

Waste Industry Safety and Health (WISH) Forum
Minutes of the meeting held on 27th January 2009 at 10.00 hours
HSE Offices, Rose Court, London

Present

Chris Jones	Environmental Services Association	<i>Chair</i>
Toni Gladding	Chartered Institute of Wastes Management	<i>Secretary</i>
Paul Harvey	Health and Safety Executive	
Geoff Smallwood	Chartered Institute of Wastes Management	
Colin Mew	Health and Safety Executive	
Steven Sumner	Local Government Employers	
Bob Mason	Local Government Employers	
Vincent Borg	TUC	
Simon Reed	TUC	
Dick Perry	Waste & Resources Action Programmeme	
Lawrence Strong	WAMITAB	
David Buxton	Container Handling Equipment Manufacturers	
John Galvin	Defra	
David Bliss	Environment Agency	
Paul Thornber	Environmental Services Association	
Simon Edwards	HSE	
Brian Crook	HSL/HSE	
Sacha Medley	HSE	
Mark Foxhall	LARAC	
Andy Moore	CRN UK	
Richard Johnson	EU Skills	

Not Attending

Jeremy Jacobs	The Association for Organics Recycling
Paul Urbonas	BMRA

Observers

Mark Roberts	Taylors
Andrew Braund	CPI
Ian Powell	Viridor

1. Apologies

Jeremy Jacobs of the AfOR sends his apologies.

Mal Williams also sends his apologies (Andy Moore has attended in his stead).

2. Minutes of last meeting and matters arising

No further comments on minutes. The following actions were reported:

- Pam Kaur was given to WRAP contacts re: MRF work but unfortunately has been on long term sick leave. The project has been on hold in the interim.

- EU Skills link was circulated.
- Safe collection routes/offensive hygiene waste was circulated with no comments received (now published). Paul Thornber noted that comments by Veolia were not incorporated into the safe collection routes document.
- The publication on lock off has been sent for re-writing to an engineering specialist and will be circulated in the future.
- Members are asked to contact Toni Gladding if they wish a copy of the final constitution (**Action:** John Galvin to be sent the final by TG).
- Glass collection guidance has been published. Some media interest reported in the press and radio.
- Asbestos safety has been published.

3. HSE feedback

- HSE's programme of work 2009-2013 was reported by Paul Harvey.

Internally to HSE a Board paper has been accepted, this commits HSE to a large spend, £8m 2009-10, 12-13 for waste management. This is to be split into 12 work streams.

- WISH strategy targets and functioning of WISH.

- Continued contribution to WISH good practice generation.

- Help for various bodies in the industry to help their members.

- Influencing local authorities.

- Targeted inspections. This will take place from accident data and hotspots. Of particular note for 2009/10 will be skip hire and commercial collections in the high street.

- Interventions large organisations. Funding has been put aside to continue contact with large companies (4-5) in private sector 10 in all.

- Continued work in field. This includes briefings and inspectors.

- Work at trade exhibition, Futuresource 2009.

- Use of statistics, e.g. Bomel and others. Bomel 2 is due for publication. In the interim stats branch are replicating the Bomel system of investigating data. 06/07 and 07/08 statistics have been investigated.

- Website media resource. This has begun, the timescale is open.

- Ill health research.

- Landfill gas and occupational issues.

The following are also currently ongoing:

- A communications campaign from HSE which Sacha Medley, HSE communications manager reported:

This consists of a one year contract. The campaign is based around the 2005 H&S culture in waste/recycling sector and will consist of a field marketing campaign. Due to the limited resource the campaign will not be national. Attitudes, practices and barriers amongst front line staff are to be investigated. It is intended this is focused on first line managers and supervisors, but will also involve speaking to key stakeholders, senior managers and contract holders. Research into role communication can change culture and improve compliance will also be undertaken. The research is open ended and may not come up with an answer.

- How to procure and manage waste and recycling contracts. Simon Edwards from the HSE reported:

Simon has come from the Engineering sector and has previous experience of inspecting waste facilities. This project is to include PFI and PPP contracts. Over the next 6-7 months, Simon and his team will be looking at what is the best system, in terms of requirements, design of contract, etc. This will look at issues surrounding selecting the right tender. The work will also include management of that contract taking into account best practice. The work will not focus solely on the waste industry, and will also look at how this fits in with other industries and contracts. It is intended to be finished and launched later this year, and will include guidance to be produced on skills and tools to help manage contracts. The work will obviously include the role of health and safety in the procurement process. **Action:** Simon to provide contact details to TG. (Also to discuss with WRAP which welcomes this timely initiative).

