

Quarries National Joint Advisory Committee

Minutes of the 31st meeting of the Quarries National Joint Advisory Committee held on Wednesday 12th March 2008 at 10.30am in HSE's Birmingham Office

Present	Representing
Dr P Smith	HSE – Acting Chair
Mr R Bush	HSE
Mrs L Weston	HSE - Minute Secretary
Mr M Isles	QPA
Mr P Griffin	Health & Safety Authority, Ireland
Mr A Price	KABCA & SAMSA
Mr M Smith	Institute of Quarrying
Mr S Jones	QPA
Mr C Webb	EPIC
Mr T Faithfull	Construction Equipment Association
Mr I Ivanovic	British Slate Quarries Association
Mr B Rostron	COALPRO
Mr S Biddle	Road Haulage Association
Mr J Lewis	Geological Society
Ms S Murray	Unite T&G
Mr M Mellow	Unite T&G
Mr M Phillips	Institute of Quarrying (Observer)
Mr D Wootton	Caterpillar UK (Observer)
Mr M Dickinson	Burlington Slate Ltd (Observer)
Mr R Graham	IM&S Solutions Ltd (Speaker)

Apologies	Representing
Mr J Barrett	HSE (Chair)
Mr H Ehnes	StBG
Mr P Foster	IMM
Mrs L Thompson	SME
Mr F Morrall	British Ceramic Confederation
Mr M Downey	HSE NI
Mr N Reynolds	GMB
Mr J Myers	Stone Federation
Mr R Le Clerc	SAMSA
Mr I Glendinning	British Aggregates Association
Mr S Cole	SME's

1.	<p>WELCOME, MEMBERSHIP, CHANGES, APOLOGIES, ETC</p> <p>The Chair's apologies had been received for today's meeting.</p> <p>The acting Chair welcomed speaker Rory Graham representing I M & S Solutions Ltd.</p> <p>Deputies: Andy Price representing SAMSA in place of Robert Le Clerc. Andy also representing KABCA.</p>
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	<p>New Members: Susan Murray, representing T & G Section Unite, replacing Tom Mellish.</p> <p>Observers: David Wootton, Caterpillar UK, Mike Dickinson, Burlington Slate Ltd and Mike Phillips, representing Institute of Quarrying. Mike will be the new IOQ representative, replacing Mike Smith.</p> <p>Peter Ward (NSSGA) had tendered his resignation in the light of his impending retirement. Valedictory letter to be sent by Chair expressing thanks on behalf of the Committee for all his support over the years.</p>
	<p>PREVIOUS MINUTES AND MATTERS ARISING FROM QNJAC HELD ON OCTOBER 11TH 2007</p>
	<p>Item 9.1 – Steve Jones asked the minutes to reflect that orange work wear was compulsory in the Rail Industry.</p> <p>Amendment requested on 10.1 Tim Faithfull represents CEA and not BAA as detailed in the minutes.</p>
	<p>The minutes were agreed as a true and accurate record.</p>
1.	<p>Matters arising from the previous meeting:-</p>
	<p>Item 1: Greenstreet Research Report – expected to be made available shortly. An alert telling members of its availability will be placed on the QNAJC Community.</p>
Agreed Action:	<p>Greenstreet Research Report to be included as an agenda item at the next QNJAC meeting.</p>
	<p>Item 2: Target Zero Logo placed on the QNJAC Community website and members encouraged using it to promote the initiative.</p> <p>Item 6 – Occupational Health: Stakeholder Event - HSL Andy Price reported back on the stakeholder event held at the end of February 08 at Health & Safety Laboratory (HSL). Silicosis was the main theme, but the topic had been widened to include COPD. 1 in 1 million could get cancer as a result of a chest x-ray, 1 in 20,000 as a result of a CT Scan. Chronic Obstructive Pulmonary Disease (COPD) was a big facture. Smoking may influence the development of symptoms in silica-exposed workers with around 20,000 deaths per year, 80% caused by smoking.</p>
Way Forward:	<p>Definitive guidance on what is needed in the industry to be produced. Proposed to set up sub-working group constituting of representatives from HSL, Industries, HSE, Trade bodies etc which would indicate what is appropriate health surveillance for those</p>

