

FINAL MINUTES OF WILTSHIRE OCCUPATIONAL SAFETY & HEALTH ASSOCIATION

AGM

Tuesday 20th January, 2015
Broome Manor Golf Club, Swindon

Agenda

09:30am – Refreshments
10:00am – Introduction and Welcome
10.05am – AGM and WOSHA business
10:35am – Refreshment break & Networking
10:50am – Andrew Kingscott, HSE Principal - Legal Update
12:15pm – Buffet Lunch & Networking

Attendees

- David James – Wiltshire Police
- Peter Bennett – WOSHA Executive
- Madeline Langford – Scotts of Stowe
- Steve Northcott – Dynamatic Ltd
- Clair Meikle-Taylor – Swindon Borough Council
- Pam Collier – Torin Sifan
- Emma Clark – Torin-Sifon
- A McDowan - Triumph International Ltd
- F Tyler – Triumph International Ltd
- Mark Hemphill – Great Western Hospitals
- Scott Crichton – South Western Ambulance
- Meryl Hamilton – Swindon College
- David Wilkins – Wilkins Buildings
- Margaret Harmen – AFL Telecommunications Europe Ltd
- Richard Spreadbury – Consultant
- Andy Wallace – Crown Lift Trucks
- Nigel Mulholland – Help for Heroes
- Mia Jones – Huber Technology
- Richard Aylward – Huber Technology
- Graeme Slaymaker – MOD Corsham
- Stephen Wheeler – National Trust
- Bob Lentell – RPJ Associated Consultants Limited
- Peter Ramsdale – Wilkins Builders Ltd
- Peter Hodgeon – Sureteam
- Stan Akhurst – Swindon Borough Council
- Tricia Devaney – Swindon Borough Council
- Derek J Boulton – Westinghouse Rail Systems Ltd
- Sarah-Jane French – Wiltshire Fire Authority
- Colin West – Independent
- Rachel Loxston – The Learning Curve
- Bryan Neaves – TE Connectivity
- Andrew Kingscott - HSE

1. Chairman's Introduction & Welcome

Derek Boulton, the Chairman, welcomed all attendees to the AGM and gave a brief breakdown of the agenda for the meeting.

Annual General Meeting and WOSHA Business

Election of Officers

The following members were re-elected for 2015:

- **Presidents** - Peter Bennett and Colin West
- **Chairman/Treasurer** - Derek Boulton
- **Vice Chairman** – Bob Lentell
- **Membership Secretary** – Claire Evans
- **Publicity Secretary** – Ken Adams
- **Membership Liaison Officer** – Mark Hemphill
- **Co-opted Members** – Stan Akhurst and Sarah-Jane French

Officer Appreciation

DB thanked all elected officers for their commitment for making the WOSHA Group a success and for their continued support in 2015.

Accounts

DB went through the accounts generated from membership fees for the year ending 31st December 2014. A breakdown was given of where monies had been spent which included, WOSHA promotional items, printing & stationary, catering, travel and visits. See breakdown on WOSHA website:

<http://www.wosha.btik.com/Copies%20of%20Presentations>

Visits/Meetings Appreciation

DB expressed thanks to John Hanson from Veolia for the last meeting in November that was hosted at the White Hart in Swindon. Also thanked was Mick Gray from MWG Associates Ltd for presenting the main topic 'indoor air quality' at the July 2014 meeting.

DB thanked Bryan Neaves from TE Connectivity for hosting the WOSHA bi-monthly meetings.

Alan Butler Silver Award

DB highlighted that both himself and SJF would be visiting the House of Commons to receive the Alan Butler Silver Award on behalf of the WOSHA Group.

WOSHA Membership

DB thanked all members for their continued support and good attendance during the past year and for inviting guests along that may potentially become future members which will increase membership for the group.

DB thanked MH, BL and SA for all their help with setting up the stand at the Wiltshire Business Expo held at Chippenham last Spring, and promoting WOSHA to potential new members.

DB highlighted that there were 9 membership payments outstanding for 2014.

It has been decided not to increase the annual membership fee which is currently £50 for an organisation over 15 and £25 for less than 15.



