

CHARGE – 18 February 2009

TRIM Record Number – 2009/150111

Location: HSE Offices, Nottingham

Present: Geoff Cox (HSE – Chair)
Declan Moore (GGF)
Tracey Oliva (HSE)
Irene Stevenson (Proskills)

Dave Donkin (Pilkington)
Francis Morrall (BCC)
Andrea Prystupa (Unite)
Paul Underwood (Unite – Amicus)

Ian Gibson (BCA)
Keith Morton (Ibstock)
Phil Smith (HSE)

Philip Marsh (BG)
Colin Nessfield (BPCF)

Number	Item	Details	Action
Item 1		Introduction and Apologies	
1.	1.0	<p>Introduction and Apologies</p> <p><u>Welcome to:</u></p> <ul style="list-style-type: none"> The Chair welcomed all to the 10th meeting of CHARGE. <p><u>Awaiting representations:</u></p> <ul style="list-style-type: none"> David Gilbert (Hanson) has retired; awaiting new employer nomination to represent the pre-cast concrete industry – Possibly David Cockcroft (Marshalls), awaiting confirmation <p><u>Apologies:</u></p> <ul style="list-style-type: none"> David Appleton (HSE) Bob Baldwin (Unite) Chris Haigh – (Unite T&G Section) Harry Hockaday (Unity the Union) Rob Miguel (Unite – Amicus Section) 	None
Item 2		Actions from previous meeting	
2.	3.4	<p>'Silica and You' – draft publication</p> <p>(min 2.3.4 – 13/03/2008)</p> <p>The draft has been circulated within HSE; comments are varied and the precise target audience and document style has not yet been resolved. It is expected any revisions will be built into the 2009/10 work-plan.</p>	
Action Point	3.4	<ul style="list-style-type: none"> Draft 'Silica and You' to be circulated to CHARGE members in due course. 	Mr Appleton

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2.	3.0	Strategy Document – Strategic aim	<p>(min 2.4.0 – 26/11/07)</p> <p>Background: A sub committee was 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. Following revision, an electronic version was circulated to members for comment.</p> <p>Update: Dr Smith, in light of the new HSE Strategy, asked the committee to review the generic RHS targets set out in the draft CHARGE Strategy document. He challenged the meeting to consider if these should be revised to cover cross cutting CHARGE industry issues, such as Crystalline Silica, Heat Stress, Toolkits, etc, and if the CHARGE strategy should be revised to reflect elements of the HSE Strategy such as, leadership, competence, worker involvement, supporting SMEs, etc.</p> <p>Future of IACs: The Chair made the committee aware of HSE Board's continuing debate on the future of Industry Advisory Committees (IACs) following the merger of HSC / HSE. Initial commentary:</p> <ul style="list-style-type: none"> • Production of advice / guidance as their main function is no longer applicable. • Moving towards IACs becoming delivery bodies, i.e., Industries wishing to engage with and gain HSE support should be able to demonstrate there are improvements to be made, that members of the delivery body are able to deliver and improvements can ultimately be realised in the workplace. • HSE may possibly move away from supporting IACs that are not able to deliver improvements in the workplace, i.e. those with poor leverage capabilities (little trade union / trade association support) and diminutive levels of employment. 	
Action Point	3.1		<ul style="list-style-type: none"> ○ Dr Smith to remove appendix 2 and identify key components in the draft which reflect the HSE Strategy - (action conditional, pending outcomes of the HSE Strategy consultation, due to report mid May 2009) 	Dr Smith
	3.2		<ul style="list-style-type: none"> ○ Draft CHARGE Strategy to be circulated. (via CHARGE community site) 	Ms Oliva
	3.3		<ul style="list-style-type: none"> ○ Comments to Dr Smith by the end of May 2009 	All

