Minutes

1. 2pm - arrival, coffee, refreshments
   a. Attendees: Karen Hoskins, Terry Box, Ken Parker, Andrew Hart, Dave Bailey, Ron McGlade, Mike McCarron, Richard Vercroft, Scott Bradbrook, David Needs, Ian Green, Mark Edmonds, Stuart Packard, Martin Johnson, David Hurley (Non-member).

2. 2.15pm – Welcome
   a. The meeting was Chaired by Karen Hoskins. KH welcomed the members to the second IIRSM Essex Branch meeting. Housekeeping and emergency arrangements for the premises were explained.
   b. Members briefly introduced themselves to the group.
   c. A discussion of potential speaker agenda topics took place, where the subject of the topics and also the aims and objectives of the sessions were discussed. It was agreed that the purpose of the speaker should be to provide an insight to less familiar topics, or highlight and explain recent changes in good practice or general health & safety management issues.
   The following topics were discussed:
      i. First Aid: KH suggested a First Aid / Defibrillator related presentation, known as ‘The 5 Minute Warning’. This presentation discusses the immediate reactions following a serious accident, and the actions of those present within the first 5 minutes. The benefits and implications of the use of defibrillators were discussed amongst the branch which resulted in a collective interest in obtaining a speaker on the subject in order to facilitate additional discussion. KH to arrange the speaker.
      ii. Occupational Health: KH invited feedback regarding the potential for a speaker on the subject of Occupational Health / Health & Wellbeing /
the impacts of drugs and alcohol in the workplace. The branch indicated an interest in this topic. KH to arrange speaker.

iii. Emergency Evacuation: KH invited feedback regarding the use of evacuation chairs or similar systems. A discussion took place involved branch members own experiences of the use of evacuation chairs, and alternatives such as drag sheets and sledges. Various types and brands of evacuation style chairs were discussed, with positives and negatives highlighted. It was agreed that this was a subject the branch would like to receive a presentation on, and David Needs of South Essex College agreed to bring along samples used within his work environment and provide a presentation on the subject.

iv. Lone Working: A discussion took place regarding the experiences throughout the branch of Lone Working devices or systems. The discussion focused on two methods including SIM card operated devices, and safe systems such as phoning in as specified intervals. The discussions identified positives and negatives of both types. The SIM card devices were identified as providing reassurance for the user, however highlighted the dependence on high standards required of the call centre operators. Complications such as the ‘spirit level’ features were highlighted as potentially contributory to false alarms, as their purpose is to raise the alarm should the device be identified as tilted and motionless (potentially indicating a person lying unconscious), however these are not necessarily suitable in environments where engineers may be required to lay flat during the operation of a task, for some time. The phoning in method was also discussed, and it was recognised that this was a cost effective option which worked well in most cases, however significant issues were identified including poor signal areas restricting emergency contact and the reliance on the users to ensure the phones are suitably charged and available. The phone method was identified as not allowing a ‘discreet contact’ in circumstances where it would be useful to be able to alert someone without those present being aware the alarm was being raised (e.g. housing environments).

d. The duration of the speaker’s session was also discussed and it was generally agreed that multiple bite size sessions (e.g. 30 mins) may be preferably dependent on the topic. This would facilitate a showcase of an individual subject (such as evacuation chairs). It was however recognised that some subjects of significant complexity may require a longer duration. It was agreed that speaker duration would be agreed on a subject by subject basis.
e. The next Branch meeting to be held on Tuesday 22\textsuperscript{nd} May will be a site visit to the defence Support Group premises in Colchester, Essex. DSG is one of the largest defence equipment support providers in the country. With 3000 personnel dedicated to the core mission of providing high-quality and cost effective support to the UK Armed Forces. The site visit will include a Factory/Workshop tour, observing and discussing workplace transport, working at height, paint spraying, overhead cranes and HAVS. This site visit will be restricted to 35 attendees and advance registration will be compulsory due to the nature of the business. Further details and advance booking form will be provided during April 2012.

3. **3.00m - Speaker : Behavioural Change**

   a. The Speaker, David Hurley, CM IOSH, gave a presentation on Behavioural Change. Focusing on the issues of Compliance and Commitment, the Trust factor was explored in depth and considered the impacts that creating trust within the workforce can have on the health and safety culture within the organisation. A brief film showing the ‘Suicide by Cop?’ scenario highlighted the risk management issues faced by the enforcing authorities in that situation. Discussions within the branch explored the communications and mis-communications experienced, alongside the perceptions of those present during the actual incident, and the perceptions of those observing the film, and how they differ from the intentions of the person who was filmed. The session also focussed on active listening skills and the Behavioural Change Toolkit, and how it may actively influence those in the workplace. The session was interactive and well received by the members.

4. **4.15pm - opportunity for general discussion / networking**

   The business of the meeting was concluded with a networking opportunity, to allow general discussion / networking amongst members. Member’s feedback indicated this was a useful and valuable part of the meeting.

   • 5pm – close
Date and venue of next meeting:

Date: Tuesday 22nd May 2012
Location: DSG, Flagstaff Road, Colchester, Essex CO2 7SR.
Subject: Site Visit including a Factory/Workshop tour, observing and discussing workplace transport, working at height, paint spraying, overhead cranes and HAVS

Future Branch Meeting Dates:

2012
Tuesday 22nd May 2012
Tuesday 18th September 2012

2013
Tuesday 15th January 2013
Tuesday 21st May 2013
Tuesday 17th September 2013

End