- Scoping ill health in the waste/ recycling industry. Colin Mew of HSE reported:

This project will be looking at prevalence of ill health in sector. This will include identifying sources of occupational health data, hot spots etc. There is funding to employ a statistician. The project is largely historical, with the aim to obtain and analyse past occurrences to try and establish an incidence rate. This will include identifying the most frequently reported types of illness. The project will also investigate differences between employment sectors and stages of waste management. It is intended to include both public and private companies, including details of a particular background. The project will investigate if there is a standard reporting procedure which can be used in future. It will also identify areas to focus on. During April to July it is intended to obtain contemporary data in a standard format. It is recognised there will be barriers, for instance how to identify what is occupational. The project has begun, with 32 local authorities agreeing to participate. 4 have provided data already. There are ongoing discussions regarding problems with data collection and interpretation, and obtaining adequate data e.g. numbers over time to resolve.

- Contemporary Statistics (reported by Paul Harvey)

Fatals – PH reported on fatalities from Apr08 onwards. In this period there have been 11 fatalities so far (there were 14 last yr). These included: employee fell in front of refuse truck, bale off stack in scrap yard struck worker, compost pile fell onto employee, collection worker run over by reversing vehicle, 81 yr old member of the public fell on steps on a CA site, cutting scrap fell onto a welder, worker caught in mechanism of a skid steer loader, worker crushed by reversing vehicle and skip, member of the public run over by reversing collection vehicle, employee crushed when skip lorry fell on top of him, and totter run over by mechanical loading shovel.

In terms of historical data, HSE 06/07 to 07/08 gross number of accidents levelled. It was reported there are 4500 accidents p.a. in the wider waste/recycling industry. It was noted that applying growth in employment to the accident rate which was rising until 2004, and which has subsequently been decreasing shows an accident rate of 2200 per 100000, a 15% drop in real terms since 2004/5. Hence it is estimated that 800 accidents have been prevented p.a. When Bomel2 is released a press release on this will also be done to highlight this achievement.

There is an ongoing TUC request for a ministerial summit, being put forward and is currently in plan with Defra, HSE and the TUC.

Paul Harvey is to leave Waste Recycling Sector after six and a half years on April 1st, to be replaced by Chantal Nicholls. WISH thank Paul for his efforts and wish him well for the future.

4. Round table update on constituent organisations H&S activities and topical issues (accidents, problems, events, queries etc.) All Members present reported.
 - CIWM – A Health and Safety Special Interest Group has been established in order to formulate CIWM policy on H&S and to develop concrete action points. Dr Toni Gladding is the Chair of this group. The first meeting was held on 19th January and was well attended – some 30 CIWM members have expressed an interest in either attending or corresponding with the group. The initial meeting was to establish a programme of potential work, with the following items identified as being of most interest to the members of the group:
 - Data 'warts and all' – there was a desire to try and understand where, when and why poor accident rates and other H&S data were occurring.
 - Training, especially agency staff/minimum standards/induction. Discussions took place over whether a minimum standard could be introduced. This included comments also on whether there was scope for an H&S Awareness Certificate in the same model as the existing Waste Awareness Certificate already operated by CIWM.
 - Responsibilities (agency/sub-contracting) – there were a discussion over the responsibilities of councils and others when sub-contracting and when employing agency staff and developing guidance.
 - Safety management systems – discussed in terms of SMEs.
 - Good and bad aspects to be publicised – a general discussion regarding publicising those that had failed in H&S within the waste industry rather than just 'good' waste stories as a way of putting pressure on poor practice.

The group also discussed various 'to do's' to ensure that it would become effective. The following were identified as realistic targets in the short term.

- Ensure H&S is a CPD requirement of Chartered Member status in CIWM.
- Annual themed event on H&S with CIWM (a courtroom scenario was discussed for this year?)
- Publication of H&S e.g. magazine presence, website section of good and bad if possible.

- Basic advice/best practice to be made available regarding contracts.
- Pursuing minimum training as part of the WISH education sub-group.

The group continues to be maintained by Tracy Moffatt at CIWM, and further meetings are planned later this year.

- ESA – ESA have been further developing their H&S strategy. This year they are concentrating on a safe and healthy work environment. Additionally, all members have renewed their commitment to targets of a 10% year on year reduction in accidents and to reduce work related ill health by 20% by 2013.
 - There are also 5 target areas: slips, trips and falls, manual handling and work place transfer identified, along with machinery safety and occupational health.
 - ESA requires members to sign their charter, and all members are to inform ESA of safety directors and managers to ensure continuity. HG65 compliance is also required. They are also required to demonstrate they regularly audit and H&S plan for company. The aim is to share experiences and good practice.
 - ESA continue to monitor accident statistics. They plan to also collect/analyse data on ill health and are developing occupational health parameters to record against.
 - ESA continue to provide best practice guidance, and plan to have an H&S event each year. They also review publications regularly and are committed to continued assistance and input to WISH forum, etc. including regular meetings with the HSE to discuss progress.
 - In terms of promotional materials, that published includes: access/egress vehicle cabs, heights, skips, manual handling in WTS, transport H&S profile CPC, street sweeping, vehicle movements, litter picking, safety specifications for mobile plant, machinery guarding, and location of waste compactors.
 - ESA have a renewed public commitment to the accident reduction project.

