

**Birmingham Health, Safety & Environment Association**

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# Newsletter

## September 2013

### **Monthly Meeting 9<sup>th</sup> September 2013**

BHSEA Vice-Chair Tim Prestage, welcomed Members to the meeting and extended a particularly warm welcome to our new Member, here for the second time:

- Dr. Anu Spratley, Environmental Health and Safety Manager, Cathedral Hygiene.

Tim welcomed Members back from their summer break and introduced today's topics and speakers:

## ***'The Benefits of a Robust Environmental Management System for your Business'***

**Thomas Store**  
**Zero2050**



For the full and comprehensive detail of presentations given today, please refer to the BHSEA website [www.bhsea.org.uk](http://www.bhsea.org.uk)

## What is Zero2050?

Thomas began by explaining that he works for Zero2050 which is a small, co-operative, not-for-profit company based in Exeter.

## Topics for Today's Session:

1. What is an environmental management system (EMS)?
2. What are the drivers for the client?
3. What is involved, i.e. costs/benefits?

### 1. What is an EMS?

- It's a toolkit of measures used to identify environmental risks and manage them.
- An EMS will require as a minimum:
  - Prevention of pollution e.g. reduction in mileage; recycling processes, harvesting rainwater etc.
  - Legal compliance (with environment legislation).
  - Continual improvement.

These three core principles need to be demonstrated and even when objectives and targets are in place, companies still need to demonstrate that they are constantly improving.

Thomas explained that we begin by considering two issues:

- a) Environmental Aspects)** mutually interdependent
- b) Environmental Impacts)**


#### a) Environmental Aspects:

These include the activities of an organisation which can interact with the environment. It can include products and services as well as activities.

#### b) Environmental Impacts:

Impacts occur as a result of the interaction between the activities and the environment, e.g. fuel spills. The impact has an effect upon the environment which can be positive or negative, natural or anthropogenic (man-made).

In other words.....

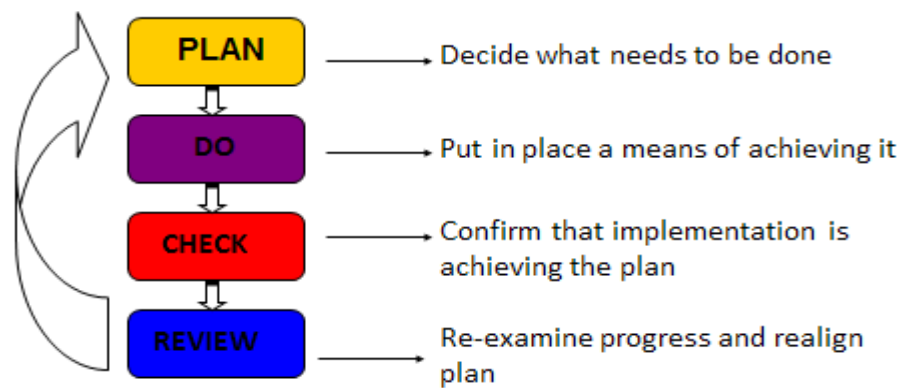
**Cause** (Environmental Aspect)   
**Effect** (Environmental Impact)

An EMS includes a

## Model for Continual Improvement:

(..this should ring some bells....?)

## A model for Continual Improvement



### PLAN

Thomas explained that an organisation can begin to understand the environment aspects that need to be managed by:

- Identifying the significant activities undertaken which interact with the environment.
- Considering what environmental legislation is associated with those activities.

### Do

- Agree who is responsible for what.
- Is there any training/awareness need for those undertaking a role?
- Documents need to have procedures in place that control them.
- In the case of an emergency, identify what could happen and how the organisation would respond.

### CHECK

This means auditing. Is regular updating necessary to make sure that the organisation remains compliant? Your environmental policy will underpin the environmental management system.

### REVIEW

Make sure current and relevant and if not, go back to the Plan stage.

## What Other Environmental Standards are there?

Thomas reminded us that there are other Standards available besides ISO 14001, although this is probably the most well known.

- The **EMAS** (an EU Standard), is considered to be the 'premier' standard because of the added requirement to publicly publish your environmental performance.
- **BS8555** came about because of criticism that 14001 is designed for large companies only. BS8555 includes a modular or phased approach that SME's might favour.
- **ISO14001** has a large following particularly in Japan. China is also a fan with a take-up which represents about 50% of that in Japan. Spain has the next biggest uptake, with the UK in fifth position.
- Thomas told us that he and his colleagues have developed and trialed a new and simpler toolkit. A number of organisations have already taken part. The Toolkit is as 'light' on documentation as they could manage, i.e. the **Environmental Management Model** takes up 2 sides of A4. This newly developed Model has less emphasis on outsider input, and more on self monitoring.

## 2. What Are the Drivers for Taking Up an EMS?

Improving energy efficiency and performance can....

