

Quarries National Joint Advisory Committee (QNJAC)

Minutes of the 36th meeting of the Quarries National Joint Advisory Committee held on
 Tuesday 9 November 2010
 at HSE Office, 1 Hagley Road, Birmingham, B16 8HS

Present:

Dr P Smith
 Mr A Entwistle
 Mr R Engley
 Mr M Phillips
 Mr S Cole
 Mr J Baxter
 Mr M Mellow
 Mr D Morgan
 Mr I Ivanovic
 Mr V Russell
 Mr R Graham
 Mr I Gibson
 Mr D Jones
 Ms D Edwards
 Mr R Farnfield
 Mr B Rostron
 Mr N Reynolds
 Mr B James
 Mr L Russell
 Mr G Crawshaw
 Mr J Lewis
 Mr J Myers
 Mr R Bush
 Mr M Tetley
 Mr C Mew
 Mr I Simpson
 Ms D Savage
 Ms D Thomas
 Ms C Flannigan

Representing:

HSE (Chair)
 KABCA
 Road Haulage Association (RHA)
 Institute of Quarrying (IoQ)
 British Aggregates Association (BAA)
 British Aggregates Association (BAA)
 Unite
 Unite
 British Slate Quarries Association
 Tarmac
 Atlantic Alliance
 MPA
 Response Engineering
 Lafarge
 EPC-UK
 Coalpro
 GMB
 SAMSA
 Mineral Products Association (MPA)
 Mineral Products Qualifications Council (MPQC)
 Geological Society
 Stone Federation
 HSE
 HSE
 HSE
 HSE
 HSE
 HSE
 HSE
 HSE
 HSE (Minutes)

Apologies:

Mr G Cox
 Mr A Price
 Mr M Isles
 Ms R Hayward
 Ms L Chase-Gardener

Representing:

HSE
 KABCA
 Mineral Products Association (MPA)
 Mineral Products Qualifications Council (MPQC)
 SME

1. Welcome, Apologies & Previous Minutes.

1.1 Chair welcomed everyone to the meeting and introduced Viv Russell, Tarmac, as a new QNJAC member and as the new Chair of the Geotechnics, Face and Stockpiles Subcommittee and Dawn Edwards, Lafarge, new Chair of the Occupational Health Working Group. Apologies as listed.

1.2 The minutes of the last meeting required an amendment to be made at 12.2 to read as “..... NVQs would still be a recognised qualification and people could still register for NVQs up until the end of this year and complete them by 2013.”

The minutes were otherwise agreed.

2. Matters Arising from the Previous Minutes of 10 March.

(1.0) Letters of thanks had been sent to retiring members.

Discharged

(5.2) Members had been encouraged to promote the joint management/employee MPQC training course.

Discharged

(6.2) TUC Safety Rep course syllabuses. It was reported there had been difficulties due insufficient briefing having been given to tutors. This had now been resolved.

Discharged

(6.4) Re the above course: publicity was to be provided via *safequarry.com*. Ian Gibson would check if this had been done.

Action: Mr I Gibson

(7.2) Recognition of achievement for reaching zero reportables. A number of ideas for recognition were put forward which included a letter of recognition from the HSE Chair, league tables of top 10 companies/sites and publicity via *safequarry.com*. It was decided that publicity would be given via Quarry Factfile to operators and the numbers of sites for a multi-site operator that had 0% of RIDDOR reportables.

Discharged

(9.2) Geotechnical Working Group - main agenda item.

(3.2) Target Zero progress report – main agenda item.

At the previous meeting following Rose Bricis’s presentation, some members felt a further breakdown of figures was required to identify whether struck by/falling objects were due to maintenance issues, or whether falls from height injuries involved a slip or trip. Analysis was still incomplete but Ms Bricis would be invited to the March 2011 meeting to provide an update.

**Action: Carry forward/invite
Rose Bricis to next QNJAC**

(6.1) Drill Rig guarding standards. The presentation had been placed on the Community site. Information from the presentation had been forwarded to Phil Papard, HSE, who dealt with standards matters.

Discharged

- (8.1) Dust Initiative. Members were advised there would be a meeting of the Quarries Partnership team the following week. What individuals were doing, or had done to publicise the initiative would be among items for discussion.

Action: Carry forward

- (11.1) ACoP guidance – main agenda item.

- (13.1) Dr Smith had sent a letter of good wishes to Roseanne Hayward.

Discharged

- (14.1) Joint management worker course. Take up had been poor. It was felt further promotion and greater publicity was needed.

All Members

- (9.1) QNJAC Occupational Health guidance sheets. Dr Smith thanked members for submitting their comments. Main agenda item for discussion/agreement.

High hazard low probability events. There would be no report produced as research funding had been withdrawn.

- (10.2) Drilling and blasting tool box talks. Mr Farnfield confirmed there were no problems printing the tool box talks for use on site.

