

QUARRIES NATIONAL JOINT ADVISORY COMMITTEE

Minutes of the 26th meeting of the Quarries National Joint Advisory Committee held on Tuesday 4th October 2005 at 10.30am in HSE Rose Court, London.

| <u>Present</u> | <u>Representing</u> |
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| James Barrett | Chair - HSE |
| Rob Pearce | Secretary - HSE |
| Andrew Taylor | QPA |
| Andrew Chester | Countryside Agency (speaker) |
| Andrew Price | KABCA |
| Anne Rayner | Minutes Secretary - HSE |
| Bill Osborne | Construction Equipment Association |
| Brian Rostron | Coal Pro |
| Clive Webb | EPIC |
| David Cather | QPA |
| David Sharman | Stone Federation |
| Geraint Morris | Lafarge (speaker) |
| Helen Turner | HSE |
| Helmut Ehnes | Atlantic Alliance |
| John Lewis | Geological Society |
| Jon Bennett | IMM |
| Lynda Thompson | SME |
| Martin Isles | QPA |
| Malcolm Downey | HSE NI |
| Malcolm Mellow | T&GWU |
| Mansel Williams | HSE (Mines) |
| Martin Khan | Natural Slate Quarries Association |
| Neil Reynolds | GMB |
| Paul Allison | BAA |
| Paul Fairlamb | COALPRO |
| Richard Allen | ESA |
| Robert LeClerc | SAMSA |
| Steve Cole | SME |
| Steve Biddle | Road Haulage Association |
| Stuart Hunneyball | British Drilling Association |

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| <u>Apologies</u> | |
| Gordon Riddler | MIRO |
| Pat Griffin | HSA (ROI) |

Summary of actions agreed.

(min 2) (1) HSE to send a note to members about the shotfiring courses after the meeting called by EPIC on November 9th 2005.

(min 2) (2) The Information about Martin Isles funding to be sent out with minutes.

(min 3) Ms Turner to work with Mr Chester regarding databases for active quarries.

(min 3) Mr Allison to speak with Ms Turner about the definition of active and dormant.

(min 4) Quarry management structure - All to consider further (min 8) Members to feed comments to Steve Jones before the next meeting (within a month)

(min 8) Minutes secretary to circulate the document to members.

(min 10) When available the proceedings of the conference to be circulated to members and will also accessible through the Atlantic Alliance portal website.

(min 10) All to read the Leading Indicators paper and provide comments to Jon Bennett.

(min 11.1) Minutes secretary to arrange a room for the next meeting – ***next meeting arranged for March 9th 2006 in the Globe Room in Rose Court, London.***

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| 1. | <p>WELCOME AND APOLOGIES</p> <p>The Chair welcomed new members Steve Cole (SME), Andy Price (KABCA), David Cather (QPA) and Robert LeClerc (SAMSA) to their first meeting.</p> <p>Speaker: Andrew Chester – representing The Countryside Agency</p> <p>Deputies: Mansell Williams for Ian Waugh; Paul Allison for Ian Glendinning; Jon Bennett for Pat Foster; Andrew Taylor for Richard Claydon; Bill Osborne for Tim Faithfull.</p> |
| 2. | <p>PREVIOUS MINUTES AND MATTERS ARISING FROM QNJAC HELD ON MARCH 22ND 2005.</p> |
| 2.1 | <p>The minutes were agreed as a true and accurate copy.</p> |
| 2.2 | <p>Matters arising from the previous meeting:- Presentations, contact details etc had been circulated to members on disc</p> <p>(min 6) Mr Pearce to look at possibility of having the German guidance for the extractive industry translated <i>this had not been progressed</i></p> <p>(min 8) Quarry Management Structure to be put onto the agenda for the next meeting <i>taken at item 4 on the agenda.</i></p> <p>(min 9) A sub-committee to be formed to look at raising the profile of safety representatives. <i>A working Group had been formed and a report back was given at item 6 of the Agenda.</i></p> <p>(min 10) Operating benches – Mr Pearce to put out a statement <i>Meeting held 21 April 2005 and subcommittee set up: addressed at item 8 of the agenda</i></p> <p>(min 12) A list of shotfiring courses to be sent out with the minutes <i>EPIC have arranged a meeting for industry for November 9th 2005 to progress the matter.</i></p> |
| 2.3 | <p>Martin Isles told the meeting that the QPA/QNJAC/EPIC bid for MIST funding on the 5th call had been successful.</p> |
| Action point | <ol style="list-style-type: none"> 1) HSE or EPIC to send a note to members about the shotfiring courses after the meeting called by EPIC on November 9th 2005. 2) A copy of Mr Isles paper to be sent out with minutes. |

