

## MINUTES OF THE ROAD DISTRIBUTION ACTION GROUP 6<sup>TH</sup> FEBRUARY 2008 – HSE ROSE COURT

### 1. Minutes and Progress of Actions

Delegates confirmed they were content with the minutes of the last RDAG meeting.

**Action:** Delegates to identify any other webpages which might be able to link to the HSE haulage or workplace transport webpages. Delegates to check their own organisations webpages to see if any links have been made. Delegates will be asked to feedback at the next meeting.

### 2. Workplan

#### Fatigue working group (workplan element 9)

A summary of the progress of this group was given by Doug Russell, chair of the group. The working group aims to provide practical advice for distribution companies to help them manage fatigue. The group had previously considered an infosheet, but now believed some specific advice on the HSE website, with links to existing guidance on other websites, would be the best way forward. The group is looking to provide case studies, and invited other RDAG members to contribute to these.

David Wilson and Edward Hindley both offered to help with case studies. Don Armour said he would be happy to share information FTA use from Loughborough University.

**Action:** Anybody able to help with case studies on fatigue to contact Doug Russell or Rob Hudgell

#### Preventing falling loads working group (element 5)

A summary of the progress of this group was given by Ralph Bell from Wincanton, who sits on the group. This working group has now become very large, and a little unwieldy. SMMT and trailer manufacturers attended the last meeting, and gave a clear message that they were able to provide solutions for all loads, but vehicle specifiers often weren't asking for these solutions.

This group plans to have a campaign with the aim of promoting simple messages that can bring about improvement in the industry (for example, strapping loads to the vehicle bed, rather than relying on suspended straps). Given the complexities of trying to advise on the massive range of goods that are hauled on different lorries, the campaign will probably narrow it's focus so it that deals primarily with curtain-siders, with other types of trailer being addressed later. A smaller sub-group of the working group will meet on 27 February 2008 to draft what the campaign can/will include.

Carol Grainger, HSE, indicated that HSE will continue dialogue with DFT regarding the 'Safety of loads on vehicles' guide, as work on this topic progresses in 2008.

Training of loading staff is an important factor in reducing risks. Some delegates expressed the view that the new Driver CPC included load security, but that the level of competence that would be achieved by DCPC training would be fairly minimal.

#### Manual Handling working group (element 4)

A summary of the progress of this group was given by John Berezansky, HSE. The group has agreed to produce a number of case studies to illustrate practical solutions for improving operational efficiency and safety during manual loading/ unloading. The group is particularly looking for examples of; how problems were identified and how were they solved; what was the solution and an idea of time span and/or cost; What was the outcome e.g. reduced accidents, improved efficiency etc.

The group is also interested in examples of practical training, dynamic risk assessments, solutions for home delivery, reducing weights, and reducing risks of working with roll cages.

**Action:** RDAG delegates to ask relevant members whether they are able to assist with these case studies, and forward details to john.berezansky@hse.gsi.gov.uk by 14/3/08.

#### Workplace transport – ‘Moving vehicle’ risks (element 2)

The action in this element of the workplan was for delegates to identify any specific ‘moving vehicle’ risks the group could address, and if so, what should be the next steps for achieving this.

There was a significant increase in fatal accidents last year, many of which involved a moving lorry on site. Deaths were happening from the same range of causes from previous years. Deaths of people employed by haulage companies included - 2 during coupling of vehicles; 3 crushed or run over during reversing; 2 people killed by FLT whilst aiding loading.

The group agreed that more should be done, but felt that the group already had many working groups, and should conclude some of these before taking too much more on.

Two areas emerged where quick gains could be made;

i) HSE specialists are proposing to draw up a more detailed line on what we consider to be reasonably practicable in terms of measures for coupling vehicles. This would be intended to support the coupling guidance produced by IRTE. The group agreed that they could review and comment on this once it was prepared.

Comments from delegates included that the positioning of trailer brakes was a factor. Operators need to specify this on new trailers. This is a problem for older trailers, as these commonly have a lifespan of 25 years. Handbrake alarms could also help, although current ones are not always easy to distinguish, for example with lights-left-on alarms.

