

*Birmingham Health, Safety and Environment Association*

*Materials Handling Workshop*  
*The 'Ups' and 'Downs' of Moving those Loads!*

**You could have borrowed the lifting tackle.....  
.....if only you'd asked!**



In memory of the artist Roy Challinor and his valued contribution to the cause of Safety

*National Motor Cycle Museum,*  
*Thursday 22nd June 2006*

## **Aim of the Workshop**

To give delegates a comprehensive strategy for Materials Handling in all types of occupational activities and the reduction and mitigation of the risks. The workshop will give delegates the practical skills to do risk assessments themselves and how to develop recruitment and rehabilitation policies. There will also be displays from suppliers in the Materials Handling industry to give delegates a complete package on Materials Handling requirements.

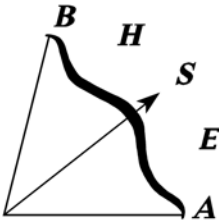
## **Programme**

This will be a one-day event, with guidance in the morning from specialist speakers on the use of the **HSE's Manual Handling Assessment Chart**, the brand new **Workplace Health Connect Initiative** for small and medium businesses, together with advice on staff recruitment and related **Occupational Health** issues. In the afternoon, this will be followed by a comprehensive range of case studies to reinforce the learning points from the morning sessions. At the end of the day delegates should be able to set up their own materials handling strategy and working procedures for controlling this significant area of risk.

This intensive programme will be supported by a CD-ROM delegate pack containing detailed, practical guidance from speakers and HSE literature, designed to give the user the ability and confidence to use the techniques successfully "in-house" after the workshop event.

## **Who should attend?**

Anyone with a duty to manage materials handling operations safely and healthily in the workplace. This will typically include SME Managers and/or Directors, Self-Employed Persons, Safety Specialists, Contractors, Consultants or Trainers working in all sectors of Industry, Commerce, or Education.



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## Materials Handling Workshop

National Motor Cycle Museum, Thursday 22<sup>nd</sup> June 2006

### Programme

<b>0830 - 0900</b>	<b>Coffee and Registration</b>	
<b>0900 - 0905</b>	<b>Welcome to Delegates</b>	
	<b>Chairman for the Day – Mark Hoare, Chairman BHSEA</b>	
<b>0905 - 1030</b>	<b>The Manual Handling Assessment Chart</b> An easy-to-use tool for taking the risk out of Moving Materials!	<b>Matthew Birtles</b> <b>Senior Ergonomist</b> <b>Health and Safety Laboratory, Buxton</b>
<b>1030 - 1045</b>	<b>BREAK</b>	
<b>1045 - 1130</b>	<b>Handling the Occupational Health Issues.</b> Recruiting the right person for the job - and taking care of them afterwards!	<b>Dr. John Brennan</b> <b>Senior Partner,</b> <b>Maitland Medical.</b>
<b>1130 - 1200</b>	<b>Workplace Health Connect</b> Free advisory service for small and medium-sized businesses – including workplace visits on issues including manual handling techniques.	<b>Beverley Sandy</b> <b>Workplace Health Connect</b>
<b>1200 - 1230</b>	<b>Lifting Aid Demonstrations</b> A range of handling aids to take the pain out of handling.	
<b>1230 - 1300</b>	<b>Workshop Briefings</b> Engineering Construction Distribution	<b>David Hughes</b> <b>Scott Poppleton</b> <b>Malcolm Copson</b>
<b>1300 - 1400</b>	<b>LUNCH</b>	
<b>1400 - 1500</b>	<b>Groups prepare Manual Handling Assessments</b>	
<b>1500 - 1545</b>	<b>Groups prepare a Safe System of Materials Handling for their task.</b>	
<b>1545 - 1600</b>	<b>Workshop Review and Close of Workshop</b>	<b>Mark Hoare</b>

# ***About the Speakers***

**Matthew Birtles, Health & Safety Laboratory, Buxton** is a Senior Ergonomist in the human factors group. His research projects have included the evaluation of welding equipment design for manual handling, development of a manual handling best practice guide in foundries and the development and delivery of the MSD training course for HSE inspectors and Ergonomics courses for the public. Matthew has particular interest in the prevention of musculoskeletal injury and the design of fit for purpose, ergonomic solutions to workplace problems.

