

**APSE one day health and safety seminar  
2010**

# **Keeping up to date with health and safety**

**Issues for highways, building, construction,  
fleet management and transport**

A one day seminar at the Music Room, Ashton Court Mansion, Bristol

Wednesday 24 March 2010

**apse seminars**

# Programme

Wednesday 24 March 2010

**9.30am**    **Opening and Welcome**  
Registration & refreshments

---

**10:00am**    **Session one**

**Stress at work – legal and practical issues**

- ♦ Defining stress
- ♦ How to avoid it
- ♦ Employer responsibilities

**Speaker:** Peter Atkinson, Walker Morris Solicitors

**Safety Leadership and Communication**

- ♦ How and why good safety policies and procedures still fail
- ♦ Is communication about what you say?
- ♦ Developing a strategy for communicating safety

**Speaker:** Saul Jeavons, Director, The Transafe Network

Question and answer session

11:30am    Tea and coffee break

---

**11.50am**    **Session two**

**Health and Safety in the workplace**

- ♦ The importance of involving the workforce and trade unions
- ♦ Consequences of side-lining health and safety issues in the workplace
- ♦ Health and safety: An integral part of normal operational requirements

**Speaker:** Hugh Robertson, Head of Health and Safety, TUC

**Hand Arm Vibration Syndrome**

- ♦ The regulations, what do the HSE expect
- ♦ Moving away from assessment to good practice
- ♦ Control of exposure and emissions

**Speaker:** Andrew Thompson, Noise and Vibration Inspector, Health and Safety Executive

Question and answer session

1.00pm    Lunch break

---

**1:45pm**    **Session three**

**Lone working – a balanced approach**

- ♦ The Bristol experience
- ♦ Assessing and controlling risk
- ♦ Managing lone workers

**Speaker:** Richard Martin, Risk and Safety Officer, Bristol City Council

**Drugs and alcohol policies – theory and practice**

- ♦ The effects of drugs and alcohol at work
- ♦ What is in a drugs and alcohol policy
- ♦ Implementing the policy

**Speaker:** Lindsay Hadfield, Policy and Education Services, Concateno Medscreen

**APSE's role in promoting health and safety**

**Speaker:** Rob Bailey, Principal Advisor, APSE

Question and answer session

3:00pm    Seminar close

## Seminar objectives

This APSE one day seminar aims to give practical advice on safe working methods and indicate those areas that should be the focus for management when minimising risk. It will also consider behavioural and cultural aspects of health and safety and provide some examples of how an approach to health and safety can be embedded into the day to day activities of operational staff. All of the speakers have significant experience of health and safety in the workplace. The conference is planned to allow considerable time for debate and questions.

Experienced speakers will address key issues including:-

- HAVS
- Behaviour and culture
- Drugs and alcohol
- Legal issues
- Stress
- Managing communication
- Lone working
- Practical applications and approaches

## Who should attend?

- Elected members
- Service directors
- Highways professionals
- Building maintenance/construction professionals
- Fleet management /transport professionals
- Grounds maintenance professionals
- Health and safety professionals
- Policy officers
- Trade union representatives
- Consultants
- Contractors and suppliers
- Voluntary organisations

Reserve your place now by completing the booking form overleaf and faxing it back to Mike Egerton at APSE on 0161 772 1811.