**Action:** Rob Hudgell to chase progress with HSE line on coupling vehicles.

ii) HSE has just produced a DVD called 'Understanding the risks from slow moving vehicles' aimed primarily at construction vehicles (copies were given out during the meeting). Carol Grainger offered to investigate the possibility of HSE producing a similar DVD for large goods vehicles. The group seemed keen on this.

**Action:** Carol Grainger to investigate the possibility of HSE producing a DVD for large goods vehicles.

### Commitment to Managing Health and Safety - (element 10)

Liz Gibby explained that this is an initiative that other industry safety forums have undertaken which has made a significant impact on safety culture and a reduction in accidents within their industries, in some cases reducing accidents by as much as 50 or 60%.

The idea is that companies commit to an individual health and safety action plans. The benefit to companies is that;

- Demonstration of senior level commitment can lead to immediate gains in employees attitude and behaviour
- Action plans can be produced very simply because they can be based on examples produced by RDAG members, and
- the actions will be much easier to carry out because the rest of industry will be pulling in the same direction.

Some industry forums have also had an initiative where the Chief Executive or Managing Director who make certain commitments get a letter of recognition, either from HSE or from the safety forum (e.g. RDAG). A note acknowledging the company's commitment could also be added to our inspection database, which give a visiting inspector prior knowledge that senior management acknowledge that health and safety is an important matter.

This could be very timely, given that there is interest in new corporate manslaughter legislation, and the 'Leading health and safety at work' INDG417 has recently been published (Copies of the leaflet were given out to the group).

**Action:** FTA, RHA and IOSH representatives volunteered to take the idea back to their members to see if there was an appetite for such an initiative.

### Falls from tankers (element 1.3)

Workplan element 1.3 proposes the group produce a single authoritative document on the topic of falls from tankers. At the moment, there are a number of industry-specific guides available, a number of internal HSE documents which are available under 'freedom of information' laws, and the RHA/HSE agreement which isn't currently available on the web.

Rob Hudgell has produced a brief report which identifies a number of HSE accident investigation specifically on falls from tankers. The report identifies 41 investigation reports, 7 of which resulted in death.

The hierarchy in the work at height regulations, which is reflected in the RHA/HSE 2001 agreement is still valid. In most of the accidents investigated, some form of handrail or gantry has been provided, even if it hasn't been properly used, or the design or maintenance hasn't been quite right. It would be useful to include advice on instruction of employees, what could be considered a reasonable level of supervision given the peripatetic nature of the work, and a bit about checking and maintaining equipment.

**ACTION:** Anybody with an interest in the content of this guide to contact Rob Hudgell

**ACTION :** Robert Hudgell to liaise with RHA to agree the way forward.

### Slips and Trips group

The group will hold it's first meeting on 18 February 2008. The group currently has ten 10 members. Delegates will include a representative from Health and Safety Laboratory research team who carried out research on 'falls from vehicles' and testing on leading brands of footwear.

### **3. Presentation on the work of the Transport Research Laboratory**

Britta Laing of TRL gave members information on safety research being done which is particularly relevant to the haulage industry. TRL was set up in 1933, and was privatised (formerly part of DFT) in 1996. They now carry out research for a wide range of customers on transport topics. Facilities include test tracks, cutting edge simulators and vehicle impact testing.

Some of the key safety projects they are involved in, include;

i) Pedestrian accidents involving large goods vehicles. This is a DFT project, the full results of which will be published shortly. Key findings include that LGV accidents are not dropping as fast as cars, partly due to improvements in impact absorption on cars which hasn't fed through to LGVs yet. The report will include Detailed information about HGV-pedestrian accident circumstances, and driver and pedestrian perceptions.

ii) Mobile phones. TRL have carried out a number of projects on the use of mobile phones in the past. Findings include the fact that use of hand-held mobile phones leads to worse reaction times than drinking the maximum legal quantity of alcohol. Hands free is nearly as bad as hand-held. Road-side checks indicate that 2.3% of commercial drivers are using mobile phones at any one time. The quality of decision-making dropped considerably during driving, showing that mobile phone use in the car wasn't even effective.

