guidance. As a member of the Group, he volunteered to give this talk. As it is a HSE priority subject, we gladly accepted.

February

What Does DSEAR Mean to You? The Dangerous Substances and Explosive Atmospheres Regulations Explained

Paul Hopkins, HSE

There was request from the membership for a talk on this subject. Although it was considered to be a specialist subject, the committee felt that it would be of use to many members as a matter of interest. Mr Hopkins is one of the local HSE Chemical Inspectors.

March

Safety Implications for Employees with Basic Skills Needs

Debbie Johns, Swansea Skills Service Coordinator

One of our members suggested this talk, as they had found it very useful in dealing with some of their employees who had reading difficulties. The Basic Skills Agency recommended the speaker. The committee felt that this is the sort of subject that is often overlooked but can be critical to safety within an organisation.

April

Health and Wellbeing – the Future Role for H&S and HR Managers

Dr Steve Coppell, Operations Managers: Wales, HSE

Dr Coppell is seconded to the Welsh Assembly Government for two days a week to carry out their Health, Work and Wellbeing in Wales initiative. The joint meeting with the CIPD seemed a very opportune to ask him to speak to the Safety Officers and Personnel Officers.

HSE Annual Review

Terry Rose, Divisional Director, HSE

This is not only an opportunity to hear the Divisional Director discuss what happened in Wales during the past year, but also learn about the HSE initiatives for the following year. The meeting also enables members to network with the members of all the Groups involved during lunch.

3. Handouts

The speakers' PowerPoint presentations are available on the Swansea Safety Group's website.

Each month, a poster advertising the next meeting and a letter updating the membership of recent developments (including the HSE Update from the previous meeting) are sent to each member. An example is attached.

The HSE publication Five Steps to Risk Assessments was given to all the delegates at the Risk Assessment course.

The HSE publication It's Time to Clear the Air will be circulated to the membership in January. This is the subject of that meeting.

4. Success of Programme

As we are less than a quarter of the way into the programme it is difficult to assess its success at the moment.

It should be noted that there were fifty delegates for the European Health and Safety Week, Risk Assessment, half day certificated course. The Alec Blackburn Memorial seminar usually attracts 200 delegates.

5. Lessons Learned

In general, we do not invite a speaker to speak two years running or even cover the same subject in consecutive years unless there was a completely different slant on the topic. We aim to be completely fresh each year.

6. Events

The visit to the local Coastguard Station was suggested an interesting alternative emergency service. We look forward to hearing about their work, how they undertake risk assessments especially in emergency situations.

7. Schedule

The programme was planned at a single meeting of the executive committee. This means that we were able to look at the overall programme to ensure its balance and appeal. Some subjects were included because they had been requested by members, others on the recommendation of the local HSE Liaison Officer, while others were topical subjects suggested by members of the executive committee.

The meetings are held, in general in the afternoon of the last Wednesday of the month at the premises of one of our members. The location is close to the M4 and therefore convenient to most members.

No meetings are held in July or August.

There is no finish time for the meetings, so questions to the speakers can continue until all have been asked and hopefully adequately answered. Debate is encouraged.

The meetings start with an update from the HSE Liaison Officer.

8. Target Audience

The main target audience is the members of the Group. Each member is invited to bring as many representatives as they wish. The members are encouraged to invite their contractors or any other interested parties.

Information about the Group's programme is routinely circulated to Cardiff and East Wales Occupational Safety Group, South Wales Branch IOSH, South Wales Construction Safety Group and the South East Wales Occupational Nurses Group and their members invited to attend.



SWANSEA AND WEST WALES OCCUPATIONAL SAFETY GROUP

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Dear member

5th April 2008

The Swansea Safety Group's Annual Dinner Dance and Award Ceremony was held at Manor Park Country House last night and a good time was had by all who attended. Congratulations to the organisations who received awards. They were:

