

Birmingham Health, Safety & Environment Association

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Secretary: *Liz Prophett BA (Hons) CMIOSH*

Newsletter

March 2012

BHSEA appoints new Secretary

Introducing Liz Prophett

I am still sometimes asked how I got into health and safety, and my answer is always “by accident!” This is not entirely a joke. It was never my ambition, from birth, to become a Health and Safety Officer however, after leaving university with a degree but little prospect of a job, I enrolled on an evening course run by the (then) Institute of Works Management. The subject was employee relations, but it included a small element of safety. This qualification stood me in good stead when I applied for a trainee Safety Officer post at Birmingham City Council at the end of the seventies. The rest, as they say, is history!



Liz Prophett

During my career, I have mostly been involved in the public sector, and I have worked at many of the West Midlands Authorities. Mainly in the safety field, but I did spend several years in Local Authority enforcement in Wolverhampton. I had a break from the public sector in the mid-eighties, when I worked for the Royal Society for the Prevention of Accidents (RoSPA) as a safety training officer.

I am a firm believer in the benefits of integrating the safety role with that of occupational health. I have always worked closely with Human Resource colleagues and other partners in the promotion of health and safety in the workplace. I have been a Chartered Health and Safety Practitioner for many years and I am also a Graduate Member of the Chartered Institute of Personnel and Development. In the early 1990's I became a qualified Further and Adult Education Teacher. I have many interests outside work including playing badminton and gardening, and I carry out voluntary work for the British Legion/Help for Heroes and the People's Dispensary for Sick Animals (PDSA).

Welcome to Our New Members

We wish to extend a warm welcome to the following member, who has recently joined BHSEA: -

- Michael Baker, Consultant, Kerson Safety Solutions Ltd.

Monthly Meeting 12th March 2012

Chairman, Gerry Mulholland welcomed the speaker and members to the meeting. The Secretary then read out apologies from E.Friend, E.Hawthorne, S.Parton, G. Self, and T.Prestage.

Presentation – Waste not Want not

Zoe Perrins, Key Account Manager, Reconomy Ltd.

Zoe described Reconomy's operation as having "No Skip Vehicles or Waste Transfer Stations", because they outsourced all the services to Contractors on an approved list.

Going to talk about the basic principles, she said that it was important that waste is considered at the **very early stages** of any project to encourage good environmental practice, minimise waste and develop environmental management systems. This will lead to cost savings and cost control. The key issues need to be discussed at pre-start meetings. The following needs to be implemented or considered: -

- Site Hazardous Waste Registration
- Positioning of Waste Compound or designated skip positions
- Available space for Inert stock piling
- Vehicle access – needs to be swift to avoid site congestion and interruptions
- Correct number of tipping skips
- Signage and other visual aids
- Waste segregation reduces the cost of disposal
- Diverts waste from landfill and increases environmental performance
- Waste sent to local transfer/recycling centre reducing the amount going to Landfill
- Waste is then recycled where possible and turned back in to a raw material



Zoe Perrins

The average weight in a skip is 3 tonnes and Zoe commented that the landfill charges for unsegregated waste were due to rise by £8 per tonne in April. At the same time, the charges for segregated waste were reducing, giving a further incentive to segregate.



A well-segregated site

A list of typical on site segregation categories might be as follows

- Light Compactable
- Wood
- Inert
- Mixed Waste
- Soils
- Hardcore
- Green waste
- Plasterboard (construction)

There are many other waste streams available, according to the specific needs of individual sites. The Site Waste Management Plan will determine actual waste segregation categories, as shown below: -

Type of skip:	Colour coding:	Waste type:
Mini	Blue	Compactable
Light Active Waste		
Lightweight active waste includes: -		
Paper	Polythene Shrink Wrap	
Cardboard	Polystyrene	
Any Plastic off cuts <small>Less than 600 mm in length</small>	Insulation	
Wood off cuts <small>Less than 600 mm in length</small>	Any material packaging	
Metal banding /straps		
Ready for transfer to: FEL or REL		
Weight limit for REL is 1 tonne; Weight limit for FEL is 0.5 tonnes		
Sites should utilise REL/FELs wherever possible		

