

MOTOR VEHICLE HEALTH AND SAFETY REPAIR FORUM

Fourteenth Meeting – Wednesday 1st February 2006
Health & Safety Executive, 1 Hagley Road, Birmingham B16 8HS

Present:

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| I Taylor | Motor Vehicle Repairers Association |
| P Bayly | Society of Operations Engineers |
| D Garrett | Garage Equipment Association Ltd |
| I Holmes | Sigerson Associates |
| A Higginson | National Tyre Distributors Association |
| M Hooker | Solihull MBC |
| P Preece | Birmingham City Council |
| J Graham | SAFed |
| M Whitley | Transport & General Workers Union |
| D Innes | Scottish Motor Trade Association |
| J Morecroft | Vehicle Builders & Repairers Association |
| Malcolm Tagg | Vehicle Builders & Repairers Association |
| S Biddle | Road Haulage Association Ltd |
| M Battrick | British Coatings Federation |
| P Cooper | Hartwell PLC |
| D Littleford | Signum Publications Ltd |
| P Concannon | Communication Workers Union |
| S Hunter | Freight Transport Association |
| C Copelin | Confederation of Passenger Transport |
| G Whitelocks | Stagecoach UK |
| S Green | Association of Colleges |
| T Gallier | UNISON |
| G Satchwell | Association of Vehicle Recovery Operators |
| R Allen | Automotive Skills Ltd |
| S Oates | OE Services |
| J Lovell | OE Services |
| | |
| P Woolgar | HSE Manufacturing Sector (Chairman) |
| K Williams | HSE Manufacturing Sector (Minute Secretary) |
| A Manns | HSE Manufacturing Sector |
| J Willets | HSE Manufacturing Sector |
| A Lake | HSE Manufacturing Sector |
| S Haynes | HSE Manufacturing Sector |
| M Piney | HSE Midlands Specialist Group |
| M Gibb | HSE Luton |
| G Frackleton | HSE NSG Manchester |
| A Garrod | HSE Bootle |
| K Poole | HSE Health & Safety Laboratory |

1 Welcome and Apologies for Absence

Peter Woolgar introduced himself as the new Head of the Engineering Section of the Manufacturing Sector and Chairman of the Forum since John Powell's retirement last year and welcomed members to the fourteenth meeting of the MVR Forum.

Apologies were received from R Miguel (AMICUS); R Walker (SMMT); I Lewis (Motor Insurance Repair Research Centre); E McDonald (TGWU); D Reed (Motor Importers H&S Group); P Whitehead (Freight Transport Association); G Begley (Association of Colleges); B Spratt (Automotive Distribution Federation); M Downey (HSE Northern Ireland); P Harvey (CACFOA); J Malcolm (SAFed); S Kirton (IVR); S Dean (Vehicle & Operator Services Agency).

2 Matters arising from the Minutes of the Last Meeting 16 February 2005

Members had been sent a copy of the Minutes of the previous meeting, which had also been posted on the MVR Website.

Peter Woolgar spoke briefly about the actions concerning the information documents published by HSE during the past twelve months – '*Collection and Delivery of Tyres – Tackling the risk of manual handling injuries: A Practical Guide*'; HSE Information Document 803/71 '*Guidance on the Application of the DSEAR Regulations 2002 to MVR*' and SIM 03/2005/05 '*Risk of vehicles falling off two-post vehicle lifts in MVR*' and these actions were noted as agreed and completed.

3 Update on SHADs and Information Arising

Mark Piney gave a presentation giving an update on the SHADs (Safety Health & Awareness Days) that have been taking place across the country during the 05/06 work year, which included a short excerpt from the DVD which is available to interested parties, ie Trade Associations, Colleges, etc from the Manufacturing Sector. He commented that follow up visits had been/will be carried out by HSE Operations Inspectors and staff from HSE's Health & Safety Laboratory (HSL) and there would also be various articles concerning the SHADs appearing such as the one in 'Bodyshop' Magazine. He also gave information concerning up-coming events such as the Bootle Conference later this year to which he hoped members would show their support.

ACTION: ALL - Comments and feedback on the SIM and SHADs to Mark Piney within approximately one month.

Andrew Lake continued the presentation with information on the proposed Sector Information Minute (SIM) on '*Reducing Ill Health in the Motor Vehicle Repair Industry*', a copy of which delegates received in their pack, and which would be out for consultation generally soon. He also commented that another one of the follow up measures from the SHADs could be that HSE Inspectors would be visiting as many as possible of those businesses invited to the SHADs but who did not attend.

Some members wanted further information on the statistics regarding the use of visors or half masks in both spraying and grinding and also the costs and time delay in urine sampling v lung function tests and Andrew Lake said this information could be made available to members and for those interested in further information to contact him. Another member raised a point regarding loss of pressure on air fed visors which was answered by Mark Piney.

