

Sharing > Learning > Improving

AGM, Health, Welfare & Wellbeing/ISO 45003

April 2022 - Newsletter

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 - Health, Welfare & Wellbeing / ISO 45003 – Kate Field BSI
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AGM and Health, Welfare and Wellbeing ISO 45003

Kate Field Global Head Health, Safety and Wellbeing - BSI

Walsall FC

4 April 2022 12.45 for 13.30 – 15.30






Introduction to our AGM

- Firstly a very warm welcome to:
 - Guests – from MOHS
 - Members
 - New attendees
 - Our Speaker – Kate Field

- As you may recollect we have changed our fiscal year from 1 October - 30 September to 1 January - 31 December and hence the AGM is now in April rather than January. This means that for this time only the Annual Report and Accounts cover the 15 month period 1 October – 31 December.

- We are please to announce that BHSEA now has a new Chair, Stephen Betts, and Vice Chair – Tony Kempton.

- The BHSEA Construction Committee welcome Wayne Bishop as the new Vice Chair, and wish to thank Ralph Weaver (the Outgoing Vice Chair) for his support over the years.



2022 02
David Price

Hazard Spotting - Demolition



- The road has been closed to traffic.
- You can't see it, but there is a demolition machine nibbling at the white 1960's office block.
- There are mats suspended from a crane to try to stop the debris crossing the road.
- Also, there are water sprays to suppress concrete dust.
- Public are walking past the site.
- Barriers and cones are in place.

What would you ask, check or do?



Please share your photo(s) at [Contact Us | BHSEA](#)

AGM Highlights

Annual General Meeting Agenda
Monday 4th April 2022 13.30-

- Welcome and apologies
- Adoption of minutes / notes of the last AGM held 11 January 2021
- Matters arising
- Presentation of Annual Report and Accounts 2020/21*
- Resolution to make changes to the Articles
- Election of Honorary Officers & Council Members for 2022/23
- Any other business
- Close AGM

Note: items 2, 4, 5 & 6 require proposer, seconder & voter

* See separate file



Annual Report & Accounts 2020/21

Financial Period: 1 October 2020 – 31 December 2021 (15 month period)
 Programme / Events: 1 January 2021 – 31 December 2021

GA/20K – 8 March 2022

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Trustees / Honorary Officers and Council Members seeking election for 2022/23

PRESIDENT Fiona Edwards	Non-Executive Director, West Midlands DRS Trust or Regional Director, HSE, HSE Platel, HSE South and South West Region
HONORARY OFFICERS / TRUSTEES (3 or more) Stephen Betts - Chair Tony Kempton - Vice Chair Andy Robinson - Construction Chair George Alcock - Vice-President	MANAGEMENT COMMITTEE (maximum 5 - all ex member) Trustees plus 4 Members co-opted by Honorary Officers following election of Council members
SECRETARY (the day to day running of the Association) Sarah Kinnay	COUNCIL (maximum 10 - 20 ex member) Management Committee plus 4 Lynne Murgitoy Melissa Martin Kirstin Lary Rajesh Khosla John Jones Ron Davies Mark Sully Lisa Bullmore Shirley Johnson

Note:
 1. Candidates available for co-opted as Trustee or Management member - Secretary/Chairman, David Hughes & Co. President
 2. Other Council candidates to be co-opted across all roles only allow for 10 Council members to be elected - (see Andy and Peter Brown)
 3. President: Fiona Edwards, agreed to continue in the role

Following election of Council members other Council members may be co-opted

New Chair Stephen Betts and Vice Chair Tony Kempton



Annual Report and Accounts

BHSEA Birmingham Health, Safety & Environment Association
 A focus that helps to protect people & safeguard your business

Registered Company No. 0825738 (England and Wales)
 Registered Charity No. 235523

Always to make Health and Safety Simple, Visual, Practical and accessible to all

Annual Report & Accounts 2020/21

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GA 19K - 8 March 2022

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BHSEA Birmingham Health, Safety & Environment Association

