

Wilkins Safety Group

Weekly Update Newsletter



Welcome to this issue - Friday 2nd December 2011 - of our Update

Please feel free to forward this newsletter to colleagues and friends.

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Can you believe that it is now December 2011. Where has all the time gone?

As a company we have had a busy year with continuing growth, new website and hopefully, in 2012, new staff joining us to ensure we continue to provide proper effective customer care to our clients.

Numerous courses have been undertaken during the year and we have established successful working relationships with other providers, thus allowing us to provide you with a broader range of services.

This week we thought we would look at three topics that we have had to address for clients.

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Legionella



It is over six years that the Legionella Guidance no.1 (May 2005) was released and outlined how industry should meet its legal obligations in accordance with ACoP L8. It is important to

note that you should now be managing your hot and cold water systems in accordance with this new legislation.



If you are doing nothing about Legionella you could be in breach of the law

The basic strategy of legionella management is:

1. To conduct risk assessments on a prioritised basis.
2. Conduct remedial works within water systems to establish good hygiene
3. Manage the use of water systems to maintain good hygiene
4. Record all details to demonstrate that management systems are being maintained



Remember

5. If a hot or cold water outlet is not used within a 7day period then this should be added to your weekly flushing log - Flushing is to ensure that stale water is replaced.
6. Flushing of systems should be a special consideration for schools during holiday shutdown periods.
7. A cold or hot water outlet should be below 20c within 2 minutes or above 50c within 1 minute of use respectively - Remedial action should be taken where they are outside of these parameters and an entry recorded within the faults log.
8. It is your responsibility to ensure that all other identified inspections are carried out; these include six and twelve monthly checks which should be undertaken on your behalf by a trained consultant.
9. Where appropriate dead ends must be removed back to main distribution pipework. Your mechanical services contractor should work to British Standards specifications and any other relevant legislation including Approved code of practice L8 - The control of legionella bacteria in hot and cold water systems.
10. If you adapt or change your water system you may also affect the site risk assessment and your maintenance and inspection requirements - Any works that you carry out should include for update or re-assessment as necessary by your mechanical services contractor.
11. Remember - The smallest of jobs can cause the biggest of problems.

Stress



Definition of stress and work-related stress:

The European agreement defines stress as a state which is accompanied by physical, psychological or social complaints or dysfunction and which results from individuals feeling unable to bridge a gap with the requirements or expectations placed on them. In line with the approach taken in the European agreement, in the UK the HSE defines stress as "*the adverse reaction people have to excessive pressures or other types of demand placed upon them*".

Individuals are well adapted to cope with short-term exposure to pressure - in fact this can often be positive - but there will be greater difficulty in coping with prolonged intensive pressure. A key point to recognise is that individuals will react differently to pressure in different situations and at different stages in their working lives. Stress is not a disease, but it can lead to a reduced ability to perform at work and have an impact on a person's health and wellbeing.

Fine:

Stressed out nurse awarded £140,000 payout

A member of health visitors' union Amicus was awarded £140,000 compensation after being exposed to a 'health-endangering' workload.

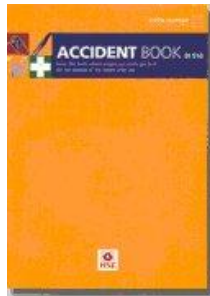
The High Court award was made after Melanie Garrod, 53, said she suffered two breakdowns when North Devon Primary Care Trust failed to bring in temporary staff to cover for colleagues on sickness or maternity leave.

She was supposed to do a 30-hour week but often had to work many more hours unpaid to cope with the workload. She said her case should send a message to other NHS Trusts that 'they can't get away with overloading their nursing staff.'

Ms Garrod added: 'Trust managers have to be aware of the extra pressure they put on staff by giving them extra work. They need to support nurses - even if it's just a phone call to say, 'Are you all right?'

Mother-of-three Ms Garrod told how it took three years for her to decide to sue the NHS. 'It was an extremely difficult thing to do,' she said. 'I was brought up to believe in the NHS and I supported its principles and wanted to do my best for my patients. But I was a health visitor looking after young children. My own caseload was 250 families but when a colleague was off it would rise to 500 or more cases.' She added: 'I was travelling hundreds of miles a week trying to do my best but little realising how vulnerable I had become.'

Data Protection Beware of the SCAMS!



Data Protection legislation is confusing, even for a specialist. It is difficult to know if you have done enough to be compliant, that is why we have included this brief guide to help you.

For further help call **Martin Royal** of the **Wilkins Safety Group** on **01458 253682** or visit the website of The Information Commissioner's Office at www.ico.gov.uk

If your company has a customer database, or keeps employee records, you must, for example:

- Correctly notify the Data Protection Commissioner that you are handling personal data and you must nominate a properly trained 'compliance officer'
- Provide a copy of any data you hold on someone, plus its source, within 40 days of request.
- Safely store all employee records, especially regarding criminal convictions, sickness & health, drugs & alcohol testing.
- Give customers an opt-out when they provide their information on a marketing response mechanism.
- Publish a suitable privacy policy that visitors can access via web links, if 'cookies' are used on a website.

Do not pay money to any company that sends you unsolicited mail about the Data Protection Act and its enforcement.

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If you would like to discuss any of the issues highlighted in this newsletter then drop an email to **Jon** on jon@wilkinssafety.co.uk or call the office **01458 253682**



Your Business is Safer
Your Business is Safer in Our Hands