

Open Government Status:

**FULLY OPEN**

**AIAC 070501**

## **HSC/HSE - AGRICULTURE INDUSTRY ADVISORY COMMITTEE**

### **Arboriculture and Forestry Advisory Group (AFAG) Report on Progress 2005-2007**

#### **Summary**

1. This paper describes AFAG's terms of reference and objectives, it updates and outlines the various projects set up to deliver the AFAG 3-year workplan for 2005 to 2008 and summarises progress so far.

#### **Background**

2. During 2005/06 AFAG reviewed its activities, produced revised Terms of Reference and identified the priority needs for the arboriculture and forestry industries. To deliver its objectives, AFAG proposed a number of specific 'task-and-finish' Project Groups. These were originally presented to and agreed by AIAC on 14/11/05 (in AIAC paper 140503) but for convenience are outlined again in the attached Appendix (AFAG paper 07/01), which also summarises progress achieved so far. *[Nb. Members are asked to note that AFAG 07/01 is a draft paper, not yet cleared for wider issue. It is to be presented to AFAG for approval on 19/4/07.]*

3. There are a number of high-profile projects which have reached fruition (e.g. steep ground working), or are well-advanced, (e.g. reviews of training and certification arrangements for the tree work industry, communications strategy, and availability and production of guidance and publications). A verbal update highlighting key issues will be presented to AIAC by Dr Nourish, AFAG Chair.

#### **Action/Recommendation**

4. Members are invited to:

- a) note the current iteration of AFAG's terms of reference, objectives and overall work plan, and the progress made on each project to date;
- b) acknowledge the contribution of many individuals and stakeholder organisations who have supported AFAG and HSE, contributing to the significant achievements in the past 2 years, and
- c) discuss and offer any comment, in particular on:
  - the proposed developments in IT and web-based methods for communicating with the industry,
  - the developing strategy to establish a structure for training and certification, and
  - the proposed work with the Insurance and Finance Sector.

**HSC AGRICULTURE INDUSTRY ADVISORY COMMITTEE  
ARBORICULTURE AND FORESTRY ADVISORY GROUP**

**TERMS OF REFERENCE  
& SUMMARY OF WORK PROGRAMME 2005-2008 (Updated 5/4/07)**

**Terms of Reference**

1. Following the reconstitution of the Health and Safety Commission's (HSC) Agriculture Industry Advisory Committee (AIAC), the AIAC agreed that the Arboriculture and Forestry Advisory Group (AFAG) will continue to consider and make recommendations to the HSC and the AIAC on:

- (a) Identifying and controlling all major areas of risk to health and safety arising from work activities in forestry, arboriculture and the transport of timber in the forest, and
- (b) Implementing the HSC strategy for workplace health and safety in Great Britain to 2010 and beyond.

**Aims and Objectives**

2. AFAG aims to build on the success of the 'Forestry Initiative' over recent years and on the influence of AFAG in arboriculture as well as the forestry industry. AFAG's objectives over the next 3 years are:

- (a) To contribute through a suite of projects to HSE's "Fit for work, fit for life, fit for tomorrow" (Fit3) Strategic Programme and support the AIAC/HSE Agriculture and Food Sector's "Strategy for Delivery of the PSA Targets: Agriculture". This aims to achieve a fundamental culture change amongst those engaged in forestry, arboriculture and associated industries, to reduce incidence of injuries and ill health in line with the AIAC's industry-specific targets\*, ie, by 2008:
  - 20% reduction in fatal accident incident rate to employees;
  - 10% reduction in fatal accident incident rate to self employed;
  - 20% reduction in major accident incident rate to employees;
  - 10% reduction in the incidence rate of cases of work-related ill health.

\*nb AIAC's targets are based on the average over 1999/2000 to 2003/04, as opposed to a single year. In turn these will contribute towards HSE achieving the PSA targets (ie to reduce fatal and major injuries by 3%, work-related ill health by 6% and days lost due to work-related injuries and ill health by 9%, all by 2008, based on 2004/05).

- (b) To exploit synergies through joint working across Government Departments and agencies and with key industry stakeholders, to improve the well-being of workers in these sectors.

- (c) To develop, implement and evaluate innovative and cost-effective intervention methodologies to contribute to HSE's Strategic Programmes and HSE's PSA targets, eg using Safety and Health Awareness Days (SHADs) aimed at Forestry Works Managers and clients in arboriculture.
- (d) To develop and implement an effective communication strategy for the industry.