- LGA – The LGA continue to operate at a strategic level and are contributing to HSE’s project on occupational ill health and procurement projects. They are also introducing a waste activity community of practice and an Improvement Development Agency on-line platform.
 - They are currently looking for champions within the industry.
 - There has been a lot of interest in the safe collection routes document.
 - There is currently a project investigating three accidents at the rear of a vehicle where collectors have been hoisted into the rear loading compartment.

- There is continued use of 'cascade email system' to keep Local Authorities informed.
- TUC – The TUC and member organizations remain committed to WISH and welcome HSE's further commitment and plans. Activities include:
 - To publicise strategy and newsletter to safety reps to look at locally meeting those targets.
 - Guidance for safety reps and members (Unison).
 - Looking at possibility of translating that guidance into other languages.
 - There are currently further T&G /Unite discussions.
 - All Union H&S specialists meet quarterly to share information with other unions.
- WRAP – WRAP have a continued programme for operational support for local authorities. Some 100+ p.a. take advantage of this, and H&S advice is developing. Continued work includes:
 - Procurement and client responsibilities.
 - Noise issues and glass collections an area of interest currently. A tender is currently out for work on measurements for such collections, to independently verify vehicles that have claimed compliance. This will also include measurements of two stream systems.
 - Further issues are to be investigated to do with boxes and kerbside/inserts in wheeled bins. In terms of trolleys and boxes, some work is planned looking to evaluate them from operators/householders point of view.
 - WRAP would also like to do some work on MRFs depending on HSE's programme of work.
 - Client/contractor relationships also to be investigated.
 - Publication of fortnightly waste collection report due by end of financial year.
- Defra – Defra are due to meet with the HSE and others as part of the planned ministerial summit. This has been scheduled for late February.
 - It is also continuing to take into account the role of the devolved administrations and Defra continues to represent those.
 - Further Defra sees a potential role in the development of technical competence and good H&S management.

- CHEM – CHEM continues to contribute to standards for machinery in Europe.
 - Next national standard for front end loaders BSEN1501 part 3. Parts 1 (rear end loaders) and 5 (lifting devices) both delayed due to intervention by French Ministry of Works over safety levels compared to 1998 standards.
 - TC183 technical committee has undertaken 2 more projects, one for mobile toilets, performance levels and acceptance of street collections and street cleaning. Meeting next month to brainstorm these two issues. Results of discussions for next meeting.
 - A CHEM industry standard has been finalized for skip loaders, covering essential safety requirements, and they are hoping for HSE input. Interested members of WISH who operate such machinery invited to contact CHEM if they wish to comment. **Action:** CHEM will pass to ESA for further comment.
 - Waste containers 2/4 wheeled adhere to a standard known as N840. EU guidelines standard are to be reviewed, and are currently under discussion. They will be distributed once received. **Action:** CHEM to pass to TG when appropriate.

- PIB – Current work includes minimum mechanical safety requirements for the design, construction and use of compacting and baling machines used in the waste, recycling and retailing industries due for imminent publication. Intended to improve standards of equipment in the sector. (Work done by another part of the organization with implications to the waste industry). **Action:** Paul to give notice when it is released.

- BMRA not present

- LARAC have been pursuing H&S and have published an article in LARAC on-line – H&S are you doing enough? **Action:** LARAC to pass to TG for distribution.
 - It has also developed a question site which has been busy with queries on noise in glass collections.
 - In the quarterly magazine a double page feature on H&S to be published.
 - H&S training courses and refuse collection crews currently being organized for publication.

- A new website is being developed with re-established to WISH/HSE pages.
- A plan to tackle H&S/a charter is on the agenda.
- CRN – The CRN are currently developing their inter-member correspondence. They also have established a health and safety meeting to be held in one month and will feed back to WISH.
- WAMITAB – The signing of strategy is to be taken to board of WAMITAB in March 09.
 - Continued discussion is ongoing regarding the competence issue and feedback to 60 centers (assessor network) throughout the UK. Ongoing NVQs have units on H&S, plus assessors, which are maintained on regular basis. There is also a forum for assessors etc. and various health and safety presentations.
 - 160 copies of the Streetsafe Sam CDs have been distributed.
 - The organization is also to take part in RoSPA conference in Reading in the future on health and safety in the sector.
- EU Skills – module 3 of the ongoing series is now launched (co-funded by Veolia). This follows on from the successful distribution of 1500 module 1s, 750 module 2s, and 350 module 3s. There is evidence from research by EU Skills that 80% of those distributed are being used. Some of the CDs have also been loaded onto some company intranets for induction. EU Skills are looking to develop more CDs, and are talking to ESA on funding the next round. There is also work looking at a registration scheme.
- Organics Recycling – not present. It was noted this was the second meeting unattended, under the new constitution a representative must be sent for the next meeting.