WOSHA Members at the AGM held at Broome Manor Golf Club

The aims for 2015 are as follow

DB explained the key aims for 2015 which were noted as:

- To maintain/increase membership numbers.
- Increase benchmarking visits. It was acknowledged that last year benchmarking site visits were lacking in number, however there is a visit booked to TE Connectivity on the 20th February 2015 to tour the factory and understand safety management aspects.

Themes for 2015 Meetings

DB gave an overview of the themes planned for future meetings in 2015:

- **March** – “How to prepare to deliver evidence in Court”.
- **May** – “Behavioural Safety Case Studies – What it means to you and how do you manage it?”
- **July** – “DDA/Equality Act Compliance – Health & Safety Impact/a practical case study”.

DB highlighted the potential future visits and activities for 2015:

- Tetronics at South Marston
- Rolls Royce in Bristol
- Brewery in Witney
- Bristol Airport
- Business shows and exhibitions
- Increase participation by member led presentations and best practice
- Develop website and social media (facebook and twitter)

2. Andrew Kingscott, HSE Principal Inspector – Legal Update

AK explained to the group that he would give an overview of the recent changes at the HSE and some legal updates. The HSE now in its 40th year has now moved to Temple Meads in Rivergate.

The new Chief Executive is Richard Judge who has taken over from the interim Chief Executive Kevin Myers OBE. Richard Judge comes from a commercial engineering background, having previously worked in science and technology organisations, rail and environmental sectors.

AK divulged the 2015 HSE strategic vision, which was reported as follows:

- The prevention of death and injury of ill health to those at work and those affected by work activities.
- Commercial opportunities – looking at the wider HSE Board – Overseas.
- Looking at the HSE as a Brand.
- Target and conduct inspections of those sectors and activities which give rise to the most serious risks or where risks are least well controlled.
- Inspect where robust evidence and intelligence indicate health and safety performance is a serious concern and where inspection is the most effective intervention to secure compliance.
- Using RIDDOR reporting to its best effect to highlight areas that need to be investigated.
- Looking at property sectors where there are hazards such as waste and recycling, silica, fumes, sprays, fragile materials, asbestos materials, fragile roofs, woodworking safeguards.
- Application of sensible approach to stop accidents/incidents happening.



Andrew Kingscott HSE with Derek Boulton Chairman and Vice Chairman Bob Lentell

AK went through real cases where people lost lives due to safe systems of work not being adhered to.

AK also reported that the HSE have an ever changing target and a need to keep up with the changing commercial world and gave examples such as:

- 'White van man' drivers who have increased in number significantly delivering internet goods and do not come under the same constraints as HGV drivers and therefore suffer from fatigue due to working extremely long hours due to some being employed on zero contracts.
- Illegal gas work conducted by incompetent persons such as roofers and builders who think they can change the flu on a roof from gas fittings when they are not registered or competent to do so.

- There are issues with landlords trying to fix any issues in their own properties instead of contacting professionals to carry out works that should be completed by competent persons, such as, Chimney sweeps – there was an incident whereby a couple tried to clean the chimney themselves which resulted in an accident and they died. If it can be proved that cowboy fitters were involved then there is a case to prosecute.
- Waste collection – a lady was recently knocked down by a refuse lorry and killed.
- People sleeping rough in bins who may be under the influence of alcohol or drugs so may not hear when the refuse vans come to empty the bins.

AK reported that the strategy for the Wider Sections would tackle 3 key areas, these being, Elderly Care, Mental health, Detention.

AK also explained that the HSE had lost many Inspectors during recent months and has now embarked on a recruiting campaign to find new inspectors that will be trained to a much higher level, specifically to become a professional regulator.

AK then provided the legal updates and explained forthcoming regulatory changes. See presentation on the WOSHA website.

3. Hot Topic/Surgery

- No one had any topics to discuss.
- The next visit is a benchmarking tour of TE Connectivity on the 24th February, 2015.

4. Date and venue of next meeting

Date: Tuesday 17th March, 2015

Time: 10am

Venue: Wiltshire Fire & Rescue Training Centre, Devizes

Theme: "How to prepare to deliver evidence in Court"