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| 3 | QUARRIES AND THE COUNTRYSIDE AND RIGHTS OF WAY ACT |
| 3.1 | Andrew Chester of The Countryside Agency gave this presentation. Handouts would be forwarded to members with the minutes of the meeting. |
| 3.2 | <p>Points raised:</p> <p>Boundary disputes - should the boundary be registered? Mr Chester said he should speak to the Access Authority about it but there was no formal route for registering boundaries. But there was a possibility that they could be legally challenged in court.</p> <p>Any increase in accidents due to irresponsible people having access? Mr Chester said not that he was aware of. HSE would be interested to hear of any problems or incidents although these would not normally be RIDDOR reportable.</p> <p>Some landowners had put up illegal signs to keep the public off their land and now some of the public were ignoring all signs including those delineating quarry excepted land.</p> <p>Could new maps take account of and mark excepted land? Mr Chester said that this had been done for some other excepted land categories where existing datasets had been identified. Members mentioned existing sources of data which could be used and Mrs Turner to discuss further with Mr Chester.</p> <p>There was some discussion about the definition of 'Active' and 'Dormant' quarries. Mrs Turner to investigate different published definitions and take forward with ODPM, Countryside Agency etc as necessary.</p> |
| Agreed Action: | <ol style="list-style-type: none"> 1) Ms Turner to work with Mr Chester to identify possible datasets of active quarries. 2) Ms Turner to take forward issues about the definition of active and dormant. |
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| 4. | QUARRY MANAGEMENT STRUCTURE (DEFERRED FROM THE MARCH MEETING) |
| 4.1 | Mr Pearce introduced this item, deferred from the previous meeting, about management structure in multiple quarry sites. |
| 4.2 | <p>Mr Pearce pointed out that there were other alternatives to NVQ's and that his concern was that there are people being appointed within the industry who were not competent to do the job</p> <p>The Chair asked everyone to give further consideration to competence requirements.</p> |
| Agreed Action: | All to consider further. |

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| 5. | PLANNED TARGET ZERO EVENT |
| 5.1 | This event planned for 29 November 2005, at the IMMM, London, has been arranged to celebrate the success of the Hard Target Initiative. It would also be the launch of Target Zero – a World Class Industry, with the aim of a further 50% injury reduction by 2010. |
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| 6 | REPORT FROM WORKERS REPRESENTATION SUBCOMMITTEE |
| 6.1 | <p>Mr Reynolds as Chair of the subcommittee presented the outcomes of its work so far.</p> <ol style="list-style-type: none"> 1. Feedback requested via questionnaire on the QNJAC training course for employee representatives – results to be taken forward with TUC 2. Proposed QNJAC statement of principle and guidance on effective employee involvement – endorsed by the meeting for publication on QNJAC website 3. Pilot course for managers about effective engagement with safety reps had been trialed by Hanson and likely to be refined and developed for wider availability <p>Mr Webb spoke about the Worker Safety Advisor Challenge Fund – for worker involvement. He said there was an opportunity for people to bid for funds. A bid would be prepared by EPIC and QPA. The bids had to be in by December 12th 2005.</p> |
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| 7. | REPORT FROM MOBILE PLANT SUBCOMMITTEE |
| 7.1 | <p>A presentation on the outcome of TRL Ltd's research into seatbelt performance in earth moving machinery in selected incident scenarios was planned to take place in the afternoon after the meeting.</p> <p>Mr Morris showed photographs that demonstrated improvements in access. This included heated mirrors to remove the need for cleaning.</p> <p>There was a question from a member about willful defeat of seatbelt indicators by fastening the belt behind the operative. The Chair pointed out that this was an offence under section 8.</p> |
| 7.2 | <p>The next steps for the subcommittee were to:-</p> <ol style="list-style-type: none"> a) Reconvene the working party b) Ratify the guidance c) Publish the guidance d) Atlantic Alliance communication e) Continue to work with suppliers to develop solutions. |
| 7.3 | Communication – it was agreed that an invite to reconvene would be circulated to subcommittee members. |