- Provide an opportunity for savings e.g. utilities.
- Be an opportunity to engage employees. Employees may be keen to apply the principles of energy savings available in the home, to the work environment.
- Enhance public image both to customers and the wider public. Water pollution incidents can be particularly unpleasant for organisations, such as oil spillages.
- Result from supply chain pressure. Thomas commented that the majority of companies that he deals with have made an approach because of pressures in the supply chain.
- Enhance the professionalism and proficiency of the company itself.

## 3. What are the Benefits?

The benefits interface with the 'Drivers'.

and what are the Costs?

- Depends on the size and complexity of the business. In the case of a large organisation, it might be preferable to have a 'bite sized chunks' approach or to roll out from one site to another.
- Certification fees need to be factored in as well as consultant fees.
- System operation time is widely variable.
- Don't forget to include internal staff time.

## **Member's Questions:**

There were a number of questions which prompted the following key points:

- When asked about a **university environment** and the particular complexities it presents, Thomas admitted that he had never worked with a university. However, large organisations have been tackled, and an

approach might be to make 'bite sized chunks' by say completing one university department at a time and rolling out to the rest.

- In terms of the **frequency of audits**, Thomas commented that frequency can be adjusted according to priorities and risks.
- Roger Caleb, National Grid, commented that as far as his organisation is concerned, environmental audits are not carried out separately, but are absorbed with audits of other areas such as health and safety and quality. Thomas supported and agreed with the logic of this approach.
- Where does the name **Zero2050** come from? Thomas advised us that it came from the 80% carbon emissions target set for 2050.

Tim thanked Thomas for his excellent presentation, and asked Members to show their appreciation in the usual way.

## ***September Members' Corner***

### ***Epilepsy and Work***

***John Bostock***  
***Epilepsy Action.***



John reminded us that there are many people who have epilepsy in the working population, in fact there are approximately six hundred thousand people in the UK with epilepsy. Some people are unaware that they have epilepsy, for example, those who experience an 'absent seizure' which can last up to 30 seconds. There is no cure.

#### Epilepsy and Equality:

John told us that there are 40 different types of epileptic seizures and reminded us that it is illegal under equality laws to deny a person a job because they are

an epileptic. Equality legislation demands equal treatment for employees and a person with a disability cannot be dismissed unless there is a genuine reason for doing so. John mentioned that there are a few exceptions such as an HGV Driver. Epilepsy does come under the Equality Act.

Where a potential employee fails to reveal the fact that they are an epileptic, that person is failing in their responsibilities.

### “Reasonable adjustment”

These must be considered for those with a disability. One example is flexi-time and because tiredness can cause seizures, certain shift patterns may better suit certain epileptics. Some fits can occur only at night and there are no problems during the daytime. If “reasonable adjustments” are not in place, the employee has recourse to bodies such as the Law Centres, ACAS, the Equality and Human Rights Commission etc. for advice/support.

### **Member’s Questions:**

There were a number of questions which prompted the following key point:

- In the case of **confined spaces**, the employee will be required to pass a medical examination prior to commencing this type of work. A Member reported that he has two employees who have become epileptics and are required to enter a confined space as part of their work. John advised that a review of the job risk assessment be carried out, and it may be that these employees lose their jobs. Re-deployment can be an option in certain situations.

Tim asked Members to show their appreciation to John for his presentation.

### **Announcements:**

- **BHSEA Questionnaire.**

(Please refer to BHSEA website for the detail of the questionnaire results [www.bhsea.org.uk](http://www.bhsea.org.uk))

George Allcock, BHSEA Management Committee Member, gave feedback following the questionnaire emailed to all Members earlier on this year. Beginning with a brief reminder about the purpose of the questionnaire, George said that 48 Members had completed and returned the questionnaire. This figure represents around 16% of the total Membership, which was a little disappointing. The questionnaire was followed by a one-day Development Workshop for BHSEA Management Committee Members that was held in May.

George went on to talk through power point slides illustrating the questionnaire results, the key results are:

- The main reason given for being a BHSEA Member is to keep up to date with health, safety and environmental developments.
- Many Members had been part of BHSEA for a considerable time.
- Members originally found out about BHSEA through a colleague.
- A number of ideas were given about topics and presentations for the future.

## What's Next?

BHSEA Management Committee has now to do some serious thinking around what BHSEA could do better. Although respondents expressed satisfaction in many areas, there can be no room for complacency.

The structured approach adopted in putting together the questionnaire and the responses made, will help to produce a Business Plan, which BHSEA is required by the Charity Commission to provide.

Tim thanked George for giving feedback and reminded Members present that with the exception of one, BHSEA Management Committee consists of volunteers who freely give their time and energy to BHSEA.

