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Type of Paper: Above the line

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ADVISORY COMMITTEE ON TOXIC SUBSTANCES

Progressing the work plan - liaison with other committees

A Paper by ACTS Secretariat

Advisor: Paul Hems

Cleared by John Thompson on 25 June 2003

Issue

1. Comment is sought on the committees identified for ACTS volunteers to visit and the material developed to assist ACTS volunteers when visiting other committees.

Timing

2. Routine. → ← has already agreed to visit the Paper and Industry Advisory Committee (PABIAC) on 1 July - in advance of the ACTS meeting on 10 July, so → ← will be able to provide feedback on the efficacy of the PowerPoint presentations prepared for volunteers to use when visiting a committee, as well as the content of the communication packs produced for members of the committee.

Recommendation

3. To agree the list of committees identified for volunteers to visit and the material developed to assist volunteers when visiting committees.

Background

4. In November 2002, the HSC approved HSE's Chemicals Strategy ([HSC/02/106](#) and [HSC/02/106a](#)), developed to focus on initiatives that can contribute to HSC Revitalising targets. ACTS work plan, which aims to 'stop people being made ill from exposure to substances at work', was developed to ensure that ACTS, as a sub-committee of the HSC can contribute to this work. At the same time, HSE is developing programmes on the 4 priority areas of the Strategy, namely respiratory disease, skin disease, cancer and communications/education. Programme Managers have been appointed as follows:
 - Skin disease and cancer: Bill Macdonald;
 - Respiratory disease: Maureen Meldrum and Michael Topping;
 - Communications and Education: Carole Sullivan

5. At the 13 March 2003 ACTS meeting, members agreed to the proposals outlined in the paper 'First steps in progressing the work plan' ([ACTS/03/2003](#)), namely that volunteer members act a champions for the committee and visit specific committees in order to:
 - raise the profile of ACTS and its work plan;
 - explain and raise awareness of HSC/E's Chemicals Strategy;
 - encourage ACs to encourage their networks to raise awareness of E-COSHH Essentials;
 - raise awareness of the Asthma Strategy;
 - encourage AC members and their networks to become involved in European Week for Safety and Health 2003 on prevention of risks caused by dangerous substances;
 - establish what the committee can do to contribute to HSC/E's Chemicals Strategy; and
 - establish if there is anything ACTS can do to help the committee.
6. The overall aim of this work is for ACTS and ACTS Secretariat to stimulate other committees to develop specific joint initiatives with ACTS that can contribute to meeting the HSC's Revitalising targets. In addition, there may be initiatives that can be developed as a result of these visits that HSE Programme Managers on skin disease, cancer, respiratory disease and communications/education can take forward.
7. At the 13 March meeting, the committee tasked ACTS Secretariat to identify additional ACs that dealt with the key asthmagens, for example isocyanates and flour dust. Members also asked ACTS Secretariat to find out what work other ACs are doing in relation to chemicals, in order to help clarify and prioritise the ACs volunteers need to visit.

Argument

8. ACTS Secretariat has expanded the list of ACs and other committees identified for volunteers to potentially visit (Annex 1). The list now includes the Motor Vehicle Repair Health and Safety Forum, which deals with isocyanates and the Health and Safety in Bakeries Liaison Committee, which deals with flour dust.
9. Members will see that a significant proportion of the committees identified for volunteers to potentially visit either do not currently have future meeting dates or where they do, that these are organised towards the end of 2003. This is because many of HSC's Industry Advisory Committees (IACs) are in the process of reconstitution. As with its Subject Advisory Committees, the Commission wants its IACs to adopt a more strategic role. This is reflected in a letter sent to all IAC members by the Chair of the Commission (Annex 2). As many committees will be in the process of developing new work plans, this is a real opportunity for ACTS to influence partners to take forward work on chemicals.
10. For each committee, Annex 1 includes information on forthcoming meeting dates, together with corresponding locations, what work the ACs are doing or plan to do in relation to chemicals and the ACTS member provisionally selected to visit the committee. Members have been selected on the basis of one or more of several criteria: the member already sits on the AC in question; and/or the member has expressed a specific interest in the subject matter considered by the committee.
11. ACTS Secretariat in conjunction with other colleagues in HSE has produced material to assist volunteers carry out the visits. This comprises of:

- **PowerPoint slides**, including speaker's notes for members to use as the basis of their presentation (Annex 3); and
- **Communication packs** containing (details at Annex 4):
 - HSC paper on the Chemicals Strategy;
 - ACTS' Terms of Reference;
 - ACTS' work plan;
 - briefing material on the Asthma Strategy;
 - briefing material on e-COSHH Essentials and
 - briefing material on European Week for Safety and Health 2003.