Summary of activities and achievements

- Varied programme of ten monthly events, including three face-to-face events.
- Continued invitation to BHSEA webinars to all groups affiliated to Safety Groups UK.
- Attendance at face-to-face events, lower than expected, probably due to Covid concerns.
- Successful well attended Construction 'Working Well Together' (WWT) event held in September.
- Continued strong support from HSE (including AGM keynote), Plant Makers and others.
- Significant contribution from Council and other members to 'Members Corner' slots.
- Continued 'Coffee Shop' events, first introduced in the early stages of Covid.
- Membership numbers largely the same for last five years.
- Launch of new website with improved event graphics and on-line registration.
- Membership subscriptions remained postponed until face-to-face events fully established.
- Continued sound finances with investment income holding up well in spite of effects of Covid.
- Fiscal year changed to bring it in line with the BHSEA programme calendar year.
- Recruitment of new Secretary, Sarah Keesy, plus Honorary Officer nominators (new blood).

Only achieved by the continuing industry effort by Trustees, Management and Council with support from others including Secretaries Liz Prosser and Sarah Keesy.

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BHSEA Birmingham Health, Safety & Environment Association

Membership - at year end (31 December)

Total Membership

Membership by Category

Resigned / Lost Members & New Members

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BHSEA Birmingham Health, Safety & Environment Association

Income & Expenditure Summary 2020/21 (15 months)

Income and Expenditure	2016/17	2017/18	2018/19	2019/20	2020/21
Income from Investments					
Bank interest	£ 52	£ 120	£ 100	£ 41	£ 41
Investment interest	£ 9024	£ 9270	£ 8007	£ 8714	£ 8124
Income from Charitable activities					
Subscriptions	£ 1280	£ 1,361	£ 1,570	£ 1,729	£ 1,729
Grants	£ 0	£ 0	£ 0	£ 0	£ 0
Leasing and advertising	£ 247	£ 1,381	£ 1,578	£ 1,578	£ 1,578
Total Income	£ 1,247	£ 3,462	£ 3,655	£ 4,012	£ 3,472
Expenditure - Management Fees					
Public management	£ 430	£ 487	£ 458	£ 409	£ 419
Expenditure - Charitable Activities					
Charitable costs	£ 1410	£ 1,174	£ 918	£ 814	£ 814
Admin expenses	£ 330	£ 1,707	£ 1,516	£ 1,273	£ 1,273
Charitable expenses	£ 854	£ 830	£ 928	£ 927	£ 928
Grants	£ 240	£ 0	£ 0	£ 0	£ 0
Printing & postage	£ 42	£ 40	£ 103	£ 85	£ 85
Office equipment	£ 120	£ 1,122	£ 1,073	£ 1,171	£ 1,171
Expenditure - Secretaries					
Secretary	£ 140	£ 440	£ 640	£ 700	£ 440
Charitable secretaries	£ 200	£ 200	£ 200	£ 200	£ 200
Total Expenditure	£ 4,416	£ 3,623	£ 4,014	£ 3,767	£ 3,414
Surplus from Investments	£ 1,031	£ 1,739	£ 641	£ 645	£ 1,058

Income, Expenditure & Surplus

- Investment income being reallocated.
- Membership subscriptions postponed until face-to-face events re-commenced.
- Increase in Secretary's fees during induction and handover to new Secretary.
- Reduced operating expenses due to most events and meetings being via Zoom.
- Increase of cash in the bank and in-hand to circa £26k due to a continuing surplus.
- Financial position enables future increase in BHSEA services, initiatives and reach to furtherance of its charitable aims.