**Dr John W. Brennan MB BS MRCPGP DRCOG DMJ AFOM, Senior Partner of Maitland Medical**

Having specialised in occupational health for a number of years, Dr. Brennan also provides medical support for a syndicate within Lloyds of London, is chief medical officer for a number of major insurers and continues to work as a Forensic Examiner for the Metropolitan Police. The Company delivers occupational health services to a wide range of organisations throughout the UK and Ireland offering medico-legal advice to solicitors, employers and insurers and managing rehabilitation programmes for a large Employers Liability insurer and for companies directly. The diversity of experience gained from working in medical, legal and insurance environments has ensured that the company is seen to provide sound and defensible medical advice.

**Malcom Copson, CMIOSH, RSP, CMIPD, TMICE, Health and Safety Manager, Geopost UK**

Malcolm worked for 20 years in numerous positions in the Construction Industry, up to the level of Contract Manager, before moving to training appointments in the Civil Engineering, Construction and allied businesses. Whilst leading public and private sector training centres he obtained advanced qualifications in Health and Safety. He continued his training career with AMEC Construction Division in 1996 but changed direction in 2000 when he joined Geopost as Health and Safety Manager. He is a Member of the Executive of the Parcel Carrier Safety Association, Secretary/Treasurer of the Highways Safety Officer Group, Member of BHSEA Council and active member of IOSH Worcester District of the Midland Branch

**David Hughes MCMI MCIPD MIIRSM, Hughes Business Services**

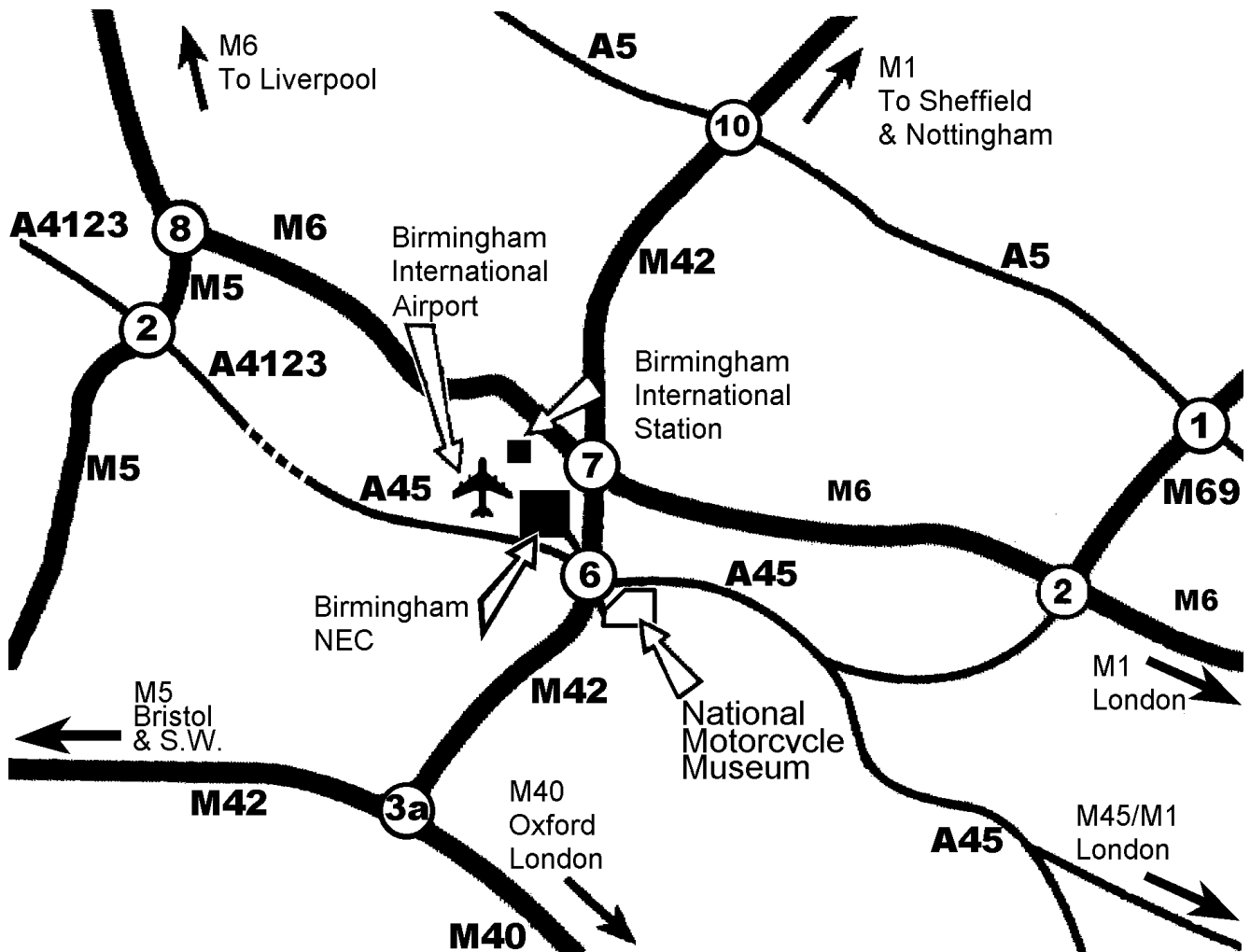
David started his working life with a 7½ year period in general management in the foundry industry, after which he spent 5½ years as a Training Officer with Accles & Pollock Ltd in the tube making & manipulation industry. From there he moved into the Foundry and Pattern making Industry for 3 years in before a Training Consultancy appointment with the Local Chamber of Commerce. This was followed by 16½ years Training and Safety Consultancy in the Foundry, Pattern making and Tool making Industry. For the past 17 years David has put all this experience to good use as a Self Employed Safety Consultant in the Foundry, Pattern making, Tool making, Steel Rolling & Processing, Plastics Moulding, Food and Leisure Industries. But his greatest claim to fame is that for 25 years, he has been a Member of BHSEA for and was our Chairman from 2002 to 2003.

