

CROSS-PARTY GROUP ANNUAL RETURN

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| NAME OF CROSS-PARTY GROUP |
| Cross-Party Group on Accident Prevention and Safety Awareness |
| DATE GROUP ESTABLISHED (the date of establishment is the date in this parliamentary session that the Group held its initial meeting, where the office bearers were elected and not the date that the Group was accorded recognition. All Groups should hold their AGMs on, or before, the anniversary of this date.) |
| 8 June 2016 |
| DATE OF MOST RECENT AGM |
| 14 June 2017 |
| DATE OF PRECEDING AGM [this date is required to aid clerks in verifying that the most recent AGM has taken place within 12 months of the previous AGM] |
| N/A |
| DATE ANNUAL RETURN SUBMITTED |
| June 27 th 2017 |
| GROUP MEETINGS AND ACTIVITIES |
| Please provide details of each meeting of the Group including the date of the meeting, a brief description of the main subjects discussed and the MSP and non-MSP attendance figures. Details of any other activities, such as visits undertaken by the Group or papers/report published by the Group should also be provided. |
| 8 June 2016 |
| Attendance: 3 MSPs and 1 Government Minister 25 Non-MSPs |
| Topic discussed: Re-registration of the Group and Election of Office Bearers |

Topics for future meetings were also discussed.

Guest Speakers: Annabelle Ewing MSP and Minister for Community Safety and Legal Affairs

16 November 2016

Attendance: 2 MSPs

28 Non-MSPs

Topic Discussed: **Domestic Fire and Product Safety**

Guest speakers: **Wayne Mackay**, Electrical Safety First
Lesley Nish, NHS Greater Glasgow and Clyde
Martin Millar, Scottish Fire and Rescue Service
Peter Wignall, Bluerad

18 January 2017

Attendance: 2 MSPs and 1 Government Minister
42 Non-MSPs

Topic discussed: **Occupational Safety**

Guest speakers: **Young people** undertaking Mark Scott Leadership for Life Awards
Lilian Macer, Unison
Sarah Jones, HSE
Robert Atkinson, Healthy Working Lives
Kathy Jenkins, Scottish Hazards Campaign

29 March 2017

Attendance 2 MSPs
45 Non-MSPs

Topic discussed: **Water Safety**

Guest Speaker: **Michael Avril**, RNLI

MSP MEMBERS OF THE GROUP

Please provide names and party designation of all MSP members of the Group.

Clare Adamson MSP (SNP): Convenor
 David Stewart MSP (Labour): Deputy Convenor
 Oliver Mundell MSP (Scottish Conservative and Unionist Party): Deputy Convenor
 Alex Cole-Hamilton MSP (Scottish Liberal Democrats): Group Member
 Stuart McMillan MSP (SNP): Group Member
 Mark Ruskell MSP (Scottish Green Party): Group Member

NON-MSP MEMBERS OF THE GROUP

For organisational members please provide only the name of the organisation, it is not necessary to provide the name(s) of individuals who may represent the organisation at meetings of the Group.

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| <p>Individuals</p> | <p>Lis Bardell (Parliamentary Assistant to Clare Adamson MSP) Kate Barclay (Constituency Caseworker for Clare Adamson MSP) Dr Tom Beattie David Birrell Russell Brownlie Brian Topping</p> |
| <p>Organisations</p> | <p>Aberdeenshire Council Aberlour Child Care Trust Accident Awareness Scotland ACTAVO Adventure Activities Licensing Service Argyll and Bute Council ARAMARK Association for Project Safety Association of Local Authority Chief Housing Officers Barnardos Bluerad LLP BMJ Architects Building Engineering Services Association Building Research Establishment Caledonia Public Affairs Ltd Care and Repair Scotland Care Inspectorate</p> |