12. The communication packs will be distributed to members of ACs that are visited by volunteers.

13. It is hoped that the PowerPoint presentation is generic enough to suit most audiences. However, it is acknowledged that for some committees, it will be necessary to tailor the presentation e.g. including the plant protection products, biocidal products and veterinary medicines element of the Chemicals Strategy for the Agricultural Industry Advisory Committee (AIAC) or its Working Group on Health in Agriculture (HIAG).

Consultation

14. ACTS members and others in HSE have been consulted throughout the development of this initiative.

Evaluation Plan

15. Volunteer members will be asked to provide structured feedback following their visit to the AC. Specifically, ACTS champions will be asked to feedback ideas on joint ACTS/AC initiatives that can contribute to meeting HSC's Revitalising targets.

Costs and Benefits (including Financial/Resource Implications for HSE)

16. The travel and subsistence costs of volunteer ACTS members visiting other AC's will come out of the existing budget. This component of the work plan requires planning and organisation if the initiative is to be a success. As well as demands on ACTS Secretariat and other colleagues in HSE, there will also be demands on those ACTS members making the visits to other ACs.

Action

17. Members are asked to note the recommendations at paragraph 3. Specifically to approve the revised list of ACs identified for volunteers to visit and the material developed to assist volunteers when visiting ACs

Contact

ACTS Secretariat
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 Fax: 020 7717 6190

Committees identified for volunteers to potentially visit

ACTS Secretariat has contacted the Secretariats of other committees to find out, in relation to chemicals, what work the committees are already doing and also to identify possible future work. Verbatim responses from other committee Secretariats are indicated by speech marks.

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
1	Advisory Committee on Dangerous Substances (ACDS)	9 Oct 2003.	<p>"ACDS and ACTS have a number of common interests including:</p> <ul style="list-style-type: none"> • Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)/Control of Substances Hazardous to Health Regulations (COSHH) re. implementation of CAD/ATEX; • Chemical Essentials - joint ACDS/ACTS WG developing database based on COSHH Essentials; • Land Use Planning - trying to avoid potential hazards from fire, explosions, and chemicals; • Work on updating fire legislation - the current demarcation being that whilst ACTS deals with the potential hazards from toxic fumes from fire, ACDS deals with the heat aspects of fire." 	→ ←	Yes
2	Advisory Committee on Genetic Modification (ACGM)				No
3.1	Agricultural Industry Advisory Committee (AIAC)		AIAC has a health working group (HIAG) which deals with health (inc chemical) issues and this is probably the better committee of the two to address.		No
3.2	Working Group on Health in Agriculture (HIAG)	10 Nov 2003 Rose Court	Covers health, education and employment in agriculture. Farmers generally have a poor regard for their own personal health so one of HIAG's main priorities is to try and get farmers to have a better regard for their own health. In terms of ongoing work relevant to the Chemicals Strategy, HIAG has an initiative on grain dust (asthmagen). They are reviewing grain dust exposures to typical tasks with a view to publishing guidance recommending specific types of RPE for specific tasks.	→ ← HIAG would find it useful to have a personal profile of the ACTS volunteer that will be visiting them.	Yes
4	Ceramics Heavy Clay Refractories and Glass Joint Health and Safety Advisory Committee (CHARGE)	23 October Staffordshire	"The work that CHARGE carries out takes its impetus from Revitalising Health and Safety (RHS). Where RHS overlaps with the Chemical Strategy, is where CHARGE's work will also overlap. As well as this the ex-Metals and Minerals Sector along with the Specialist Group has carried out research into silica. The findings of the research have been published and it is planned to produce guidance later on this year."	Possibly → ←	Yes
5.1	Construction Industry Advisory Committee (CONIAC)		CONIAC has an Occupational Health Working Group which would be more appropriate for an ACTS volunteer to visit.		No