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2.	7.0	Social Dialogue Agreement (SDA) – Crystalline Silica	<p>(min 7.7.0 - 13/03/2008)</p> <p>Background:</p> <ol style="list-style-type: none"> 1. Silicosis, a lung disease caused by prolonged exposure to Respirable Crystalline Silica (RCS), can only be diagnosed by X-ray. This in turn poses its own health risks by exposing the patient to ionising radiation. Under current legislation, the onus is placed on the medical professional to decide the frequency of chest X-rays based on individual patient assessment. Under the SDA, industries are required to monitor employee exposure to RCS and report these findings. 2. A meeting comprising of Silica Industry Representatives, Occupational Health Professionals and HSE will be convened in February 2008 at the Health and Safety Laboratories (HSL) to discuss the issue of exposure to ionising radiation vs. exposure to RCS and agree a common viewpoint. <p>‘Silica Base Line Study’ – Author - Paul Brough, the draft report has been reviewed and comments sent to the author. The report is expected to be published at the end of March 2008 (although this could be delayed).</p>	
Action Points		7.2	<ul style="list-style-type: none"> • Silica Base Line Study – to be circulated to the meeting when available. <p>Update: The Research Report is now available on the HSE website. RR689 ‘Silica baseline survey’</p>	Discharged
		7.4	<ul style="list-style-type: none"> • John Osman (HSE Medical Inspector) to be contacted to establish the completion date of the Silica Working Groups generic protocol. <p>Update: Dr Smith informed the committee that we are expecting the project to report in July 2009. As a second strand to the project, a further bid for funding for data collection purposes, has been placed.</p> <ul style="list-style-type: none"> ○ Dr Smith will keep committee members informed of progress. 	Dr Smith On-going
2.	7a.0	Heat Stress Research	<p>(min 2.8.0 – 26/11/07)</p> <p>Background: Heat stress is an on going issue with CHARGE industries. The glass industry initiated research to pin point the relationship between core body and tympanic membrane temperature to establish a reliable differential between the two.</p> <p>Update: HSE has secured funding to support the project, which should be available in April 2009.</p>	On agenda Item 4

Number		Item	Details	Action
3.	0	Silica Baseline Survey	<p>(min 3.3.0 – 29/10/08)</p> <p>Mr Easterbrook, an occupational hygienist based at the Health and Safety Laboratories, provided the meeting with an overview of the 2006/07 Silica Baseline (Brick) survey which is due to be published in the next few weeks.</p> <p>Mr Morrall raised the point that the findings are historic and do not take account of the improvements the industry has made in the interim period. He also queried if distinctions between members of the Social Dialogue Agreement (SDA), (i.e. Quarries, Brick) and non-members (Construction, Stone Masons) are made clear in the report. Dr Smith highlighted the survey was intended to establish a 'before' picture of the industries involved and a follow-up survey is expected to be carried out.</p> <p>Mr Moore raised the issues surrounding Respiratory Protective Equipment (RPE) and asked how competency is being measured in industry and if there is guidance available on correct 'fit' techniques that could be disseminated.</p>	
Action Point		3.3	RPE concerns to be raised with HSEs Disease Reduction Programme (DRP).	On agenda Item 9
<i>The minutes of the meeting, 29 October 2008 were agreed as a true record of proceedings.</i>				
Item 3		Occupational Health Toolkit		
3.	0	Occupational Health Toolkit	<p>Mr Morrall gave the committee an overview of the latest BCC / PLEDGE Toolkit.</p> <p>The Toolkit, aimed at small to medium sized enterprises (SMEs), focuses on the prevention of health issues in the workplace, and also provides users with reactive advice, such as implementing health surveillance and rehabilitation programmes.</p> <p>The Toolkit is expected to be completed by late spring 2009. Mr Morrall to update Committee on progress/availability</p>	Mr Morrall

