

## CHARGE – 26 November 2007

**Location:** Ibstock Brick – Leicester

<b>Present:</b>	David Appleton (HSE) Ian Gibson (BCA) Keith Morton (Ibstock) Irene Stevenson (Proskills)	Bob Baldwin (Unite T&G Section) David Gilbert (Hanson) Tracey Oliva (HSE) Paul Underwood (Unite AMICUS Section)	James Barrett (HSE Chair) Claire Lyons (HSE) Phil Smith (HSE)	Norman Brown (BPCF) Francis Morrall (BCC) Helen Smith (HSE)
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Number	Item	Details	Action	
<b>Item 1</b>		<b>Introduction and Apologies</b>		
1.	1.0	Introductions	The minutes of the previous meeting were agreed as a fair record of proceedings.	None
	1.1	Apologies	Dave Donkin (Pilkington) Chris Haigh (TGWU) Rob Miguel (Unite AMICUS Section) Declan Moore (BGC)	None
	1.2	Retirement	Mr Young retires at the end of the year. On behalf of the committee the Chair will send a letter of thanks for the contributions Mr Young has made to CHARGE over the years.	<b>Mr Barrett</b>
<b>Item 2</b>		<b>Actions from previous meeting</b>		
2.	4.0	Strategy Document – Strategic aim	<p><b>Background:</b> The Chair previously asked if a sub committee could be 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.</p> <p><b>Update:</b> Dr Smith circulated the amended document highlighting to the meeting the Key Performance Indicators (KPI) and asked the meeting to discuss how realistic these are at their Health and Safety Committee Meetings.</p>	
<b>Action Point</b>	4.1		<ul style="list-style-type: none"> <li>○ Phil to circulate an electronic version to all committee members.</li> </ul>	<b>Phil</b>
	4.2		<ul style="list-style-type: none"> <li>○ All to discuss the document at their H&amp;S meetings and feedback any comments to Dr Smith or Mrs Weston by 1 February 2008.</li> </ul>	<b>All</b>
2.	8.0	Heat stress – Mr Moore	<p>Heat stress is an on going problem with CHARGE industries. The glass industry is proposing to undertake a study to pin point the relationship between core body and tympanic membrane temperature to establish a reliable differential between the two. A lot of the background work to this research has been completed and 50% of the £65k required for funding has been found. As this research will benefit all CHARGE industries it is hoped that the remainder of the funding can be split amongst industry.</p> <p><b>Update:</b> £56k of the £65k required to fund the research has been secured with just under 50% being provided by IOSH. Mr Moore is looking to secure a further £9k. The committee made various suggestions where this could be raised.</p>	
<b>Action Points</b>	8.1		<ul style="list-style-type: none"> <li>○ <b>Update:</b> The Chair has made a request for funding from HSE and is awaiting a response.</li> </ul>	<b>Mr Barrett On-going</b>