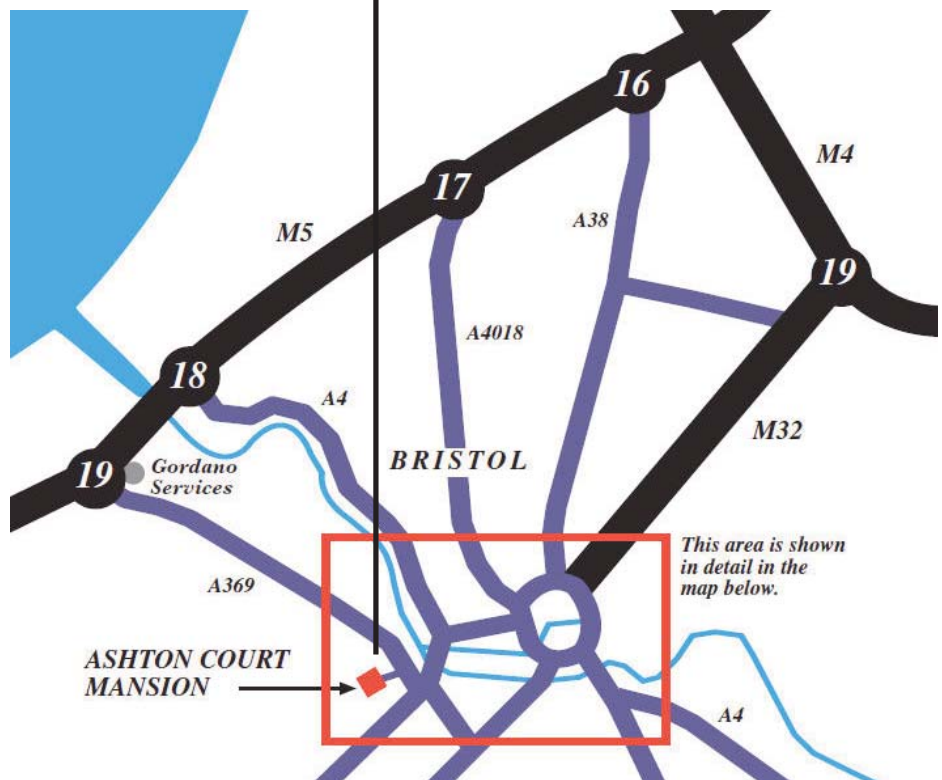
## The venue:

### Ashton Court Mansion

Ashton Court  
Long Ashton  
Bristol  
BS41 9JN

Ashton Court Mansion is well situated to the west of Bristol city centre and just outside the urban area.

It can be easily reached from the M5 from Junction 18 via the city centre or from Junction 19 (avoiding the city centre) with direct access from the A369 Portishead road. From the M4, take the M32 to the city centre and follow signs to Weston-super-Mare or Portishead.



**LOCAL SERVICES**  
**LOCAL SOLUTIONS**



GB 11409



GB 11132



GB 14074



INVESTOR IN PEOPLE

# Booking form

**APSE one day health and safety seminar, Wednesday 24 March 2010**

Office Use

Del#.....

DB:.....

Conf:.....

main contact name: \_\_\_\_\_ authority: \_\_\_\_\_

address: \_\_\_\_\_

post code: \_\_\_\_\_

telephone: \_\_\_\_\_ fax: \_\_\_\_\_ email: \_\_\_\_\_

Please detail here any special dietary/access requirements for the delegates listed below:

**APSE issues a written confirmation for all delegate bookings received. If you have not received your confirmation letter within 7 working days of sending your booking form, then please contact APSE on 0161 772 1810.**

## Payment information

What's included: The delegate fee covers attendance, delegates' documentation, lunch and light refreshments. Please note that hotel accommodation is not included. A list of recommended hotels in the area is available on request.

**APSE members delegate fee:-** £99 + VAT

**Non-members delegate fee:-** £139 + VAT

### Please indicate preferred method of payment (tick):-

VAT registration number 519 286 915

- Please find enclosed cheque (made payable to APSE)
- Please invoice me, my purchase order number is .....

**CANCELLATION & REFUND POLICY:** Reservation is a contract. Substitution of delegates is acceptable any time in writing by post, email to [megerton@apse.org.uk](mailto:megerton@apse.org.uk) or fax to 0161 772 1811. Cancellations must be made in writing at least 10 working days before the event (by 5pm on Wednesday 10 March 2010) and will incur a 20% administration fee. No refunds can be given for cancellations received less than 10 working days before the event or for non-attendance. In the unlikely event of cancellation by the organisers, liability will be restricted to the refund of fees paid. The organisers reserve the right to make changes to the programme, speakers or venue should this become necessary.

Delegate name	Delegate position	Delegate email

Please return completed form to Mike Egerton, Administrative Assistant at

APSE, 2nd floor Washbrook House, Lancastrian Office Centre, Talbot Road, Old Trafford, Manchester M32 0FP

or fax direct to: 0161 772 1811 Telephone: 0161 772 1810 - E-mail: [megerton@apse.org.uk](mailto:megerton@apse.org.uk)