### Projects

3. AFAG has identified a number of projects, grouped into 4 areas of work:
- (A) Examination of underlying and root causes of serious accidents, and develop strategies for risk reduction.
  - (B) Operational best practice – Improving and maintaining standards.
  - (C) Occupational Health – Improving and developing strategies for risk reduction.
  - (D) Communication – Promoting best practice and maximising the potential for change.
4. The projects are listed and summarised in Appendix 1. More detailed outline plans for each of the projects are provided in Appendix 2. These identify the background and objectives for each project, the resource implications, milestones and outputs.

### Resources

5. Current members of AFAG are:

<b>Chair</b>	Roger Nourish	HSE – Head of Agriculture & Food Sector
<b>Members</b>	Jim Dewar James Brown  Hans Fairley Robert Beaney Emily Ramsay Bruce Hatton John Flack <i>(Keith Leech)</i> Simon Richmond Jo Bradley  Neil McKay Gerald Bonner Brendan Burns Steve Osbourne Paul Elcoat Peter Jackson John Price Mike Volp Frances Hirst Jason Liggins Alan Plom	Forestry Commission (FC) [Technical Secretary] Forestry & Timber Association (FTA – now Confor) [AFAG rep on AIAC] Agricultural Engineers Association (AEA) Transport & General Workers Union (TGWU) FC Arboricultural Association (AA) United Kingdom Forest Products Association (UKFPA) <i>(UKFPA - resigned 2006)</i> Lantra Awards Dept of Agriculture, Northern Ireland (DANI) Forest Service Institute of Chartered Foresters (ICF) Tree Care Industry Association (TCIA) (Forestry Contracting Association (FCA – now Confor) Public & Commercial Services Union (PCS) International Society of Arborists (ISA) Utility Arboriculture Group (UAG) Local Government Employers organisation (LGE) National Association of Tree Officers (NATO) HSE HSE HSE (Sec)

6. Project Groups will be 'championed' by a Project Leader from AFAG. Members will be drawn from AFAG and include other industry representatives and HSE staff co-opted, as appropriate [see Appendix 1 for summary and Appendix 2 for details of individual projects].

7. The funding for any research identified and the cost of production and publishing AFAG guidance is to be determined on a case-by-case basis. The Forestry Commission and HSE are already involved and funding project work, but the outcomes of AFAG Projects will have significant implications for HSE's Research and Communications budgets. Other external sources such as European Community funding and industry support (in-kind) will be explored.

### Risk Register

*Nb Updates in italics.*

RISK	LIKELIHOOD	CONSEQUENCE	RISK MANAGEMENT
Inadequate resource applied	Medium <i>[Increased to HIGH 3/07]</i>	Projects do not start or reduction in intelligence from the field to inform and assist projects if HSE inspection resource is withdrawn. <i>Loss of commitment and goodwill from stakeholders who expect HSE to promote, enforce and uphold standards to ensure a 'level playing field' within the industry.</i>	Modest resources requested and Projects designed to maximise impact across the industry. <i>Increase work with stakeholders by Sector.</i>
Stakeholders unable or refuse to engage.	Low <i>[Increased to MEDIUM 3/07]</i>	Loss of input by stakeholders devalues project outcomes and inhibits implementation of measures across the industry.	High level of existing pressure from stakeholders across the arb & forestry industries for engagement with HSE is being cultivated and communication between stakeholders and HSE maintained.
Guidance is not produced, <i>[eg if business cases for revisions or new AFAG publications are not supported because high risk issues that are specific to</i>	Medium	Adverse effect on stakeholders and loss of credibility of the AFAG guidance system within the industry leading to slippage in standards in the industry.	Project Managers to continue to encourage and co-ordinate the efforts of AFAG members <i>to identify and prioritise highest risk issues and ensure their contributions are</i>

RISK	LIKELIHOOD	CONSEQUENCE	RISK MANAGEMENT
<i>tree work do not align with HSE's overall Fit3/ Communications criteria]</i>			submitted within agreed timescale <i>and according to the objectives and HSE acceptance criteria. Also to seek external sponsorship.</i>
Insufficient funding for promulgation of products (eg guidance).	Medium	Products will not be taken up effectively by the industry and thus delivery/ outcome of projects will be at risk. The anticipated reductions in injuries/ill health will be at risk in the longer term.	AFAG Project Group is reviewing effective methods of communications and HSE Sector seeking adequate Communications budget to launch and publicise new products/outcomes of Projects.
Short notice and other unplanned work demands may impact adversely on project.	Medium	Delays in meeting milestones, inadequate time to prepare outcomes properly	Feedback to Sector, AFAG and AIAC to advise on competing priorities and resource as necessary.
Staff changes in teams due to promotion etc. disrupt project.	Low	Deadlines missed, contacts and impetus lost.	Manage through Sector and others in HSE management chain to minimise disruption.
Need for changes or amendments to projects arise	Medium	Project timetable and/or aims disrupted	Project Leaders to manage change process and inform AFAG/AIAC as necessary.