Number		Item	Details	Action
Item 4		Heat Stress Project		
4.	0	Heat Stress Project (Update)	<p>Mr Marsh gave the committee an update of the Heat Stress project.</p> <ul style="list-style-type: none"> • 244-datasets have been analysed, with an expectation of sample size being further expanded with the additional HSE funding. • Early findings suggest there is a reliable correlation between core body and tympanic membrane temperature. • The Heat Stress Working Group will be convened once the results of the research are available. • British Glass will be issuing a press release following the completion of the research. <p>The committee moved on to discuss how they could promote the findings to their constituents. It was agreed that as joint sponsors of the research the committee should discuss jointly press release / publication at a later meeting.</p>	
Action Points		4.1	Mr Marsh to invite Richard Graveling to present at the next CHARGE meeting	Mr Marsh
		4.2	Mr Marsh to investigate the publication / promotion opportunities available through IOSH (Institute of Occupational Safety and Health) and consider a joint launch of the findings.	Mr Marsh
		4.3	Mr Marsh to send Mr Underwood the latest report available asap	Mr Marsh
		4.4	Dr Smith to send Mr Marsh contact details for EEF	Dr Smith
		4.5	Mr Marsh to send Ms Oliva the latest report for circulation to committee members	Mr Marsh / Ms Oliva
		4.6	Once the research is finalised HSE may need to review the current guidance available to industry	Mr Appleton

Number		Item	Details	Action
Item 5		Safety and Health Awareness Day (SHAD)		
5.	0	SHAD (Newcastle upon Tyne)	<p>Mr Moore circulated to the committee an evaluation report and provided feedback following a recent HSE SHAD, at which he had presented.</p> <ul style="list-style-type: none"> • Dual branded event - HSE and GGF • Promotion of the event and audience targeting resulted in the event being over subscribed • Good way to reach SMEs and micro industries • Nine new sign-ups to the Glass Charter were secured • GGF are keen to take this event nationwide and support financially <p>Mr Moore asked how this model could be replicated, with HSE support across the country. The Chair suggested that possibly a further 3 events could be planned and supported by HSE in Wales, Scotland and the South of England.</p>	
Action Points		5.1	The Chair to place a bid for funding in the 2009/10 workplan and consult Operational colleagues with a view to their support (action due – September 2009)	Chair
Item 6		FOD Delivery Plan		
6.	0	FOD Delivery Plan	Ms Oliva reported that there are no current inspection plans specifically aimed at CHARGE industries. Any information available throughout the year will be placed on the CHARGE community website.	Discharged
Item 7		CHARGE Industries - Statistics		
7.	0	CHARGE Industries – Statistics	<p>Ms Oliva provided the committee with the CHARGE industries statistics over an 8-year report period (2000/01 – 2007/08)</p> <p>Overall, for standard industrial classification (SIC) 26 – ‘manufacture of other non-metallic mineral product’:</p> <ul style="list-style-type: none"> • Incidents have reduced by 51.6% (2000/01 – 2007/08) • Employment has reduced by 24.2% (2000/01 – 2007/08) • The injury rate (IR) for report year 2007/08 is 1273.2 incidents per 100,000 employees 	

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7.	0	CHARGE Industries – Statistics continued	<p>Kind, nature and site of injuries common to CHARGE industries (information based on 2007/08 provisional RIDDOR data).</p> <p>Kind</p> <p>40 % - Handling 22% - Slips or trips 13% - Hit by moving, falling object</p> <p>Nature</p> <p>31% - Sprains 19% - Fracture 18% - Lacerations</p> <p>Site</p> <p>18% - Finger 17% - Back, spine 11% - Upper limb</p>	
Action Points		7.1	Ms Oliva to seek internal agreement to release detailed statistic information to industry	Ms Oliva
Item 8		Feedback – Scheme activities		
8.	1	Cement Industry	<p><u>Cementing Good Practice</u> - Mr Gibson reported:</p> <ul style="list-style-type: none"> • Lost time incidents have been reduced by 70% - weekly data is circulated to the workforce • A merger between the BCA and QPA is imminent. BCA are currently reviewing their processes with a view to alignment • They are continuing to focus on sustainability issues • Guidance has been produced on kiln relining • They are currently looking into a contractor’s passport scheme - Mr Morton offered to assist. 	None