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| | Date for new noise regulations to come into force had been put forward from February to April 2006 |
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| 8. | REPORT FROM FACE HEIGHTS AND STOCKPILES SUBCOMMITTEE |
| 8.1 | <p>This followed discussion at the previous QNJAC meeting regarding face heights and equipment selection, and the meeting between Rob Pearce and stakeholders in the spring, and the aim was to produce a short and punchy document. Looking towards taking the lead in the prevention of damage to people and equipment. There was a need for competence and good communications. Differences could occur even in the same quarry. The guidance was generic and land based in two parts, risk assessments and workers examples.</p> <p>Next meeting would take place in November.</p> |
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| Agreed Action: | <ol style="list-style-type: none"> 1) Members to feed comments to Steve Jones before the next meeting (within a month) 2) Minutes secretary to circulate the document to members. |
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| 9 | FEEDBACK FROM NORTHERN IRELAND |
| 9.1 | <p>Mr Downey introduced this item on the Northern Ireland Hard Targets Initiative. This was an initiative by the QPANI and was fully supported by HSENI that was aimed at reducing incidents in the quarry products sector. He said it was a copy from the work done over the last 5 years by QNJAC and the aim was the same as on the mainland.</p> <p>They were using accident data produced by QPA Northern Ireland rather than HSE NI because they had a better database of incidents.</p> <p>There were six signing events planned for the year with representation from the political sector and press.</p> <p>They had formed regional Hard Targets clubs working together to try and raise standards, taking problems to the table and sharing information. They had a slogan which was: 'health and safety is not a commercial issue'. These meet three times a year for short and sharp meeting which were not restricted to members of QPA.</p> <p>There were annual awards for the best club and most improved company.</p> |
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| 10. | AOB |
| 10.1 | <p>Report back on Atlantic Alliance – Helmut Ehnes</p> <p>Mr Ehnes reported that the quality of the Atlantic Alliance Symposium was better than the World Safety Congress. It was an impressive initiative and because of global manufacturers there are many reasons</p> |

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| | <p>to go for this global co-operation.</p> <p>The big agenda was improving health strategies. This was a big task for the future. A meeting in London the previous day a small group (HSE> HSENI, StBG representatives) discussed one of the ideas from the last Atlantic Alliance meeting in Cornwall, that was the Quarry Safety Website.</p> <p>Ms Turner said it was to be a 'portal style' website. It would have created links to other site and would be a 'one stop shop' where information from all the participating companies and enforcing authorities across the world could be accessed. Our German colleagues had taken the idea and run with it and the site is likely to be live in the New Year.</p> |
| 10.2 | <p>Leading Indicators of Occupational Health and Safety Performance for the Quarrying Industry - Jon Bennet requested that everyone read the paper circulated in advance of the meeting and feed comments to him prior to an agenda item at the next QNJAC.</p> |
| 10.3 | <p>Munitions on wharves – Mr Morris spoke about this problem. He said anyone with a problem should deal with the QPA marine man Mark Russell. A small QPA committee was looking at storage and disposal etc.</p> |
| Agreed Action: | <ol style="list-style-type: none"> 1) When available the proceedings of the conference to be circulated to members and it will also be put onto the website. 2) All to read the Leading Indicators paper. |
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| 11. | DATE AND TIME OF NEXT MEETING |
| | 9 March 2006, Globe room, Rose Court |
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