

Waste Industry Safety and Health (WISH) Forum

Minutes of the meeting held on 5th October 2010 at 10.00 hours

CIWM, Northampton

Present

Chris Jones	Environmental Services Association /Cory	<i>Chair</i>
Toni Gladding	Chartered Institute of Wastes Management/OU	<i>Secretary</i>
Chantal Nicholls	Health and Safety Executive	
Wayne Williams	Health and Safety Executive	
Dick Perry	Waste & Resources Action Programme	
Lawrence Strong	WAMITAB	
John Galvin	Defra	
Mark Foxhall	LARAC	
Phil Marks	CRN/Cylch	
Steven Sumner	Local Government Employers	
David Buxton	Container Handling Equipment Manufacturers	
John McClean	TUC	
Howard Bluck	BMRA	
Denise McGlynn	EU Skills	
Geoff Smallwood	CIWM/Shanks	
Cormac Quigley	Environment Agency	

Observers

Richard Murray	May Gurney
David Thomas	LAWS
Carmel Golden	CIWM
Peter Sykes	Cardiff University
Alan Rhodes	MES Environmental

1. Apologies

Apologies were sent by Jeremy Jacobs and Vincent Borg.

Paul Thornber has retired from WISH; the group thanks him for his participation.

2. Minutes of last meeting and matters arising

Minutes of last meeting were accepted with three small revisions.

A glass collection presentation is still outstanding. **Action:** DP to arrange presentation on glass at a suitable meeting.

It was noted that DT and DB are to arrange a meeting with manufacturers re: glass collection and vehicle design. There is a meeting planned to take place prior to the next WISH meeting.

Action: DT and DB to report back.

Defra information is still required as per the last meeting minutes. **Action:** JG to send links to existing documentation to TG.

It was noted AfOR results have not been circulated. **Action:** JJ to send AfOR results to TG when they become available.

The project concerning food waste and waste collection activities is still in the planning stages and will be progressed. DP is progressing information sent by DT. **Action:** DP and TG to liaise and invite WISH members to a working group when this project begins.

From paragraphs 4 and 23 no comments were received. DP discussed at meeting a group of collection issues waiting for risk assessment work. Usage of slave bins and collection methods involving two bins and opinion of a manufacturer was discussed. **Action:** CN to speak to Stephen Pinder to get an opinion on ergonomic issues and whether it is acceptable to move two bins simultaneously. It was also agreed this would be a future agenda item.

Landfill gas document distributed by CJ and is generally well received.

The HSE pilot programme on communicating safety messages in collection has been cancelled due to lack of funds.

LARAC have had little response re: presentations or information for their H&S agenda items and re-iterated their request.

A CIWM entry onto the HSE website is still to be amended. **Action:** TG to send CN paragraph.

CJ has sent draft sheeting guidance to WW. There is existing guidance on the HSE website but not much on manual sheeting. It is intended to lift material CJ provided and placed on existing guidance as in the current climate it is difficult to justify something stand alone. It will then be added as a link for all industries.

LS have had further questionnaire responses, LS to report back as Chair of WG5.

It was still thought useful to have an insurance contact at a future meeting. **Action:** CJ to invite QBE to future meeting.

3. WISH Group Membership

It was recognized there is a continued debate over the participation of the various UK regions and their physical presence vs. what is practical on WISH. CJ encouraged current WISH members to feed back to the regions as part of their organizations rather than expand the group. It was agreed to not expand the forum but for various members to ensure good contact is maintained with the regions as part of their organizations.

There was also a discussion about whether to expand the current membership in terms of constituent organizations. SS and DT currently both attend each meeting but one as formal member, one as observer. To change this would require a change in the WISH constitution. Hence it was decided this informal arrangement is to continue and will be reviewed if observer pressure increases.

Accessibility of members as part of their WISH presence was also discussed, as it was felt that people interested in WISH and the forum would benefit from having more accessibility to members. It was agreed that those members with a 'constituency' would be of most relevance on the site. **Action:** WISH members to send a confirmation to CN if they are happy to have their contact details on the WISH part of the HSE site. CN to also investigate if logos and website links could be put on the HSE site.

4. Round table update on constituent organizations H&S activities and topical issues (accidents, problems, events, queries etc.) All Members present reported.

Plans from organizations were submitted prior to the meeting and are available on request.

CIWM

A report was submitted to WISH. The only item discussed was the planned Health and safety day on 25th November 2010.

DEFRA

A website link on Defra website to WISH is being organised. **Action:** JG to contact CN.

A Committee on toxicity statement was released on risks re: landfill gas, which reaffirmed risks to health at or nearby landfill sites is particularly low on well managed sites with collection systems. This is as the result of a long report in gestation and a few years of works. **Action:** JG to send TG a link to report.

There is an ongoing discussion on the development of a landfill protocol for dealing with non-infective carcasses in the event of disease and a need to cull animals.