Committees in greyed out rows will not be visited

Committees identified for volunteers to potentially visit

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
5.2	CONIAC Occupational Health Working Party	As CONIAC is in the process of reconstitution, it is not possible to identify meeting dates at the moment.	This Working Party provides a forum in which health risks common to the construction industry can be identified, and ways found for removing or minimising them. It seeks to increase the awareness of occupational health issues in the industry and of the steps that can be taken to reduce ill-health through design and management. A paper 'Report from CONIAC Occupational Health Working Group' (http://www.hse.gov.uk/aboutus/hsc/iacs/coniac/061102/061111.pdf) provides more detail on substance specific issues in the construction industry.	Possibly → ← Priority visit for either CONIAC or CONIAC Occupational Health Working Party	Yes but no agenda slot currently available
6	Deep Mined Coal IAC				No
7	Foundries Industries Advisory committee (FIAC)	23 Oct 2003 Newcastle Under Lyme	"The major FIAC health concern at present is silica. Silica will dominate FIAC's health agenda for the next 18 months."	→ ← FIAC is likely to be decoupled from the HSC on 17.4.03. It will then no longer be a full IAC but a self sustaining group which HSE helps run. However, strangely and confusingly the membership want to retain the title "FIAC."	Yes
8	Health Services Advisory Committee (HSAC)	26 September 2003	Chemical issues include latex, glutaraldehyde, cytotoxics. Secretary advised that work on chemicals is not currently high on HSAC's agenda.	Possibly → ← "As I explained our committee is currently being reconstituted and so we have no members or dates for meetings in the pipeline. Once the committee has been reconstituted we will be happy to raise this initiative with them and then contact you in due course."	Yes, but no agenda slot currently available.
9	Health and Safety in Bakeries Liaison Committee (non HSC committee)	ACTS Secretariat is in the process of contacting this committee to establish if they are willing for an ACTS member to visit the committee.	Flour dust and fungal amylase.	→ ←	Yes, but no agenda slot currently available.
10.1	Health and Safety Executive/Local Authority Enforcement Liaison Committee(HELA)		HELA has a Technical Sub Committee which would be more appropriate for an ACTS volunteer to visit.		No
10.2	HELA Technical Sub Committee	November 2003 Wales - TBA		→ ←	Yes

Committees identified for volunteers to potentially visit

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
11	Local Authority Forum (LAF)	24 July 2003 Rose Court		The LA Forum is a consultative body made up of representatives from HSE, local authority employer representatives and the trade unions. It seeks to engender a change of approach in the way that LAs manage health and safety, and to influence and guide the factors that will bring about change. It aims to deal with cross authority concerns, influence the health and safety performance of LAs, and coordinate their approach and response to RHS.	No
12	Motor Vehicle Repair Health and Safety Forum	26 November 2003 Birmingham	Asthmagens - isocyanates	<p>Volunteer not yet identified for visiting this committee.</p> <p>In February 1999 the Health and Safety Executive (HSE) announced the formation of a new Motor Vehicle Repair Health & Safety Forum to be organised by HSE's Engineering National Interest Group in Birmingham.</p> <p>The group will act as a co-ordinating body for those involved with health and safety affecting the MVR industry - from major franchised motor dealers to small independent garages, tyre fitting and service centres and roadside assistance and recovery.</p> <p>The Forum will include representatives from most of the key trade associations and professional associations representing the industry, as well as trades unions, equipment suppliers and the enforcing authorities - both HSE and Local Authority Environmental Health Officers.</p>	Yes
13	Occupational Health Advisory Committee (OHAC)	17 July 2003	"The main 'work' that OHAC would be interested in is how ACTS strategy fits with access to occupational health support and rehabilitation."	Possibly → ←	Yes
14	Paper and Board Industry Advisory Committee (PABIAC)	1 July 2003	"The paper industry - represented by PABIAC - uses a number of chemicals, most of which are dealt with by generic guidance. The main risk exposure that is not dealt with by generic information is paper dust and PABIAC has done some work on this to assess exposure levels and look at various control strategies. The committee has produced some guidance on the subject. PABIAC (via → ←) has kept itself up to date of various chemical strategies and would probably simply wish to be kept in the loop on developments."	<p>→ ←</p> <p>→ ← sits on PIAC and PABIAC as well as ACTS.</p>	Yes