	<p>exposed to silica, including the role of x-rays in such surveillance.</p> <p>Malcolm Mellow proposed for this work to be linked in with the work of the Target Zero Health Working Group.</p>
	<p>Dust Workshop HSE will be holding a Dust Workshop on 4th June 2008 (venue yet to be agreed) the workshop will be a follow-up to the Cancer Workshop. Places will be limited but QNJAC members together with other committee's dealing with Silica will be invited.</p> <p>Occupational and Environmental Cancers Conference Susan Murray informed members of a global conference on Occupational and Environmental Cancers. The event will take place on Friday 25 April 08 at University of Stirling, Scotland.</p> <p>Item 8: BAA Site Audit presentation placed on QNJAC Community website.</p> <p>Item 9: Research on PPE for Quarry Use Cosalt Ballyclare Ltd – User trial is currently taking place and we await their findings, with particular interest concerning the colour of work wear.</p> <p>Item 12: Updated guidance on Silica for the Quarry Industry (HSG 73) Phil Smith informed members that he expected this guidance to be available late May/early June. The document had fallen into the area of specialist rather than general guidance, which means that this publication would now be priced. Members should however be able to download the publication via the 'HSE Direct'.</p> <p>Item 13: Update of Hard Target CD Phil Smith still awaiting confirmation of funding. If approved he will liaise with partners HSE NI but be seeking industry assistance in the update process.</p>
2.	<p>Target Zero Progress Report</p>
	<p>Phil Smith gave an update on the industries statistics for 06/07:</p> <p>A 10% drop from the previous year had been achieved, but the figures were still above the interim target by about 17%.</p> <p>Majors – since 2000/01 there had been a 24% drop to date: Over 3 Days – a 50% drop since 2000/01. Whilst the industry continued to make good progress, still more needed to be achieved if the sector was to achieve the 2010 interim target.</p> <p>A paper detailing the QNJAC Target Zero Action Plan was tabled at the meeting. Members were asked to forward any comments to Phil Smith by 30th April 08.</p>

Points Raised:	Martin Isles asked whether or not the figures included contractors and employees. It was confirmed that the RIDDOR report does include everyone.
Action Agreed:	Members to send comments relating to the QNJAC Target Zero Action Plan to Phil Smith by 30 th April 08.
3.	BAA Site Audit Scheme
	Members were asked whether or not they were happy to endorse the BAA Site Audit Scheme as a target Zero product.
Points Raised:	Martin Isles raised concerns regarding the certificate being issued to the manager in post. He felt that the scheme should be independent of the manager. He also agreed that the scheme had many advantages. Rory Graham, who has detailed knowledge on the application of the scheme, pointed out in reply that the operating safety standards at a site were so dependant upon the management structure that if a fundamental link in that structure was to move on such as the Reg 8 appointee, than the basis upon which the certificate has been issued would have changed necessitating a re-assessment.
	Steve Jones asked about QNJAC endorsement and what it meant? The chair explained that QNJAC endorsement would encourage BAA members to buy into the scheme which would contribute to the improvements of operating safety standards at sites which would have a direct impact on the performance of Target Zero.
	QNJAC agreed to endorse the BAA Scheme. A proposed forward which when approved would be signed by the Chair was tabled at the meeting. The paper will be placed on to the QNJAC Community site.
Agreed Action:	Member to comment on the proposed wording tabled at the meeting, endorsing the BAA Scheme to Phil Smith by 19 April 2008.
4.	ISO 2867/EN474 – Access Systems
	Rory Graham gave feedback on progress to date. The following points were noted: Comments from the users had been joined with UK/BSI's comments and put into an Amendment Draft. Now voted unanimously to go forward as a revision document, which will now become a DIS (Draft International Standard). Meeting due to place in San Francisco, USA on 10/11 March 08, where comment will be reviewed. They will try to accept everything non controversial and assign follow up work. Draft DIS