### Dependencies and major assumptions

8. It is assumed that:
- a. Government Ministers, HSC and HSE will continue to give the work of AFAG support and resources.
  - b. That there is a correlation between the standard of management of forestry sites and the frequency of major and fatal accidents, albeit that it is obtained from disparate sources, which informs our key objectives.
  - c. That working closely with the major stakeholders will result in real improvements in health and safety on forestry sites.

## **Project Management**

9. Day to day management and reporting to AFAG as prescribed will be the responsibility of the nominated Project Leader, supported by HSE Agriculture and Food Sector staff, as appropriate. The same individual may be Project Leader for more than one project. AFAG will sign off tangible outcome products on the basis of Project Leaders reports and products, e.g. new guidance.

## **Evaluation**

10. The outcomes of AFAG Projects, eg in terms of raised awareness across the industry and use of the guidance produced will be evaluated through stakeholders and use of the Bomel Cultural Change Tool.

11. Accident and ill health data from RIDDOR will be monitored to identify emerging trends and, if possible, to evaluate project effectiveness. However, given the relatively small workforce involved in the forestry industry and engaged in this activity in particular, this may prove difficult.

**AFAG 07/01 Appendix 1**

**Summary of AFAG Work Programme 2005-2008 (updated 5/4/07)**

**A. Examination of underlying and root causes of serious accidents, and develop strategies for risk reduction.**

<b>Project Title [+ deliverables/milestones]</b>	<b>Champion [+ Group members]</b>	<b>Priority</b>
<p><b>A1. Examination of underlying and root causes of serious accidents over the past 5 years to identify cultural and behavioural implications and strategies for reduction of risk.</b></p> <ul style="list-style-type: none"> <li>• Meeting with Bomel Q3 05/06 – Meeting held, research scoped and commissioned.</li> <li>• Develop key influencers network Q4 - Done</li> <li>• Analyse stats, interim report to AFAG end of 3/06.</li> <li>• Research completed Q4 06/07; initial findings presented to AFAG 8/06.</li> <li>• Significant assistance in delivery of research provided by industry, particularly members of the UKFPA and FC.</li> <li>• Bomel report completed by Q4 06/07- To be published and results disseminated to all Project Gps and industry Q1 07/08.</li> <li>• Project Group meeting to be arranged Q1 07/08 to discuss implications of research on risk reduction strategies and implications for future AFAG Project Groups.</li> <li>• AFAG to agree next steps at 4/07 mtng.</li> </ul>	<p><b>Emily Ramsay</b> – FC  <i>Hans Fairley</i> – AEA  <i>Paul Smith</i> - AA  <i>Jason Liggins</i> }  <i>Frances Hirst</i> } - HSE  <i>Nick Sangha</i> }</p>	A
<p><b>A2. Training and Certification, including:</b></p> <p><b>a) Review of Training Schemes and Certificates of Competence;</b></p> <p><b>b) Mapping of European standards of training and competence of machine operators;</b></p> <p><b>c) Refresher training and re-certification.</b></p> <ul style="list-style-type: none"> <li>• To consider above issues, review research, funding, current practices, available IT/database systems, etc - Meetings held on 7/12/05, 24/1/06, 25/4/06. 25/7/06, 4/4/07.</li> <li>• Topics (a) and (c) dealt with together (see below)</li> <li>• Topic (b) Mapping of European standards of training and competence of machine operators – Preliminary research carried out by FC focusing on Scandinavian countries. Reported to AFAG 3/03. Further research required into training standards into those countries currently providing the majority of migrant workers (eg Eastern European countries), but deferred due to lack of project leader and resources for research. J Brown has now agreed to lead project. AFAG to review position at 4/07 meeting.</li> </ul>	<p><b>Simon Richmond</b> – Lantra Awards  <i>Jim Dewar/Graham Munford</i> – FC  <i>Jim Brown</i> – FTA/Confor  <i>Brendan Burns/Donald McLean</i> – FCA/  <i>Keith Leech</i> - UKFPA (resigned 2006)  <i>Gerald Bonner</i>- TCIA  <i>Bruce Hatton</i> – AA  <i>Liam McKeown</i> – AA/Lantra Awards (co-opted Trainer)  <i>Robert Beaney</i> – TGWU  <i>Joe Bradley</i> – DANI  <i>Madge Moore/Claire Glaister</i> – Lantra (SSC)  <i>Nick Eden</i> – AA (papers only)  <i>Chris Cooper-Abbs</i> (EAC))  <i>Ruth Jenkins/David Spencer</i> - BALI  <i>Adrian Kingsbury</i> (resigned)/<i>Mike Volp</i> – NATO  <i>John Price</i> - LA/LGE  <i>Jason Liggins</i> }  <i>Frances Hirst</i> } – HSE  <i>Alan Plom</i> (Sec) }</p>	B