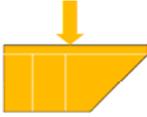
European Waste Catalogue Code: 20-03-01

Type of skip:	Colour coding:	Waste type:
Mini	Green	Non compactable Inert waste only
Inert / Clean		
Inert/Clean waste includes: -		
Broken Bricks	Hardcore/Soil	
Broken Blocks <small>not Calcium Blocks</small>	Broken Clay Pipes	
Broken Kerbs	Concrete/Demolition Waste	
Broken Paving	Broken Roof Tiles	
Ready for transfer to: Builders skips for removal to licensed site or stockpile for recycling on site		
Wherever it is practical to do so this material should be crushed and re-used under such as driveways and paths		

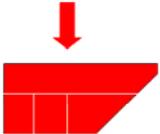
European Waste Catalogue Code: 17-01-07

Type of container: Plasterboard Bag	Colour coding: Green	Waste type: Plasterboard off cuts only
Plasterboard		
		

European Waste Catalogue Code: 17-08-02

Type of Skip:	Colour coding: Green	Waste type: Non compactable timber waste only
Wood Waste		
Inert/Clean waste includes: -		
Timber off cuts	Timber Lengths	
Pallets	Trusses	
Rafters	Joists	
		
Ready for transfer to: Containers / vehicle for removal to licensed / exempted recycling facility		
<ol style="list-style-type: none"> Minimal amounts of MDF or Chipboard Advise Reconomy Solutions of type and estimated quantities of wood for either removal or recycling via container or method of transportation 		

European Waste Catalogue Code: 17-02-01

Type of container: Mini	Colour coding: Red	Waste type: Non Compactable Waste only
Active		
Active/ Non compactable waste Includes		
MDF & Chipboard <i>Greater than 600 mm in length</i>	Copper & Plastic pipework <i>Separate copper for recycling with large quantities</i>	
Steel <i>Separate for recycling for large quantities</i>	Electrical waste	
Damaged kitchen units	Damaged worktops <i>Greater than 600 mm in length</i>	
Fencing waste	Broken Sanitary ware	
		
Ready for transfer to: Builders skips for removal to licensed site		

European Waste Catalogue Code: 17-09-04

Type of container: Drum	Colour coding: Purple	Waste type: Hazardous  
Hazardous Waste		
Hazardous waste Includes		
Mastic Tubes	Resin Tins	
Paint Tins		
		
Ready for transfer to: Builders skips for removal to licensed site		
<ol style="list-style-type: none"> Dependent on quantities produced, on container can be utilised for the storage and removal of mastic tubes, resin tins and paint tins only Please Note: The mixing of Hazardous Wastes is prohibited, unless the waste falls under the same classification and a full technical assessment has been undertaken For advice on any issues relating to hazardous waste contact Reconomy Solutions on 0800 454714 		

European Waste Catalogue Code: 17-09-04

Zoe went on to say that firms need to introduce a culture change so that they **RE-think** how they view waste with the idea of stopping it from being produced in the first place. The key elements are these: -

RE - DUCE (Review ordering processes and procedures)

RE - USE (Just because it is no longer needed, doesn't mean it can no longer be used.)

RE - CYCLE (Prevent Waste – Return material to its original source)



It's just like being at home, Zoe added, where we've all got used to segregating our domestic waste and all we need to do is transfer thinking to the workplace. Landfill Avoidance is achieved by: -

- Improved corporate reporting and better cost control
- Innovative systems to improve segregation, compaction, and handling of waste on site

This will give longer-term price certainty, with the ability to fix rates beyond future landfill tax increases.