One delegate commented that mobile phones are still part of the culture in the industry. Attitudes, particularly of transport managers who frequently call drivers, need to change.

FTA commented that their policy was that drivers should only answer phones after they have stopped.

iii) Driving and fatigue. High risk categories of driver include young drivers, shift workers and truck drivers. High risk conditions include. Use of the radio or cold has very little effect. Use of caffeine and/or glucose has some short term effect in increasing alertness. However, the only really effective measure is to ensure the driver has enough sleep.

**Action:** Don Armour to consider arranging presentation for the next RDAG on the FTA project looking at securing loads inside vans.

#### **4. Presentation by Maritime and Coastguard Agency on Container safety**

Keith Bradley of the Maritime and Coastguard Agency gave a presentation on the current issues regarding safe use and maintenance of freight containers

Containers carry 90% of world freight, and their use is currently increasing by 10% per year.

Following a stow collapse on the P & O Nedlloyd Genoa in 2006 , the Marine Accident Investigation Branch (MAIB) tasked MCA and HSE to investigate the issue of container integrity. Guidance on container defects is currently being drafted, and work is underway to establish the extent of any problems associated with damaged containers.

Other risks include poor securing of loads within the container, failure to plan proper weight distribution, and overloading which can lead to container overturn once the goods are on the road. MCA are involved in a working group looking at container roll-over.

Examples were also given of poorly secured loads on curtain-sided vehicles which had broken through the curtain during the sea crossing.

HSE and MCA would welcome any information on container safety defects and other concerns, and will be working with the ports and haulage industry to identify problems and seek solutions.

#### **5. Sensible Risk Management - Example risk assessments**

HSE's 'Better Regulation' team have produced example risk assessments for a small haulage business. This has been done in support of the wider 'better regulation' agenda, which seeks to reduce burdens on business by making it simpler to understand what the law expects of them.

Delegates were asked for comments on the document. Comments included; could the document include prioritising of the different risks and/or a risk matrix?; could we recommend that actions are taken forward onto a separate action plan?; drivers sometimes have no control over the securing of a load, and this should be reflected in the document; the DFT 'safety of loads' is out-of-date in places and shouldn't be given as the sole reference for this risk.

**Action:** Any further comments on the example risk assessments to be sent to Rob Hudgell by Friday 15 February 2008.

## **6. Association of British Insurers**

Briony Krikorian gave an overview of the work of ABI. ABI work on a number of projects looking to improve health and safety, and are always looking for new ways of reducing risk. ABI are producing guidance on driving at work, and would like the views on this from the RDAG at a future meeting. Highest risk driving group is young drivers, but freight drivers are also a priority. ABI have had talks with DFT about the possibility of a vocational standard that could reassure insurers of young driver competence, but this is still at early exploratory stage.

## **7. Other Updates**

### *Freight Operator Recognition Scheme - Transport for London*

Glen Davies of Transport for London gave an update on the Freight Operator Recognition Scheme (FORS).

The specification for the FORS should be ready by April 2008. This is the 'go live' date for FORS.

Benefits of FORS include; online licence checks, free workshops on work related road risk; driver profiling (e.g. GPS recording); and advice on matters such as parking penalty charging in the capital. Further detail can be found at:

<http://www.tfl.gov.uk/businessandpartners/freight/1286.aspx>

### *Moving Goods Safely*

John Berezansky gave an interim update on the findings from the moving goods safely (MGS) inspection initiative.

The two main areas of concern were; (1) manual handling during loading or unloading; (2) pedestrian segregation on sites.

It was quite common to find that there had been no active management of health and safety in smaller businesses. Even in larger organisations, individual sites often had generic company policy documents, but no understanding or action at the local level. Safety roles and responsibilities were often confused, and employee consultation was usually very informal.

