

**HEALTH AND SAFETY EXECUTIVE
Review of the working groups of the AIAC
Paper presented to AIAC on 20 June 2012
by Graeme Walker(HSE)**

Issue

1 This paper reviews the existing work carried out on behalf of the Committee and makes recommendations in respect of projects and associated working groups where work has been completed, is no longer needed or is unlikely to be completed

Recommendations and actions

2 Members are invited:

- (i) To note and comment on the paper; and
- (ii) To agree to the proposals for future working groups as set out in the paper.

Background

3 At the November 2011 AIAC meeting the Chair presented a paper setting out the proposed future role and membership of the AIAC. A number of recommendations were made for “task and finish” groups which would carry out work on behalf of the AIAC. Members agreed that:

3.1 Members of the main Committee should not also be members of project groups in order to retain the difference between the former’s strategic and the latter’s’ tactical/technical activities and role. The benefits of this separation are:

- i. It will reduce the burden on Committee members (they are all busy people)
- ii. It will allow the Committee to refresh the pool/groups on a more regular basis so that we benefit from a range of different views, expertise and experiences; and
- iii. More people/organisations can get involved whilst maintaining manageable numbers to support efficiency.

Membership of Task and Finish Groups

3.2 In order to run these groups efficiently and effectively, there should be an identified and agreed pool of people with the necessary skills, experience and knowledge. They must be acknowledged/recognised/respected in their respective fields and enjoy the confidence of their peers.

3.4 In the interests of fairness and transparency, membership of the 'pool' should be determined via a selection process, using agreed criteria. This will also minimise the risk of accusations of partisanship.

3.5 It is recommended that the Committee agree a process for commissioning work which will include a means of selecting relevant group members drawn from the pool, timeframe, setting of SMART objectives, deliverables, evaluation etc. This will ensure that the groups deliver according to the plan and lessen the risk of any slippage or deviation from the task/project specification.

Review of the existing working groups

4 Arboriculture & Forestry Advisory Group (AFAG)

4.1 This group is still active with 14 ongoing projects on its books. These projects were reviewed and agreed at the AFAG meeting in April 2012. The project groups are led by in the main by industry members of the group and a summary is attached at Appendix 1.

4.2 The role of some of these groups may change in the future as the Forestry Industry Safety Group develops, but it is proposed that the existing groups continue as at present.

5 Transport & machinery working group

5.1 This group was set up to support the Equipment Supply Chain Project under the Agriculture Revisited Initiative. There were over 30 members on the group in 2010 and they considered issues under themes such as trailer braking.

5.2 It was agreed during a review of the project in early 2011 that the group be closed down in its present format, but that the list of members would be held as a source of expertise for future project groups and/or for consultation purposes.

5.3 It is proposed that the status of the group remains the same as at present, but that the pool of expertise be called on to support the Industry safety Partnership in specific areas as appropriate e.g. Safe Stop theme in the coming year; if this would be helpful to the partnership.

6 Vulnerable workers project group

6.1 This group has not met since at least January 2010. It also had a sub group in support of the Casual and Migrant Workers project.

6.2 It is proposed that this group be closed down and the focus of effort moved to delivery of the Health Project to be proposed by David Coackley.

7 Training and education working group

7.1 This group had 4 work streams at the end of 2010. In early 2011 during the review of the Education and Competency Project under the Agriculture Revisited Initiative it was agreed that the projects should be closed down and that the focus in 2011–2012 be on:

- encouraging delivery of bite size or similar training for small/family farmers by industry organisations; and
- improving the uptake of health and safety management VQs – particularly in larger organisations.

7.2 It is proposed that the former members of the working group form a pool of expertise for any future education based projects and that the focus in 2011-12 be carried forward into 2012-13.

8 Intelligence- gathering working group

8.1 This group was reactivated to explore issues of governance and membership of the AIAC.

8.2 It is proposed that the group be redirected to focus on identifying evidence on/intelligence about significant risks in the industry.

9 Livestock working group

9.1 This group started in July 2009 and met 3 times, but had no formal work plan as such. The Industry Safety Partnership has taken up interest in livestock handling issues and it is proposed that this group therefore be closed down with expertise/support being re-directed to support the work of the Industry Safety Partnership.