SAFETY SHIELD.....3M Gorseinon
SAFETY SHIELD : SMALL BUSINESSES..... C&P Engineering Services Ltd
CHAIRMAN'S AWARD (HEALTH & SAFETY WEEK)..... City & County of Swansea
PRESIDENT'S AWARD (SAFETY TRAINING)..... Daniel Contractors Ltd
SAFETY QUIZ SHIELD.....3M Gorseinon
CERTIFICATE AWARD WINNERS.....3M Gorseinon, Anchem Laboratories Ltd, Borg Warner, C & P Engineering Services Ltd, Cardiff University, Careers Wales (Mid Glamorgan & Powys) Ltd, City & County of Swansea, Daniel Contractors Ltd, Environment Agency- National Laboratory Service, F&T Refrigeration Ltd, Fire Safety Direct Ltd, Foothold Group, Gorseinon College of Further Education, Holistic Services Ltd, Hyder Consulting (UK) Ltd, IRPCO Ltd, Langstone Safetywear Ltd, Morganite Electrical Carbon Ltd, Neath Port Talbot County Borough Council, Rowecord Total Access Ltd, Swansea NHS Trust, Timet UK Ltd, United Utilities Operational Services, Valley Industrial Services Ltd

The next meeting of the Swansea Safety Group is the annual joint meeting of all the safety groups in south Wales to be held in Waterton Technology Centre, Bridgend at 2pm Wednesday 16th April, where Terry Rose, Divisional Director, Wales and South West, HSE will give the HSE Annual Review. A buffet lunch will be served from 1.15pm.

The following evening there is a joint meeting with the CIPD at 6.30pm in the Stradey Park Hotel, Llanelli where Sue Hancock, Stress Management Advisor, City and County of Swansea will describe Work Stress Risk Assessments. A buffet supper will be served from 6pm.

At our last meeting Scott McKinnon, HSE told us about:

- the last **Myth of the Month** was that toy weapons had to be locked up and registered with the police – more details www.hse.gov.uk/myth.march08.htm
- **Workboost Wales** is funded by the Welsh Assembly to give free impartial health & safety advice to SME's – more details on www.hseneews.com/2008/03/04/workboost-wales-free-halth-and-safety-advice
- look out for the HSE **Shattered Lives Campaign** in the press. It aims to raise awareness of how accidents such as slips, trips and falls can shatter lives – more details on www.hse.gov.uk/shatteredlives
- the HSE has launched a new website offering **Display Screen Equipment (DSE)** advice and guidance – more details on www.hse.gov.uk/msd/dse/index.htm
- examples of **Risk Assessments** are available on www.hse.gov.uk/risk/casestudies/index.htm

At the AGM we were pleased to welcome Graham Jones and Keith Jackson onto the committee. They replace John Rogers and John Davies, who had resigned from the executive. We thank for them both for their service and wish them well for the future.

Looking forward to seeing you at the two April meetings.

Ann Jones
Secretary

Names of Honorary Officers

PRESIDENT

Robin Havard

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Bernard Malloes MBE

CHAIR

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EXECUTIVE COMMITTEE

John Bowen, Peter Greenwood,
Keith Jackson, Graham Jones,
Nigel Hill, Ron Knuszka,
Claire Howells, Tony Midgley,
Phil Rees, Don Thomas



ALEC BLACKBURN MEMORIAL SEMINARS

Alec Blackburn was the Group's president before we welcomed Robin Havard of Morgan Cole Solicitors to this position. Alec died suddenly in 2004 and to honour his name, it was decided to name the annual seminars after him. The last official duty that he performed for the Group was to welcome the delegates to the Swansea Safety Group's Annual Seminar in 2004.

Alec's commitment to occupational safety and health can be summed up by his response to being awarded the MBE. He said "I am deeply honoured. This award reflects the feelings and understanding of the many people that I have met in the field of occupational health and safety, in the past forty years. It is also a reflection of the work that the award winning Swansea and West Wales Occupational safety Group has put into the community. My personal ethic has been, that though the work may be humdrum and unappreciated, there is always the possibility - no, probability - that someone, somewhere will have avoided injury or illness or worse, mainly because I did a proper job".

The present chairman of the Swansea and West Wales Occupational Safety Group, Derek Winkley said "Alec was the leading light of the Swansea Safety Group for twenty five years. It is due to Alec's enthusiasm and hard work that the Swansea Safety Group is recognised by the Health and Safety Executive and the Royal Society for the Prevention of Accidents as one of the most effective occupational health and safety groups in the UK. He is sorely missed".

SWANSEA AND WEST WALES OCCUPATIONAL SAFETY GROUP



A warm welcome is extended to all members of the group and their guests, be they from large or small organisations, all have their part to play in attaining our goal of improving health and safety in the workplace

PROGRAMME 2008 - 2009

www.safetygroup.org.uk

SWANSEA AND WEST WALES OCCUPATIONAL SAFETY GROUP

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Monthly meetings are normally held on the last Wednesday of the month, at which invited speakers discuss a varied selection of health and safety related subjects. There are two social events held annually, a Safety Quiz and the Dinner Dance and Awards Ceremony. We are supported by the Health and Safety Executive, having an inspector usually attending the monthly meetings, giving an update on new legislation, regulations, etc.