Committees in greyed out rows will not be visited

Committees identified for volunteers to potentially visit

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
15	Plastics Processing Health and Safety Liaison Committee (PPHSLC)	15 May 03, 17 Sept 03	<p>"For rubber and plastics processors this is the position -</p> <p>Rubber dust and fume have long been implicated as carcinogens hence the MELs. ACTS has long had an involvement with this issue. We cannot be confident that the agents giving rise to cancer have been eliminated, however, recent studies suggest that current controls are working and that excess cancers are not found in the rubber workers population. RUBAIC prepared a statement on this issue 18 months ago.</p> <p>Dermatitis is an issue in both industries. In rubber we recently got acceptance at RUBIAC that we need to do more to prevent dermatitis in the industry. In plastics the PPHSLC has a project looking at the issue, as we don't have good intelligence on it.</p> <p>Asthma. There are known asthmagens in the industry - AZDC, isocyanates etc. In rubber there is no indication that we have a problem in rubber workers (this includes polyurethane workers). In plastics the PPHSLC has a project looking at the issue, as we don't have good intelligence on it.</p> <p>We would be more than happy to see you at a future meeting. Indeed we recently had Maureen Meldrum at RUBIAC talking about the Carbon Black review and future changes to OELs. Of course things may change radically and quickly in the post Sector review world."</p>	Volunteer not yet identified for visiting this committee.	Yes
16	Printing Industry Advisory Committee (PIAC)	17 July 2003	<p>"The Printing industry - represented by PIAC - is more involved with chemicals, particularly solvents and has developed COSHH Essentials for Printers (which we hope to translate onto the web this year with the aid of Michael Topping) and we also have a solvent substitution agreement within the industry. The main health effect (apart from inhalation) is Dermatitis and we have completed research suggesting up to 60% of the workers in the industry have a skin problem and we have been looking at control measures to reduce this frequency. John MacAlinden has been heavily involved with us on this and we hope to do more work in this area. Again → ← has kept the Committee up to speed on ACTS strategies over the years and PIAC would certainly benefit from continued involvement and be open to suggestions on how we could work more closely."</p>	<p>→ ←</p> <p>→ ← sits on PIAC and PABIAC as well as ACTS.</p>	Yes
17	PIAC Health Sub-Committee		<p>→ ← is making a presentation to this Health Committee's parent committee.</p>		No

Committees identified for volunteers to potentially visit

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
18	Rubber Industry Advisory Committee (RUBIAC)	16 October 03, 26 February 04, 17 June 04.	<p>"For rubber and plastics processors this is the position -</p> <p>Rubber dust and fume have long been implicated as carcinogens hence the MELs. ACTS has long had an involvement with this issue. We cannot be confident that the agents giving rise to cancer have been eliminated, however, recent studies suggest that current controls are working and that excess cancers are not found in the rubber workers population. RUBAIC prepared a statement on this issue 18 months ago.</p> <p>Dermatitis is an issue in both industries. In rubber we recently got acceptance at RUBIAC that we need to do more to prevent dermatitis in the industry. In plastics the PPHSLC has a project looking at the issue, as we don't have good intelligence on it.</p> <p>Asthma. There are known asthmagens in the industry - AZDC, isocyanates etc. In rubber there is no indication that we have a problem in rubber workers (this includes polyurethane workers). In plastics the PPHSLC has a project looking at the issue, as we don't have good intelligence on it.</p> <p>We would be more than happy to see you at a future meeting. Indeed we recently had Maureen Meldrum at RUBIAC talking about the Carbon Black review and future changes to OELs. Of course things may change radically and quickly in the post Sector review world."</p>	→ ←	Yes
19	Shipbuilding and Ship repairing Health and Safety Consultative Committee	17 September 2003 Rosyth (north of Edinburgh) 3 December - Newcastle-upon-Tyne.	<p>"The 17th September meeting in many ways would be a particularly good meeting for a representative of ACTS to attend as an HSE occupational hygienist will be presenting the results of an investigation focusing on exposure to hexavalent chromium arising from the removal of chromate primers from ships under repair. The work that the Committee has undertaken in this area also supporting the Chemical Strategy. This is an issue which has generated a lot of concern, as there was clear evidence of a failure by some member companies to implement adequate control measures resulting in levels of exposure to hexavalent chromium well in excess of the MEL. Partly explaining this is that some member companies were not aware of its presence on the ships that they were working on and hence were not aware of it as an issue. Through the SSHSCC we have therefore raised members' awareness of the potential presence of chromate primers, the levels of exposure that can arise, the associated risks to health and the control measures that are needed. A means of detecting the presence of chromate primers has also been identified and arrangements made to validate its accuracy. Issues have also arisen regarding the face fit testing of RPE which will be raised at the September meeting. The meeting will be held at Rosyth Dockyard and could provide the ACTS representative with an opportunity to look round a shipyard and gain first hand experience of the health issues involved."</p>	→ ←	Yes

Committees identified for volunteers to potentially visit

Ref	IAC	Mtg dates & location	Work linked to Chemicals Strategy (current/future)	Proposed ACTS member and other information	Visit
20	Textile Industry Advisory Committee (TEXIAC)	13 May 2003. 14 Oct 2003. 14 Jan 2004.	<p>"TEXIAC is happy to participate although chemicals are not high on our list of priorities. There are health issues from work with textiles dusts (by sinosis from cotton and respiratory disease from wool) with 'flock' emerging as a new issue which needs better understanding and guidance. There are risks from spotting solvents - since trichloroethylene has been reclassified as a Cat 2 carcinogen, n-propyl bromide seems to have increased in use. Amongst respiratory sensitisers, reactive dyes are on the increase and although not a big problem there is an issue with isocyanates used in shoe moulding and given off in flame bonding.</p> <p>I would be keen to steer the Committee towards a stronger health agenda but unfortunately, there are few issues which have equal relevance to the different industries represented."</p>	Volunteer not yet identified for visiting this committee.	Yes
21	Woodworking Industries Forum (WIF)	No meetings planned.			No