Discharged

3. Target Zero Progress Report.

- 3.1 There had been a reduction in quarry incidents for the year 2009/10 with 93 reported incidents. This represented a 71% drop from the 2005 baseline figure and was better than the 50 target that had been set. There had been an increase/decrease in the following incidents:-

◆ struck by	- increase
◆ falls from height	- slight increase
◆ slips and trips	- decrease
◆ MSD	- considerable decrease

The figures would be publicised in Quarry Factfile when the publication goes on-line.

Some members felt it would be helpful to have had more detail concerning the cause of incidents to help detect trends. This was difficult due to the limited information provided on the F2508 proforma. HSE did not receive lost time injury data. However checks on coding were carried out to check accuracy of data and enable some segmentation of data.

- 3.2 Feedback on Hillhead event. Members were informed that 60 organisations had signed up to the Target Zero recommitment and issued with a certificate. They were encouraged to influence other organisations to sign up.

4. Occupational Health Guidance Sheets.

- 4.1 The draft Dermatitis and Noise guidance sheets had been completed. Members' comments were invited.

Noise guidance sheet – page 2. It was commented that the paragraph in bold text was misleading. Dr Smith agreed to check the wording.

Action: Dr P Smith

Dermatitis guidance sheet. There was a view that substances an individual may come into contact with on a quarry site should be listed in the guidance sheet.

The finalised versions of these guidance sheets would be publicised in *safequarry.com*.

Further input was required on the Vibration, Pre/post Medicals and Health Surveillance guidance sheets.

Health Surveillance guidance sheet – page 2. Ms Edwards would revisit the bold text sections Health Surveillance, Health Monitoring and Health Screening for greater clarification as there were issues surrounding questions that could be asked.

Action: Dawn Edwards

The document “Cutting Accidents and Ill-health” was still under review but may be discarded when the Information Sheets were finalised.

Other Information Sheets in the pipeline include:-

- ◆ Legionella
- ◆ Stress
- ◆ Rehabilitation – drugs/alcohol
- ◆ Asbestos
- ◆ MSD

There would be separate guidance sheets for health surveillance and drugs/alcohol. The next drafts of Information Sheets prepared by the Working Group will be circulated for members’ comments before the next QNJAC.

Action: Dawn Edwards

5. Drill Rig Guarding Standards.

5.1 Ian Simpson, HSE Principal Specialist Inspector gave a presentation and updated members on the European Standards.

There were presently two standards with some overlap which created confusion and inconsistency. The aim was to bring the two standards together. BSEN 791 was for quarrying. The new standard, BSEN 16288 is in seven separate parts. The separate parts are for individual types of equipment. Each part can be revised individually at different stages and different times. The main changes are increased standards for guarding and tougher stability calculations. Noise is also more fully addressed. The standard is downloadable from BSI with a template for comment. Dr Smith would upload Ian Simpson’s presentation to the Community site with a link to BSI Standards section. Members were encouraged to submit any comments. These would be fed back for discussion at the next meeting in Europe. The Standard is expected to be published in November 2011.

Action: Members/Dr Smith

6. Contractors Roadmap for Safety.

- 6.1 The Contractors Roadmap to Safety was presented to members. The objective was to provide advice and guidance for smaller sized contractors and self-employed suppliers to enable them to supply adequate information and documentation to satisfy site managers. The Roadmap contained links to various guidance documents. These included a pre-site assessment information template of basic questions, a basic site induction list, work specific site requirements, as well as incident alerts, best practice and further information. All agreed this would be useful to smaller organisations. One member commented there should be some mention of a safety passport for contractors. Members were invited to submit any further comments to Dr Smith by end of December. Dr Smith would forward these to David Jones for his next meeting.

Action: Members/Dr Smith

7. Drilling and Blasting Tool Box Talks.

- 7.1 Tool Box Talks (TBTs) 4, 5, 6 & 7 were still in production. TBTs on Defining and Controlling Danger Zones would complement each other. All were content for TBT on Post Blast Inspection to proceed to publication. It would be available via *safequarry.com* in due course.

8. Geotechnical Working Group.

- 8.1 The first meeting of the Geotechnical Working Group, under the new Chairmanship of Viv Russell had taken place and the first draft of the Information Sheet, "Guidance on Excavation & Tip Rules" had been produced. It is hoped to produce two Information Sheets a year. The Working Group had been divided into two smaller sub-committees. There were three further areas for consideration by the sub-committee(s): quarry design, managing significant change re quarry design, and operator duties.

There were no comments from members on the first draft of the Information Sheet in preparation. The WG will revisit the Information Sheet at their next meeting in January 2011. A second draft will be presented for agreement at the March QNJAC.

Action: Mr V Russell

9. Atlantic Alliance.

- 9.1 Members were given a presentation on the 2-day Atlantic Alliance conference that had taken place on 20-21 October 2010. Sessions included:-

- ◆ Safety & Hygiene at Work
- ◆ The Seoul Declaration – A Global Action Plan for Prevention
- ◆ Industry Overview and US Regulatory Environment
- ◆ Respirable Crystalline Silica
- ◆ Safe Machinery
- ◆ Influencing Equipment Design: European "Safer by Design" project
- ◆ Role of Trade Unions in Improving Machinery Safety
- ◆ SHE Perspectives
- ◆ PPE in Extreme Cold Climates

Rory Graham would check with Martin Isles if the Atlantic Alliance presentation would be available via *safequarry.com*

Action: Mr R Graham

10. Legionella.

10.1 In this presentation by Mike Tetley, HSE, members were informed of the two main forms of Legionellosis:-

- ◆ Legionnaires' Disease – a very aggressive and severe form characterised by pneumonia
- ◆ Pontiac Fever – less serious, flu-like without pneumonia

They were told how the disease could be caught, people most susceptible and that it was not transmitted from person to person. There were approximately 300 cases a year in England and Wales but the disease was under-diagnosed.