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| | Central Training Services Ltd Chartered Institute of Housing Child Accident Prevention Trust Children in Scotland Cloudline Clydeside Action on Asbestos Comhairle nan Eilean Siar Convention of Scottish Local Authorities Crossreach CSI Safety Ltd Cycling Scotland DAB Plus Dundee City Council Duradiamond Healthcare Dynamic Advertising Group Electrical Safety First Falkirk Council Fife Council Community Planning Fire Brigade Union Scotland First Aid UK Fisher Services Ltd Gas Safe Register Gas Safety Trust Health and Safety Executive Healthy Working Lives Highland Council Home Safety Scotland Hopscotch Childcare Centre Information Services Division, NHS Scotland Injury Observatory for Britain and Ireland Institute of Advanced Motorists IOSH Scotland Jacobs Infrastructure John McNicol & Co Ltd Key Housing and Community Supports |
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| | Kingdom Housing Association Ltd Macfarlan Smith Magna Ltd Midlothian Council Morgan Sindall Motherwell College Napier University Neighbourhood Watch Scotland Network Rail NHS Dumfries and Galloway NHS Greater Glasgow and Clyde NHS Health Scotland NHS Lothian Northern Asbestos Partnership on Health and Safety in Scotland Play Scotland Road Safety Framework Strategic Partnership Board Roadskills Royal Environmental Health Institute of Scotland Royal Institute of Chartered Surveyors Royal National Lifeboat Institution Royal College of Paediatric and Child Health Royal Hospital for Sick Children Glasgow Royal Life Saving Society (UK) Royal Society for the Prevention of Accidents (RoSPA Scotland) Safety Groups UK Scotland Colleges H & S Development Network Group Scot PHO Scotland's Campaign Against Irresponsible Drivers Scottish Adoption Scottish Association of Landlords Scottish Association of Student Residential Accommodation Scottish Autism Scottish Canoe Association |
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Scottish Childminding Association
 Scottish Community Safety Network
 Scottish Federation of Housing Associations
 Scottish Fire and Rescue Service
 Scottish Hazards Campaign
 Scottish Land and Estates
 Scottish Pre School Play Association
 Scottish Schools Education Research Centre
 Scottish Swimming
 Scottish Trades Unions Congress
 Scottish Water
 SGN
 SELECT
 Shelter Scotland
 Smart Play Network
 SNIPEF
 Society of Chief Officers of Environmental Health in Scotland
 Society of Chief Officers of Trading Standards in Scotland
 South Ayrshire Council Community Planning
 SprinklerSafe Europe Ltd
 St Andrew's First Aid
 SWITCH
 Tartan Silk
 TechnipFMC Plc
 The Risk Factory
 The Wise Group
 Totseat
 Transport Scotland
 Union of Construction, Allied Trades and Technicians
 Water Safety Scotland

GROUP OFFICE BEARERS

Please provide names for all office bearers. The minimum requirement is that two of the office bearers are MSPs and one of these is Convener – beyond this it is a matter for the Group to decide upon the office bearers it wishes to have. It is permissible to have more than one individual elected to each office, for example, co-

conveners or multiple deputy conveners.

Convener

Clare Adamson MSP

Deputy Convener

David Stewart MSP
Oliver Mundell MSP

Secretary

Elizabeth Lumsden (RoSPA)

Treasurer

Lis Bardell, (Office of Clare Adamson, MSP)

FINANCIAL BENEFITS OR OTHER BENEFITS RECEIVED BY THE GROUP

Please provide details of any financial or material benefit(s) received from a single source in a calendar year which has a value, either singly or cumulatively, of more than £500. This includes donations, gifts, hospitality or visits and material assistance such as secretariat support.

Details of material support should include the name of the individual providing support, the value of this support over the year, an estimate of the time spent providing this support and the name of the organisation that this individual is employed by / affiliated to in providing this support.

Groups should provide details of the date on which the benefit was received, the value of the benefit and a brief description of the benefit.

If the Group is not disclosing any financial information please tick the box to confirm that the Group has considered the support received, but concluded it totalled under the threshold for disclosure (£500).

The benefit of RoSPA providing the secretariat to the Group and, for support to four meetings per year, it is estimated will come to the nominal amount of £2,720.

This in kind cost of £2,720 is an estimate referring to ten days (at £272 per day) of the RoSPA worker's time over a year to both support and attend the meetings (i.e. four days to attend four meetings and one day to 'support' each of them (e.g. preparing and distributing agendas and minutes, time for phone calls, emails, liaison with members etc.)

The daily cost of £272 is worked out by including all the costs to RoSPA involved in employing the staff member such as: salary, national insurance, car allowance, heating, lighting, rent (and other office costs etc.) as well as central admin services (e.g. accounts, IT, HR, website, information centre etc.)

The cost of catering for the meetings of the Group has been met as follows:

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| June 2016 | £ 57.60 | SGN |
| Nov 2016 | £ 64.00 | Care and Repair Scotland |
| January 2017 | £ 115.20 | IOSH Scotland |
| March 2017 | £ 64.00 | RNLI |

SUBSCRIPTION CHARGED BY THE GROUP

Please provide details of the amount charged and the purpose for which the subscription is intended to be used.

No subscription fees have been charged.

CONVENER CONTACT DETAILS

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| Name | Clare Adamson MSP Email: clare.adamson.msp@scottish.parliament.uk |
| Parliamentary address | Room M4.10 Scottish Parliament |
| Telephone number | 0131 348 6376 |