<p><b>A2 contd</b></p> <ul style="list-style-type: none"> <li>• <b>Present outline and options for consultation on (a) and (c) to AFAG 8/06, for launch at APF 9/06 - Done</b></li> <li>• <b>Industry consultation exercise - Completed although 3 month period extended to 1/3/07 due to delay getting on HSE website.</b></li> <li>• <b>Analysis of consultation completed by Sector and results reviewed by Project Gp on 4/4/07</b></li> <li>• <b>Proposals to be presented to AFAG on 19/4/07.</b></li> <li>• <b>Next steps to be decided by AFAG 4/07, but during 2007/08 it is proposed to:</b> <ul style="list-style-type: none"> <li>- <b>Identify models for recording CPD/operators logs/experience suitable for each industry.</b></li> <li>- <b>Carry out further consultation on models.</b></li> <li>- <b>Feed views into NPTC's Review of CS CoC structure ( to be completed by 4/08.)</b></li> <li>- <b>Contribute to development of Lantra SSC's On-line Competency Framework and NoS.</b></li> </ul> </li> </ul>		
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**B. Operational best practice – Improving and maintaining standards**

<p><b>B1. Identifying and promulgating precautions for machines working on steep slopes.</b></p> <ul style="list-style-type: none"> <li>• <i>Meetings and discussions with industry Q3 05/06 - Done</i></li> <li>• <i>Produce draft guidance leaflet, by end of 3/06 for next AFAG - Done</i></li> <li>• <i>AFAG guidance leaflet <b>705</b> completed for launch at APF 9/06 – Done and now available from HSE Books as well as on HSE website.</i></li> <li>• <i>Guidance already incorporated into industry training/good practice.</i></li> <li>• <i>Project complete.</i></li> </ul>	<p><b>Neil McKay – ICF</b>  <i>Keith Leech – UKFPA (Resigned 06)</i>  <i>Emily Ramsay- FC</i>  <i>Jason Liggins – HSE</i></p>	<p>A</p>
<p><b>B2. Improving management of work at height, including implementation of the Work at Height Regulations.</b></p> <ul style="list-style-type: none"> <li>• <i>1<sup>st</sup> meeting Q4 05/06 – Deferred: work being carried out through the AA's MEWP's Group.</i></li> <li>• <i>Draft (AA) guidance for consultation in July 07</i></li> <li>• <i>Articles produced and published in relevant journals, HSE Arb News, etc – Done and ongoing.</i></li> </ul>	<p><b>Paul Elcoat – ISIA</b>  <i>Emily Ramsay – FC</i>  <i>Paul Smith – AA</i>  <i>Frances Hirst – HSE</i></p>	<p>A</p>
<p><b>B3. Examination of feasibility of welfare provision on forestry work sites.</b></p> <ul style="list-style-type: none"> <li>• <i>AFAG agreed Low priority + relevant to Project C4 - Project co-opted into Project C4 (Reduce exposure to pesticides, eg used in tree planting).</i></li> </ul>	<p>Unassigned – J Liggins (HSE) watching brief.</p>	<p>C</p>
<p><b>B4. Rigging and dismantling techniques in arboriculture.</b></p> <ul style="list-style-type: none"> <li>• <i>Prepare and submit HSE &amp; FC joint-sponsored research proposal - HSE tender Board accepted 2/3/06, but moratorium delayed commissioning</i></li> </ul>	<p><b>Frances Hirst – HSE</b>  <i>Simon Richmond – Lantra Awards</i>  <i>Jim Dewar – FC</i>  <i>Liam McKeown (Treevolution Ltd, research contractor. )</i></p>	<p>A</p>