Health and Safety Commission
From the Chair
Bill Callaghan

To all members

Many IACs are now considering whether or how they should be reconstituted. I thought it was timely therefore to write to stress the value the Commission attaches to the role that IAC members can play in helping deliver HSC's vision, mission and objectives.

You will know that our current priorities are determined to an important extent by new targets which the Commission and Executive have agreed with Government. Our effectiveness will be judged against them. What we achieve through our actions is key, not what we do. I know that in parallel to our appraisal of how we in the Commission can be more effective, IACs will be willing to review their own activities.

The traditional advisory role for IACs remains of value, but if we are to meet these testing targets we all need to satisfy ourselves that as individuals, members of teams, committees (or the Commission of course) or sub committees that our own efforts will contribute to delivering the reductions in deaths, ill health or working days lost that we are committed to. We all have to question the value and impact of everything we do.

Commissioners Sonny Hamid and Owen Tudor developed some useful criteria for a successful IAC. These criteria have been included in instructions to IAC Chairs and Secretaries about how IACs should be conducted. You may have already seen the criteria and been consulted about the document (GAP 2) which contains them.

Some IACs have already changed their working methods. The Paper and Board IAC (PABIAC) directed a work programme at poor standards in papermaking. This work is already bearing fruit and accident rates are falling. PABIAC is now concentrating on improving standards of the remaining poor performers in the industry and embedding the good practice. Standards are being driven up and IAC and HSE resources are being released to concentrate on other work.

In contrast, the Ceramics IAC (CERiac) decided it could best serve industry by stepping back from its formal role as an IAC. Members decided that they could deliver the greatest benefit for their industry by restructuring as a broad-based committee. Members recognised that their potential to exert influence was enhanced by the freedom to work beyond the formality of an IAC.

The Executive is also reviewing how it works. All HSE is engaged in a change programme to fit the organisation to meet the challenges facing it.

We must make the best use of our resources to achieve our strategic aims and priority programmes and satisfy ourselves that our structures are appropriate to the task.

Reconstitution presents a good opportunity to consider the IAC role, and whether our objectives can be most effectively met through existing or new approaches and structures.

I have asked Justin McCracken, the Deputy Director General responsible for your IAC, to consider your proposals for reconstitution. He will be looking to satisfy himself that

- the committee is proposing to do the right things within appropriate timescales; and
- the resource he must provide to support the committee is justified on the basis of the contribution its activities can make to achieving our shared objectives.

The work of IAC members is valued highly by the Commission and the Executive. Our partnership has been longstanding and useful. We must reflect changes in the world of work by adjusting our own ways of working. But I am sure you will agree that, in the spirit of continuous improvement, we all need to examine how we can improve our effectiveness.

Yours sincerely,

A handwritten signature in black ink that reads "Bill Callaghan". The signature is written in a cursive style with a large, stylized 'C' at the end.

BILL CALLAGHAN
Chair, Health & Safety Commission

Working in partnership with other committees

PowerPoint slides, including speaker's notes, for volunteers to use as the basis of their presentation to another committee.

Details of communication pack

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> • HSC paper on the Chemicals Strategy | <p>HSC/02/106 and HSC/02/106a</p> | <p>This paper was distributed to ACTS members on 13 November 2002.</p> |
| <ul style="list-style-type: none"> • ACTS' Terms of Reference | | <p>Draft new terms of reference</p> |
| <ul style="list-style-type: none"> • ACTS' outline work plan | | <p>This is a summary of the current version of the work plan that was distributed to ACTS members 18 February 2003 and considered at the 13 March 2003 ACTS meeting.</p> |
| <ul style="list-style-type: none"> • Briefing material on the Asthma Strategy – ACTS paper 'Tackling Occupational Asthma' | <p>ACTS/47/2003</p> | <p>This paper was distributed to ACTS members 16 October 2002 and considered at the 21 November 2002 ACTS meeting.</p> |
| <ul style="list-style-type: none"> • Briefing material on e-COSHH Essentials | | <p>New material</p> |
| <ul style="list-style-type: none"> • Briefing material on European Week for Safety and Health 2003 | <p>Newsletter</p> | <p>New material</p> |