Next steps

11 Subject to the agreement of the committee it is recommended that:

- AFAG continue in its current format for the time pending clarification of the role, remit and programme of work of the new Forestry Industry Safety Group.
- The Transport and Machinery, Vulnerable Workers, Training and Education groups be closed down and the details of their members used as the basis for pools expertise for future projects.
- The Intelligence Gathering Group be redirected to focus on identifying/evaluating intelligence as to risks in the industry.
- A new project group be set up to deliver the proposed Health Project once Members have agreed the remit.
- A new group be convened to deliver a project to come up with ways to address the particular health and safety issues of permanent and

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APPENDIX 1 – AFAG Work plan for 2012 – 13 as at April 2012

AFAG Project (+ Leader)	Current position
1. Development of European Chainsaw Certificates (J Brown)	Ongoing.
2. Reduce accidents involving chain saws (E Ramsay)	Work to be progressed by WG (Emily Ramsay, Neil McKay and Pete Jackson,)
3. Improving Management of Work at Height (Alex Laver)	Project to cover tree climbing, rigging and use of cranes, Work being progressed through AA WG.
4. Machine Assisted Takedown of Trees (I Sutherland)	Work completed. Check to be made on what can be taken forward from Graeme Hodgson's report.
5. Market surveillance (product design) (H Fairley)	<p>1. Gravity-fed Woodchippers (Arb/amenity) – Feed chute length on specific m/cs inadequate – non-compliance with current standards. Check on current situation to be made at APF.</p> <p>2. Crane-fed Woodchippers (Forestry) – Guarding inadequate to prevent access. Check on current situation to be made at APF.</p> <p>3. 360-degree excavators (used on steep ground in forestry for harvesting, etc) – New ROPS standard proposed by ISO lower than UK standard and inadequate for UK operations (IS to check?)</p>
6. Safe Tree work near Overhead Power Lines (I Sutherland)	<p>Aim to review and devise safe methods of harvesting timber and other tree work in forestry and arboriculture operations close to overhead power lines (OHPLs), including:</p> <ul style="list-style-type: none"> • Standards and definitions in all relevant guidance to be consistent (eg 'Danger Zones' and safe working distances. In particular GS6 and AFAG 804 <p>ENA Project on machine takedown in red zone – Work still on going – revised AFAG 804 needs further drafting.</p>

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7. Small scale self-propelled machinery in forestry (Duncan Ireland)	<ol style="list-style-type: none"> 1. Review the range of machines currently available in the UK; 2. Confirm that their integral protective structures are fit for purpose and comply with the legislation; 3. Work with suppliers and manufacturers to ensure that any issues identified are addressed; 4. Develop guidance for the industry on the suitable risk assessment process that should be applied to the use of these machines and provide good practice guidance on their safe use; <p>Promote guidance and communicate risk management and project messages directly through the Forestry Commission, industry associations and exhibitions/demonstration events, as well as via specialist trade publications.</p> <p>FC to see if resources available to progress.</p>
8. Felling of Large Trees (James Brown)	<p>Two issues</p> <ol style="list-style-type: none"> 1. Training in suitable felling techniques for large trees. 2. Need for 2 people at the base of the tree under some circumstances. WG leader Donald McLean - to circulate amended paper.
9. Promotion of Occupational Health Services (I Sutherland)	Check position
10. Hand Arm Vibration (Colin Saunders)	<ol style="list-style-type: none"> 1. FC agreed to fund further research on trigger times for a range of forestry/arb equipment that will be of use across a range of other industries – Supported and encouraged by HSE national Noise and Vibration team. 2. FC produced 'good practice' guidance (in collaboration with HSE N&V Specialists) – to be shared with others. FC to check position re 1 and 2 3. HSE Specialist N&V Team proposed a project targeting manfrs/importers/suppliers to encourage provision of adequate information for users. The project was launched and is being taken forward internationally but due to current constraints in the UK work on this is on hold until next work year.
11. Noise (Colin Saunders)	<ol style="list-style-type: none"> 1. HSE Specialist N&V Team propose a project targeting manufacturers/importers/suppliers to encourage provision of adequate information for users. The project was launched and is being taken forward internationally but due to current constraints in the UK work on this is on hold until next work year. 2. HSE's new "Buy Quiet" initiative launched March 2010. Revised web site due to be launched shortly

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13. Managing Health and Safety on Sites (Phil Higginbotham)	Revision of INDG 294 almost complete. Comments to be progressed through WG.
14. Lone Working (I Sutherland)	To be progressed.