<p>with Treevolution Ltd, delaying start of project.</p> <ul style="list-style-type: none"> <li>• Complete research by end 3/07 - Final report now to completed by end 7/07</li> <li>• Guidance now to be drafted by 12/07 (prov)</li> </ul>	+ other industry reps.	
<p><b>B5. Machine-assisted takedown of trees.</b></p> <ul style="list-style-type: none"> <li>• Review current practices, guidance and draft workplan - Meeting 2/2/06 reviewed Phase I of research (FC funded) and identified further research needed.</li> <li>• Jim Dewar and Jason Liggins to carry Phase II research proposal forward Q4 06/07- Q1 07/08</li> <li>• Complete research by Q3 07/08</li> <li>• Draft Guidance by Q4 07/08</li> </ul>	<p><b>Jim Dewar – FC</b>  Neil McKay – UPM  Peter Bowsher- UPM  Jim Brown – FTA  Keith Leech – UKFPA (resigned 2006)  Graham Hodgson – Contractor  Michael Grieve – Contractor  Colin Saunders –FC/FR  Dave Clark – FC/FTS  John Graves- FC/FTS  Jim Burns – FC  Donald MacLean- FCA  Neil Murray – FE  Joe Bradley – DARDNI  +TBA Area Ops Manager  Jason Liggins – HSE</p>	B
<p><b>B6. Chainsaw PPE – to improve and promote standards and related issues.</b></p> <ul style="list-style-type: none"> <li>• Revise AFAG 301 re gloves and reprint, end of 05/06 - Done</li> <li>• Ongoing review and resolution of issues arising, eg VAT on PPE - Internal HSE consultation on how VAT on PPE impacts on other industries ongoing. Interim report to AFAG 4/07.</li> <li>• Brendan Burns contacted Federation of Small Businesses – To report to AFAG 4/07</li> <li>• Paper on standards for chainsaw trousers to be presented at AFAG 4/07 by G Bonner.</li> </ul>	<p><b>Simon Richmond – Lantra Awards</b>  Jim Dewar – FC  Jim Brown – FTA  Keith Leech – UKFPA  Jim Brown – FC  Gerald Bonner – TCIA  Hans Fairley- AEA  Jason Liggins – HSE</p>	B
<p><b>B7. Market surveillance (product design).</b></p> <ul style="list-style-type: none"> <li>• Ongoing – to report/resolve issues as they arise. Egs:  - Combined helmet for chain saw/ATV operators reviewed by HSL – Guidance issued for HSE and LA inspectors. S Richmond to report to AFAG 4/07.  - Standard for plastic-toe chain saw boots – Ongoing.</li> </ul>	<p><b>Jim Brown – FTA</b>  All AFAG members to contribute</p>	B