One example of this thinking is a Closed Loop Recycling System, whereby the waste or by-product of one process or product is used in making another product e.g. Recycling waste newspaper to make paper board or other types of paper. The important steps in this process are: -

- **Waste Collections** – Working with customers to ensure timely and reliable waste collections, including cardboard, plastics, co-mingled recyclates; delivering a range of collection methods and logistics networks, e.g. Industrial Wheelie Bins, Front End Loaders/Rear End Loaders; baled material.
- **Processing, Sorting & Baling** - Extracting maximum benefit from previously wasted materials through processing, sorting and baling – offering flexibility depending on high volumes and seasonal demand
- **Handling and Bulking** - Recognising sector need for increased efficiency in materials resourcing, by utilising safe, clean technologies such as compaction equipment and walking floor trailers – ensuring maximisation in transportation and reduced environmental impact.
- **End Markets/Reuse** - High quality materials, provided cost effectively and reliably to both UK and export customer base of reprocessors and end use markets for use in new products providing true ‘Closed Loop Recycling’.

One of the ways of complying with Duty of Care is by applying Due Diligence to the process, starting with well controlled segregation as illustrated by this Waste Station, including skips and transportation vehicles.



This type of arrangement is required by Site Waste Management Plans, which came into force on 6th April 2008. These plans apply to all projects with a value of £300k or more, with additional requirements for projects with a value of £500k or more. The regulations place the initial responsibility for the production of the plan with the client. The client must produce the plan before the project is started. If a project is started without a site waste management plan, then both the client and the principal contractor are guilty of an offence under these regulations. The regulations also lay out what the plan must include, as follows: -

- The client
- The principal contractor
- The person who drafted it
- The location of the site
- The estimated cost of the project

It must record any decision made in order to minimise the quantity of waste produced on site before the plan was drafted and the following: -

- Describe each waste expected to be produced
- Estimate the quantity of each type of waste
- Identify the waste management action for each type of waste including re-using, re-cycling, recovery or disposal

It must also contain a declaration that both the client and the contractor will comply with the requirements of Duty of Care and that the materials will be handled efficiently and waste managed appropriately.

Once the project starts, the regulations place an obligation on the principal contractor to update the plan. If the project has a value of less than £500k details must be recorded of the identity of the person removing the waste, the types of waste removed and the site to which the waste is being taken. They must also, within three months of the completion of the project, add a confirmation that wastes have been monitored and updated to reflect any changes along with an explanation of any deviation from the plan.

If the project is worth more than £500k, these requirements are increased to include further information: -

1. Review the plan
2. Record the quantities and types of waste produced
3. Record the types and quantities of waste that have been:
 - a. Re-used (on or off site)
 - b. Recycled (on or off site)
 - c. Sent to other forms of recovery (on or off site)
 - d. Sent to landfill
 - e. Disposed of in any other way

Within three months of the work being completed the Principal Contractor must add to the plan:

- Confirmation that the plan has been monitored and updated in accordance with the regulation
A comparison of estimated quantities of each type against the actual quantities of each waste type
An explanation of any deviation from the plan
- An estimate of the cost savings that have been achieved by completing and implementing the plan.

In addition to the requirements laid out in the regulations the Client and Principal Contractor must, **so far as is reasonably practicable**, comply with a number of additional

duties laid out in the Schedule to the regulations. These include: -Ensuring cooperation between contactors during the construction phase

- Induction, information and training for every worker, with respect to the site waste management plan
- Ensuring that waste produced is reused recycled or recovered
- There are also a number of other requirements relating to joint responsibilities for both the client and Principal contractor
- Failure to comply with this schedule is also an offence

An over-arching requirement is that the plan must also be up-dated to reflect the progress of the project.

Members' Questions

Mark Hoare of University of Birmingham asked about the purpose of a mound that he had spotted at Derby railway station that had been grassed over. Zoe said, possibly because they didn't want to spend a lot of money removing waste from site, or that it was a noise reduction measure.

Julie Earles of GKN plc, asked if Reconomy analysed companies' annual production of waste, and Zoe said they provide a service to identify waste streams.

David Hughes of Hughes Business Services asked if hardcore could be used on-site for road building purposes. Zoe said it could only be used for domestic driveways because it wasn't the correct strength for traffic.

