

**ARBORICULTURE AND FORESTRY ADVISORY GROUP (AFAG)
NOTES of 25th MEETING**

Date	Tuesday 11 th November 2014	Location	Forestry Commission HQ, Corstorphine Rd, Edinburgh	Taken by	Frances Hirst	Action	
	HSE		AFAG MEMBERS				
	Rick Brunt (Chair) - RB Andrew Turner (Secretary) - AT Frances Hirst – FH Iain Sutherland - IS	Simon Richmond (Arb Assoc) -SR James Brown (CONFOR) – JB Gillian Clark (FISA) Martin Lennon (BALI) – ML Stuart Phillips (Lantra) - SP	Donald Maclean (FCA) - DM Emily Ramsay (FC) - ER Tony Davies (C&G) - TD, David Sulman (UKFPA) - DS				
Item	Key points and actions						
1	<p>Welcome/apologies for absence</p> <p>1.1 Rick Brunt, Head of the Agriculture, Waste & Recycling Sector welcomed members to the 25th AFAG meeting.</p> <p>1.2 Apologies were received from Simon Wallace (FC), Hans Fairley (AEA), Tim Wetherill (MTOA) Alex Laver (ISA), Karl Lee (UAG), Bruce Hamilton (PCS), John Ireland (IOSH), Des Campbell (DARDNI), Neil McKay (ICF), John Price (LGE).</p>						
2	<p>Minutes of 24th Meeting (May 2014)</p> <p>2.1 The minutes were agreed as a true record of the meeting with minor change to para 4.4(GC to forward revised FISA 805) and section 9 (re-numbering of paras).</p>						
3	<p>Matters Arising <i>[Not covered in the Action Notes, or elsewhere on agenda.]</i></p> <p>3.1 Min 3.1 The consultation on the PUWER ACOP has now closed. The results of the consultation have yet to be made available. There were no proposed changes which were relevant to the tree work industry.</p> <p>3.2 Min 3.4 IS informed Members that Stuart Arnold Mechanical Engineering Specialist has confirmed that although there are differences between the requirements for rollover protection in BS ISO 8082-2:2011/EN ISO 12117-2:2008 the differences are not sufficient to cause a concern on safety grounds. A decision on the appropriate standard to be used will depend on the main industry in which the equipment is used.</p> <p>3.3, 3.4, 3.5 Min 4.1, 4.2, 4.3 and 4.4 A meeting has been held between Lantra and FISA. A flow chart and joint statement have been issued with further meetings proposed. GC clarified that the joint statement on refresher training is the same on the Lantra and FISA websites but each organisation has added paragraphs which</p>						

	<p>relate specifically to themselves. Advice on acceptable qualifications is available on the FAQ section of the FISA website. Can now use FISA or Lantra(F) trainers. Item discharged.</p> <p>3.6 Min 4.2 Guidance for agriculture has been sent to Members. Draft FISA advice for drivers has been sent to HSE's Transport Sector for comment. HSE to check whether there are any proposals to revise current DfT guidance.</p> <p>3.7 Min 4.4 First draft of revised FISA805 has been produced. GC to send to FH for circulation to Members. Members preference was for a combined guidance which is applicable to both forestry and arboriculture.</p> <p>3.8 Min 4.5 ML has produced draft guidance which has been sent to SW and DMc. Further action is required. IS suggested combining work on edge trees, felling of large trees and tree jacks into one project. This will be discussed further under Agenda Item 5.</p> <p>3.9 Min 5.3 The Arb Assoc Work at Height ICOP is currently out for public consultation and is available via the Arboricultural Association web site. The request for an HSE foreword is currently being actioned.</p> <p>3.10 Min 5.6 The guidance on work near OHPLs on HSE Treework website has been revised. FH to send link to Members.</p> <p>3.11 Min 7.2 The advice on chainsaw PPE on HSE Treework website has been revised. FH to send link to Members.</p> <p>3.12 Min11.1 The issue of skylines will be addressed by FISA WG10. Work will begin in 2015. Issues that need addressing include application of LOLER and PUWER, training and competence of operators and competent persons. Members were asked to send comments/ concerns to IS by 19 December 2014. He will collate these and send them to FISA.</p> <p>Actions from the previous meeting not listed above are either discharged or appear on this agenda.</p>	<p>AT</p> <p>GC/FH</p> <p>ML/SW/DMc</p> <p>FH</p> <p>FH</p> <p>Members/IS</p>
<p>4</p>	<p>FISA Update</p> <p>GC provided an update on the following:</p> <p>Strategic Plan</p> <p>4.1 FISA is currently drafting a strategic plan to cover the next 3 years. This will be circulated for comment in December and the final document will be put on the FISA web site.</p> <p>Working Groups</p> <p>4.2 WG1 – Guidance. The revised guidance on Managing Health and Safety in Forestry is available on the FISA website. The WG begin the review of FISA Safety Guides in 2015. WG2- Promotion. FISA to attend contractor meetings to promote engagement. Review of the website is planned.</p>	