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2.	4.3	FOD Delivery Plan	<p>The 3 topics to affect CHARGE industries are:</p> <p>1. <b>Brick Initiative</b> (October 2007 – March 2008) Inspection intervention.</p> <ul style="list-style-type: none"> <li>▪ FOD resource – At least 1 visit to major players, followed by a meeting with Senior Management and Safety Representatives to establish an action plan, if required, that would be rolled out across the whole company. It is anticipated that 85% of smaller companies will have individual site visits.</li> <li>▪ The Topic Pack for inspectors will be available in due course and will be made available to CHARGE industries via the HSE website.</li> </ul> <p><b>Update:</b> The brick initiative is underway.</p> <ul style="list-style-type: none"> <li>▪ Mr Gilbert reported that 3 initial scoping visits were planned for Hanson sites in January / February 2008 which are being co-ordinated as FOILE interventions by the Luton HSE Office.</li> <li>▪ Mr Morton reported that a FOILE intervention had commenced at Ibstock which would pick up the brick project.</li> <li>▪ Mr Appleton expects it will be some time before HSE will be in a position to reveal the outcome of the visits.</li> <li>▪ The topic pack is available on the HSE Website <a href="#">Sector Information Minute</a> &amp; <a href="#">Topic Pack</a>.</li> </ul> <hr/> <p>2. <b>HAV and Noise</b> – 3-year programme (2006/07 – HAV, 2007/08 – Noise).</p> <ul style="list-style-type: none"> <li>▪ Targets for 2007/08 are activities presenting unnecessary noise exposure in manufacturing (specifically, in concrete products, plastics and rubber and woodworking) and construction.</li> <li>▪ The programme will be focusing on a range of processes where there are significant noise issues and known solutions to establish a standard across industry.</li> <li>▪ Some assessment of occupational health surveillance will take place where employees are exposed excessively to noise.</li> <li>▪ For further information visit: <a href="http://www.hse.gov.uk/foi/internalops/sectors/manuf/03_07_08.pdf">http://www.hse.gov.uk/foi/internalops/sectors/manuf/03_07_08.pdf</a></li> </ul> <p><b>Update:</b> To date no CHARGE industries have been visited.</p> <hr/> <p>3. <b>MGS3</b> – (October 2007 – March 2008)</p> <ul style="list-style-type: none"> <li>▪ Will be focusing on the handling of goods at manufacturer sites through to user.</li> <li>▪ Falls from Vehicles – will be a heightened awareness campaign during October/November 2007. At this stage there are no plans for inspectors to make specific site visits.</li> <li>▪ Loading/unloading vehicles – Brick and pre-cast concrete will be looked at as part of this programme, which will run from October 2007 – March 2008.</li> <li>▪ For further information visit: <a href="http://www.hse.gov.uk/foi/internalops/sectors/cactus/5_07_01.pdf">http://www.hse.gov.uk/foi/internalops/sectors/cactus/5_07_01.pdf</a></li> </ul> <p><b>Update:</b> No feedback currently available.</p> <p>For information – Legionella may come in later in the year.</p>	<p><b>Standing Item</b> <b>Mr Appleton</b></p>
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2.	5.0	Sprains and Strains Toolkit (MSD)	A copy of the Sprains and Strains (MSD) Toolkit was circulated to the committee prior to the July meeting.  <b>Update:</b> The toolkit is awaiting graphics and will be launched shortly.	Mr Morrall
	5.1	WPT Toolkit	<b>Information:</b> The Workplace Transport (WPT) Toolkit has been launched. Mr Appleton has provided a link to the HSE WPT Programme Team.	
<b>Action Point</b>	<b>5.2</b>		<ul style="list-style-type: none"> <li>o Mr Appleton to check the Toolkit is available from the HSE WPT Website</li> </ul>	<b>Mr Appleton</b>
2.	6.1	Social Dialogue Agreement – Crystalline Silica	<p>Mr Appleton raised the dilemmas faced by medical professionals when diagnosing silicosis in workers exposed to crystalline silica. Silicosis, diagnosed by X-ray, 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 assessments.</p> <p>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 and agree a common viewpoint.</p> <p><b>Information:</b> Mr Morrall reported that recent experience in the brick industry coupled with extensive literature research was leading BCC to formulate a policy for its members on health surveillance relating to silica exposure.</p>	<b>Standing Item Mr Appleton</b>
2.	6.3	Kerb Blocks	<p>Mr Miguel would like a response from the Concrete Federation regarding a decision not to recommend low content silica aggregate be used during the manufacture of kerb blocks. The Chair recommended that Mr Miguel should write directly to the Federation for a response.</p> <p><b>Information:</b> Mr Appleton reported that work with kerb blocks is progressing well. Water suppression vs. LEV as a dust control method when cutting concrete is still being looked at. Recent American research suggests that both control methods reduce the exposure levels to crystalline silica considerably.</p>	
<b>Action Point</b>	<b>6.4</b>		<ul style="list-style-type: none"> <li>o Mr Miguel to write to the British Precast Concrete Federation.</li> </ul>	<b>Mr Miguel</b>