	<p>will then take place where a planned schedule for review and completion of DIS will be agreed.</p> <p>DIS usually takes approx 5 months to process; it then goes forward as F (final) DIS to Geneva where it takes 2 months to proof read and publish.</p> <p>It is Optimistically hoped for by the end of 2008.</p>
Points Raised:	<p>David Wooton emphasised to members the complexity of this standard. The standard would never be perfect, but each time it goes through revision it does get better. Everybody is looking for an answer, but we need to come up with some ideas. All QNJAC members invited to attend the BS-IA Committee. John Moutrie (HSE) is a member of the BSI committee.</p>
	<p>Tim Faithfull advised members that not everything we have asked for will be included in the standard. The UK has very high standards, but not all countries place the same priority on safety.</p>
	<p>Mike Smith questioned the current existence of the QNJAC Mobile Plant Working Party and whether Rory had taken over Geraint Morris role as chair. It was confirmed that Rory currently attends when Geraint is unable to do so.</p>
	<p>Martin Isles thanked the CEA for all their work in driving this standard forward.</p>
Way forward:	<p>Members to keep Rory informed of injury types and causes and appraised of further requirements to improve safe means of access/egress on mobile plant in quarries.</p>
Action Agreed:	<p>Presentation to be placed on the QNJAC Community Website.</p>
5.	<p>Extractive Industries Waste Directive – A Miller</p> <p>Andy Miller reported on the arrangements for consultation over the EIWD which were different for England & Wales than for Scotland. The consultation period for England & Wales finished in mid April and the ConDoc was available from the DCLG website: http://www.communities.gov.uk/publications/planningandbuilding/waste management (or for Scotland) http://www.scotland.gov.uk/consultations/environment/eudw-03.asp) HSE is currently discussing with the Environment Agency consultation arrangements over the top tier sites regarding human health and safety aspects.</p>
6.	<p>Revisions to L118 Quarries ACOP</p> <p>Andy Miller advised the committee about the work to update the second edition of the Quarries Regulations & ACOP to reflect changes in legislation since 1999. Some technical amendments to</p>

	<p>L118 e.g. updating references for example to the Work at Height Regulations 2005 will be made which are of a non controversial nature. However more substantive changes were also tabled to amend paras 62 (competent persons), para 175 (danger areas) and para 265 (Working faces). Stocks of the original print run of the Quarries ACoP have now been exhausted and HSE is supplying photocopies of the original edition.</p>
<p>Points raised:</p>	<p>Andy Price raised concerns with the inconsistency between what was presented in the advanced paper and what was actually written in the ACOP. In reply it was emphasised that views were not sought immediately on these more substantive changes and these had not all been incorporated into the revision of L118 tabled for this meeting.</p>
	<p>John Lewis felt that since that AcOP was now 10 years old, a more wholesale revision of the guidance should be undertaken and that the revisions to paras 62,175 and 265 would need more consideration and consultation than had been possible prior to this meeting. John also pointed out that undertaking revisions piecemeal could be quite expensive on purchasers of the document who would be inclined to buy the latest version and make copies available to site staff which could mean having to buy a number of slightly different copies over a short period of time. In reply it was explained that current planning did not allow for wholesale revision of the ACOP and priority had been given to ensuring it was legally correct and reflected recent legislation changes and references were up to date. It was pointed out that the latest version should be available from HSE Direct for those who subscribed to this service. It was also suggested that a 'loose-leaf' format might be considered in order to have an up-to-date copy.</p>
<p>Action Agreed:</p>	<p>It was recognised that members at this meeting would not be able to endorse these changes due to insufficient time for consideration; therefore it will be included as a substantive item for the next QNJAC meeting in October. In the meantime, HSE will explore ways of carrying out the minor changes and publishing them ahead of the more substantive changes required, possibly using a loose-leaf format so that purchasers do not have to buy a new copy and then shortly after, purchase a 2nd revision.</p> <p>Members were invited to consider the changes other than to Para 62, 175 and 265 and convey their views direct to Andy Miller by the 30th May 2008. If they also wished to comment on these 3 paragraphs they could do so but these will form a substantive agenda item for the October 2008 so as to give members time to consult those they represent.</p>

