

CHARGE – 19th April 2007

Location: British Glass - Sheffield
Present: David Appleton (HSE)
 Rob Miguel (Amicus)

James Barrett (HSE Chair)
 Francis Morrall (BCC)

Chris Haigh (TGWU)
 Tracey Oliva (HSE)

Claire Lyons (HSE)
 Irene Stevenson (Proskills)

Declan Moore (BGC)
 Paul Underwood (Amicus)

Number	Item	Details	Action	
Item 1		Introduction and Apologies		
1.	1.0	Introductions	The minutes of the previous meeting were agreed as a fair record of proceedings.	None
	1.1	Apologies	Bob Baldwin (TGWU) Phil Davies (GMB) Dave Donkin (Pilkington) David Gilbert (Hanson) Ian Gibson (BCA) Keith Morton (Ibstock) Phil Smith (HSE) Eric Turner (Proskills) Mick Young (Unity)	None
Item 2		Actions from previous meeting		
2.	8.1	Migrant Workers	Update: The Chair previously asked the meeting to consider the issues surrounding migrant workers and how these are being tackled. <ul style="list-style-type: none"> • Mr Baldwin and Mr Underwood both spoke of the availability of ESOL (English for Speakers of other Languages) courses and suggested a possible way forward would be to contact your local LSC (Learning Skills Council) 	
Action Points	8.2		<ul style="list-style-type: none"> ○ Mr Underwood offered to produce some information for the next meeting. Update: Mr Underwood provided the committee with various publications 	Discharged
	8.3		<ul style="list-style-type: none"> ○ Action outstanding: Mr Baldwin offered to obtain copies of the 'Union Learn' publication for the committee, which features an article on this issue. 	Mr Baldwin
2.	4.0	Strategy Document – Strategic aim	Update: The Chair previously asked if a sub committee could be formed to discuss the strategic direction of the group. The sub committee consists of Mr Gibson, Mr Moore, Mr Morrall, Dr Smith and Mr Underwood. A first draft of 'CHARGE...towards the future' has been disseminated to the meeting for comment.	
Action Points	4.1		<ul style="list-style-type: none"> ○ Comments to Dr Smith by 30 November 2006. Update: The document has been approved by the committee and will proceed to the next stage. 	Dr Smith
2.	7.0	BCC Silica seminar	The BCC (British Ceramics Confederation) Silica Seminar for the brick industry was held on 28 th September 2006. Mr Lombardo reported the event was well received, with strong input from HSE and a good response to the toxicologists report. Attendees aimed to gain a greater insight into what will happen when an HSE Inspector visits, the willingness to cooperate with achieving the new WEL and how Essentials will play a part in measuring compliance.	
Action Points	7.1		<ul style="list-style-type: none"> ○ Copies of INDG315(rev1) 'Stone dust and you' were disseminated to the meeting. Mr Appleton asked the meeting to read and feedback how transferable this guidance is to the brick industry or if new guidance is required. Action by 15 December 2006. Update: Some feedback was received. Although not mentioned in the title, INDG315(rev1) does refer to brick in the text so no urgent need for separate brick industry leaflet. Possible revision of the 'Silica and You' leaflet in 2008. 	Discharged
	7.4		<ul style="list-style-type: none"> ○ On behalf of Mr Miguel: Mr Underwood reported that Amicus are producing a silica guide that will be disseminated to the meeting once they are available. Update: Mr Miguel provided the committee with copies of the guide. 	Discharged

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2.	8.0	Heat stress – Mr Moore	<p>Background: Heat stress occurs when the body's means of controlling its internal temperature starts to fail. The type of clothing and the humidity of the environment restrict sweat evaporation. Heat will be produced within the body due to the work rate and, if insufficient heat is lost, deep body temperature will rise. As deep body temperature rises the body reacts by increasing the amount of sweat produced, which may lead to dehydration. Heart rate also increases which puts additional strain on the body. Eventually it reaches a point when the body's control mechanism starts to fail.</p> <p>Heat stress is an on going problem with CHARGE industries. The glass industry is proposing to undertake a study to pin point the relationship between core body and tympanic membrane temperature to establish a reliable differential between the two. A lot of the background work to this research has been completed and 50% of the £65k required for funding has been found. As this research will benefit all CHARGE industries it is hoped that the remainder of the funding can be split amongst industry.</p> <p>Update: £56k of the £65k required to fund the research has been secured with just under 50% being provided by IOSH. Mr Moore is looking to secure a further £9k. The committee made various suggestions where this could be raised.</p> <p>A copy summary of the research proposal will be circulated with these minutes.</p>	
Action Points	8.1		<ul style="list-style-type: none"> o The Chair will contact Mr Moore once HSE budgets have been finalised with the possibility of releasing some of the funds. 	Mr Barrett
Item 3	DRP – Local Exhaust Ventilation			
	3.0	LEV Presentation	<p>Mr Appleton provided the committee with a presentation on local exhaust ventilation. A copy will be circulated with these minutes.</p> <p>The study highlighted that 20% of UK firms have respiratory risks, with 30–40% of these having no LEV, many more having ineffective LEV and 30-50% not having annual inspections. It is estimated that effective LEV control could benefit 800,000 – 1,000,000 workers.</p>	
Action Points	3.1		<ul style="list-style-type: none"> o Mr Appleton to establish if any CHARGE industries are included in these figures. 	Mr Appleton
Item 4	CHARGE Website			
	4.0	CHARGE website presentation	<p>Mrs Lyons provided the committee with a demonstration of the CHARGE website, highlighting the links to CHARGE industries web pages and links to current and related topics on the HSE website.</p> <p>A disc containing the website was circulated to the meeting for comment. Once comments have been received it is expected the website will 'go-live' early May.</p>	
Action Point			<ul style="list-style-type: none"> o Feedback any comments to Lisa Weston o CHARGE membership details to be added under 'Contacts' o Link to be added to the Crystalline Silica Social Dialogue 	All Mrs Lyons Mrs Lyons
Item 5	FOD Delivery Plan			
	5.0	FOD delivery plan	<p>The 2 topics to affect CHARGE industries are:</p> <ol style="list-style-type: none"> 1. Brick Initiative (October – March) following on from previous work with stone masons and linking into the new Silica WEL which came into effect October 2006. <ul style="list-style-type: none"> ▪ FOD resource – 1 visit to major players at least. With inspection of large companies planned to look at one site, followed by a meeting with Senior Management and Safety Representatives to establish an action plan, if required, that would be rolled out across the whole company. It is anticipated that 80% of smaller companies will have individual site visits. 2. MGS3 – (Moving goods safely 3) looking at handling of goods at manufacturer sites through to user. <ul style="list-style-type: none"> ▪ The final details are yet to be established however it is expected that the CHARGE industries to be affected are brick and pre-cast concrete. 	
Action Point	5.1		<ul style="list-style-type: none"> o The Chair requested this item remain on the agenda 	

