

**MINUTES OF THE FORTY – NINTH MEETING OF THE SHIPBUILDING  
AND SHIP-REPAIRING HEALTH AND SAFETY CONSULTATIVE  
COMMITTEE ON WEDNESDAY 3<sup>RD</sup> DECEMBER 2003 AT SOUTH  
NORTHUMBERLAND CRICKET CLUB, NEWCASTLE UPON TYNE**

**PRESENT**

Joe Atkinson, A&P Tyne Ltd  
Paul Gaynon, Swan Hunter (Tyneside) Ltd  
Jeff Arkle, British Maritime Technology  
George MacLeod, SEMTA  
Geoff Johnson, Portsmouth Naval Base  
Brian Hughes, MOD/DLO/WSA  
David Ives, BAE Systems Submarines  
Ian Worrall, BAE Systems Submarines  
Steven Jones, North of England P&I Association  
David Allison, Marine Painting Forum  
Alan Clisby, Babcock Naval Systems  
Mark Lomas, Devonport Management Ltd  
Keith Strachan, Pyeroy  
Kay Nicholson, BAE Systems Naval Ships  
Brad Hicks, Fleet Support Ltd  
Barry Irvine, Fleet Support Ltd  
Pete Harding, Vosper Thornycroft (UK) Ltd  
James Barrett, HSE  
Roger Sykes, HSE  
Gemma Currie, HSE

**APOLOGIES**

Captain Costello, Faslane Naval Base  
Nick Granger, Shipbuilders and Shiprepairers Association  
Barry Brown, A&P Southampton  
Michael Roleston, Harland and Wolff  
Alan Robson, CSEU  
Paul Kirby, Small & Co  
John Hawley, West Coast Trafalgar  
Andy Forbes, Babcock Engineering Services, Rosyth  
Simon Coote, Richards Dry Dock  
Peter Callaghan, Pallion Engineering  
Eddie Paton, BAE Systems Naval Ships  
Don MacDonald, Portsmouth Naval Base  
Graham Watson, HSE  
Graham Morrison, HSE

**1) CHAIRMAN'S INTRODUCTION**

James Barrett welcomed members to the meeting and thanked them for attending. He welcomed as new members: Brian Hughes who has taken over from Graham

Morrison as MOD Warship Support Agency; Malcolm Downey who will replace Bill O'Neill as HSE Northern Ireland representative. Members extended their thanks to Bill for his contribution. The chairman also welcomed Steven Jones of the North of England P&I Association who informed members of the interests of the P&I Association in relation to health and safety.

## **2) MINUTES OF LAST MEETING**

The minutes of the 48<sup>th</sup> SSHSCC were accepted as a true record.

## **3) MATTERS ARISING**

### a) Passport Schemes

Roger Sykes advised members that HSE has published their free leaflet *Passport Schemes for Health, Safety and the Environment: A Good Practice Guide*. The final version is available from the HSE website at <http://www.hse.gov.uk/pubns/indg381.pdf>

Joe Atkinson and George MacLeod updated members on the North East pilot. The national skills database, which will be a register of the skills of an individual, has been established. It is now proposed to attach a health and safety passport. The scheme will be trialed in the NE and either Scotland or the south coast of England. The final scheme will be a safety and skills database. The target for completion of the pilot is March 2004.

### b) Advisory Committee on Toxic Substances

At the last meeting members heard a presentation from Dr Colin Souter about the work of ACTS. Colin has since attended a meeting of ACTS where his visit to SSHSCC was discussed. The discussion involved the need for Safety Data Sheets to include information on product removal, e.g. the hazards associated with removing coatings from a ship. During the discussion the British Coatings Federation were identified as a potential key intermediary in taking something forward this issue. Mr Allison believed that coating manufacturers felt inundated with legal requirements and that they would leave out certain data that wasn't a legal requirement. The other issue raised at ACTS was the need for a means to provide information on what chemicals have gone into or onto ships, e.g. as coatings or cargos, during their lifetime. It was suggested that some form of 'safety files' for ships might be appropriate. There are current developments at IMO on provision of information to accompany vessels being sent for scrap but this would need considerable extension to be of value for ship repairers. Mr Lomas felt that this would have limitations, as in practice there would be no record of what chemicals/coatings have been applied outside the UK.

It is also reported that Dr Souter has taken up the issue of Safety Data Sheets with the relevant HSE policy section.

### c) NVQ's

Copies of a draft of Unit 1 of the NVQ for Marine Engineering Level 3 were circulated. David Allison told members this was the general health and safety unit and will be a mandatory unit. He would appreciate comments on this as soon as possible. He also commented that a further 200 units were in preparation and many of these will address health and safety issue but he will not circulate these. Marine industry companies are preparing them and he hopes that these companies will consult their health and safety departments.

**Action – all members**

### **4) 50<sup>TH</sup> MEETING SPECIAL EVENT**

The meeting on 21<sup>st</sup> April 2004 will be the 50<sup>th</sup> meeting of SSHSCC. Fleet Support Ltd have offered to host this meeting. Brad Hicks told members that the meeting will be held in the Princess Royal Gallery of the Royal Naval Museum at Portsmouth and lunch will be served on HMS Victory. Roger Sykes believed this would give the work of the committee a high profile and provide an opportunity for good publicity. HSE hope to arrange a VIP to attend or at least open the meeting. The full support of the committee would be appreciated and earlier than usual commitment will be sought. It would also make the event special if members are able to arrange for senior representatives of their companies to attend to commit to the agreed SSHSCC programme.

