

Action Notes From AFAG Meeting 09/11/05

Minute/ Proj No	Action <i>[Secretary's Note/Action taken in italics]</i>	By
3	Minutes of 8 th meeting to be amended. <i>- Done</i>	Min Sec
4.2	Causes of Accidents – Sector to organise meeting with Finance & Insurance industry.	R Nourish
4.3	Contact LACoRS & NATO for LA rep <i>- Done: Reps to attend AFAG + T&C Project Gp</i>	A Plom
4.4	Finalise draft utility arb guidance leaflet. <i>- Extensive comments received, leaflet being redrafted.</i>	G Miller
5.2	Review & analysis of accident statistics <i>- Meeting held with Bomel</i>	Sector/ E Ramsay/ Project Group A1
5.3	Compare numbers attending SHAD's versus possible attendees <i>- AFAG 06/04 for discussion on 7/3/06</i>	F Hirst
6.2	Paul Brereton's HAV, WBV & noise presentation to be copied to AFAG members. <i>- ppt added to AIAC website</i>	AFAG Sec
6.2	Review of existing Noise guidance <i>- To be part of Project D2?</i>	B Hatton/D2
6.3	FC/FE to discuss/comment on pesticides research report before issued + Project Group to be formed <i>- In hand</i>	J Liggins
6.4	Other research – summary to be circulated <i>- Added to agenda for discussion on 7/3/06</i>	A Plom
5.5	Liaise with nominees/arrange Project Group meetings and produce Outline Plans by end of December 05.	Project Leaders
5.5 A1	Examination of underlying and root causes of serious accidents project. <i>- Initial meeting held with Bomel</i>	J Liggins/E Ramsay
5.5 A2	Training & Certification - Contact Lantra for details of EU's 'Leonardo Fund'. <i>- Done</i>	S Richmond
5.5 A2	Ag Sector to receive info on training, managing & monitoring of migrant workers	J Brown
5.5 A2	Circulate research report (available Jan 2006) regarding Machine Operators Certificates of Competence. <i>- Paper circ'd with agenda for 7/3/06</i>	J Dewar
5.5 A2	FCA to nominate rep for meeting to discuss WBV and refresher training & re-certification. <i>- Done</i>	FCA
5.5 A2	Arrange meeting to discuss refresher training & re-certification <i>- Done</i>	S Richmond/A Plom
5.5 B1	Draft 'Steep Ground Working' guidance <i>- In preparation</i>	N McKay/J Liggins

5.5 B5	Winching operations- Promotion of safe system of work using harvesters - <i>New title = Machine assisted takedown of trees.</i>	J Dewar
5.5 B5	Prepare paper reviewing production & maintenance of guidance relating to winching operations	J Liggins
5.5 B6	Text to be added to HSE Info Note and AFAG 301 when amended.	J Liggins
5.5 B6	Chainsaw PPE Group to review guidance re standards of trousers.	S Richmond
5.5 B7	Market Surveillance- Ongoing request to inform Jim Brown of any significant new products or techniques.	All Members
5.5 C1	Obtain more info on promotion of rehabilitation	G Miller/J Liggins
5.5 C2	Examination of MSD injury stats	B Hatton
5.5 C3	WBV workshop to be organised at at HSL Buxton	J Liggins/J Dewar
5.5 C4	Arrange meeting between HSE & FCA to discuss pesticide exposure report	J Liggins
5.5 D1	Project Group to review other avenues for promotion of best practice in arb	B Hatton/ S Richmond/F Hirst
5.5 D2	Project Group to lead review on 'communications' policy and forestry/arb guidance.	B Hatton
5.5	Amend & circulate revised Workplan - <i>Done – Latest version = AFAG 06/01, for discussion on 7/3/06</i>	A Plom
8	AFAG/05/03 to be updated – Any relevant Standards work to be notified to A Plom. - <i>Paper will be circ'd at meeting</i>	All members/A Plom
9	Contact Office of Deputy Prime Minister to clarify position re tree inspections	G Miller
13.1	VAT on PPE – J Brown to provide further info to HSE/Sector to follow up.	R Nourish/A Plom
13.2	J Brown to be introduced to Graeme Walker at AIAC and pass on info re migrant workers.	R Nourish/J Brown
13.3	Information note on Future Safety ATV Helmet to be circ'd to AFAG - <i>Done</i>	J Liggins

AFAG Secretary
27.2.06