

**Meeting of the CHARGE Industry Advisory Committee
held at Ideal Standard, Middlewich, Cheshire, CW10 0JW
on Wednesday 7 July at 10.30 am**

Present:

Mr G Cox
Dr P Smith
Mr P Bayley
Mr D Thompson
Mr F Morrall
Mr P Underwood
Mr D Wood
Ms N Day
Mr P Marsh
Mr R Baldwin
Mr D Moore
Mr K Morton
Ms C Flannigan

Representing:

HSE
HSE
Ideal Standard
Ideal Standard
British Ceramic Confederation (BCC)
Unite
Unite - Observer
HSL
British Glass Confederation (BGC)
Unite
Glass & Glazing Federation (GGF)
Ibstock Brick Ltd
HSE (Minutes)

Apologies:

Mr C Haigh
Ms A Przystupa
Mr C Nessfield
Mr D Cockcroft
Mr D Appleton
Irene Stevenson

Unite
Unite
British Precast Concrete Federation (BPCF)
British Precast Concrete Federation (BPCF)
HSE
Proskills

1. Welcome, Apologies and Previous Minutes.

- 1.1 Chair welcomed everyone to the meeting. He thanked Paul Bayley, Ideal Standard for hosting the meeting and for arranging the site tour. Thanks were also extended to Sonia Mayer, British Ceramic Confederation for helping to organise the meeting during the absence of Phil Smith and Celia Flannigan. Dave Wood from Hanson's Peterborough site attended the meeting as an observer.
- 1.2 Apologies as listed.
- 1.3 The minutes of the previous meeting were agreed.

2. Matters Arising from the Previous Minutes.

- (2.1.1) Silica Exposure – main agenda item.
- (2.5.1) Load Safety Research Project – main agenda item.
- (2.9) Publications: ***Silica and you*** and ***Stone Dust and you***. Dr Smith reported that there had been no further progress with these two publications or the review of the Potteries ACoP.

Chair briefed members of HSE's situation following the change of government in May. A review of health and safety Regulation was underway which would result in a "lightening" of Regulations, based on "costs of compliance" rather than "costs of benefit". Certain EU Directives had already been committed to and would therefore be implemented but, based on a principle of "one in - one out", compromise was required as some legislation was likely to be relinquished to accommodate new EU Directives.

Future promotional/campaign work had been suspended.

Members were advised that the Quarries ACoP was likely to go ahead but would now have to go through an additional Ministerial clearance. The Working Group was proceeding with the changes to the ACoP. Three Information Sheets were being progressed - *Appointment of Competent Persons*, *Perimeter Fencing* and *Barriers for Preventing Access into Dangerous Areas*. The Information Sheets were not under threat as they were industry publications and badged under QNJAC. Information Sheets would not have the same status as an ACoP.

There was uncertainty about what was going to happen regarding the Dust Initiative which involved quarries (of interest to those operating clay quarries for bricks) and stonemasons.

- (2.12) Philip Marsh advised that a BG/GGF Working Group had not yet been set up. He would liaise with Declan Moore and possibly G Cox and P Smith.

Action: Philip Marsh

- (5.0) Building Product Delivery WG – falls from height guidance. One set of comments had been received after the last meeting. These would be fed into the meeting on 22 July. Any further comments from Committee members are required before the 22 July meeting

Action: Dr Smith

- (5.1) Registering for Safety Bulletins. Dr Smith fed back to members concerning the difficulty they had experienced in signing up simultaneously for alerts for more than one specific industry. Following discussion with the IT section he advised them that the current mechanism for

sending alerts was not particularly sophisticated at present but in the longer term it was hoped to adopt a more sophisticated approach which might enable multiple registrations.

Discharged

- (3.1) CHARGE industries RIDDOR statistics. It was reported that there had been a reduction in fatalities from the statistics that had been published in June.

Dr Smith reported that in response to Ian Gibson, he had reported that the SIC for cement also covered lime and that the notices issued under REACH had been on lime producers.

Discharged

- (3.2) Schemes -v- industry performance. Chair had asked for a summary report that compared injury trends over time between industry Schemes and HSE data to see whether the trends were similar or the drop greater for Scheme members than for an industry sector as a whole. This had not yet been undertaken as the statistics for 2009 data would not be available until October.

