



Our 31st year of successful consultancy

Penarth Management is registered to ISO9001:2000, ISO14001:2004 and OHSAS18001

We currently assist clients with:

- ISO 9001:2000 Quality Assurance
- TickIT
- TS16949 for the automotive industry
- ISO 13485 for medical devices
- ISO 14001:2004 Environmental Management
- BS 8555, phased ISO14001
- ISO 27001:2005 Security
- OHSAS 18001:1999 Occupational Health & Safety
- The Chemical Industry's Responsible Care Programme
- Highways Agency Sector Schemes 12A + 12B + 12C + 16
- Product Certification for glazing – BS7412 and BS7950
- CE Marking
- Interpretation of and compliance with EU Directives
- HACCP Food Safety
- ISO 22000 Food Safety
- BRC Food Safety

Onwards and Upwards



On 1st November 2006 Jodie Read was appointed Managing Director, 6 years after joining the firm. She succeeds Naunton Liles, who founded the firm.

It's really 'business as usual' because the same people will do the same work and be responsible for their usual clients. But by bringing in a young and dynamic leader Naunton is endeavouring to release the enormous potential we have among the rising stars in our

team. He will continue to work full time to effect a seamless hand over to Jodie, who has the enthusiastic support of all her colleagues within Penarth Management Limited.

Relocation, relocation, relocation

We have moved!

On 1st December, 2006, Penarth Management moved to larger offices. Our new address is:

5 Stangate House
Stanwell Road
PENARTH CF64 2AA

Our telephone numbers and all other contact details remain the same (see back page).



Green Office

We were determined to operate a 'green' office from the outset, and have implemented a number of improvements to reduce our environmental impact.



We will be bringing you news of how we have managed to 'reduce, reuse and recycle' in a special edition "Green Office" newsletter later in the year. We also plan to host an Open Day on World Environment Day, 5th June 2007, to show how we have done it. If you are interested in attending this event give Judi or Margaret a call on 029 2070 3328 or e-mail judi@penarth.co.uk.

Simultaneous Success for Six Interior Landscapers



In December, six interior landscapers from across the UK were simultaneously assessed to ISO9001:2000, ISO14001:2004 and OHSAS18001:1999 (amassing a total of 18 certificates between them!)

The six companies:

- Anglia Planters, Kings Lynn
- Aspect Planters, Sheffield

- Benholm Interior Planters, Grangemouth
 - Gardenscene, Preston
 - Oasis Interior Landscaping, Stockport
 - Premier Planters, Burgess Hill
- collaborated to share ideas and best practice as like minded businesses operating in different geographical locations.

In assisting the companies with the implementation of their integrated management systems, Penarth Management visited all of the companies and witnessed the installation and maintenance of plants and planters on client premises.



All six companies were assessed by ACM. The assessors were particularly impressed by the approach and the attitude

of all the individuals involved in the implementation of the integrated management systems. The lead assessor, John Duncan, made particular reference to the "value achieved from the networking approach, where the exchange of ideas and lessons learnt proved to be highly effective".

Devon Four get Good, Green and Safe

Penarth Management assisted four Devon companies:

- Westward Paper Sales, Exeter
- Westcountry Paper, Plymouth
- Newton Printers, Newton Abbot

- A&D-SW Supplies, Newton Abbot

develop their existing Quality, Health & Safety and Environmental management system to comply with

the three standards ISO9001:2000, ISO14001:2004 and OHSAS 18001:1999. All companies managed to impress the assessor with several unique environmental and health safety initiatives.

Congratulations to our clients

In addition to the ten companies above, since our last Newsletter, we have assisted the following clients to achieve successful registration to ISO9001:2000, ISO14001:2004 or OHSAS 18001:1999:

A1 Facilities Management Limited provide services to property owners throughout South Wales and the West from their Cardiff office and in the South East from their London office.

Primary Print of Cardiff provide a full range of printing, finishing, collating and binding services for corporate clients.

Conrado European Limited, based in Crickhowell, organise freight movements by road transport across Europe and specialise in wide loads and fragile consignments for the aeronautical industry.

Method 4, who are based in Cardiff, provide IT solutions for corporate clients and public sector organisations.

Palmer Environmental of Cwmbran make a range of devices to detect leaks and measure the flow of water in underground pipework.

Label Screen Limited of Pontyclun specialise in the high quality production of self adhesive labels.

Integrated Graphics Ltd of Barry provide a conventional printing service and also produce display stands and roll-ups for exhibition purposes.

Frank H Dale Ltd of Leominster employ 75 people in the heavy steel industry and added ISO14001:2004 to their existing Quality Management System.

Van Extras of Bristol build protective surfaces inside delivery vans, fit roof-racks and customised racking and accessories.

TGS Coachworks of Bristol build special bodies onto truck chassis.