Risk factors were outlined and recognised risk systems were cooling towers and domestic water systems, large scale and showers. Other risk systems were associated with dust suppression; ie sprays at transfer points/crushers, bowsers, wheel/vehicle washers.

The presentation highlighted action that was required to be taken to prevent contracting Legionella. Further advice and information is contained in L8, Legionnaires' Disease ACoP and Guidance.

11. Guidance Sheets – R8 & R16.

11.1 R8, draft 16. Members' comments from the previous draft of this Information Sheet had now been incorporated. They were satisfied with the latest draft and were content for the last paragraph on page 4 concerning cleaners, night-watchmen and other staff who undertook ancillary activities to be removed

Members agreed this IS could proceed to publication.

Action: Dr Smith

11.2 R16, draft 3. This draft had not been previously presented to QNJAC members but had been discussed at a previous ACoP Working Group meeting. Initial comments had been incorporated. There was a grey area with regard to the issue of quarries where operations had ceased but had not yet been abandoned. HSE to clarify the role of LA with regard to Section 151 of M&Q Act.

Action: Mr R Bush

Members were invited to submit any further comments to Roy Bush by the end of December for discussion at the next QNJAC in March 2011. Additionally, their views were sought on whether the Information Sheet should contain illustrations of types of barriers. All agreed they would like illustrations included.

Action: Members/Mr R Bush

12. Market Surveillance – machine safety.

12.1 Members were notified of Market Surveillance at Hillhead 2010 and of the Machinery Directive 2006/42/EC EHSR 1.4.2.1: new requirement for fixed guard fixing systems.

At the June 2010 Hillhead event HSE looked at 21 exhibitors and 26 items of large plant. Examination of the equipment revealed many fixings for fixed guards which did not appear to remain attached to the machine or guard as required by the revised Directive. Some guards did not prevent access to danger.

HSE had written to manufacturers/suppliers reminding them of the new Machinery Directive. As of 1 November, 11 replies had been received. HSE would follow up non respondents. Some of the proposed solutions and reasons given for existing guards may need to be challenged and the findings reported to the Machinery ADCO.

Poorly designed and inadequate guarding was further discussed by members.

13. Revisions to L118 Quarries ACoP & Update on Publication. Explosives Legislative Review.

- 13.1 Revisions to L118 Quarries ACoP & Update on Publication. Consultation had ended on 30 April 2010 and 25 responses had been received. Following the change of government the route for making legislation had changed. Under the new legislative process any new regulations, including changes to ACoPs, had to be cleared by 2 new committees: Regulatory Policy Committee (RPC) and Reducing Regulation Committee (RRC). As part of the new process, a full impact assessment is also required.

Arising from the consultation, an issue had been flagged up relating to costs associated with the revision to paragraphs 62 and 62a. As a result, a further short questionnaire had been issued asking respondents to identify these costs so as to ensure the full impact assessment was as complete as possible. The questionnaire was sent to those on the original mailing list, plus those respondents who raised it as an issue during the consultation. As of 9 November, 2 responses had been received. The closing date to respond was 12 November. It would then be referred HSE Economic Analysis Unit for consideration and to compile the full impact assessment. Publication of the revised ACoP was potentially by mid-2011.

- 13.2 Explosives Legislative Review (ELR). The timetable had to be revised to take into account changes to the legislative process. Members of the Working Groups and Steering Groups would be announced via the ELR Community site. Quarrying is represented on both the Working Group and Steering Group. Anyone who wished to be involved can register their interest by emailing elr@hse.gsi.gov.uk and provide a short brief outlining their areas of interest.

The first meeting regarding the review was scheduled for 15 November. This would be the initial WG leaders meeting.

With regard to timings, confirmation was awaited from the EC with information regarding a potential delay to the “coming into force date” of the Traceability Directive. Once information is received from the Commission it would be circulated at the earliest opportunity.

14. AOB – Safety Alerts

- 14.1 Dr Smith enquired if all members were familiar with the HSE notification system for Safety Alerts. He explained the difference between Safety Alerts and Safety Notices. Members were reminded how to sign up to receive them. However, due to HSE’s current mechanism for sending them, the issue of being unable to sign up simultaneously for alerts for more than one specific industry still remained.

15. Future Meeting Dates.

- 15.1 - Wednesday 23 March 2011, HSE office, Birmingham.
 - Wednesday 1 June 2011, HSE office, Birmingham.
 - Wednesday 2 November 2011, HSE office, Birmingham.