



**ARBORICULTURE AND FORESTRY ADVISORY GROUP (AFAG)
NOTES of 21st MEETING**

Date	1 st November 2012	Location	Forestry Commission, Corstopprhine Rd, Edinburgh	Taken by	Anna Fenton	Action	
	HSE		AFAG MEMBERS				
	Andrew Turner (Chair) - AT Frances Hirst - FH Iain Sutherland - IS Anna Fenton	James Brown (CONFOR) - JB Reg Harris (Arb Assoc) -RH Donald Maclean (FCA) - DM Emily Ramsay (FC) - ER Neil McKay (ICF) - NM Ros Burnley (Lantra) - RB Tony Davies (City & Guilds) - TD Alex Murray (UKFPA) - AM	Andrea Brocklebank (NATO) - AB John Ireland (IOSH) - GM Simon Wallis (FC) - SW Simon Richmond (Arb Assoc) - SR				
Item	Key points and actions						
1	<p>Welcome/apologies for absence</p> <p>1.1 Andrew Turner, Principal Inspector for Arboriculture & Forestry in the Agriculture, Waste & Recycling Sector welcomed members to the 21st AFAG meeting.</p> <p>1.2 Apologies were received from Graeme Walker (HSE), Alex Laver (ISA), Bruce Hamilton (IAgrE), Des Campbell (DARDNI), Hans Fairley (AEA), John Price (LGE), Martin Lennon (NHSS18), Peter Jackson (UAG) & Robert Beaney (Unite).</p>						
2	<p>Minutes of 20th Meeting (April 2012)</p> <p>2.1 The minutes were agreed as a true record of the meeting.</p>						
3	<p>Matters Arising <i>[Not covered in the Action Notes, or elsewhere on agenda.]</i></p> <p>3.1 Min 3.1 This action has been discharged, copies of RR688 distributed.</p> <p>3.2 Min 3.2 This working group on incidence rate has still to meet, but this may be overtaken by work undertaken by the Forestry Industry Safety Group (FSIG).</p> <p>3.3 Min 3.5 This action has been discharged, information circulated.</p> <p>3.4 Min 3.8 This item will discussed under agenda item 6.</p> <p>3.5 Min 3.9 This action has been discharged, information circulated.</p> <p>3.6 Min 3.11 This item will be discussed under agenda item 6.</p> <p>3.7 Min 3.16 The review of ACOPs provides an opportunity to influence the content of PUWER and LOLER ACOPs. Guidance to be pulled together on the application of LOLER to forestry. ML to liaise</p>						ER ML/GM/HSE