Staff Profile - Judi Starling

Judi Starling joined Penarth in 1992 bringing a wealth of experience from her previous jobs in the manufacturing, catering and service industries, and has for 15 years been the principal point of contact for our clients. She has that friendly voice you hear on the 'phone.

As Office Manager and PA to the Consultants she knows where

everyone is working and ensures all our reports and other documents go out on time and in pristine condition.

At home Judi is a keen gardener, growing her own plants from seed, loves music and enjoys the sun. Married to Dave with one Starling daughter having flown the nest, they are left with dozens of chicks of the feathered variety as Dave is

a champion budgerigar breeder.

Judi brings a touch of style to the office with flowers on the desk, freshly made Welsh cakes for our meetings, and a bright smile on the dullest of days.



Food News

Our new larger offices allow us to run courses from our own premises.



We run Basic Food Hygiene courses every month and can provide special courses on request.

The scheduled dates for 2007 are:

January 23rd	July 24th
February 20th	August 21st
March 20th	September 18th
April 24th	October 23rd
May 22nd	November 20th
June 26th	December 18th

If you would like to reserve places on any of these dates please contact us.



Security Systems



ISO27001:2005 is gaining in popularity. More and more businesses are realising that they

must have excellent security of information if they are to be awarded sensitive work by public sector and large corporate clients.

In the past three years Penarth Management has assisted several organisations to work towards this Standard, previously known as BS7799. Our clients include a large military establishment, a firm dealing in optical character reading of sensitive documents, an

organisation that deals with confidential data for accounting, for processing driving penalty points, for livestock breeding records and for handling client data via the Internet.

All of these organisations have integrated their Information Security Management System with their Quality and Environmental Management Systems.

All creatures great and small—Jodie's Quack Pack

There are a lot of animal lovers on the staff at Penarth Management and collectively we have a variety of 'creatures great and small'.

Among the more unusual pets are Jodie's three Call ducks. Frank and Betty became resident in the Read household in summer 2006. They

were recently joined by Delilah.

Quite apart from providing hours of entertainment as they waddle round the garden, the ducks provide an 'eggcellent' service by producing eggs and consuming garden pests like slugs and snails!





Jodie Read



Unit 5 Stangate House
Stanwell Road
PENARTH CF64 2AA

Phone: +44 (0)29 2070 3328
Fax: +44 (0)29 2070 0013
E-mail: info@penarth.co.uk
www.penarth.co.uk

Penarth Management is registered to
ISO9001:2000, ISO14001:2004 and
OHSAS18001:1999



Judi Starling



Naunton Liles



Margaret Day

Legislation Update—Fire!



Jess Robinson

The Regulatory Reform (Fire Safety) Order 2005 came into force in England and Wales on 1st October 2006 and is the single biggest change to fire legislation in decades. The need for fire certificates has been abolished.

In line with much current health and safety legislation, the Fire Safety Order adopts a risk-based approach. This means that virtually all non-domestic properties are now required to perform a fire risk assessment. The key steps are shown in the Fire Risk Assessment Table, right, and further information can be obtained from www.communities.gov.uk/index.asp?id=1162115.

Anybody carrying out a fire risk assessment should be competent to do so. Many companies have therefore found it useful to ask us to provide assistance with this. For more details, contact us on 029 20 70 3328.



Terry Plenty



Bernard Tracey



Wendy Clark

Fire Safety Risk Assessment	
1	Identify fire hazards including all sources of: <ul style="list-style-type: none"> • Ignition • Fuel • Oxygen
2	Identify people at risk <ul style="list-style-type: none"> • In and around the premises • Anyone at particular risk
3	Evaluate, remove or reduce and protect from risk <ul style="list-style-type: none"> • Evaluate the risk of a fire starting • Evaluate the risk to people from a fire • Remove or reduce fire hazards • Remove or reduce the risks to people from a fire • Protect people by providing adequate fire precautions
4	Record, plan, inform, instruct and train <ul style="list-style-type: none"> • Record any major findings and actions taken • Discuss and work with others • Prepare an emergency plan • Inform and instruct relevant people • Providing training
5	Review <ul style="list-style-type: none"> • Review fire risk assessments regularly • Make any necessary changes



Tony Edwards



Andrew White



Patience Kumalo



Sylvia Ellison



John Rafferty

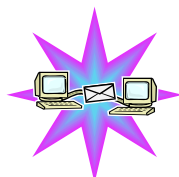
Single point of contact



Telephone:
029 2070 3328



5 Stangate House
Stanwell Road
PENARTH
CF64 2AA



E-mail:
judi@penarth.co.uk



Fax:
029 2070 0013

Judi and Margaret provide support to the consultants and make sure there is always a friendly voice on the telephone all day every day.

They know where everyone is working and can generally arrange for our consultants to respond to clients' queries quickly, even when key people are away from base.