	<p>WG3 – Statistics. WG4 – Behavioural change. These groups may combine with Chris Pike as Chair. The Arb Assoc will also be involved in the work of these group(s). WG5 – Chainsaw refresher training. Currently there are 24 trainers, 100 people awaiting training and 600 people who have completed it. WG6 – Timber Haulage. The driver's safety guide is almost complete. The group are also reviewing an RS navigator system which provides additional information hazard information. Looking at compatibility across various systems. WG7 – Electricity. WG to be kept in loop over queries re recent ENA guidance on red zone harvesting. The FC is in discussion with NOs on its application on FC land. FISA has issued an alert following an increased incidence of breaches of the red zone. The “decision tree” is being updated following the issue of the ENA guidance. The group have also drafted guidance on what to do following contact with a live line. WG8 - Manager competency - good uptake of current courses. WG9 – Occupational health and welfare – starting to upload data on OH issues onto the website. WG 10 – A new group looking at safety, particularly of specific items of work equipment.</p>	
5	<p>Review of AFAG Projects - See Appendix 1 attached 5.1 Project leaders were asked to ensure that relevant updates were sent prior to the next meeting. Action required is detailed in Appendix 1.</p>	Project Leaders
7	<p>Future of training in treework</p> <p>7.1 Succession planning for trainers was discussed, in particular how to ensure there are sufficient qualified trainers in place to replace those who are reaching retirement. This likely to be a particular problem for FMOs in forestry but will also affect chainsaw training. Experienced operators may not necessarily want or have the necessary skills to become trainers.</p> <p>7.2 The arb industry has always chosen its trainers for their skills. The proliferation of certificates means that the advanced skills, which require the most experienced trainers/assessors may suffer as existing trainers/assessors retire.</p> <p>7.3 Lantra is trying to encourage experienced operators to become trainers, and to do so the individual needs to show that they are credible as trainers and the industry needs to show that working as a trainer is a viable way to make a living.</p> <p>7.4 The numbers of chainsaw operators is falling particularly in forestry</p> <p>7.5 Government funding of courses is falling as the costs of training are seen as costs that should be borne by the industry. Members were concerned that this policy may have a greater impact on SMEs than other businesses.</p> <p>7.6 The content of courses, particularly for FMOs, needs reviewing to include more on maintenance.</p> <p>7.7 Lantra is currently carrying out a review and Liam McKeown is to be asked report back to the next meeting to talk about what is happening in arb. Steve Dresser is to be asked to attend to talk about the situation in forestry.</p>	AT to invite LM and SD to next AFAG to report

8	<p>Emerging Trends</p> <p>8.1 The issue of hand saw accidents was discussed under Item 5.</p>	
9	<p>Economic update</p> <p>9.1 The potential link between health and safety and the way timber is sold was identified at the last meeting and Members were asked if they were prepared to help with a research project.</p> <p>9.2 AT has now met with HSE Economists and they have identified some relevant literature. A full literature review will be completed by next March. AT will report back at the next meeting whether or not any further research is needed.</p>	AT
10	<p>Communications</p> <p>FISA/AFAG/AA leaflets update</p> <p>10.1 SR has met with GC and they have identified which leaflets will be reviewed in 2015. The Arb Assoc will be represented on the relevant FISA WG.</p> <p>APF2014</p> <p>10.2 IS reported that 9 organisations shared the marquee with HSE. The show went well with a steady stream of visitors to the site. The two key issues that were raised on a number of occasions were training and competence.</p> <p>10.3 The external demonstrations concentrated on overhead powerline electrical safety.</p> <p>10.4 Graeme Hodgson's demonstration/competition on cutting techniques was also very well received and supported.</p> <p>Arb/Forestry SHADS</p> <p>10.5 There will be 2 forestry SHADs held in March. One at Ae and one in the New Forest. IS will circulate the dates once they have been confirmed.</p> <p>10.6 A tender exercise is currently under way for the delivery of one pilot Arb SHAD aimed at contactors. FH will circulate the date once it has been confirmed.</p> <p>Profile of AFAG</p> <p>10.7 FH raised the issue of AFAG's profile as there was some misunderstanding in the industry as to whether the Committee continued to have a role following the formation of FISA. FH is to include a link to the AFAG web page in the next treework bulletin. GC is to put a link to the arb related AFAG leaflets on the FISA web site and SR will write a report on the AFAG meeting for the next edition of the Arb Assoc's magazine.</p>	IS FH FH/GC/SR
11	<p>Standards Work</p> <p>11.1 The revised BS EN 609-1: Agricultural and forestry machinery - Safety of log splitters - Part 1: Wedge splitters is currently out for public consultation. A link to the</p>	

