

Wood Safety Group Meeting (formerly Wood Action Group) held at DIDAC, Bristol on 5th August 2010

Attendees: David Sulman – UK Forest Products Association; Irene Stevenson – Proskills; Paul Gaze – Construction Skills; Paul Davidson – TIMCON, Geoff Isenman – WMSA; Michael Lee – BWF; Nick Bartmanis – EEF; Jon Gibson – Institute of Woodworking Technology; Cliff Seymour – HSE Inspector; Wendie Drammeh – Minutes Secretary.

1.	<p>Mr Gibson welcomed everyone to the new DIDAC Woodworking Academy and ran through the domestics of the building. Mr Gaze & Mr Davidson were welcomed to their first meeting of the Wood Safety Group. Apologies were read from; Tim Small, Tony Hollyer, Alistair Bromhead, Mark Murphy, Phil Davies & Sandra Jacobs.</p>
2.	<p>A discussion was held on the future of the group and what members wanted to achieve from it. It was agreed that:</p> <ul style="list-style-type: none">• meetings would be more informal than previously held meetings• meetings were extremely useful for members to exchange information• meetings would be held twice a year, one at the beginning of the financial year, the other in the second half of the financial year.• Mr Gibson agreed to become Chairman/spokesperson for the Group <p>Mr Gibson suggested the Group held a two-day conference in May 2011 where all Safety Group members would attend and participate and offered the Academy for the first one. He suggested inviting companies along on the first day to participate in seminars and practical demonstrations, focusing on inviting SME's, and on the second day, the members of the Wood Safety Group would hold a meeting to discuss intelligence and information gleaned from attendees from the previous day. They would also update members of activities in their own industries.</p> <p><u>Action:</u></p> <p>Mrs Drammeh agreed to liaise with Mr Gibson on a suitable date in May 2011, avoiding the week when LIGNA the large German trade show is held. LIGNA is to be held 30th May 2011 to 3rd June 2011.</p>

2a.	<p>A discussion was held on whether there were any stakeholders who would enhance the Group, not attending the meeting. It was agreed that Mr Seymour would contact the National Association of Shopfitters to invite them to participate in the Group. It was also agreed that non-attenders would be contacted to ascertain whether they still wanted to be part of the newly formed Group. It was also suggested that the Group have an internet forum site to exchange ideas and information.</p> <p><u>Actions:</u></p> <p>Mr Sulman agreed to contact the Wood Recyclers Association Mr Seymour to contact NAS & write to non-attenders. Mr Seymour to investigate the possibility of a members' forum. Mrs Drammeh agreed to send a copy of the woodworking publications guide she had compiled Mrs Drammeh agreed to send a link to Mr Davidson enabling him to retrieve past copies of Wood Group minutes.</p>
3.	<p>Mr Seymour gave presentation-updating members on work HSE was doing in the Woodworking industries. He spoke about the accident and enforcement statistics that were available and discussed the trends with members.</p> <p><u>Actions:</u></p> <p>Mr Seymour agreed to send Mr Isenman a copy of the RIDDOR machinery accidents Mr Seymour agreed to investigate whether raw data by SIC code could be retrieved Mr Seymour & Mrs Drammeh agreed to investigate whether accidents with nail guns could be retrieved from HS data in specific industries, ie: caravan industry and pallet industry. Mrs Drammeh to e-mail all members in attendance the prosecutions, prohibition notices and improvement notices for the last business year – anonymised.</p>
3a.	<p>Mr Seymour spoke about the new woodworking guidance and the work that was being done to update Woodworking Information Sheets (WIS). New Sawmill Guidance is nearly complete and Mr Seymour thanked Mr Sulman for his input and efforts. When complete this Guidance will be downloadable. Mr Seymour also showed the Group a copy of a new woodworking poster in draft, on circular sawing machines.</p> <p>Mr Davidson spoke about problems in the pallet industry with stacking and storage of pallets and asked Mr Seymour who would be the best person in HSE to discuss the matter with.</p> <p><u>Actions:</u></p> <p>Mr Seymour to send Mr Isenman a draft copy of WIS 3 Mr Seymour to send Mr Gibson & Mr Lee a copy of the draft Sawmill Guidance for comment</p>