Phil Mist of the Hire Trade Association Alliance asked if records were kept of the disposal destination of the waste from site toilets. Zoe said that the Waste Transfer documents were adequate proof of disposal. Phil went on to ask about the retention of the various copies of the Waste Carriers forms and whether it was due to be reduced from the present 3 to 2 forms. Zoe stated that there were no plans to change at the moment.

Paul Cartwright of Carillion asked to what lengths waste producers had to check on the actual disposal of materials taken from their sites. Zoe said that the duty extended to following the waste disposal vehicle to make sure that waste was disposed of in the correct manner. Paul continued by asking about checking licence holders status on-line and Zoe added that it was essential to check any brokers involved, as well.

Doug Hunter of G.F.Tomlinson, asked about control of sub-contracting waste disposal contracts and quoted a recent example whereby this had been done twice without reference to his company. Zoe said that Reconomy had a network of approved contractors and no sub-contracting was allowed without permission. Reconomy monitored compliance and if any contractor contravened their conditions they were removed from the approved list.

Phil Mist quoted a presentation at a recent IOSH Conference, where a proposal to discontinue the use of paper waste transfer notes was reported, in favour of an on-line process. Some concern was voiced by the 50+ professionals in the audience that this proposal would be totally impractical because of the variety of backgrounds of the contractors in the waste disposal business. In reply, Zoe stated that Reconomy could see advantages, but that they were eagerly awaiting the outcome of the forthcoming trial before giving a final verdict.

Steve Youngman of Croft Conservation & Building Ltd. commented that there were financial penalties for mixing waste streams in one skip. The problem was, he said, that it was very difficult to effectively train the workers on the site to adopt the proper segregation practices. Duncan Carthy of Sensible Ltd. supported this contention by quoting a recent Environment Agency blitz at a landfill site when skips were examined and any with mixed content were returned to source for correct segregation by the producers. This resulted in an expensive return trip, in addition to the additional segregation costs.

As there were no more questions, Gerry remarked that Zoe had made a very dry subject, (in her own earlier words) into a very interesting presentation and asked the audience to show their appreciation.

February Members' Corner

I Prevented an Accident

Doug Hunter, G.F.Tomlinson



Doug Hunter

Doug presented us with his company's initiative aimed at controlling workplace hazards, which goes by the eye-catching slogan of "I Prevented an Accident (IPA)"! He described it as not revolutionary but appealingly simple, which immediately grabbed the audience's attention!

It was developed, Doug added, because the standard approach to accident monitoring was not exactly helpful as most companies, thankfully, experienced too few accidents to establish conventional trend analyses. Doug commented that many companies used 'Near Miss' initiatives to attack basic accident causations and whilst this was quite logical, Tomlinson's wanted to take a step backwards to get a fresh look at the fundamental issues.

Their philosophy is based on the well-known definitions: -

- An accident is an incident that has given rise to injury, ill-health or a fatality.

- By contrast, a Near Miss is an incident where no injury, ill-health or fatality occurred, although the causes may have been almost identical.
- An IPA is the written identification of an unsafe act or unsafe condition that has not yet resulted in an incident or accident.

The IPA system is aimed primarily at Managers who are tasked with submitting **two reports per month** on acts or conditions that they have discovered. Initially, some managers objected to doing this because they considered it to be part of their job to eliminate such problems. Although the company agreed with this, Doug commented, the IPA system was necessary because they wanted hard evidence about what was happening so that positive remedies could be put in place! In addition, the reporter had to take the action and this again provided more information on practical solutions to current problems.

Reports are reviewed by H S & E Advisor, Divisional Manager, Contracts Manager and Director responsible for Safety. The data are typical of the detailed analysis that has been made in this system: -

- Categories i.e. work at height, PPE, excavations, housekeeping, work equipment
- Specific Sites (Managers)
- Specific Companies (sub-contractors)
- Specific Trades
- Specific Individuals
- Time of year / week / day
- Weather conditions

Regarding the data obtained from the reports, Doug said that trends for Roofer, Electricians and Carpenters were just some of the categories provided. It was apparent that Mechanical and Electrical trades were the worst offenders and that safety-critical operations were the best controlled. It was also possible to obtain data about specific persons and Doug added that it was noticeable that there was a seasonal variation, with more IPAs in the winter months.