ACTION: Andrew Lake to send electronic copies of information to interested parties.

4 SMART Repair – An Update

This document was included in the delegate pack and Andrew Garrod from HSE gave a brief presentation to summarise the findings in the 2 years of this survey and some of the conclusions drawn to date. He informed members that following this survey he will be updating current information on definitions of SMART repairs.

Some members commented that their associations/members had not been contacted about this project and expressed further interest in being involved.

Peter Woolgar then commented that if members were interested would it be helpful and informative to re-convene the Bodyshop Working Group and, if so, who would be interested to attend the meetings. Members agreed and it was decided that 6 Forum members would become part of this Working Group which would be chaired by Andrew Lake.

ACTION: Peter Woolgar and Andrew Lake to contact J Morecroft (VBRA); I Taylor (MVRA); M Battrick (BCF) and P Barlow (RMIF) re first meeting of Bodyshop WG.

5 Briefing – Peterborough Pilot

This briefing given by Mike Gibb of HSE contained information about a pilot being carried out in Peterborough on liaison between HSE and LA Inspectors with regard to MVR and dry cleaning premises, including some definition on where the boundaries lie between enforcing authorities. The briefing contained information for members on the parties involved, conclusions so far and what had been done to publicise the initiative. Mike Gibb also commented that COSAS were involved in defining further criteria on consistency between HSE and LA inspections and it was possible that businesses would respond favourably to more frequent inspections, either by HSE or LA.

Various members of the Forum queried the comments on ‘more inspection’ but also wanted to know if this would be rolled out with other authorities if proved successful and how much resource had been or would be involved, especially from the local LA, and was there any suggestion that all MVR premises would be transferred to the LA. Mike Gibb commented that there were no plans to roll out to other Las as yet, current definitions of split between HSE and LA would continue, and that 5 personnel from

Peterborough LA had been involved in the pilot, and there had been monthly meetings since May 2005.

Peter Woolgar commented at the close of the presentation that this information was to raise the awareness of the Forum members to this pilot.

6 Safe Recovery of Buses and Coaches

Peter Woolgar introduced Geoff Frackelton of HSE Manchester with a presentation detailing HSE's involvement in various issues and fatalities over the last few years and had produced some draft guidance on this issue for consultation today and with other Forums. He asked for members feedback on the guidance, which was required within a fairly short period of time, and some members said they welcomed the chance to comment on this and asked for further copies of the proposed guidance to enable them to reply within the timescale.

Other members asked if other heavy vehicles using this type of suspension had also been looked at, ie fire engines and car transporters. GF said it had started with buses/coaches but there may be a spin off into other vehicles and he had already had conversations with some Fire Brigades regarding fire engines etc.

Peter Woolgar thanked GF for his presentation and commented that when publishing this type of guidance HSE was looking at 'joint badging' with other organisations such as those represented by members of the Forum and if anyone had a particular interest they could contact GF or himself.

ACTION: Feedback on draft guidance to Geoff Frackelton by 31 March 2006.

7 HSL Research in MVR

The Chairman introduced Kerry Poole from HSE's Health and Safety Laboratory who gave a presentation on research being carried out into upper limb disorders and hand-arm vibration syndrome.

She gave members background information on this research and commented that a simple questionnaire had been prepared for distribution to as many MVR trades as possible with completed forms being returned direct to HSL.

As there is a need to distribute the questionnaire to all areas of MVR, she asked whether Forum members could/would offer help and advice on how this could be accomplished.

ACTION: Any Forum members expressing interest in this to contact Kerry Poole direct at HSL

8 MVR H&S Competency Scheme

Peter Woolgar commented on a meeting he had in November 2005 with Steve Oates of OE Services regarding this proposed scheme.

Steve had attended today to give the Forum a presentation on this, outlining the proposals and objectives of the proposed scheme, including a copy of the draft proposal itself and an outline of what the Manual for this scheme would contain, and asked for members feedback on the proposals.

Members asked where this scheme would fit in with current training/competency schemes, eg NVQs and, if line managers were to deliver the training, how would the scheme determine their competency to do so? Steve said he would be happy to go into further detail with anyone who wished to contact him direct.

ACTION: Feedback direct to Steve Oates.

9 Falls from Height – Application to MVR

Jan Willets of the HSE Manufacturing Sector introduced a presentation on falls from height and its application to MVR and gave background information on her role on this topic throughout the Manufacturing Sector.

Members had received handout information on the presentation, including two recent publications from HSE '*Safe use of ladders – an employers' guide*' and '*A toolbox talk on leaning ladder and stepladder safety*', giving information on the Ladders Campaign currently being run by HSE and explained the information which is also available on the website concerning this, and a further campaign involving falls from height due to commence in May 2006.