	<p>document had been sent out previously.</p> <p>11.2 A vote on whether BS EN 13525 Forestry machinery - Wood chippers - Safety should be withdrawn is currently underway following concerns by the French authorities that current standard does not give adequate protection to operators.</p>	
12	<p>Members Items</p> <p>Arb Show</p> <p>12.1 This will be held on 5-6 June 2015 at Westonbirt Arboretum.</p> <p>Arb Assoc Annual Conference</p> <p>12.2 This will be held on 20 – 23 September 2015 at Warwick University.</p> <p>Foreword for Arb Assoc ICOP</p> <p>12.3 The HSE have been asked to provide a foreword for the ICOP. This is awaiting agreement from HSE's Publications Governance Group.</p> <p>IOSH Rural Industries Group</p> <p>12.4 Now have a committee for H and S professionals which is open to non-members. Details of next meeting to be sent.</p>	AT
13	<p>AOB</p> <p>13.1 DS requested that Natural Resources Wales be invited to attend AFAG meetings.</p>	AT
13	<p>Date & Venue of next meeting</p> <p>TBC May 2015</p>	

Appendix 1 – Project Update

Project	Action Since Previous meeting	Comments	Action proposed	Completion date
Development of European Chainsaw Certificate	<p>JB reported that work is progressing through ABA- Skills. There are now 12 countries involved. JB has been asked to join the main organising body. Standardisation across Europe for all chainsaw certificates is progressing</p> <p>TD reported that C and G will be sole UK agents for EFESC.</p>	<p>The original standards were based on C and G material which was accepted with minor changes. However they don't reflect the new units which are based on the revised NOS.</p> <p>The situation is complicated by language barriers when trying to assess operators whose may not speak English.</p>	JB to provide report from ABA- Skills Secretariat	31 December 2014
Reducing Accidents Involving Chainsaws	No specific action.	<p>Project needs to encompass all accidents where a chainsaw is being used not just accidents that involve contact with the saw itself.</p> <p>One of key causes of accidents is being struck by the timber being worked on. A WG is needed to take a holistic approach looking at all causes. Will cover both arb and forestry.</p>	ER will take work forward and link with FISA WG and Chris Pike	January 2015
Improving Management of Work at Height	The Arb Assoc ICOP is out for public consultation. Consultation ends 20 November 2014. Final document due to be published			31 December 2014

	by the end of the year. Supporting Technical Guides due to be published in the following sequence, tree access, tools, rigging , cranes, MEWPS	Advice on the use of 2 people in a MEWP basket will be incorporated into MEWP Technical Guide. Preference remains that only one person should be in the basket who can operate both the chainsaw and the MEWP. If in exceptional circumstances 2 people are present then adequate steps should be taken to protect the MEWP operator eg a suitable barrier or training and use of PPE. Accidents involving hand saws are increasing. Advice on their safe use will be incorporated into Arb Assoc Technical Guide on tools.	Advice to be incorporated into Arb Assoc Technical Guide. Advice to be incorporated into Arb Assoc Technical Guide.	2016 2015
Machine Assisted Take Down	IS has reviewed the report	The proposed establishment of safe working practices has not yet been progressed.	IS, AT and RB to discuss further. Copies to be sent to DMc, KL and SW	January 2015
Market Surveillance	No issues since previous meeting		This topic to be removed as a project. Members/Sector to raise issues as and when necessary.	
Safe Treework near OHPLs	KL and ML through the UAG are working on guidance for members of the public.		Report back at next meeting.	May 2015
Small Scale Machinery	None	Main issue is variable	IS to follow up with SW.	January 2015

		standards of operator protection.		
Felling of Large trees	No progress since previous meeting between DMc and FC.	FC will not recognise any exceptional circumstances where 2 people at the base of a tree may be appropriate.	HSE requested to chair a WG to progress this. This could be combined with the work on machine assisted take down and tree jacks. Item to be removed as a separate project.	January 2015
Promotion of Occupational Health Services	A meeting is being arranged between Rob Shaw, IS and Mr Aitkins who was involved in the original project.		FISA to see whether WG9 has the capacity to take this forward. IS to follow up meeting with Mr Aitkins.	During 2015
HAVs	FISA guidance on chainsaw use to go on website. HSE guidance for employees now available on HSE website.		HAVs to be removed as separate project as no specific work being carried out at present.	January 2015
Noise	HSE's noise web site has been updated.		Noise to be removed as separate project as no specific work being carried out at present.	
Managing Health and Safety on Sites	Revised document published and available on FISA web site		Remove from project list as work complete.	
Lone working	Work being taken forward by FISA WG9		Remove from project list as work transferred to FISA.	