### *New Warehousing guidance*

The HSE guidance HSG76 'Warehousing and Storage' has been extensively revised. It is clearly of interest to road distribution companies who run their own warehousing. For those that don't run warehousing, there is still a lot of relevant advice in the section titled

'Managing Transport' which starts on page 60, which includes guidelines on; Coupling; Reversing; Load Safety; Falls from vehicles; Tail-lifts, and; Drive-aways.

The warehousing forum which wrote the guidance has proposed to meet in May/June to discuss any feedback that has come since the launch of the document (e.g. if some text seems particularly ambiguous).

**Action:** Delegates were asked to promote the publication to their members.

**Action:** Any comments/ concerns about the guidance to be fed back to Rob Hudgell by end of March 2008.

### Falls from vehicles campaign

The Falls from vehicles webpages have received a great number of hits. HSE are currently evaluating the programme, including feedback from the target audience, and will provide details of this in the near future.

### Workplace Transport Route Map

The new workplace transport webpages have received over 230,000 hits since its re-launch in October 2008. Work will be ongoing to ensure that the pages are kept up to date, and new information is added.

### FTA/HSE Advice line

A telephone advice line and web-based forum has been run by FTA for the past few years. The web based forum has gone quiet recently. The web address of the site is; <http://www.wptsforum.org/>

**Action:** Delegates are invited to bring the forum to the attention of members of their organisation.

### Local Authority Projects

A number of research projects are still underway. Relevant ones for our industry include lorry movements in public car parking areas, and manual offloading from containers. HSE will keep the group updated on progress at future meetings.

### FTA - 'Managing visitors, visiting vehicles and deliveries'

Don Armour gave an update on this piece of guidance which was drafted by FTA members and commented on by RDAG delegates in 2006. Due to staff changes, no progress has been made since RDAG members made their comments.

### Falls from tail-lifts working group

Objectives of this industry user group are; (i) investigate and identify best solutions for reducing falls, and (ii) when trialling complete, to draft a 'safe user guide' for tail-lifts.

Members of the group are currently trialling tail-lift guardrails and reporting back on how safe, robust, and usable they are. Very early indications are that side guard-rails are working well, including movable rails to allow for certain types of kerbside delivery. Guard-rails all round are proving more of a challenge for some industries.

## **8. Date of next meeting**

The date of the next meeting is Tuesday 24 June 2008.

---

## **Attendees of RDAG Meeting - 6 February 2008**

Elizabeth Gibby, HSE - Chair  
Don Armour, Freight Transport Association  
Sean Cusack, Institute of Occupational Safety and Health  
Geoff Galilee, Local Authority Coordinating Office on Regulatory Services  
Dave Gough, Association of Pallet Network  
Steve Biddle, Road Haulage Association  
Chris Fylan, Skills for Logistics  
David Williams, Transport and General Workers Union  
Doug Russell, Union of Shop, Distributive and Allied Workers  
Tony Southam, United Road Transport Union  
Tony Smith, VOSA  
Robert Hudgell, HSE - Transportation Section, RDAG Secretary  
John Berezansky, HSE – Moving Goods Safety Project  
Jayn Johnson, HSE – Safety Unit  
Chris Barringer, HSE – Head of Transportation Section  
Ralph Bell, 'Preventing Falling Loads' working group  
Keith Bradley, Marine Coastguard Agency  
Britta Laing, Transport Research Laboratory  
Edward Hindley, Transport Research Laboratory  
Carol Grainger, HSE – Workplace Transport Programme  
Glen Davies, Transport For London  
Andy Freeman, HSE – Work related road risk  
Briony Krikorian, Association of British Insurers  
David Wilson, Hutchinson Ports  
David McLaren, Metropolitan Police  
John Garvey, Metropolitan Police

### **Apologies:**

Paul Sanders, Association of Pallet Network  
Peter Bond, Port Skills and Safety  
Tom Macartney, Traffic Commissioner  
Brian Blair, TGWU  
Will Murray, Interactive Driving Systems  
Chris Harbott, VOSA  
Mike Gibbons, TGWU