### **5) ACCIDENT STATISTICS FOR SHIPYARDS**

Paper 49/A could not be issued until after 19<sup>th</sup> November, as accident statistics for particular industries were first available on this date. The paper reports a disappointing increase in accidents after 3 years of reductions. The increase seems to be mainly of 3 day accidents. Slips and trips and manual handling dominate the numbers. The chairman told members that slips and trips cause 37% of major accidents but overall people are often absent for doubtful reasons. Members felt that the increase has something to do with claims, self certified sick and sick pay. Ian Worrall told members that they had put more effort into occupational health and this had seen a significant reduction in lost time. Joe Atkinson also reported a substantial reduction in lost time and employer's liability premiums over recent years. Barry Irvine suggested a need to share good practice.

### **6) SSHSCC PROGRAMME OF WORK**

Paper 49/B sets out proposals for a programme of work. David Allison asked to be involved in work in confined spaces. He will be proposing to the Marine Painting Forum that they hold workshops and seminars on painting operations in confined spaces.

After extensive discussion, members agreed issues for inclusion in the programme and that each issue should be lead by a member who will develop proposals in consultation with others who have expressed an interest. Issues agreed were:

- Control of contractors.

**Action - Mark Lomas**

- Occupational health (to embrace stress, rehabilitation and removal of zinc chromate primers).

**Action - Ian Worrall**

- Confined spaces and slips, trips and falls.

**Action - Brad Hicks**

- Workplace transport.

**Action - Alan Clisby**

The proposals will be sent to Roger Sykes to be collated and circulated for final agreement. Speaker will be sought to introduce these issues at the 50<sup>th</sup> meeting. To assist development of the issues, it was agreed that Roger Sykes would send out an e mail message setting out the actions agreed and contact details of members leading the issues. This message will also seek commitment from senior management to attend the 50<sup>th</sup> meeting and commit to the final agreed programme.

Roger Sykes also agreed to seek support from the Shipbuilders and Shiprepairers Association. It was also agreed that the current membership list be circulated.

**Action –Roger Sykes**

Members also considered a name for this initiative and the consensus favoured ‘Shipshape Campaign’.

## **7) GENERAL FIRE PRECAUTIONS**

Guidance on fire precautions in shipyards was agreed at the 38<sup>th</sup> meeting but difficulties had arisen with the enforcement section of the Fire Precautions (Workplace) Regulations and the guidance was withheld. These difficulties have now been overcome with the coming into force on 27<sup>th</sup> October of The Management of Health and Safety at Work and Fire Precautions (Workplace) (Amendment) Regulations 2003. However, in July 2002 the office of the Deputy Prime Minister (ODPM) issued a consultation paper *A Consultation Document on the Reform of Fire Safety Legislation*, available on the ODPM web site at [http://www.odpm.gov.uk/stellent/groups/odpm\\_fire/documents/page.odpm\\_fire\\_600638.pdf](http://www.odpm.gov.uk/stellent/groups/odpm_fire/documents/page.odpm_fire_600638.pdf)

The proposals are essentially that the regime of fire legislation should be risk assessment based with responsibility for fire safety resting with the person responsible for the premises. ODPM are now finalising their proposed Regulations with a view to starting the required parliamentary processes for them to come into force in late 2004. Therefore, with change still in prospect the future of the guidance remains in question.

## **8) BENCHMARKING**

Some members have expressed an interest in benchmarking the performance of their yards. Those and others may be interested in the Safety, Health and Environment Intra Industry Benchmarking Association (SHEiBA). See [www.sheiiba.com](http://www.sheiiba.com)

SHEiiBA states that its products will enable members to:

- Compare performances across a range of key performance indicators (KPI), or initiate their own league table using a KPI of their choosing to benchmark with partners they select. They can even use it for inter-site comparisons. For more information see the SHEiiBA League Tables tool.
- Put questions to the members and receive email responses by return; they can also see former question and answers in the archive. For more information go to AskSHEiiBA.
- Download a policy. Using the Policy Library they can download other companies' Policies, Standards, Company Codes and Guidelines – once they have uploaded documents they are prepared to release (permission granted at your discretion). For more information go to the SHEiiBA Policy Library.
- Link to other relevant sources of information using SHEiiBA's LinkList.

This is a subscription based association. The chairman also referred members to the DTI web site for information on benchmarking.

## **9) ANY OTHER BUSINESS**

a) Joe Atkinson reminded members that he is willing to share policies and procedures from his yard and he handed out a list of these. He also encouraged members to network for mutual benefit.

b) Ian Worrall mentioned that BAE Systems are seeking to recruit a lead health and safety advisor. This will be a temporary contract for 12 months. Mr Barrett said that this could be used as a secondment opportunity.

c) James Barrett referred to an HSE moratorium on production of publications pending the appointment on 5 January of a Director of Communications.

d) The chairman also referred to the development of an HSC Strategy for workplace health and safety in Great Britain to 2010 and beyond.

e) Roger Sykes reminded members that Paper 49/D contains the Health and Safety News Update. Since production of this, it has been announced that the Consultation Document on proposed Work at Height Regulations will be published on 4<sup>th</sup> December 2003.

## **DATES AND VENUES**

21<sup>st</sup> April 2004 – Fleet Support Ltd, Portsmouth

15<sup>th</sup> September 2004 – Babcock Naval Services, Faslane Naval Base

8<sup>th</sup> December 2004 – Newcastle upon Tyne

James Barrett closed the meeting with thanks to members for their contributions and commitments.