

# Minutes of the Annual General Meeting of the

## Fife Chamber of Safety

Held on 14<sup>th</sup> May 2007 at

**Dunfermline Building Society, Caledonia House,  
Carnegie Avenue, Dunfermline, KY11 8PJ**

### 1. Present

Cathy Welsh	Fife Council
David Cant	Lauder Babcock
Erik Priessman	Aquarius Training
June Dryburgh	Dryburgh Associates
Colin Sparling	Lauder Babcock
Richard Wilson	Queen Margaret University
Andy Martin	Fife H&S Consultants
Ian Norton	North British Distillery
William Miller	Self
Les Roberts	Fife Council
Karen McDonnell	RoSPA
Peter Ager	Fife Council
Graeme MacMiller	Fife Council
Brian Ingles	Phoenix Safety
Brian McGloughlin	Fife Council
Andy Fowler	AF Associates
Mark Russell	DBS
Sam Dimeck	Self
Dave Mercer	Exxon Mobil Chemical
David Jones	Velux Company Ltd
David Evans	Micromas Ltd
John Johnston	FMC Technologies
Alan Harwood	FMC Technologies

### 2. Chairman's Opening Remarks

Alan Harwood welcomed everyone along to the Chambers AGM and awards ceremony. He stated that it had been a pleasure to chair the Chamber for the last two years. He thanked the Executive Committee for their efforts over the past two years, explaining that the committee had split into sub groups to manage various projects, one example of which was the review of the awards.

The awards criteria was revised to reflect the changes in the Chambers membership. He went on to thank MR and Cathy Welsh for their efforts in supporting the Chamber.

AH commented that Fife Chamber is known as a major player in the Health and Safety arena in Scotland and its efforts are recognised, John Johnston's recent success in the Scottish Chamber of Safety awards where he won the Lord Cullen Trophy and Fife Chamber won the Albert Porter Rose Bowl served to highlight this further.

AH commented on the Chambers financial position, which at the start of his tenure was in a poor position, it is now much stronger due to contributions from the 18001 accreditation and the free facilities at the DBS.

He stated that the Committee is in a strong position but commented that it is always open if anyone wishes to volunteer assistance. Alan commented that it had been pleasing to see the positive attendance figures over the past session. It has proved that the decision to change the venue and day for the meetings was justified.

### **3. Apologies**

Apologies were received from Bob Crewes, David Birrell, Jim Mckay, Ian McGashen, Martin Brown, Bill McGlaughlin, Annette Torley and Sheena Johnston.

### **4. Minutes of Previous AGM – Dated 26<sup>th</sup> September 2006**

The minutes of the last AGM were approved.

### **5. Secretary's Report**

MR thanked the membership and the committee for their support over the session, he went on to list the speakers in the 2006/2007 session thanking them for their presentations. The 2006/2007 session covered a variety of subject matter and speakers.

He went on to list some of the proposed speakers and subjects for the 2007/2008 session stating that programme would be published shortly. Anyone who has any suggestions for speakers, please get in touch.

### **6. Treasurers Report**

Cathy Welsh commented that no accounts would be presented at this meeting, these would be presented at the first meeting of next session. CW mentioned that the chambers new bank account was open and that it could accept BACS payments from members.

### **7. Election of Office Bearers**

AH stated that he had come to the end of his official tenure as Chair, his last official duty was to hand over the reigns, he listed the various office bearer posts and proposed the individuals named against the posts;

Chair	Andy Fowler
Vice Chair	David Cant

Secretary            Mark Russell  
Treasurer           Cathy Welsh

No other names were forthcoming for election and the named individuals were appointed to the posts.

AH listed the members of the Executive Committee that had offered themselves for re-election for the 2007/2008 session. The floor was opened for additional volunteers but none were forthcoming.

The members who were elected are as follows;

Alan Harwood, David Birrell, Andy Martin, Eric Priessman, Dougie Collins, Jim Mckay, John Johnston and Sally Eddington.

Two executive members had decided to stand down, AH passed his and the committees thanks to John Walker and Sam Dimeck for their contribution to the Chamber.