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Item 5a		Falls from Lorries Toolkit	
	5a.0	Falls from lorries – BCC working group	<p>The working group is currently looking at the issue of controlling employee behaviour off site. Concerns were recently raised regarding an employee who had climbed on to the top of a flat bed lorry. The BCC wish to attack the issue collectively and are looking at devising a system where the need for an employee to climb on top of a flat bed lorry is removed. Another issue to be addressed is up to 60% of hauliers are contractors rather than the manufacturers own employees and how can site health and safety standards be applied.</p> <p>The Chair highlighted the issues with curtain-sided vehicles and partnership work HSE is undertaking in London with the Police force, which has involved the police being empowered to enforce Health and Safety Law if unstable loads are seen being transported.</p>
Action Points		5a.1	<ul style="list-style-type: none"> ○ The Chair requested this item remain on the agenda
Item 6 & 7		Workplace Transport & MSD Toolkit Feedback	
	6.0 & 7.0	WPT & MSD Toolkits	<p>The object of producing these toolkits is to provide companies with a simple, jargon free document they can take ownership of to address health and safety issues.</p> <ul style="list-style-type: none"> ▪ WPT – A copy of the toolkit was circulated to the committee. Trials of the document have given positive feedback on its usability. It is expected the final details - site plan and proforma will be added shortly and the toolkit will be available from the BCC website in early May. ▪ MSD – A draft copy of the toolkit was circulated to the committee. The aim of the toolkit is to lead users to a point of realising when they require assistance, possibly in the form of MAC tool, Consultant, Ergonomist, etc. The next meeting is scheduled for 23rd April 2007.
Item 8		Social Dialogue Agreement - Silica	
	8.0	Social Dialogue Agreement – Crystalline Silica	<p>Background – Social Partners signed a Social Dialogue Agreement addressing Work Exposure Limits (WEL) to Crystalline Silica at the end of March 2006. As part of the agreement partners are required to monitor exposure levels and submit data to the European Commission for consideration in 2008.</p> <p>The committee reported that current Health & Safety law already puts UK industry ahead of Europe in controlling exposure limits with the real change being the monitoring and submission of data.</p> <p>Mr Morrall has contacted all British Ceramic Confederation (BCC) members with details of what the Social Dialogue is about and what they will have to do to meet the requirements. A seminar, for members is scheduled for September 4th 2007 to outline the reporting procedures. This will be followed up by a power point presentation being circulated to BCC members to explain further the issue.</p> <p>Mr Morrall will be organising a UK Silica conference, which all signing Social Partners will be invited to attend – this is scheduled for summer 2007.</p> <p>Health Surveillance – Silicosis currently diagnosed by X-ray, poses its own health risks with the patient being exposed to ionising radiation. Mr Appleton reported that under current legislation the onus is placed on the medical professional to decide the frequency of chest X-ray based on an assessment of the risk from exposure to respirable crystalline silica. A copy of G404 'Health surveillance for those exposed to respirable crystalline silica' was circulated to the committee.</p>
Action Points		8.1	The Chair thanked the committee for the update and requested that HSE is kept informed of developments via this forum.

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Item 10		AOB	
10.0	REACH	Mr Moore asked if there had been any further developments on the new EU Chemical policy – REACH.	
Action Points	10.1	<ul style="list-style-type: none">○ The Chair asked for the item to be put on the agenda for the next meeting with a possible presentation from an HSE expert to be arranged.	Mr Appleton
Item 11	Date and venue of next meeting Wednesday 4 July – AMICUS, Terry Duffy House, Thomas Street, West Bromwich		