7.	Explosives – Record Keeping
	Item not discussed since the proposed document on record keeping had not been finalised for consultation. Agreed to be included as an agenda item for the October's meeting.
8.	Regulations 8 - Appointments
	Martin Isles presented this paper in the light of recent HSE enforcement action, informing members that HSE is now requiring that, at all times when activities take place at a quarry, a person appointed in accordance with regulations 8 of QR99 shall be on site or if not readily available, a nominate deputy should be present.
	Roy Bush presented HSE's view regarding the roles of the 'appointed v 'nominated' person, the appointment of a single 8 (1) (c) for more than 1 site and the meaning of 'readily available'.
Points raised:	Several members advised that industry have a somewhat different view to HSE, and that HSE's view was causing serious concerns to the industry. TU-side pointed out that since the intention of the requirement was to ensure the safety of those in the quarry when work was taking place, the precautionary principle should be applied and that this suggested that a responsible person should be present on the site to meet this duty. It was also pointed out that a person present on the site was able to use all their senses to come to a judgement concerning safety whereas a telephone conversation between someone on the site and the appointed person at some other place restricted the information potentially available to the latter upon whom they could make their judgement.
Action Agreed:	In view of industry desire for a clear statement from HSE regarding Regulations 8 appointments, Roy Bush undertook to prepare a position paper for the October 2008 QNJAC meeting which addressed concerns being expressed around the table.
9.	Geotechnical Assessments & the training of Geotechnical Specialists
	John Lewis tabled a paper reporting that a number of chartered geologists and chartered engineers regarding recent criticism by HSE's inspectors over the quality and content of geotechnical assessments and their conclusions and that it was a generally unsatisfactory state of affairs that inspectors felt the need to challenge the conclusions of such reports. This suggested a possible need to identify 'best practice' for preparing such reports, a possible training need to ensure the competence of geotechnical specialists and the need to produce an 'approved' bibliography of references to assist in quarry design.

<p>Points raised:</p>	<p>Rory Graham felt that relevant information could be missed whilst trawling through these sometimes vast documents. He proposed that at the header of these documents a summary sheet is inserted summarising all the good practical advice. John Lewis confirmed that the professional institutions (Geological Society of London and the Institution of Materials, Minerals and Mining) might be approached to secure their co-operation in the issues of concern. Steve Jones (chair of the Faces and Stockpiles Committee) suggested that the starting point would be to identify those areas of concern to HSE so there were some definite proposals to take to the respective Institutions before work could commence on addressing them.</p>
<p>Action Agreed:</p>	<p>Agreed for this issue to be remitted to the Geotechnical Committee, to take forward under the chairmanship of Steve Jones and this Committee would also address face working. It will begin by identifying what these 'concerns' are before taking these issues, on behalf of QNJAC, to the institutions that award Chartership (Geol Soc and IMMM) for their considerations.</p> <p>Mr Jones to agree a meeting date for this to be addressed with committee members.</p> <p>HSE's representative on the committee (Roy Bush) to identify examples of concerns to be raised.</p>
<p>9.1</p>	<p>Control of Face and Stockpiles Operations</p>
<p>Action Agreed:</p>	<p>In response to Steve Jones, Phil Smith agreed to forward to Steve Jones the latest edition (draft 9) of the Control of Face and Stockpiles Operations guidance which has been revised by Helen Turner following the Nottingham meeting in 2007.</p>
<p>10.</p>	<p>Quarry Inspector Workplan 2008-2009</p>
	<p>Members were advised that Quarries Inspectors had been allocated 25% of their time to preventive quarries work during 08/09 and will be concentrating on the following elements: Explosives; Stability; Management; Silica Interventions. The arrangements for the silica intervention were described to the Committee, especially the reporting and follow-up arrangements for Aggregate Industries, CEMEX, Lafarge, Hanson, and Tarmac where a central intervention would be made by the Sector through a Head Office visit.</p> <p>Inspectors may also wish to take the opportunity to address relevant Fit3 projects which were identified in the plan (slips, trips and falls from height; workplace transport; noise & vibration; Manufacturing "safe interventions" on specific machinery and plant and Migrant workers but this work would be managed locally by FOD.</p>