She explained to members that MVR was not being singled out as an industry but was included as part of the overall Ladders Campaign as statistics had shown that there were more 'low fall' accidents in MVR than any other industry and that 'low falls' account for more serious sprains/broken bones accidents.

10 HAVS & Noise Regs – Application to MVR

This was a presentation given by Sarah Haynes of the HSE Manufacturing Sector and gave members information on new Noise Regulations due in April 2006 which would include guidance on an action plan and health surveillance which may be an issue for MVR in that one of the differences in the new Regulations is the consideration to be given in reducing noise to even lower levels. She drew members attention to the Engineering Industry Noise Task Group set up by HSE and can be found on the HSE website. If anyone requires further information Sarah can be contacted direct.

With regard to HAVS members were told that HSE has been involved with manufacturers etc on how new guidance will be produced and there will be some information on this new guidance on the HSE website within the next few months.

ACTION: Feedback direct to Sarah Haynes.

11 MSD – Application to MVR

Peter Woolgar introduced a brief discussion on MSD and its effects in MVR. He noted that although MSD has an effect across all industries, in MVR it accounts for some 33% of all over 3 day injuries.

He asked members for feedback on whether they thought this was something the Forum should be involved in, ie via trade press, through some type of Forum meeting, and would members be interested in forming a small Working Group on MSD in MVR. There was some interest but members were not sure as to what degree any involvement should take and therefore agreed to some members being in contact with Peter Woolgar at a future date regarding this.

Peter Woolgar informed members of information soon to be available on the Backs Campaign being introduced by HSE in October 2006.

ACTION: Peter Woolgar to contact I Taylor (MVRA); John Morecroft (VBRA); S Biddle (Road Haulage Association); P Concannon (Communication Workers Union) and possibly the MTA re Working Group on MSD.

12 Benfield Motors

Peter Woolgar gave a short presentation on HSE's involvement with Benfield Motors as one of the largest and best known companies in the sales/MVR market.

He briefly described HSE's role being targeted site inspections carried out at approx 10 Benfield sites which would include both Inspectors and Health and Safety Awareness Officers (HSAOs). He gave brief overview of the HSAO role in HSE in assisting Inspectors.

A member asked if these visits and any follow ups will be carried out by local staff or the same Inspectors/HSAOs across the country. Peter Woolgar confirmed that it would be a small team carrying out both visits and follow ups.

13 Further Information/Action

Peter Woolgar directed members attention to three handouts included in the information pack -

MVR Fatal Accidents 04/05 to 12/05 – discussion amongst members on this information and Peter Woolgar informed members that he had also received information on another fatal accident to a tyre fitter where the tyre had exploded, and Andrew Lake also had information on another fatal in MVR involving petrol. It was noted that such incidents still occur despite all the information/advice available would it warrant looking at in more detail at the next meeting. Members agreed.

ACTION: Peter Woolgar to include on Agenda for next meeting.

Extract from 'H&S at Work' Nov 2005 – This was brought to members attention as it had input from HSE Doctors.

Peter Woolgar then mentioned a paper prepared by him entitled '*Understanding HSE's Health Agenda*' which introduces HSE's emphasis on health in its broader context, ie stress, and the reasons for its importance and the differences it will mean in the way we work. He also again mentioned the Falls From Height Campaign, the new Backs Campaign a new Moving in MVR Campaign due to be launched in November 2006. Information would be available on the HSE website in due course. He also commented on the launch of Workplace Health Direct which was aimed mainly at SMEs.

He also gave information to members on the free to attend Manufacturing Sector Stakeholder Conference on Rehabilitation and Return to Work due to take place on Thursday 9th March 2006 in Stoke on Trent.

14 Any Other Business

Mike Battrick raised an item on UV curing products in use in MVR to heighten awareness of this practice and the health and safety implications in the process.

Members offered various items of advice gained from the use of UV curing in the printing industry and Andrew Lake had details available if required. Mike Battrick said he also knew of this information but with advances in technology it was not possible to spray with UV curable paints and would this affect possible exposure limits.

Peter Woolgar asked if Mike Battrick would pick up this topic as part of the new Working Group.

ACTION: Mike Battrick to give feedback to the new Working Group.

Peter Woolgar asked members if there were any changes needed in the format and focus of the Forum and were members content with the frequency of meetings or should there be any changes. Most members agreed that the twice-yearly format for meetings was right.

Some members felt that maybe less time could be spent on the presentations on each subject, more time given to interactive discussion. Also maybe more information on EU considerations.

Peter Woolgar closed the meeting and thanked everyone for their attendance and also on behalf of the members of the Forum thanked Kay Williams for her role as the Minute Secretary and wished her a long and happy retirement.

15 Date and Venue of Next Meetings

The next meetings of the Forum will be held on Wednesday 4th October 2006 and Wednesday 7th March 2007 at HSE Birmingham Office.