### C. Occupational Health – Improving and developing strategies for risk reduction

<p><b>C1. Promotion of rehabilitation services.</b></p> <ul style="list-style-type: none"> <li>• Downgraded to priority B by AFAG 9/11/05</li> <li>• To review current developments and explore with PHASS [Partnership for Health and Safety in Scotland]in Q4 05/06 - Done.</li> <li>• Report to next AFAG – 7/3/06 [and 4/07].</li> </ul>	<p><b>Jason Liggins – HSE (Watching brief)</b>  Forestry and arb reps TBA  +HSE Health Prog rep?  +HSE Scotland rep?  +HSE Wales rep?</p>	B
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<ul style="list-style-type: none"> <li>• <i>Establish Project Group Q1 07-08 - Deferred</i></li> <li>• <i>Rehabilitation project supported in Scotland through PHASS – In PHASS workplan.</i></li> </ul> <p><i>To identify relevant work in Wales&amp;England</i></p>		
<p><b>C2. Identifying the prevalence and causes of musculoskeletal disorders and develop strategies for risk reduction.</b></p> <ul style="list-style-type: none"> <li>• <i>Review injury stats (incl Bomel) during Q4 05/06 – Awaiting full stats and publication of Bomel accident/injury research report.</i></li> <li>• <i>Convene Group if/as necessary.</i></li> <li>• <i>Identified as possible topic for co-funded research between HSE and FC Q1 07-08</i></li> </ul>	<p><b>Bruce Hatton – AA</b>  <i>Paul Elcoat ISA</i>  <i>Paolo Bavaresco – AA/trainer co-opted</i>  <i>Jim Dewar - FC</i>  <i>Frances Hirst } HSE</i>  <i>Jason Liggins } “</i></p>	A
<p><b>C3. Reduce operator exposure to hand-arm vibration, whole body vibration and noise.</b></p> <p><b>WBV</b></p> <ul style="list-style-type: none"> <li>• <i>WBV Working Group formed and workshop held at HSL on 17/1/06, to identify priorities for research and guidance, format and target audience.</i></li> <li>• <i>WBV/Back Pain article for trade journals by end Feb 06.</i></li> <li>• <i>Draft WBV guidance by 7/06.</i></li> <li>• <i>Launch WBV/Back Pain guidance and promote awareness at industry events (APF Show, RHS, Saltex, etc – Q2/3 06/07</i></li> <li>• <i>Results of WBV research promoted at APF 2006. Draft guidance prepared and awaiting agreement for publication</i></li> </ul> <p><b>HAV</b></p> <ul style="list-style-type: none"> <li>• <i>Identify and use opportunities for publicity – Articles written by HSE/Sector for journals. Ongoing.</i></li> <li>• <i>Examine how FC (in collaboration with HSE Specialists) can develop good practice guidance for managing risks for HAVs in forestry Q1-Q2 07/03 – E Ramsay/J Liggins</i></li> <li>• <i>.FC agreed to fund further research on trigger times for a range of forestry and arboriculture equipment that will be of use across a range of other industries. Supported and encouraged by HSE Noise and Vibration Pool.</i></li> </ul> <p><b>Noise</b></p> <ul style="list-style-type: none"> <li>• <i>Ongoing. Research reports in Q1 07/08- To consider conclusions &amp; produce guidance by end of Dec 07</i></li> <li>• <i>HSL requested extension for noise research on woodchippers. New completion date for HSL research and production of report now Q1 07/08.</i></li> <li>• <i>Identify and use opportunities for publicity –</i></li> </ul>	<p><b>Jim Dewar- FC</b>  <i>Emily Ramsay - FC</i>  <i>Colin Sauders - FC</i>  <i>Neil McKay – ICF</i>  <i>Hans Fairley – AEA</i>  <i>Paul Smith – AA</i>  <i>Russell Ackroyd – FCA</i>  <i>Joe Bradley - DARDNI</i>  <i>TBA - TGWU</i>  <i>Paul Pitts - HSL</i>  <i>Paul Brereton - HSE</i>  <i>Alan Plom – HSE</i>  <i>Jason Liggins - HSE</i></p>	A

<p>Articles written by HSE/Sector for journals. Several completed, ongoing.</p> <ul style="list-style-type: none"> <li>To consider scope for new/revised guidance and raising awareness of findings during Q1-Q2 07/08.</li> </ul>		
<p><b>C4. Reduce exposure to pesticides, e.g. used in tree planting.</b></p> <ul style="list-style-type: none"> <li>Meeting with FC in Q3 05/06.</li> <li>Convene Group in Q4 05/06 - Deferred.</li> <li>Draft proposals (eg for guidance) and report to AFAG, end of 3/06 – Deferred</li> <li>Preliminary findings of HSE study presented to AFAG - Done 8/06</li> <li>Production of HSE pesticide exposure report delayed - Now complete and group to convene in Q1 07/08.</li> <li>Data gathered from HSE post-Forestry SHAD Inspection Blitzes in 06-07 revealed serious incidents and alleged ill health associated with some planting operations.</li> </ul>	<p><b>Jason Liggins – HSE</b>  <i>Jim Dewar – FC</i>  <i>Robert Beaney - TGWU</i>  <i>Other reps TBC</i>  <i>Cheryl Anthony +Lawrence Murray – HSE</i></p>	<p>B</p>