## **8. Chamber Re-branding**

AH raised a proposal to change the name of Fife Chamber of Safety to Safety Group – Fife, with a strap line of “Scotland’s Premier Health, Safety and Environmental Group”. This would bring us in line with the changes to Safety Groups – UK and promote the environmental activities of the Group.

Letterheads were distributed showing the new branding, a show of hands was asked, 22 people voted in favour, no one objected to the change, with the vote carried the new name was approved.

AH stated that following the name change the constitution of the Group would have to be updated. He commented that a sub group would be set up to review the constitution before publishing it to the members for approval.

That concluded the official business of the AGM. AH stated that there would be a brief break, after which the new chair, Andy Fowler would take over.

## **9. Introduction by New Chair**

Andy Fowler started by thanking AH for his hard work as chair over the last two years with FCOS and SCOS, through his leadership the Group introduced the 18001 accreditation, he managed to get his employer FMC Technologies to pay for the lead assessors training through there community involvement programme. AF commented that he was taking over the Group in strong position.

He mentioned the development works on the website by John Johnston which would be presented later. AF thanked the committee for their hard work over the past year.

AF passed his thanks on to David Cant and Sam Dimeck who made him welcome at the first meeting of the Fife & Kinross Health & Safety Council he attended some 15 years ago. AF wanted to minute his thanks to John Walker and Sam Dimeck for their support to the Executive Committee over the last few years. AF stated that he was honoured to chair the Group and was looking forward to working with everyone.

## **10. Presentation**

AF introduced Karen McDonnell from RoSPA, Karen started by stating that she considered that the Fife Chamber was very proactive and set a high standard for other H&S groups to follow. She explained her role linking the various health and safety groups across Scotland, Scottish High Performers Forum (SHPF), Partnership on Health and Safety in Scotland (PHASS) and Professional Organisations in Occupational Safety and Health (POOSH) to name a few.

Karen stated that FMC Technologies and Dunfermline Building Society were both members of the High Performers Forum, the Forum was set up to encourage sharing of best practice and good neighbour principals. 98 organisations have signed up to take part of which 8 have made a firm commitment to the official challenge.

Karen mentioned that the Scottish Action Plan on Health and Safety was launched on 29<sup>th</sup> March and the HPF was identified in the action plan.

A copy of Karen's presentation is attached for information.

Following Karen's presentation a general Q&A session took place, a question was asked about the H&S implications surrounding Migrant workers and how this was covered. KM explained that this was covered within the action plan, with local councils encouraged to develop strategies and local companies produce multi-lingual H&S materials.

AF thanked KM for her presentation, Cathy Welsh presented KM with a bunch of flowers from the committee in recognition of her efforts.

## **11. Annual Awards Ceremony**

Eric Priessman chaired the awards ceremony, he started by explaining the changes in this years awards and the reasons behind the change. The successful award winners are listed below.

UDV Shield	Exxon Mobil
Raithian Quaich	Dryburgh Associates
Fife Shield	John Johnston
Nairn Trophy	Fife Council Intervention Team

A special award was made to Sam Dimeck in recognition of his long service and recognition to the Chamber over the last 20 years.

EP closed off the awards ceremony by congratulating the winners and entering a plea for nominations for next years awards.

**12. Site Visit and Golf Event**

David Cant explained that the Group were planning to arrange a site visit but as yet no date or venue had been fixed, details will be distributed as soon as they were available.

AF gave some more details on the proposed golf event, including the fact that a trophy would be up for grabs, there have been 6 notes of interest, again a venue and date have still to be decided on. Further details will be distributed once available.

**13. Website**

John Johnston gave a walk through of the Groups new Website, which he has been developing. Reaction to the site was extremely positive. JJ made a plea for content.

AF mentioned that a note of thanks should be made to thank JJ for his efforts.

**14. AOB**

AF asked if there any other items of business, Dave Evans asked if there would be any objections if he sent out a questionnaire to gather information for his thesis on the perceived benefits of OSAS 18001.

MR to distribute DE's survey to the membership.

With no other business being raised AF thanked everyone for their attendance and stated that the next meeting of the membership would be at 7.30pm on Monday 10<sup>th</sup> September 2007 in the DBS.

Mark Russell  
Secretary  
Safety Group – Fife.