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BHSEA Birmingham Health, Safety & Environment Association

Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

- Vice-Chair of the Association - David Hughes (07.03.2022)
- Chair of the Construction Section - Andy Robinson (07.03.2022)
- Vice-President of the Association - Dalvinder Masaut (08.03.2022)

Signed on behalf of the Board by:

Chair of the Association - George Alcock

Sig: Date: 08.03.2022

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Reflections from the ex Chair - George Allcock



Dear BHSEA colleagues / friends / members,

Having been Chair in 1996/97 I had no particular desire to become Chair again but a resignation early in 2014 at a time of turbulence and challenge for BHSEA prompted me to step forward and take a lead role once again.

Looking back over the last eight years my main thoughts are of privilege, enjoyment and achievement; only made possible by the many good people, several still around but sadly some not, who have provided input, encouragement and support throughout. The previous and current Secretaries, Liz and Sarah, deserve special mention in this regard.

One achievement early on that comes to mind is BHSEA being announced as the 2015 Overall Gold Award winner of the Safety Groups UK Alan Butler Awards.

The immediate task back in 2014 was to get the finances on a firm footing by developing an investment strategy and identifying suitable investment schemes and managers. Financial results since then speak for themselves.

Around this time it was also recognised that rather than a somewhat ad-hoc approach a more structured approach would help guide the ongoing development of BHSEA in a more effective way and so the non-prescriptive EFQM Excellence ('plan-do-check-act') model was adopted.

Attention then turned to improving the 'products and services' – monthly meetings etc - and making them more attractive, and adding some new features with the aim of something for everyone. This would be of benefit to existing members and importantly be seen as an attractive proposition for potential new members.

As attention turned to other aspects of BHSEA the ethos of 'Simple – Visual – Practical' became recognised as a way of determining how everything BHSEA does, including systems and procedures, would be approached.

I could add a lot more but in the interests of 'Simple ...' etc I will end by saying how much I look forward to supporting the new Chair and Vice-Chair, Stephen and Tony, and what they will build on what has gone before.

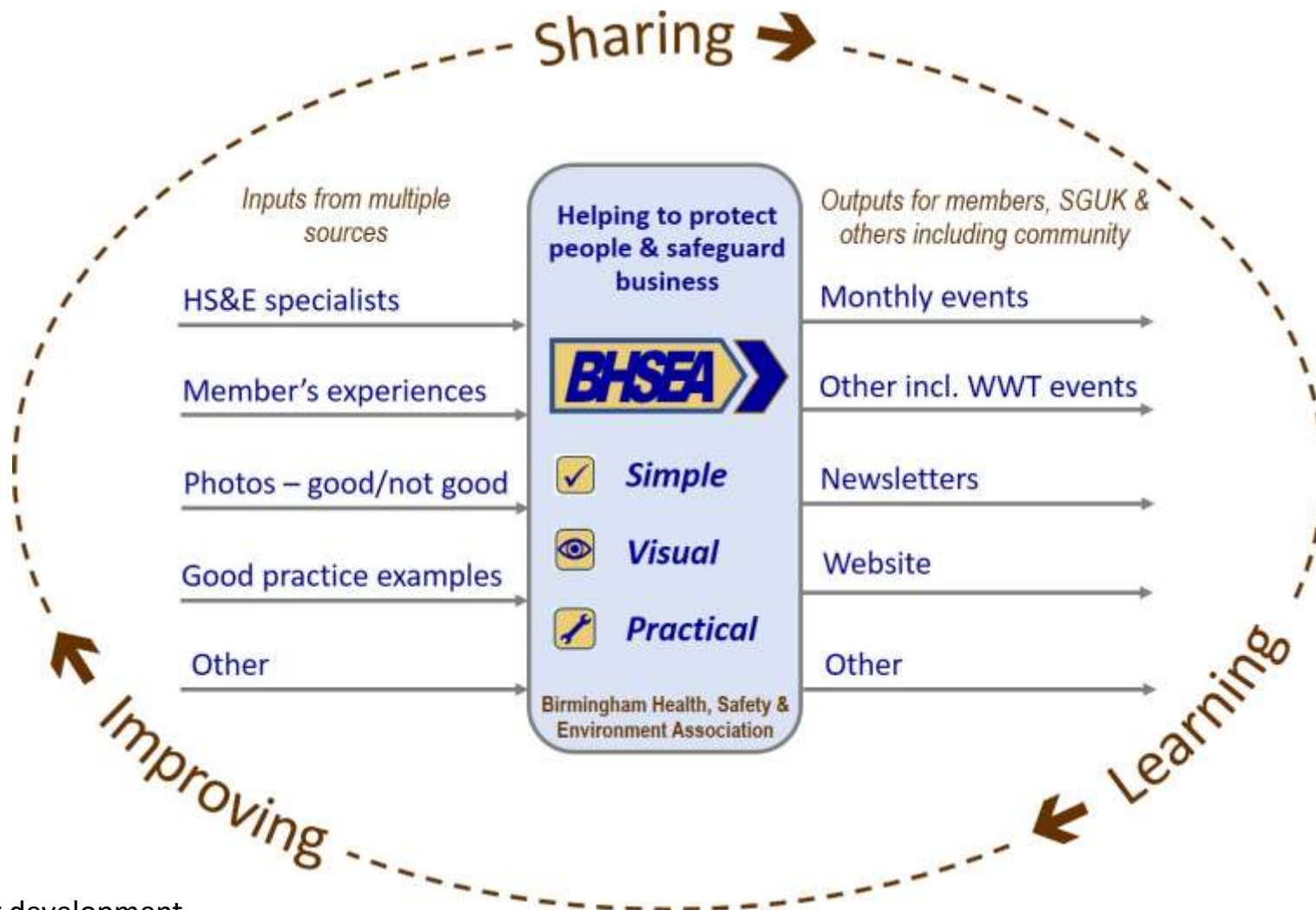
Thank you all.