**D. Communication – Promoting best practice and maximising the potential for change.**

<p><b>D1. Promotion of best practice in arboriculture and forestry.</b></p> <ul style="list-style-type: none"> <li>Build on the success of the ‘Management of H&amp;S in Forestry’ initiative and extend into arboriculture, through provision of guidance and effective communications - Ongoing.</li> <li>Develop and implement an effective communication strategy for the promotion and adoption of good practice - Ongoing.</li> <li>Exploit synergies through joint working across Government Departments/agencies and key stakeholders, to improve the well-being of workers.</li> <li>Develop, implement and evaluate innovative and cost-effective interventions to contribute to HSE’s Strategic Programmes and targets, eg using SHADs aimed at Works Managers and contractors in forestry and key client groups in arboriculture (eg LAs) - Ongoing.</li> <li>To review the current position in Q4 05/06 and produce plan for next AFAG (3/06) – Deferred due to other pressures and due to uncertainties of HSE’s communications budget –Review paper and proposals presented to AFAG 4/07.</li> <li>HSE/FTS to deliver 3 HSE’s Forestry and HSE/AA 4 Arb Client SHADs/yr – Ongoing and continuing into /07/08. Subject to review and evaluation (using Bomel Barometer)</li> <li>Publicise SHADs - Articles placed in trade press, HSE journal and Arb News - Ongoing</li> <li>HSE Sector to produce 2 Arb News/yr (Q1 and Q3 06/07) – Issued electronically. Business case</li> </ul>	<p><b>Bruce Hatton – AA</b>  <i>Simon Richmond – Lantra Awards</i>  <i>Jim Dewar – FC</i>  <i>Frances Hirst – HSE</i>  <i>Jason Liggins – HSE</i>  <i>Alan Plom - HSE</i></p>	<p>A</p>
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<p><i>needed for each issue.</i></p> <ul style="list-style-type: none"> <li>• <i>New ‘Tree Work’ web page set up to enable users to find relevant guidance by Q4 06/07 – Business case submitted to HSE, awaiting approval.</i></li> <li>• <i>Strategic review of AFAG Communications, incl proposals for new web/IT-based approaches to be presented at AFAG 4/07.</i></li> </ul>		
<p><b>D2. Production, review and maintenance of AFAG, HSE and industry guidance.</b></p> <ul style="list-style-type: none"> <li>• <b>AFAG leaflets already in production 05/06</b> (and delivered) include: <ul style="list-style-type: none"> <li>- 607 Firewood Processors</li> <li>- 703 Debogging</li> <li>- 803 Firefighting</li> <li>- 204 Use of Flails</li> <li>- 404 Utility Arboriculture</li> <li>- 704 Excavators in Forestry</li> </ul> </li> <li>• <b>Titles due for review in Q4 05/06</b> include: <ul style="list-style-type: none"> <li>- AFAG 401: Tree climbing operations – To be revised – Business case needed Q1 07/08</li> <li>- AFAG 203: Clearing saws</li> <li>- AS15: Farm Forestry and Estate Operations – proposed be discontinued</li> </ul> </li> <li>• <b>Titles due for review in 06/07</b> include: <ul style="list-style-type: none"> <li>- Managing Public Safety on Harvesting Sites– AFAG to consider 4/07 (Priced doc)</li> <li>- Horse drawn logging - To be discontinued as a printed document but remain available for download from HSE website.</li> <li>- AFAG 804 Electricity at Work: Forestry &amp; Arboriculture – review needed to bring in line with HSE Guidance Note GS6</li> </ul> </li> </ul> <p><b>New Titles produced 06/07:</b></p> <ul style="list-style-type: none"> <li>- Steep Ground Working – Leaflet produced and launched at APF 9/06, and available on HSE webpage.</li> <li>- Polish Translations of AFAG Guides (externally funded) put into AFAG format by HSE and made available from migrant workers website</li> </ul> <ul style="list-style-type: none"> <li>• <b>New Titles proposed/to be considered 07/08:</b> <ul style="list-style-type: none"> <li>- AFAG leaflet on Site Safety Co-ordination and Lone Working</li> <li>- AFAG leaflet or HSE/AIS “Managing Risks Associated with WBV in Forestry”.</li> <li>- Dismantling and rigging guide – 12/07 (provisional, subject to research report due 07/07 – see Project B4)</li> </ul> </li> </ul> <p><i>nb. AFAG Paper detailing progress on above + providing a full review of publications produced by HSE and industry bodies to be presented to AFAG 4/07.</i></p>	<p><b>Bruce Hatton - AA</b>  <i>Simon Richmond - Lantra Awards</i>  <i>Jim Dewar - FC</i>  <i>Jason Liggins - HSE</i></p> <p><i>Frances Hirst- HSE</i></p>	<p><b>A</b></p>

**AFAG - OUTLINE PROJECT PLANS**

***Nb. DETAILED PLANS NOT ATTACHED FOR AIAC***