- **Job Opportunity:**

A job/career opportunity has come up at Henshalls Insurance Brokers, due to the continued growth of their health and safety service. Tony Conlon, Director at Henshalls, is looking for an additional full time consultant to carry out audits and prepare reports and to service their existing/ new clients located within a 75 mile radius of their offices in Newport, Shropshire & Shrewsbury.

The consultancy is a division of their commercial insurance brokerage and was established 3 years ago. The successful applicant would be working as part of a small team with a starting salary circa £20,000 (reviewed after 3 months).

Minimum qualification required is CMIOSH. Applicants should email Tony with their CV and telephone Tony on 01952-820358 for an informal discussion (not much time here!). Henshalls are looking for the successful applicant to commence employment on 01/10/2013.

Brief details of Henshalls's business can be found on their website

[WWW.HENSHALLS.COM](http://WWW.HENSHALLS.COM)

- **Working Well Together (WWT) Events Coming Soon:**

These Events are part of a series of **free** partnership events run by the industry for the industry, as part of the UK-wide Working Well Together (WWT) Campaign. They are part of the drive to improve standards and reduce the threat to the health and safety of workers in the construction industry.

- 1. Buried Services Awareness Day:**

Although a good number of BHSEA Members have already booked, there are places still available for the free half day session on the subject of 'Buried Services', which is being hosted by Birmingham Working Well Together (WWT) in Construction Group, and supported by the Health and Safety Executive and BHSEA. The aim is to raise awareness of the safety issues around buried services and provide practical solutions on controlling and avoiding the risks.

This Event is being held at the Birmingham Medical Institute (BMI), on Friday 27<sup>th</sup> September 2013. Registration is between 8.30 and 9.00 and the Event will close at 12.15.

There will be speakers from G.F.Tomlinson, Cable Detection and the Health and Safety Executive, and all delegates will receive an Attendance

Certificate. Light refreshments will be provided which will also be free of charge. For Event details contact **Dee Welsh at the HSE 0121-607 6129** [dee.welsh@hse.gsi.gov.uk](mailto:dee.welsh@hse.gsi.gov.uk) for a booking form which will need to be completed and posted/faxed/emailed back to Dee as soon as possible.

## **2. Managing Health and Safety Risks in Refurbishment & Maintenance:**

The aim of the two half day sessions (both taking place on the 20<sup>th</sup> November 2013), is to raise awareness of the safety issues around refurbishment and maintenance work and to provide practical solutions on controlling and avoiding the risks.

The two Events are being held at the National Metalforming Centre in West Bromwich on Wednesday 20<sup>th</sup> November 2013. Registration is between 8.00 – 8.30 (morning session), and 12.30 – 13.00 (afternoon session).

There will be speakers from the Health and Safety Executive, Carillion, and Galliford Try, together with practical demonstrations from Brandons Tool Hire, UVEX and Speedy Hire. All delegates will receive an Attendance Certificate. Light refreshments will be provided which will also be free of charge. Book Now! As places are limited. For Event details please contact **Dee Welsh at the HSE 0121-607 6129** [dee.welsh@hse.gsi.gov.uk](mailto:dee.welsh@hse.gsi.gov.uk) .

### **Hot off the Press....**

#### **• Health & Safety at Work Business Forum:**

Birmingham City Council's (BCC) Environmental Health Section is holding its fourth Health & Safety Business Forum for businesses operating in Birmingham. It will be held at the Think Tank on 14th October 2013. The Business Forum is an opportunity for attendees to keep up to date with new developments in health and safety, have a say on how BCC provides its service and to share best practice with others.

Many businesses benefitted from the last forum with discussions about fee for intervention, HSE consultations and a serious incident case study presented by an Inspector and the business involved in the incident. The agenda is yet to be finalised but will provide updates on current issues and time for open discussion. BCC is providing this event at zero cost however, places are limited and so Members should pre-book well in advance to guarantee attendance. If you would like more information or to book a place, contact Terry Mallard on 0121 303 9915 or email [terry.mallard@birmingham.gov.uk](mailto:terry.mallard@birmingham.gov.uk) or [HST@birmingham.gov.uk](mailto:HST@birmingham.gov.uk)

#### **• Discounts available through Safety Groups UK (SGUK)**

##### Discount at Arco:

A reminder.....if you work for a small company, or are a Consultant you can receive a discount at Arco. To get the discount, you need a Safety Groups UK card. The card gives 15% discount in Arco shops only (not online). The card and discount is only available to SGUK Members. Contact the Secretary for further information [secretary@bhsea.org.uk](mailto:secretary@bhsea.org.uk)



### Discount at ACT Associates:

SGUK is working with ACT Associates to provide an exclusive discount to SGUK Members. ACT is an established, high quality single point solutions provider of auditing, consultancy and training services. Offering integrated learning solutions including conventional, e-learning and blended learning options. An exclusive 15% discount off the list price of any ACT product or service is available. To get a discount call ACT on **01384 447915**

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### • **CDM Consultation:**

As a consequence of the further delay to the CDM consultation process, the Association for Project Safety (APS) has revised the dates and locations for the proposed CDM2014 Consultation seminars across the United Kingdom. Find the latest schedule of dates and locations at <https://www.aps.org.uk/cdm2014-consultation-seminars> If it's not too late....there is an APS Seminar in Birmingham on the 26<sup>th</sup> September 2013.