George Allcock - ex. BHSEA Chair

6 April 2022



BHSEA Process Diagram from the ex Chair - George Allcock





Introduction to New Chair – Stephen Betts



Dear BHSEA colleagues / friends / members,

I certainly have had a very varied working career, which has enhanced my ability to be a better Chartered Safety & Health Practitioner. It all started back in 1974 when I became a Commis Chef, (trainee), I then worked my way through the kitchen brigade ranks, holding various senior positions such as Chef De Partie, (Department) to eventually Head Chef.

Finally, 27 years after starting my Chef's career, I became a Chef-Lecturer at one of the country's leading catering colleges, where I helped to train and develop the next generation of chefs.

Following on from this, I served in two key-emergency services, where I attended many incidents. Whilst many of these incidents were purely accidental, there were many that had occurred due to a poor standard of Health and Safety Management. As a consequence, some of these casualties died, or suffered very serious life-changing injuries, all of which, could have been so easily avoided, if only the correct Health and Safety procedures had been put in place and followed

I currently run my own business Aroma Group, which has two divisions, the first is Aroma Training Academy, which delivers compliance training courses to all types of businesses, as well as local authority in subjects such as First Aid; Health & Safety; Fire Safety & Food Safety, and Aroma (Safety & Health) Consultancy (UK); which delivers a variety of consultancy services in Health & Safety; Fire Safety & Food Safety to a range of businesses.

I am a Chartered Member of the Institution of Occupational Safety and Health (IOSH), and a Full Member of the International Institute of Risk and Safety Management (IIRSM).

I have been a member of BHSEA for the past 6 years and I was appointed onto Council 2 years ago.

At April's AGM meeting, I was elected as "Chair" replacing the long serving, George Allcock. It will be an honour and a privilege to take over the helm of the association, taking it forward and building on the excellent work that George has done over the years.

Stephen Betts - BHSEA Chair

11 April 2022



Introduction to New Vice Chair – Tony Kempton



Dear BHSEA colleagues / friends / members,

My working career spans over many years in diverse industries, all of which I have thoroughly enjoyed.