**Scott Poppleton CMIOSH**

Scott is currently working for Taylor Woodrow as a Regional Health & Safety Advisor and has held that position for nearly 10 years. He looks after approximately 26 sites in the West Midlands, involving housing developments, major construction, the Orion building in the Birmingham and a £26 million school academy in Solihull, through to small construction work with the public refurbishment of occupied houses. His responsibilities also cover facilities management with projects such as the RAC, Highway Agency buildings and Taylor Woodrow offices.

# Location of the National Motorcycle Museum

Coventry Road, Bickenhill, Solihull, West Midlands.  
Reception Tel.No.: 01675 443311



## Travel by Road.

The National Motorcycle Museum is located at the heart of the UK Motorway Network, on Junction 6 of the M42 at its intersection with the A45. The major access routes are as follows: -

### From the north

M1 Southbound, Exit J23a, then A42 and M42 Southbound OR  
M6 Southbound - Exit J4a, then M42 Southbound, OR  
M6 Southbound - Exit J8, then M5 Southbound, Exit J4a, then M42 Northbound, OR  
M42 Southbound, Exit J6.

### From the South

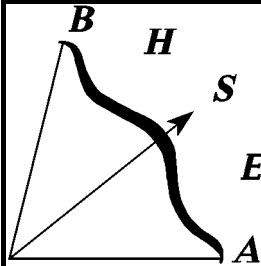
M1 Northbound, Exit J17, then M45 and A45 Westbound, OR  
M1 Northbound, Exit J19, then M6 Northbound, Exit J4, then M42 Southbound, Exit J6, OR  
M5 Northbound, Exit J4a, then M42, Exit J6

## Travel By Rail

The nearest Mainline Station is **Birmingham International**. Then 10 mins. by Taxi.

## Travel By Air

**Birmingham International Airport**. Then 10 mins. by Taxi.



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## Seminar Registration Form

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Tel.No. \_\_\_\_\_ Post Code \_\_\_\_\_

Contact's Name \_\_\_\_\_

Delegates' Full \_\_\_\_\_ Fee \_\_\_\_\_

Name(s) and \_\_\_\_\_

Job Title \_\_\_\_\_

Total

Signed. \_\_\_\_\_ Job Title \_\_\_\_\_

Name (ALL CAPITALS) \_\_\_\_\_

I enclose a Cheque for £

Please make cheques payable to "BHSEA" and Crossed "A/C Payee"

Please send Booking Forms and Cheques by  
**15<sup>th</sup> June 2006** to:  
 Mr.G.A.Chappell  
 Secretary  
 Birmingham Health, Safety & Environment Association  
 721 Hagley Road West  
 Quinton  
 Birmingham B32 1DJ

***Seminar Fees***  
 BHSEA Members £80 + VAT (**£94.00**)  
 Non-Members £90 + VAT (**£105.75**)