### • **Managing For Health and Safety (MFHS)**

Will replace '*Successful health and safety management*' (widely known as HSG65). MFHS was completed and published at the end of July. (A 'hard-copy' version is expected sometime later this year.)

Key changes include:

- a switch from the POPIMAR (policy, organisation, planning, implementation monitoring and review) to the 'plan, do, check, act' (PDCA) model.
- the simplification of key concepts
- a stronger focus on issues such as senior management leadership, workforce involvement and occupational health

MFHS contains four distinct elements:

1. Core elements of managing for health and safety
2. Are you doing what you need to?
3. Delivering effective arrangements
4. Resources, including a number of useful external links

The first two parts are targeted at business leaders, owners, trustees and line-managers, and the third part will be particularly useful to those such as professional health and safety advisers who need to put in place or oversee their organisation's arrangements for health and safety. The HSE hope the material will be of value to workers and their representatives.

The HSE believes this revised approach will achieve a better balance between the 'systems' and 'behavioural' aspects of management.

The Management of Health and Safety at Work Regulations Approved Code of Practice, HSG 245 (guidance on investigating accidents) and INDG 301 (benchmarking) have now gone. MFHS Guidance represents the revised 'highway code' on H&S management in all organisations. The new title, '*Managing for Health and Safety*' points to the philosophy of the revised Guidance i.e. that the achievement of good H&S outcomes is not something

which should be seen as a separate activity but part of general management and intimately connected with the overall governance of any organisation. RoSPA are collecting, collating and liaising with the HSE on comments received on the revised Guidance. If any BHSEA Member would like to make comment, please pass on to the Secretary [secretary@bhsea.org.uk](mailto:secretary@bhsea.org.uk) to be shared with Roger Bibbings at RoSPA.

- **De-regulation of First Aid Training:**

Purple Cow Training is offering a free seminar (one of several free sessions) on the forthcoming de-regulation of First-Aid training. The free event is being held on the 26<sup>th</sup> September at their training premises in Stoke-on-Trent.

What Are the Key Changes?

On October 1<sup>st</sup> 2013, major changes concerning the delivery of first-aid training in the workplace come into force. First-aid trainers are being deregulated which *may* impact upon quality and competency.

The seminar is being held at Purple Cow Training, Meir Park House, Whittle Road, Stoke on Trent. ST3 7TU. At 10:00 - 11:30 and 12:00 - 13:30 and 14:00 - 15:30. Call 01782 326690 to reserve a place.

- **RIDDOR - Changes:**

From 1 October 2013, changes will be introduced to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR), that will simplify the mandatory reporting of workplace injuries for businesses, whilst ensuring that the data collected gives an accurate and useful picture of workplace incidents.

To coincide with the changes to RIDDOR, HSE is launching simpler, web based guidance aimed at helping people understand how the changes might affect them and what they need to do to comply with the law. Nick Johnson from the HSE (Tel: 0151 951 3215 Email: [Nick.Johnson@hse.gsi.gov.uk](mailto:Nick.Johnson@hse.gsi.gov.uk)), is keen to hear what businesses think about the revised guidance and very much welcomes your input. Take part in the review by visiting the RIDDOR guidance review web community page:

<http://webcommunities.hse.gov.uk/connect.ti/RIDDORwebreview/view?objectId=33811> to answer a couple of questions and share your views on the new guidance.

- **Busy Builder Information Sheets:**

Covering fragile roofs/clients & contractors, protecting the public and keeping your site organised. See [www.bhsea.org.uk](http://www.bhsea.org.uk) for copies.

**N.B.**

Please note the changes (see below), to the advertised topic for the next BHSEA meeting on the 14<sup>th</sup> October. We were unable to secure a speaker to cover the advertised topic ('London 2012'), but we were lucky to find an empty space in Jan Andresen's busy diary. Jan is HM Specialist Inspector of Health & Safety (Construction Engineering) HSE, and delivered a presentation to us on temporary works at the Construction meeting in March this year. Jan returns to tell us more about scaffolding and excavations. Not to be missed!

## ***Date of Next Meeting***

**2.00 pm Monday 14<sup>th</sup> October 2013  
Birmingham Medical Institute**

### **Construction Meeting**

**Jan Andresen  
HSE**

**‘Scaffolding and Excavations’**

***Don't forget the buffet lunch at 1.15***