Even today I still remember my first job after leaving College to work at Tatung UK in the Good Inwards Inspection Team checking the electrical/electronics' components. It was an exciting time then for me as a teenager starting work for the first time with a proper job with a well-known TV manufacturer.

My career includes working in many industries including:

- UK's Largest Manufacturer of steel shelving and pallet racking systems,
- Retail Management for a well-known National high street confectioners, tobacconist and newsagents
- Big name Global drives specialist in the electrical/electronic drive industry
- Co-manufacturer for Global chocolate confectionery brands,
- Manufacturers and suppliers of quality illuminated street lighting and delineators for the majority local authority highway

For the last 7 years I have been employed by ARH Group as the H&S Manager, and more recently in 2017 taken on the responsibility for the Environmental Management System (EMS).

I am a Chartered Member of The Institution of Occupational Safety and Health (IOSH) and also a Full Member of the International Institute of Risk and Safety Management (IIRSM).

I have been a member of BHSEA for over 6 years and for the last two years a Council Member, supporting the management team and its members. Today I have the pleasure of being elected as 'Vice Chair' to the Association and hope I can provide continued support for its members to ensure our workplace is a safer place to work!

Tony Kempton – BHSEA Vice Chair

11 April 2022



Health, Welfare & Wellbeing / ISO 45003

Kate Field - Global Head Health, Safety and Well-being BSI




bsi.

ISO 45003 Psychological health and safety at work

Prioritizing your people's psychological well-being with a new global standard

(Image of a woman in a white blazer and glasses smiling)



bsi.

ISO 45003 Webinars: Questions and Answers

April 2021

Inspiring trust for a more resilient world.

(Image of a man in a white shirt talking to a woman)



From BHSEA website - Resources



Leadership Self-Assessment (Example)

Leadership actions & behaviours							Example(s) of what I do	What else I could do
		No - never	No - not really	Sort of	Yes - sometimes	Yes - regularly		
1	I recognise & visit all areas for which I have responsibility							
2	I include H&S in the issues that I look out for & ask about							
3	I challenge poor standards whatever they are & wherever they are							
4	I am aware of, review & discuss safety performance incl. accidents & accident rate							
5	I talk with people - incl. shop floor - about H&S and other issues							
6	I engage with all my people / colleagues not only when something is wrong							
7	I recognise improvements & achievements by giving positive feedback							
8	I review accident & audit reports, action sheets etc, ask questions & make comments							
9	I engage with & support employees / teams in their improvement efforts / plans							
10	When necessary I remind people of (Company) policies, values & principles							
11	I actively participate in H&S events incl. meetings, training, inspections & audits							
12	I demonstrate that H&S is a key value for (Company) & for me personally							



From BHSEA
website -
Resources



Good Leadership

Good for the organisation - Good for everyone

- The starting point for real, robust and sustainable improvement leading to excellence & world-class is leadership, in particular **visible leadership behaviour**.
- Leaders **demonstrate company values** by their actions and behaviours and particularly by they way they deal with people - words & actions.
- Develop **dialogue with people** and reward & **recognise them** for the right behaviour and you will get the right results.
- Change and sustainable improvement comes about by **leaders engaging with people** in an encouraging, challenging and supportive way.



Every employee has a flower and card presented on their birthday by the General Manager.

A GKN example



Received
24/0/2022

Vehicle and transport safety at work

Help prevent accidents, assess and manage vehicle and driver safety – wherever you work.

Vehicles at work continue to be a major cause of fatal and major injuries.

Every year there are over 5000 incidents involving transport in the workplace, and last year 25 workers were killed by a moving vehicle.

Our vehicle and transport safety website has a range of guidance and advice to help reduce the risks and keep workers safe. This includes:

- [vehicle safety](#)
- [site safety](#)
- [people's safety](#)





Received
24/0/2022

Inspectors will be visiting woodworking businesses across Great Britain

HSE are currently inspecting woodworking businesses to ensure dutyholders know the established health risks associated with woodworking, including wood dust, and have effective controls in place to keep workers safe and protect their respiratory health.