Action Agreed:	Phil Smith will alert QNJAC members via the Community website when the work instruction (Sector Information Minute) which details the intervention, becomes available.
11.	Silica – Social Dialogue Agreement
	<p>Martin Isles gave an update on the Social Dialogue Agreement, in particular summarising the electronic site reporting system, the first report being due by 1st April 2008.</p> <p>Further information is available via the NEPSI Website: www.nepsi.eu or www.safegaurry.com</p>
Point raised:	Was this scheme only available to QPA members? Martin explained that whereas there was an obligation on QPA members to report, non-QPA members could participate voluntarily, although not via the QPA. Martin recommended that the SDA should be adopted by the industry as an industry-standard and would be happy to forward the NEPSI details onto non-QPA members.
	Andy Price advised that he had received several invites from different sources because they belonged to more than one trade body that was a signatory to the Agreement, but it would be up to the individual company as to which route they want to report under, but they must ensure that they only report once.
	Pat Griffin asked whether questions generating a 'Nil' response, still required to be answered. It was confirmed that a Nil response was still important for the first round of reporting so as to get a complete picture.
Agreed Action:	<p>There was general agreement that the QNJAC should endorse the SDA for silica as an industry standard for quarrying. Martin and Phil to liaise over an appropriate form of wording for consideration at the next meeting.</p> <p>Martin Isles presentation to be placed on the QNJAC Community Website.</p>
12.	Atlantic Alliance Conference 2008
	The AA 08 will take place on 24 th – 26 th September 2008 in Washington D.C. Content yet to be agreed.
13.	Any Other Business
	<p>For Information the Quarries Regulations for Ireland were signed on 14th February 2008.</p> <p>Irish Quarry Conference to be held on 29th May 2008. For further information: www.hse.ie</p>

14.	Date and Venue for next Meeting
	Wednesday 22 nd October 2008 at HSE's Birmingham Office

Summary of Actions from meeting held on 12th March 2008

1.	Greenstreet Research Report	To be included as an agenda item for the October meeting.
2.	Target Zero Progress Report	Members to send comments relating to the Target Zero Action Plan to Phil Smith by 30 th April 08.
3.	BAA Site Audit Scheme	Proposed forward to be placed on the QNJAC Community Website. Member's comments on the proposed wording to be sent to Phil Smith by 19 th May 08.
4.	ISO 2867/EN474 – Access Systems	Rory Graham's presentation to be placed on the QNJAC Community Website.
6.	Revisions to L118 Quarries AcOP	To be included as a substantive item for the October meeting. Comments on minor amendments to Andy Miller by 30 th May 08. Comments on Para 62, 175, 265 for next meeting.
8.	Regulations 8 - Appointments	Roy Bush to prepare a position paper for the October meeting.
9.	Geotechnical Assessments	Concerns regarding - This issue to be remitted to the Geotechnical Committee to take forward. Steve Jones to convene committee meeting date.
9.1	Control of Face and Stockpiles Operations	Phil Smith to forward the latest edition to Steve Jones.
10.	Quarry Inspector workplan	Phil Smith to alert members when it is published.

11.	Social Dialogue Agreement	Martin Isles presentation to be placed on the QNJAC Community Website. Martin and Phil to liaise over suitable wording endorsing SDA for consideration at next meeting.
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