Doug showed us a few photographs of typical IPA scenarios!



Work at Height



Access / Egress



Unsafe System of Work



Beam Me Down, Scottie!



Open Excavation



Trip Hazard

In addition to these **Unsafe Conditions** that were spotted, Doug added, these **Unsafe Acts** that were also observed: -

- Uncontrolled movement of plant i.e. no use of Banksman.
- Bombing scaffold from high level
- Incorrect manual handling
- Failing to use correct PPE
- Unauthorised access i.e. climbing scaffold

Doug concluded that the six years of operation of the IPA had created a very welcome ‘Hazard Spotting’ culture within the company and it yielded something like the following results: -

- IPAs submitted per month 60 – 100
- Accidents recorded per month 1.6
- IPAs submitted per year approx 1000
- Accidents recorded per year 19

Paul Cartwright of Carillion asked if Tomlinson operated an award scheme with the IPA initiative and Doug replied that they did. **Gerry Mulholland** commented that he knew of a ‘Gang Award’ Scheme that encouraged team working and avoided personal conflicts of interest.

(Secretary's Note: Some years ago, the Midlands Electricity Utility operated a Managing Director's Safety Performance Scheme that awarded cash on a divisional basis, covering many trades and professions. The novel approach of this scheme was that the cash had to be given to a local Registered Charity within the Division's geographical boundary. This motivated a very large group pulling together with a common aim, without any monetary personal gain, whilst at the same time giving them a worthwhile cause to support. It also boosted the company profile in the community and was a truly 'Win-Win' situation all round!)

The audience took part in a lively discussion and the Chairman eventually had to call a halt in order to leave enough time for our main speaker. It was obvious that the simplicity and effectiveness of the IPA approach had struck a chord with the members and Gerry thanked Doug for a very thought-provoking presentation.

A Farewell to the outgoing Secretarial Team!

At the end of the meeting Gerry went on to say that it was Liz and Andy Chappell's last BHSEA meeting as they were retiring after 16 years in the dual role as Secretary/Treasurer and Assistant. He wished to thank them for all the hard work that they had put in over the years, particularly with the Construction activities. He commented that on one memorable occasion the smooth operation of the Secretarial team had organised a very successful full day CDM seminar for about 250 delegates at the National Motor Cycle Museum. That sort of performance, he said, really put BHSEA 'on the map' as a very capable organisation!

He then put Andy on the spot, with the strong implication that a 'speech' of some sort was expected! Andy rose to the occasion by saying that the 16 years had been a mixture of joy and plenty of challenges along the way. He added that, although he was speaking on behalf of Liz, as the other part of "Team Chappell", he also wanted to pay tribute to another Team. The one he had in mind was that made up by the ordinary BHSEA Members, who made up the strong regular audiences for the meetings and also the members of the BHSEA Council and Committees who put in a lot of effort over many years to ensure that the Association continued to thrive. He thanked everyone for this and wished them well for the future!

Date of the next Meeting

2.00 pm on Monday 16th April 2012
at the Birmingham Medical Institute

Fees For Intervention Cost Recovery Scheme

Peter Galsworthy, Head of Operations, HSE Midlands

This new legislation is likely to be considered as revolutionary as the Health and Safety at Work etc. Act in 1974! It has certainly proved to a conversation grabber and the delay in its implementation until October is a probable indication of the sensitivity being given to getting the principles right beforehand!

When we originally arranged this presentation, we thought that we might have been just in time to forestall some last minute queries. Now, it seems, we have given members enough time to get the answers ready for some much needed preparation before the Autumn implementation!

AND

Members' Corner

Any Volunteers this month to step into Doug Hunter's footsteps?

Don't forget the buffet lunch at 1.15 pm!