The woodworking industry will be targeted as part of a year-long inspection programme across Great Britain.

Prepare for your inspection – review the HSE refreshed [woodworking guidance](#) and tools to manage the risks to your workers

These pages provide tools to help businesses ensure they Work Right and have the necessary measures in place to keep workers safe and protect their long-term respiratory health:

- Do your workers cut, sand or drill wood? Review our refreshed [woodworking guidance](#) to ensure you are managing the risks
- Further [guidance on health and safety in the woodworking industry](#) can be found on our website
- You can also find out about [what inspectors typically look for](#)



Programme of Events 2022

Birmingham Health, Safety & Environment Association

*A forum that helps to protect people
& safeguard your business*

Free membership until April 2022

Introduction & Event Programme 2022

Aiming to make health and safety
Simple **Visual** **Practical**



By courtesy of Black Country Living Museum

Talk to us: 07881 290238

Contact us: secretary@bhsea.org.uk

Visit us: www.bhsea.org.uk

Follow us:

Registered Charity: No. 255523

10 Jan: Health & Safety Executive – Plans and priorities for 2022 and Beyond

14 Feb: Lone and Remote Working

14 Mar: Construction Matters

04 Apr: Health, Welfare & Wellbeing
ISO 45003 – Audit preparation and practice

09 May: Transport

18 May: **WWT/SHAD – Mental Health**

13 Jun: Legal Update, including Case Law, & Refresher
- HSE and Bevan Brittan

12 Sep: Topics & Speakers TBC

27 Sep: **WWT/SHAD – Physical Health**

10 Oct: Construction Matters

14 Nov: Waste Management and Environmental Update

23 Nov: **WWT/SHAD – Temporary Works**

12 Dec: Members Challenges and Achievements – What, why and how

Further details on the website www.bhsea.org.uk and via flyers



WWT/SHAD Event – Mental Health Tuesday 18 May



**A FREE Construction
'Working Well Together' Event
for small companies and others**

MENTAL HEALTH RISKS 

featuring
HSE Working Minds 2022

Wednesday 18th May 2022, 08.30 – 12.30

Registration and (free) breakfast rolls from 08.00 

Walsall FC, Banks's Stadium, Bescot Crescent, Walsall. WS1 4SA

- › Mental Health is the **NUMBER ONE** Reason cited for sick days in the UK and it's on the rise
- › Learn about ways to prevent work related stress and encourage good mental health in your business.
 - Presentations - talks from experts
 - A chance to network and share problems and solutions with others
 - Helping you / your business to continuously improve



**"EVERY WEEK
ONE OF US
DIES"**

To book your **FREE** place go to Eventbrite
<https://www.eventbrite.co.uk/e/mental-health-risks-tickets-295162467887>

Topics / Highlights / Features

- › HSE Working Minds
- › ISO 45003 – Pinsent Masons
- › Jordan's Conversation – Seddon Construction
- › FMB
- › Lighthouse Club
- › Mates in Mind
- › Register for tickets [here](#)



Sarah's Coffee Shop

Topics, questions, shared interests or simply staying in touch

Everyone welcome



Take a break - Stay in touch
An invitation to **zoom** to
Sarah's Coffee Shop

27th April 2022: 10 - 11 am

Join / leave at any time

Sharing Hazard Spotting Opportunities 😊





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Transport

9 May 2022 13.30 – 15.45

Topics / Highlights / Features

- > Introduction
- > Hazard Spotting
- > Main Topic(s)
 - Transport Safety – Wilmott Dixon – CLOCS Scheme
 - **NEW** Member's Profile Slot - Stephen Betts-BHSEA Chair
 - Members Corner – Himmat Rai
- > Toolbox
- > Information
- > Next Event(s)