Action: Dr Smith

- (3.3) Philip Marsh had enquired about enforcement details. Dr Smith had further information which he would pass to Mr Marsh.

Discharged

- (3.4) 10-year Revitalising H&S agenda. This had officially ended in June 2010. At the last CHARGE meeting Chair had advised members that HSE would commission a 10-year report on progress since 2000. Members' statistics and HSE's statistics would be compared at the end of the revitalising period. He informed them this would be carried out when the October figures were released.

Action: see item 3.2

- (4.1) Mr Donkin had provided Dr Smith with the two HSL contact names regarding the survey tool. Dr Smith to circulate the names.

Action: Dr Smith

Ian Gibson had provided information to Dr Smith for the CHARGE Strategy SG which had been fed into their April meeting.

Discharged

- (6.1) Building Products Delivery Working Group – The Delivery Charter. One set of comments had been received. The document had been refined as a result of the BPD Working Group meeting of 22 April and now included obligations on site operators and hauliers. No contentious areas were identified in the Charter, although it didn't deal with delivery to domestic premises.

There was a view among members that construction sites should be included in the Charter as there was not yet any construction involvement and deliveries especially to house builders' sites due to their transient nature could be a problem. Discussion took place regarding how to disseminate information to building developers.

A question was asked whether there would be any badging of the scheme; a poster for example or some other form of recognition for sites who signed up to the Charter. Dr Smith

would be attending a meeting of BPDWG on Thursday 22 July and agreed to put forward this suggestion. Members were invited to submit any other additions to the paper by Tuesday 13 July.

Action: Dr Smith & Members

- (7.1) Reliable Industrial Measurement of Body Temperature – Research Report. Richard Gravelin had asked for an extension to complete the work. It was hoped that the second stage would be completed by the next meeting of CHARGE. Mr Marsh would keep all informed regarding heat stress.

Action: Philip Marsh

REACH: Following a useful presentation to the BCC Reach seminar by a REACH specialist from HSE, Dr Smith suggested that the BCC HSE speaker, Mike Potts, is invited to a future CHARGE meeting.

Update: Mr Potts had been invited and agreed to attend the October meeting.

3. European Safe Maintenance Initiative.

- 3.1 Chair informed members that this initiative would run for two years and had been sponsored by the European Safety Agency. The formal launch took place in London on 21 June. HSE would act as the UK focal point. Social partners included ROSPA and IOSH. HSE had developed a micro site that also gave access to European campaign material (see <http://www.hse.gov.uk/safemaintenance/index.htm>)

He outlined the European Good Practice Awards and unveiled a variety of posters that had been produced for the campaign. The posters were available to download from the HSE website. A leaflet had also been produced, the text of which could be located on the micro site (see <http://www.hse.gov.uk/safemaintenance/checklist.htm>)

4. Load Safety Research Project.

- 4.1 Nina Day from HSL gave a presentation on the Load Safety Research Project. She advised members that HSL had been working in partnership with the Highways Agency, Police and VOSA on this issue. Work was also taking place with larger organisations and industry groups.

The presentation illustrated load securing systems. Recommended methods of restraint included webbing, chains and airbags rather than rope. Using an appropriate vehicle for the task and loading to the headboard was also emphasised.

A particular area of concern was the assumption that responsibility for load security rested solely with the driver, regardless of who loaded the vehicle and secured the load. Members were shown a VOSA inspection proforma that contained information about the consignment, eg who loaded the vehicle. This proforma could be forwarded to HSE by VOSA and repeat offenders could be followed up.

There was a view that loading of vehicles and securing of vehicle loads should be built into driver training.

Load shift stats were not always accurately recorded and were often hidden in RIDDORs and reported as slip and trip incidents.

Hotspot areas involving load shift incidents during transit included roundabouts, corners and

slip roads.

A campaign on enforcement would be rolled out nationally with VOSA from October.