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Item 3		HSEs Respiratory Disease Reduction Programme (DRP)		
3.	3.0	Presentation by Helen Smith	<p>Mrs Smith thanked the committee for the invitation to the meeting. HSEs Respiratory DRP is split into 2 strands:</p> <ul style="list-style-type: none"> <li>▪ Occupational Asthma</li> <li>▪ Longer Latency Respiratory Diseases (Silicosis / Chronic Obstructive Pulmonary Disease (COPD))</li> </ul> <p><b>Silicosis / COPD</b> – Both diseases develop over a number of years. HSE is currently looking to gather a range of data to demonstrate that workplaces are moving towards a safer working environment for employees. Mrs Smith invited the meeting to forward any ideas to her.</p> <p><b>Health Surveillance</b> – Silicosis diagnosed by X-ray poses its own health risks with the patient being exposed to ionising radiation. The workshop to be held at HSL in February 2008 (Item 2.6.1) will be focusing on this issue. Committee members attending the workshop are asked to consider what the issues are for their workplace and whether the European Social Dialogue Agreement suggests any solutions?</p> <p><b>Engineering Control Initiative</b> – An initiative aimed at improving the use of LEV as a dust control method in workplaces will be launched on 6 May 2008. HSE is currently revising its 2 guidance documents and amalgamating them into 1. A leaflet for employers outlining what to look for when purchasing LEV equipment will be available and a pocket card for employees outlining simple checks that can be carried out between the mandatory 14 month checks to ensure the equipment is working correctly. Mrs Smith invited the committee to forward details of best practice examples or LEV initiatives.</p>	
<b>Action Points</b>	3.1	o <b>Silicosis / COPD Data Gathering</b> – Please forward any information via Dr Smith / Mrs Oliva.	<b>All</b>	
	3.2	o <b>Health Surveillance</b> – Committee members attending the workshop are asked to consider what the issues are for your workplace and does the European Social Dialogue Agreement pose any solutions?		
	3.3	o <b>Engineering Control Initiative</b> – If members of the committee have any best practice examples of LEV control please forward via Dr Smith / Mrs Oliva.		
	3.4	o <b>Silica and You</b> – revised version in advanced draft will be circulated to CHARGE members for consultation.	<b>Mr Appleton</b>	
	3.5	o <b>Engineering Control Initiative</b> – Dr Smith to circulate the consultation document to the committee.	<b>Dr Smith</b>	
<b>Item 4</b>		<b>Future of HSG 72 – Control of respirable silica dust in heavy clay and refractory processes</b>		
4.	4.4	HSG 72	HSG 72 is due for revision. Dr Smith asked the committee to consider in light of the publication of Silica Essentials if HSG 72 is still relevant to the industry and worthy of a revision or if this publication can be discontinued.	
<b>Action Point</b>	4.5	o Immediate feedback indicated it can be withdrawn although certain illustrations should be captured for future use	<b>Mr Appleton</b>	