Annual membership costs are kept low to encourage membership and participation from as wide a field as possible. Membership is seen as a public commitment to health and safety.

In recent years, the success of the Swansea Safety Group has been recognised by RoSPA's Safety Groups' UK in the form of seven Alan Butler Awards for Excellence. These awards were presented in the House of Lords, by their President, Lord Brougham and Vaux. The Health and Safety Commission has on three occasions awarded the Group a prize for European Health and Safety Week Seminars, aimed at small and medium sized enterprises.

We offer a Small Business Information Centre and sponsorship for NEBOSH Certificate, CITB Safety Passport and IOSH Managing & Working Safely to staff of small and medium sized enterprises.

Details of our meeting venues.

3M, Gorseinon SA4 1GD has a distinctive water tower and is located near Junction 47, M4 - follow the signs to Gorseinon, it is a few hundred yards after the second roundabout, on the right opposite Brisco.

VILLAGE HOTEL, Swansea Waterfront Development

SAI 8QY turn into in the new SAI development from the new traffic lights on Fabian Way, then turn left, the hotel is the last building.

STRADEY PARK HOTEL, Llanelli SA15 4HA is in Furnace, Llanelli.

WATERTON CENTRE, Bridgend CF31 3WT is on the Waterton Industrial Estate, Bridgend near the Ford factory.

SWANSEA SAFETY GROUP PROGRAMME 2008 - 2009

2.15pm Wednesday 24th September	Investigating Accidents - What the HSE Expect <i>Alan Strawbridge, HSE</i>	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
1.30pm - 4.30pm Wednesday 15th October	European Health & Safety Week Event Certificated Half Day course on Undertaking Risk Assessments <i>Scott McKinnon, HSE &</i> <i>Bernard Mallows, Swansea Safety Group</i>	Vision Suite, Village Hotel, Langdon Road, Swansea SA1 8QY
2.15pm Wednesday 29th October	Insight into Computer Workstations or Got a Pain? Find Out Why <i>Graham Jones, Safety Officer, Swansea University</i>	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
2.15pm Wednesday 26th November	Safety of Compressed Gas Cylinders <i>David Bayliss, Safety & Training Engineer, Gas Safety UK</i>	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
2.15pm Wednesday 17th December *	Understanding Human Error in Safety <i>Geoff Simpson, Human Factors Solutions Ltd</i>	Vision Suite, Village Hotel, Langdon Road, Swansea SA1 8QY
2.15pm Wednesday 28th January	It's Time to Clear the Air - Dust Control in the Workplace <i>Seamus Doyle, Daniel Contractors Ltd</i>	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
7.30pm Friday 30th January	Annual Safety Quiz	Globe Inn, Loughor SA4 6QD
2.15pm Wednesday 25th February	What does DSEAR mean to you? Dangerous Substances and Explosive Atmospheres Regulations Explained <i>Paul Hopkins, HSE</i>	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
2.15pm Wednesday 25th March	Safety Implications for Employees with Basic Skills Needs <i>Debbie Johns, Swansea Skills Service Co-ordinator</i> immediately followed by AGM	Pembroke Room, 3M Gorseinon, Swansea SA4 1GD
7.30pm - 12.00am Friday 3rd April	Annual Dinner Dance and Awards Ceremony	Manor Park Country House, Clydach, SA6 5NR
6.30pm Thursday 16th April ***	Health and Wellbeing - the future role for H&S and HR Managers <i>Dr Steve Coppel, Operations Manager: Wales, HSE</i>	Stradey Park Hotel Llanelli, SA15 4HA
2.00pm Wednesday 22nd April **	HSE Annual Review <i>Terry Rose, Divisional Director, HSE</i>	Waterton Centre, Bridgend CF31 3WT
2.15pm Wednesday 20th May	Visit to the Coastguard Station Mumbles	
Wednesday 17th June	Annual Alec Blackburn Memorial Seminar	Taliesin Arts Centre Swansea University SA2 8PP

* joint meeting with the South Wales Branch IOSH

** joint meeting with Cardiff Safety Group, South Wales Branch IOSH, Construction Safety Group & Occupational Nurses Group

*** joint meeting with CIPD