Members were advised of available guidance. It included the Department of Transport CoP (<http://www.dft.gov.uk/pgr/roads/vehicles/vssafety/safetyloadsonvehicles.pdf?view=Standard>), Euro guidance and the HSE micro-site for load safety (<http://www.hse.gov.uk/workplacetransport/loadsafty/index.htm>). Campaign packs had also been available at commercial operators' events.

Dr Smith would upload Nina's presentation to the Community site.

Action: Dr Smith

5. CHARGE Strategy Working Group Feedback.

5.1 Members were given feedback from the CHARGE Strategy Working Group meeting that had taken place on 21 April. Discussion took place regarding leadership indicators. Consideration was given to the particular attributes which were thought that good leaders should possess. Each WG member would draft three questions that would be incorporated into the toolkit.

EEF have published a leadership toolkit, currently available to their members but which it is anticipated will be made freely available in the autumn. Dr Smith would keep this under review to ensure that the work of the CHARGE WG was not duplicating useful tools already in existence.

Dr Smith to convene an August meeting of the Working Group.

Action: WG members & Dr Smith

6. Health Surveillance for Silica Exposed Workers – update.

6.1 Members were informed that the HSL report had now been produced but was still in draft form as of the end of May. It would be circulated to all when completed which was expected within 10-12 weeks.

Action: Dr Smith

6.2 It is anticipated that John Osmond, HSE Chief Medical Adviser, will reconvene the Expert Working Group he had set up to take a number of issues identified in the report forward.

Issues:

- health surveillance in use around the world, including Australia and US
- no consensus re baseline assessment requirements/annual assessment carried out
- no agreed consensus on role of lung function tests over time
- no agreement of frequency of chest x-rays

Suggested:

- health surveillance programme
- details of person
- occupational health history
- use of RPE
- past exposure history
- past respiratory conditions

- smoker/non smoker
- validated questionnaire – systems relating to COPD
- chest radiology – full x-ray in preference to CTC scan – annual spirometry. X-ray film examined by competent person to identify silicosis
- benchmarks to identify normal/abnormal

Dr Smith would report on progress with the Expert Working Group.

Action: Dr Smith

7. Health & Safety Improvement Schemes – progress reports.

- 7.1 Ceramic Industry PLEDGE. The PLEDGE toolkit for small businesses was now almost complete except for a few finishing touches. PLEDGE Phase 3 would be sent to industry in the coming weeks and also to CEOs to recommit. BCC statistics would be published on 21 October at their annual conference. A BCC seminar had been held on REACH which had been very informative.
- 7.2 Concrete Targets 2015. The Concrete Targets 2015 Initiative was launched in May. HSE Chair Judith Hackitt had been unable to speak at the event due to personal circumstances but her place had been taken by another HSE Board member. BPCF members would be required to sign up to the HSE PLEDGE and submit their accident data to BPCF. A 50% reduction in LTIFR for direct employees and of Lost Time Injuries (LTIs) for contractors was being aimed for by 2015 with an overriding expectation of zero harm, aligning them to the MPA (to which they were now affiliated), Hard Targets initiative.
- 7.3 GLASS Charter. Work with heat stress was ongoing. The PPE Working Group would meet in mid August. It would have sub-sector groups to establish PPE standards. Behavioural Safety Workshops had been very successful with support packages available for workers, and further ones were planned. The GLASS Charter Conference would now go ahead in 2011, and would become an annual event each April.

Philip Marsh and Declan Moore reported some positive liaison with the insurance industry. The aim was for a 20% reduction in premiums. The industry had asked for a basic traffic light scheme under the GLASS Charter and Mr Marsh and Mr Moore had the basic elements of this and were progressing with it. They would update members at the next meeting.

Action: Mr Marsh & Mr Moore

8. Ideal Standard – Health & Safety Management.

- 8.1 Paul Bayley, Ideal Standard gave a presentation to CHARGE members. It gave an overview of Ideal Standard's history, products and awards. Additionally it highlighted the company's health and safety management standards, accident statistics, safety culture, training and induction.

Following the presentation CHARGE members were invited to tour the factory and view the work processes.

9. Date of Next Meeting.

- 9.1 Wednesday 27 October at 10.30 am at Johnson Tiles, Harewood Street, Tunstall, Stoke on Trent, ST6 5JZ.