

**Minutes of the Ceramics Industry Advisory Committee**  
**Minutes of the CERIAC meeting held on 18th June 2002**

**Present**

Mr M Cross  
Mr T R Aston  
Mr M Young  
Mr R Pearman  
Mr J Alcock  
Mr K Morton  
Mr F Morrall  
Mr A Hansbury  
Mr H Fraser  
Dr M Moore  
Mr M Thomas  
Miss L Ollerhead

**Representing**

Chair  
Secretary  
TUC  
TUC  
TUC  
CBI  
CBI  
CBI  
CBI  
CBI  
HSE  
HSE

**Apologies**

Mr S Adams  
Mr G Oakes  
Mr L McCluskey  
Mr A Black  
Ms J Dawson  
Mr M Morgan

**Observers**

Ms A Bettac  
Dr P Howden

**Summary of Action agreed:**

**1. CONCORDATS**

To be included as an agenda item at the next meeting.

**2. SPECIFIC WORK ITEMS - KILN WRECKS**

Secretary to enquire if copies of the draft publication on extreme working temperatures can be distributed to members.

**3. RECONSTITUTION OF CERIAC**

i) Secretary to arrange a meeting of the working group to decide on new ways of working for CERIAC.

ii) Working group to report back at next CERIAC meeting.

**4. SPECIFIC WORK ITEMS**

The working group for the reconstitution of CERIAC to use the updating of the "Workplace Inspection" guidance as a means of deciding future ways of

working for CERIAC.

## 5. CERAMICS 'PLEDGE' - 5 BEST PRACTICE GUIDANCE

Secretary to discuss next steps in producing the guidance with the Chair of the 'Pledge' monitoring board.

## 6. GLASS INDUSTRY - IPPC

A copy of the position paper on IPPC to be distributed to members.

## 7. G.L.A.S.S. CHARTER

Examples of British Glass best practice guidelines to be forwarded to Secretary.

## 0. CHAIR'S INTRODUCTION

The Chair welcomed everyone to his first meeting and gave members a brief history of his career so far as a means of introduction. The Secretary and members then did the same.

## 1. MINUTES OF THE MEETING HELD ON THE 23RD OCTOBER 2001

The minutes were agreed as a true and accurate record. The Secretary also confirmed that the minutes from the 14th June 2001 meeting had been amended to read, "sulphuric acid is used in insignificant quantities in the ceramics industry," (Item 11.2).

## 2. MATTERS ARISING

### 2.1 Metals and Minerals Sector Conference

The Secretary explained that the European policy for silica will be covered by one of the speakers already attending the conference. Unfortunately due to a full agenda it will not be possible to include manual handling as a topic at this event.

### 2.2 Concordats

The recent changes within the Metals and Minerals Sector have meant that the Concordat scheme has been put on hold. The Secretary will prepare a paper for the next meeting.

**Action agreed: To be included as agenda item at next meeting.**

### 2.3 Physical agents directive

Papers outlining the current position of the noise and vibration directives were sent to members with the agenda. Further updates can be found on HSE's web page.

### 2.4 Chemical Policy

An update on the Chemical Policy changes had again been distributed with the agenda. Members were also invited to attend Strategy meetings.

## 2.5 Specific Work Items - Kiln Wrecks

The specialist's presentation on kiln wrecks was distributed with the meeting papers. HSL are currently working on a priced publication which will provide guidance on extreme working temperatures, a case study on kiln wrecks will be included.

**Action agreed: Secretary to enquire if copies of the draft publication on extreme working temperatures can be distributed to members.**

## 2.6 Specific Work Items - Ball Mills

The guidance is now almost complete.

## 2.7 Specific Work Items - Fettleing Tools

Work on the draft guidance has started, members will be updated as this progresses.

## 3. **CERAMICS INDUSTRY 'PLEDGE'**

The conference in April proved to be very successful with over 100 industry representatives attending. The event provided a forum for companies to share experiences and listen to presentations on initiatives developed by the 'Pledge' e.g. Contractors Charter. During the afternoon session, syndicate groups were formed giving delegates a chance to air their opinions on the 'Pledge' and highlight areas requiring improvement.

## 4. **REVITALISING HEALTH AND SAFETY IN FOD**

The Chair gave a brief presentation on how HSE has revitalised itself in order to meet the Revitalising Health and Safety (RHS) initiative. Eight priority programmes covering hazards or sectors where major improvement is necessary in order to meet RHS targets have been identified and FOD inspectors will concentrate on these issues when visiting factories.

## 5 **RECONSTITUTION OF CERIANC**

A review is currently underway looking at the relationship between HSE and HSC and the administration of IAC's. Members had received a paper on 'Ways of Working' which included proposals for the future administration of IAC's. CERIANC is one of the first IAC's to come under the review because the changes within the Sector have meant that HSC have to approve the nomination of a new Chair and Secretary.

The Chair explained that the review enables CERIANC to change its way of working and make procedures less formal. It would also provide an excellent opportunity to extend membership to include the glass industry.

**Action agreed: i) Secretary to arrange a meeting of the working group to decide on new ways of working for CERIANC.**

**ii) Working group to report back at next CERIANC meeting.**

## 6 **CRYSTALLINE SILICA**

Dr Howden (HSL) gave a presentation on the reasons for the review into the carcinogenicity and toxicity of silica. He also explained the

findings of the review and how this will be used in future work.

**7 SPECIFIC WORK ITEMS PAPER CERiac 02/04 by Secretary**

The paper explained that stocks of the CERiac booklet "Workplace Inspection" are running low and asked whether the guidance should be updated or removed from circulation. Members agreed that the information is out of date but that the guidance is still of value.

**Action agreed: The working group for the reconstitution of CERiac to use the updating of the "Workplace Inspection" guidance as a means of deciding future ways of working for CERiac.**

**8 ANY OTHER BUSINESS**

**8.1 Ceramics 'Pledge' - 5 Best Practice Guidance**

One of the actions outlined by the 'Pledge' is the production of 5 'best practice' guidance notes by the end of 2003. The Secretary explained to members that if the guidance was produced by HSE it may not be in time for the deadline. Possible topics for the guidance was discussed, especially the use of some of the HSC priority programmes e.g. manual handling and transport.

**Action agreed: Secretary to discuss next steps in producing the guidance with the Chair of the 'Pledge' monitoring board.**

**8.2 Glass Industry - IPPC**

British Glass is currently in discussions with the Environment Agency and DEFRA about taking IPPC forward. Presently each agency is interpreting the policy differently and complying with the policy could lead to other legislation being comprised.

**Action agreed: A copy of the position paper on IPPC to be distributed to members.**

**8.3 G.L.A.S.S. Charter**

Ms Bettac gave a brief update on the Charter. A year has almost passed since the Charter was set up and accident statistics are being compiled. Early indications suggest that figures have been reduced. British Glass' Annual Safety Conference is currently being organised and this will include presentations on road risk, safety behaviour and manual handling. Other activities being planned under the Charter are a TU seminar, an award scheme and a 'managing safety' course.

**Action agreed: Examples of British Glass best practice guidelines to be forwarded to Secretary.**

**9 DATE AND VENUE OF NEXT MEETING**

Tuesday 22nd October 2002, The Marches House

**Close**