	Mr Seymour to ascertain who Mr Davidson needs to contact regarding stacking and storage of pallets.
4.	<u>MEMBERS PRESENTATIONS</u>
4a	<p><u>TIMCON – Paul Davidson</u> Mr Davidson gave a presentation on TIMCON's (Timber Packaging & Pallet Confederation) training programme for members. It consists of 22 modules all free to TIMCON members. The training programme contains 6 compulsory modules which are; Workplace Induction, Manual Handling, PPE, Traffic Management, Assuring Pallet & Case Quality and Basic Hand Tools & Equipment.</p>
4b	<p><u>WMSA – Geoff Isenman</u> Mr Isenman gave an outline of the type of members he represents. The biggest event on their calendar is W10 that runs 3rd to 6th October this year and takes place at the NEC in Birmingham. There will be a dedicated seminar area at the event and they plan to run four 40-minute presentations each day. Mr Isenman said he had been unable to attend a Safe Maintenance seminar run by HSE recently and Mrs Drammeh agreed to put him in touch with the organiser of the event.</p> <p><u>Actions:</u></p> <p>Mrs Drammeh to put Mr Isenman in touch with Safe Maintenance Event organiser. Members to contact Mrs Drammeh if they required more Safe Maintenance Leaflets</p>
4c	<p><u>PROSKILLS – Irene Stevenson</u> Mrs Stevenson spoke about her role as pan-sector lead for health & safety within Proskills and how Proskills aim to get the employers voice into Government. They are the custodians of ENTO standards and are doing a full occupational review of all the ENTO standards to develop sector qualification strategies for health & safety. A website is to be launched shortly by Proskills and Mrs Stevenson agreed to send a link when it is up and running to Mrs Drammeh.</p> <p><u>Action:</u></p> <p>Mrs Stevenson to send web link to Mrs Drammeh when it is available for distribution to members.</p>
4d	<p><u>UK Forest Products Association – David Sulman</u> UK Forest Products represents businesses engaged in timber harvesting and wood processing. They have been working with HSE on the new Sawmills Guidance and also have recently been working with the Forestry Commission looking at minimum first aid requirements for forestry workers. The minimum qualification they are looking at for forestry workers is an 'Emergency First Aid at Work Certificate' UKFPA has also been working with HSE on the best practice guidance for 'chipliners' – specialised curtain-sided vehicles used to transport wood</p>

	chips, sawdust etc.
4e	<p><u>EEF – Nick Bartmanis</u> Mr Bartmanis gave an outline of the type of problems the companies he visits have including using old machines that don't always comply with PUWER. He spoke about the necessity for refresher training and often the reluctance of operators to undertake it. He also spoke about the new Government and Lord Young's remit of reviewing health and safety and the compensation culture.</p>
4f	<p><u>British Woodworking Federation – Michael Lee</u> Mr Lee's organization represents 450 manufacturers and they promote the benefits of good health & safety. He spoke about the training packages they produce and the health & safety machine cards available to download from their website for members.</p>
4g	<p><u>Construction Skills – Paul Gaze</u> This was Mr Gaze's first meeting & introduced himself and the organisation he represents. He works specifically in the national specialist team supporting the Wood Industry Training Forum.</p>
4h	<p><u>IMWT/DIDAC – John Gibson</u> Mr Gibson spoke about current funding and training in the woodworking sector. He said there are three different types of training funding; Skills Funding Agency, who fund apprenticeships and train to gain in workplace learning, and also employer funded training. He spoke about the Wood Sector that falls under the remit of Proskills and represents a large cross-section of woodworking sectors from sawmilling, pallet and fencing to toolroom techniques and timber processing. Mr Gibson explained the purpose of the new Woodwise Academy in Bristol and how industry had demanded a facility like theirs. The demise of training in colleges has now led to colleges approaching him for training.</p> <p>Mr Gibson then led members of the committee on a guided tour of the Academy including the machine workshop that is fully stocked with woodworking machinery.</p>