	<p>with IS and GM. This action stands.</p> <p>3.9 Min 3.18 ER to act as AFAG coordinator for industry consultations. This action stands.</p> <p>3.10 Min 4.2 This action has been discharged, information circulated.</p> <p>3.11 Min 5.1 This item will be discussed under agenda item 5.</p> <p>3.12 Min 5.2 This action has been discharged</p> <p>3.13 Min 6.1 This item will be discussed under agenda item 6.</p> <p>3.14 Min 6.2 This item will be discussed under agenda item 6.</p> <p>3.15 Min 6.3.2 This item will be discussed under agenda item 6.</p> <p>3.16 Min 6.5 This item will be discussed under agenda item 6.</p> <p>3.17 Min 6.6 This item will be discussed under agenda item 6.</p> <p>3.18 Min 6.7.1 This action has been discharged, link to GS6 available on Treework website.</p> <p>3.19 Min 6.7.2 This action has been discharged, issued covered in SHADs.</p> <p>3.20 Min 6.8 This item will be discussed under agenda item 6.</p> <p>3.21 Min 6.9 This item will be discussed under agenda item 6.</p> <p>3.22 Min 6.10 This item will be discussed under agenda item 6.</p> <p>3.23 Min 6.11 This action has been discharged, no outstanding issues.</p> <p>3.24 Min 6.12 FC to share its own good practice guidance on Hand Arm Vibration with members. This action will then be discharged.</p> <p>3.25 Min 6.13 This action has been discharged, update added to project summary.</p> <p>3.26. Min 6.14 This item will be discussed under agenda item 8.</p> <p>3.27 Min 6.15 This item will be discussed under agenda item 6.</p> <p>3.28 Min 8.1 A revised paper was circulated on the development of chainsaw qualification. Differing views were expressed regarding the issue of independent assessment. Additional information on definitions of high and low risk activities was also requested. RB agreed to feed these views back and also send out information on the peer review to which members can contribute.</p> <p>3.29 Min 9.1 This item will be discussed under agenda item 8.</p> <p>3.30 Min 9.3 This item has been discharged. Update under Item 8.</p> <p>3.31 Min 9.4 This item will be discussed under agenda item 8.</p> <p>3.32 Min 11.3 This action has been discharged, link circulated.</p>	<p>ER</p> <p>ER</p> <p>RB</p>
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4	<p>Fee For Intervention</p> <p>4.1 HSE informed members that fee for intervention (FFI) came into effect on 1st October 2012. Costs will be recovered from all HSE visits that lead to the identification of a material breach. Information relating to FFI is available on the HSE website at http://www.hse.gov.uk/fee-for-intervention/index.htm</p>	
5	<p>FISA</p> <p>5.1 HSE explained that FSIA was launched at APF on 13th September 2012.</p> <p>5.2 ICF asked for clarification on the remit of AFAG and the remit of FSIA. HSE agreed to send out the terms of reference for AFAG. It is important to establish what the relationship will be.</p> <p>5.3 FISA will be taking on responsibility for the upkeep of the relevant forestry related AFAG leaflets and the Arb Assoc the arboriculture related guidance. A decision will need to be made on the cross sector guidance.</p> <p>5.4 The work of FISA should be retained as a standing item on the AFAG Agenda.</p>	HSE/AT
6	<p>Review of AFAG projects</p> <p>6.1.1 European Chainsaw Certificate – TD explained that the work on this has collapsed as there is a lack of funding to take this work forward. The new proposal is to have an alliance between the international awarding bodies through a memorandum of understanding which may result in awarding bodies signing up to the MoU recognising the certificates of other awarding bodies signed up to the scheme. This scheme is likely to be wider than just Europe.</p> <p>6.2 2 Reducing accidents involving chainsaws - This work is now to being taken forward through the FSIGWG on refresher training. The AFAG group to be parked for the time being.</p> <p>6.3 3 Improving management of work at height - This work is being taken forward by the Arb Assoc. The aim is to produce an Industry Code Of Practice supplemented with topic specific technical guides.</p> <p>6.4 6 Safe work near OHPLs – The AFAG working group is continuing to look at the justification for live-line working and trials are continuing on vehicles that can fell trees safely.</p> <p>6.4.1 FSIA also has a WG that is looking at working near power lines. ER will send out details on what work this FSIA WG plans to do.</p> <p>6.4.2 The work on revising AFAG 804 is taking place separately and should be completed before the red zone WG guidance is available.</p> <p>6.4.3 Further advice is needed for the amenity arb Sector</p> <p>6.5 7 Small scale self-propelled machinery in forestry - This remains a live issue. There are concerns over the lack of operator protection and trainers adapting FOM training. There is currently no consistent guidance. SW to feedback to Members on FC Forum so way forward can be determined</p> <p>6.6 8 Felling large trees – SW and DM to look at ways of making it easier for one person to do this work e.g. through use of suitable felling aids. Guidance on approved techniques and examples of exceptional circumstances needed.</p> <p>6.7 12 Managing Health & Safety on sites - Phil Higginbottom is about to send out latest draft of the revised INDG 294, which will be going to FISA for comment.</p>	<p>AA</p> <p>ER</p> <p>SW</p> <p>SW/DM</p> <p>PH</p>

	6.8 13 Lone Working – The draft guide is almost complete and is just missing case studies. AM and NMc agreed to provide two each. IS will then circulate the final draft to Members.	AM/NMc/ IS
8	<p>Communications</p> <p>AFAG Leaflets</p> <p>8.1 Following a guidance review, HSE will no longer be publishing the AFAG leaflets. FSIA is prepared to take on the forestry specific leaflets, however sponsorship is being sought to enable them to be updated.</p> <p>8.2 The Arboriculture Association is prepared to host the arb specific leaflets. Their long term aim is to produce an industry code of practice on working at height, supported by a series of technical guides, which would be equivalent to AFAG guides. However sponsorship is required to progress this work. The AA are working with ISA on this.</p> <p>8.3 There are however a number of general leaflets which have yet to be “adopted” by the industry and it is important that this information isn’t lost.</p> <p>8.4 Members requested that this topic remain an agenda item at future meetings.</p> <p>APF</p> <p>8.3 HSE thanked members for providing stands and helping to make the plot at APF a success.</p> <p>Arb/Forestry SHADS</p> <p>8.4 The next engaging Arboricultural Contractors SHAD will be on 20th November in Kent and is fully booked. The one after shall most likely be in Stoneleigh in March. The four forestry SHADS will be held in the Spring.</p>	
9	<p>Standards Work</p> <p>Revision of EN 609 -1:1999 + A2: 2009 Wedge Log Splitters</p> <p>9.1 FH is representing the UK at the next CEN/TC 144/WG 8 meeting. HSE are also taking part in a European wide market surveillance exercise on guarding standards for log splitters and firewood processors.</p>	
10	<p>Members Items</p> <p>Professional Skills Framework</p> <p>10.1 SR introduced a new system for logging career progression within the arboricultural industry. It has been a challenge to get industry buy in but it is necessary to demonstrate progression from entry level skills. The system will record cpd, refresher training, certification and experience. This has been developed in conjunction with Lantra. RB will forward an overview of the scheme to members.</p> <p>Utility Arboriculture Qualification Development</p> <p>10.2 The UAG have developed new qualifications which have recently been put out to tender. The preferred partner for delivery is Lantra Awards and the UAG will be working with them to finalise the qualifications.</p>	RB
11	<p>AOB</p> <p>11.1 None recorded.</p>	

12	Date & Venue of next meeting Thursday 2 nd May 2013 - Birmingham	
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