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<b>Item 5</b>		<b>Social Dialogue Agreement</b>		
5.	5.3	SDA	<p>Mr Morrall provided the following update:</p> <ul style="list-style-type: none"> <li>▪ Qualitative reporting will be carried out January – March 2008.</li> <li>▪ An IT firm is currently preparing dedicated software which should be available January 2008.</li> <li>▪ The first report to the National European Programme for Silica Industries (NEPSI) is due at the end of March 2008.</li> </ul>	<b>Standing Item Mr Morrall</b>
<b>Item 6</b>		<b>Update on industry scheme performance</b>		
6.	6.5	PLEDGE – Mr Morrall	<p>Mr Morrall provided the committee with copies of the PLEDGE Management Report. All targets have been exceeded by the industry. A meeting of the PLEDGE Management Board (December 2007) will be discussing how the industry will:</p> <ul style="list-style-type: none"> <li>▪ Address / revisit targets whilst maintaining the current downward trend</li> <li>▪ Address industry health issues</li> </ul> <p>The PLEDGE Annual Conference Awards had been successful with attendance up on last year. Mr Morrall referred to the presentation by Ken Woodward on his experience arising from a life-changing accident at work which had been particularly motivational – he was an excellent speaker. Mr Morrall can provide contact details on request.</p>	
<b>Action Point</b>	<b>6.6</b>		<ul style="list-style-type: none"> <li>○ Mr Morrall to forward a copy of the PLEDGE Management Report to Judith Hackitt</li> </ul>	<b>Mr Morrall</b>
	6.7	Cementing Good Practice – Ian Gibson	<p>Ian Gibson reported the Revitalising Health and Safety Group have appointed a new chair. The industry has a zero lost time target. (Definition of lost time – Complete shift, not including the day of the incident, but the next complete shift). Pro-active steps have been taken to encourage individual sites in the improvements achieved to date and to challenge them to continue to drive down the number of incidents and working days lost. The scheme will be looking, over the next year, at:</p> <ul style="list-style-type: none"> <li>▪ Achieving a 30% reduction in the number of incidents</li> <li>▪ Road Traffic Accidents</li> <li>▪ Health Issues (HAV / Dermatitis / Asthma)</li> <li>▪ Contractors (Foreign workers / Forged safety passports)</li> <li>▪ Visible Felt Leadership in Health and Safety</li> </ul> <p>Kiln Lining guidance has recently been published.</p>	
	6.8	Concrete Targets 2010 – Mr Brown	<p>Mr Brown reported that the scheme ‘Concrete Targets 2010’ launched in January 2006 replaced the ‘4 Star’ scheme. Since 2000 the industry has seen a 60% reduction in reportable injuries. The scheme aims to reduce RIDDOR incidents by a further 50% by 2010. The scheme will be focusing, over the next year on:</p> <ul style="list-style-type: none"> <li>▪ Employees Physical Safety</li> <li>▪ Occupational Health</li> <li>▪ Launching the Annual Industry Employee Awards (17 May 2008)</li> </ul> <p>There are currently 32 companies signed up to the initiative, representing 15,500 employees in this sector.</p>	
<b>Action Point</b>	<b>6.9</b>		<ul style="list-style-type: none"> <li>○ Mr Brown to send Mr Morrall details of the BPCF awards scheme.</li> </ul>	<b>Mr Brown</b>

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<b>Item 7</b>		<b>Launch of Health and Safety Statistics 2006/07</b>		
7.	7.0	HSE Statistics 2006/07	<p>Mr Appleton circulated to the committee copies of the 'Health and safety statistics 2006/07' booklet.</p> <p><b>Injuries</b></p> <ul style="list-style-type: none"> <li>▪ 241 workers were killed at work, a rate of 0.8 per 100,000 workers</li> <li>▪ 141,350 other injuries were reported under RIDDOR, a rate of 535.1 per 100,000 workers</li> </ul> <p><b>Health and safety targets: progress to 2006/07</b></p> <ul style="list-style-type: none"> <li>▪ Fatal and major injuries – <u>on track</u> to meet Revitalising and PSA targets</li> <li>▪ Ill health – not on track to meet Revitalising or Public Service Agreement (PSA) targets</li> <li>▪ Days lost per worker – not on track to meet Revitalising or PSA targets</li> </ul> <p>Further information is available from the <a href="#">HSE website statistics pages</a>.</p>	<b>Discharged</b>
<b>Action Point</b>	7.1		<ul style="list-style-type: none"> <li>○ Injury statistics to be sorted by SIC for presentation to the committee</li> </ul>	<b>Mr Appleton</b>
	7.2		<ul style="list-style-type: none"> <li>○ Ill-health data to be collated and presented at the next CHARGE meeting</li> </ul>	<b>Mrs Lyons</b>
<b>Item 8</b>	<b>AOB</b>			
8.	8.2	IOD Publication	Mr Appleton circulated copies of the Institute of Directors (IOD) publication 'Leading health and safety at work – leadership actions for Directors and Board members'.	<b>Discharged</b>
	8.3	HSE/HSC	Mr Barrett informed the committee that the new HSC Chair is Judith Hackitt. The merger of HSE / HSC is expected to take place in Spring 2008.	<b>Discharged</b>
	8.4	Proskills Training Issues	Mrs Stevenson will be providing the committee with an update of Proskills Training Issues at the next meeting	<b>Mrs Stevenson</b>
<b>Item 9</b>	<b>Date and venue of next meeting</b>			
			<ul style="list-style-type: none"> <li>▪ Thursday 13<sup>th</sup> March 2008</li> <li>▪ Mr Gibson kindly offered to host the next meeting at a site in the Midlands (details to be confirmed)</li> </ul>	