5. Bioaerosols and Composting Sites - Brian Crook, HSL

The meeting was then presented with some ongoing work by Brian Crook from the Health and Safety Laboratories, looking at open windrow and in vessel systems in terms of occupational exposure.

The full report should be available later this year. Some of the information has also been published in an earlier Environment Agency report. The work involved six composting facilities on fourteen occasions at different times of the year. 'Exposure banding' was investigated. Results of note include outside of cab at around 10^6 cfu/m³. The final report will contain risk zones around sites, and risk of exposure to bioaerosols on site. Examples of this banding include differential zones next to compost handling machinery, but not in the cab, compared to in the cab, at 50m etc. Conclusions from the report are likely to centre on potential for respiratory ill health, activities that require controls, but the data suggests a low risk. Key messages once the report is published are to be discussed with WISH. **Action:** Brian to forward a copy of presentation to TG to be distributed amongst WISH members.

6. UKAS Accreditation Standards in the waste industry

The WISH committee were asked to discuss whether there was scope for a new UKAS standard for the waste industry. The committee noted that PAS99 (and a combination of 18000, 14000, and 9000) were already available. The outcome of the discussion was that currently WISH does not believe there is a demand for this and that a pathway already exists.

7. The next steps for WISH

i. Development of WISH Strategy

There are a number of objectives that each organisation signed up for on the launching of the WISH strategy. This discussion was to determine how each objective should be achieved, and to assign chairs of relevant sub-groups. These were:

- Objective 2: Number of Working Days Lost. CM and GS are to meet up and assure assimilation of these groups to feed back to WISH. Colin Mew has agreed to Chair this group. **Action:** If any other WISH members would like to take part, contact TG.
- Objective 3 – Management of Health and Safety. PABIAC have produced an online checklist which may be appropriate for this group. Bob Mason is to take this forward.
- Objective 4 – Health and Safety Climate and Attitudes. The third sector was asked to chair this particular group. It was agreed that Mal Williams or Andy Moore would organise this.
- Objective 5 – Competence. Lawrence Strong of WAMITAB agreed to chair.

Action: All chairs are to provide preliminary thoughts and work programme for each of these groups, e.g. what to do by when at the next WISH meeting.

- Objective 1 – It was noted that this objective was outstanding regarding harmonising reporting standards. However, as it this subject is awaiting for the publication of Bomel2 it was agreed to hold this until the publication occurred.

8. Recent publications/programmeme of work

The following were reported:

- Offensive hygiene waste has been published.
- Safe collection routes. This is at editing and is due to be published.
- MRFs: this document needs further discussion and it was agreed it would be circulated to TG and GS. **Action:** PH to circulate.
- Hazardous waste at CA sites. This has been sent for drafting.

There was also discussion within WISH and a suggestion that a 'book' for the waste industry is published containing all of the guidance published thus far. It was acknowledged a budget would be needed for this, but it was agreed that in principle it was a good idea for the future.

9. Any other business

The Launch of WISH Strategy was discussed – it was also noted that due to WISH becoming more widely known that more people want to attend as members or observers. To prevent the group getting too large it was suggested that a maximum of 5 observers would be present at any one meeting. Other interested parties will have the opportunity to contribute via the working groups as part of each objective. The WISH committee endorsed this approach. Hence would observers please note that they must first contact Toni Gladding to check attendance figures in future. **Action:** TG to manage observers' attendance.

It was reported by Toni Gladding that a new standardised sampling protocol for measuring environmental spread of bioaerosols at composting sites was due to be released, alongside revised bioaerosol risk assessment documentation (funded by the Environment Agency).

It was also reported that the WISH launch last week event went well. It was noted, however, that three organisations are still to sign up, CRN, BMRA, and LARAC. **Action:** would the members identified please contact Paul Harvey to sign up.

10. Thanks were given to HSE for hosting the meeting. The date of the next meetings were set:

The next meeting is at Taylors Kidderminster, Thursday 21st May 2009 10am. Directions to be circulated by TG nearer the time.

Defra volunteered for the meeting planned for Tuesday 22nd September 2009. 10am start.

EU Skills have also volunteered for a subsequent meeting.