Number		Item	Details	Action
8.	2	Ceramic Industry	<p><u>Ceramic Industry Pledge</u></p> <p>Mr Morrall reported that the ceramics industry, since the inception of Pledge, has seen a consistent reduction in the number of incidents. The target was revised in 2008, set against the 2006 baseline figure, to achieve a 30% reduction in the number of incidents by 2010. The 2008 Pledge report is currently being produced.</p> <p>During the economic down turn, the Pledge Board will be focusing on providing low cost health and safety solutions to member companies to continue the accident reduction trend.</p> <p>Occupational health and behavioural safety are also being looked at.</p> <p>The Pledge conference, held in October 2008 was a successful event, with, amongst the industry awards, a presentation made for outstanding health and safety performance to a contractor company.</p>	None
8.	3		<p><u>Concrete Targets 2010</u></p> <p>Mr Nessfield circulated to the meeting a chart showing the number of members signed up to the scheme (currently 50 members) and reported:</p> <p>The original 4Star scheme achieved a 45% reduction in the number of incidents against a target of 50%. The target has been revised and is currently set at a further 50% reduction by 2010.</p> <p>Communication is continuing to improve with the circulation of newsletters, safety alerts and a members-only section of the BPCF website.</p> <p>Reported incidents correlate with the HSE statistics, employment is expected to reduce and slips, trips and falls are the main contributing factor for major accidents.</p>	None

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8.	4	Glass Industry (Installation)	<p><u>Glass Charter – GGF</u></p> <p>Mr Moore reported:</p> <ul style="list-style-type: none"> • 2008 incident data collection is on-going • The GGF is continuing to increase membership • The GGF Health and Safety committee have appointed a new Chairman and Vice-Chairman • WAH and Stillages guidance is expected to be published in the next 2-3 months • New SME / Micro recruits – a baseline level of compliance is expected to be achieved by new recruits over a six month period • Builders profile – NSCC passport scheme • Development of a GGF retention visit programme • 2009 annual conference – is expected to go ahead 	None
	5	Glass Industry (Manufacture)	<p><u>Glass Charter – BG</u></p> <p>Mr Marsh reported:</p> <ul style="list-style-type: none"> • A fast track scheme is being developed • A working group is being established to focus on IS machines • Work on the PPE code of practice is on-going • Members are developing action plans and submitting statistics • Heat Stress research is on-going • During the economic downturn BG is focusing on training members <p>Best practice presentations are being made at the BG Health and Safety meetings</p>	None

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Item 9		RPE Behaviour Study		
9.	0	RPE Behaviour Study	<p>Dr Smith made the committee aware of HSEs respiratory protective equipment (RPE) behavioural research:</p> <p><u>Aim:</u> To help reduce ill health through the correct selection, use and maintenance of RPE as part of a control regime.</p> <p><u>Objectives:</u></p> <ul style="list-style-type: none"> • Establish factors contributing to incorrect selection, use and maintenance of RPE through research to gain an understanding of: <ul style="list-style-type: none"> • information and RPE equipment provided by employers • behaviours of users in organisations that have a poor record of RPE management and use • behaviours of users in organisations that have a good record of RPE management and use • In consultation with stakeholders and based on sound research evidence deliver fit for purpose HSE tools for employers and employees • Establish a partnership with stakeholders providing input to the project and helping raise awareness • Review and agree FOD and LA interventions in line with research outcomes and any revision in guidance. • Establish and deliver in 2011/2012 sector specific interventions with stakeholders for industries identified in the long latency disease programme. <p><u>Volunteers:</u></p> <p>Visits to sites will be taking place between April and July 2009</p> <p>The research team are seeking 4 volunteers from the brick industry to assist</p>	
Action Points		9.1	Mr Morton volunteered Ibstock brick to take part in the research. Dr Smith to liaise with Mr Morton in due course	Dr Smith
		9.2	Mr Underwood will make enquiries at Hanson	Mr Underwood
Item 10		Date and venue of next meeting - 2 July 2009 (HSL, Buxton)		