There are ongoing discussions on bioaerosols with the Environment Agency on clarifying approach from risk to bioaerosols, ministers have asked for issues and evidence around EA approach to be looked at. As part of a Secretary of State and waste policy review, further work/research is to be progressed.

LARAC

LARAC thanked CJ for speaking about WISH at a meeting on 30th June 2010. It was noted that LGO meetings are attached to LARAC meetings, and there was again an appeal for presentation or to discuss work of WISH at a meeting, as health and safety is on the agenda and needs to be filled.

LARAC confirmed that regions are also represented in their membership. As a result of this discussion CJ reported he also undertook a presentation to a South West meeting of LARAC last week.

LARAC would like to remind WISH that the 3rd-4th November 2010 is the LARAC conference, and there was thanks to CJ and CN for providing information for that.

Environment Agency

The WISH forum welcomed a new representative. Comments were made that farming may not be adequately represented with waste on WISH? Further discussion took place involving CN regarding the utility sector that deals with agriculture, sanity and sewage via HSE, so there are crossovers. However, it was decided to determine the level of representation. **Action:** CJ to talk to JJ over farming links in AfOR.

BMRA

It was reported that there was a revamped BMRA H&S portion of website, with a current H&S manual.

Safe disposal of gas cylinders remains a problem for the industry, and BMRA continue to try and get a meeting with LPG manufacturers. They are reluctant to engage, and BMRA feels the

existing system doesn't work and puts members at risk of explosions. This will continue to be pursued.

BMRA have also supplied a tool to enable members to generate their own H&S policies on the BMRA website. CJ commented that the companies must also be supported to ensure they understand and fulfil their obligations as part of these policies.

EU Skills

It was reported that the registration scheme for waste continues to grow, and now includes a successful bid for funding from the Welsh Assembly Government. There is also development of the scheme in terms of Grandfather Rights.

An Apprenticeship framework has also been approved for waste management, and should be available in 4-6 weeks. This is a new development.

WRAP

A report was provided. In addition it was reported that WRAP have tendered a brief re: WAG and collection systems and this includes an advisory group from members of Welsh authorities. The consortium is Eunomia, Resource Futures and ACW Ltd, who are the contractors. One aspect of brief relates to H&S as part of social metrics. Access to brief requested by CN. **Action:** DP to send brief to TG for distribution. Some information may be available for January meeting.

LGE

Things have developed within the LGE and they are now in a position that they have LAWS their H&S committee for local government. The ambition is for that group to have a work plan and move forward.

A community of practice has also developed consisting of 150 members who are web based. 1000 invitations have been sent. It is intended that this will be the method of communication within the local government sector for health and safety, and has been led by DT. LAWS minutes are being distributed to all committee members by TG. A work plan is to be developed for LAWS for next year to meet the ethos of the WISH forum.

As part of the inclusions of regions discussions within WISH, the LGE is looking to develop stronger links to colleagues in Scotland.

It was reported that one of the major issues facing local government at this time are HSE interventions on procurement services and inspections, whether meeting standards of guidance produced early part of this year. Some authorities have already had inspections.

WAMITAB

A report was submitted. Further discussion included opportunities for waste apprenticeships, and there appears to be interest from both the private and public sector – the apprenticeships contain vocational qualification for operative/supervisor with health and safety units which individuals must achieve, hence were felt to be a good addition to H&S in waste management. WAMITAB

are supporting EU Skills when they are eventually launched. The apprenticeships are structured and beneficial also to companies as they attract support from Government.

CHEM

A skip and container manufacturers meeting has been agreed in principle to set up a workgroup to review some of CHEM standards for those items. To be ratified shortly, it is expected that the first meetings will be next year.

HSE in south east have arranged a safety and health awareness day for skip operators CHEM are attending.

CEN TC183 from WG1 performance levels in waste collection was discussed. This subject is broadening potentially as a result of a German proposal to break into six parts, terms and definitions to levels of performance in waste collection, street cleaning and sewage within municipal environmental boundaries being some categories. CHEM reported this might be of interest to companies and local authorities that are undertaking such operations. Chris Murphy of CIWM is the chairman of the UK mirror group organised by BSI, and has access to this information. **Action:** TG and GS to contact Chris Murphy to provide information to WISH.

TUC

Consultation on education and skills and sustainable growth and green jobs finishes mid-October.

There have been further issues regarding take over and merger discussions if companies that are taking over another have differing (e.g. poorer) H&S records.

CRN

A report was submitted, any queries to PM.

HSE

It was reported that there is a fundamental review of HSE guidance on fairly tight timescales looking at relevance and whether they need updating. This review includes WISH joint publications. Longer term more stringent controls on what guidance will be produced is likely, with more industry-produced guidance. However, there is a drive not to produce additional guidance specific to an industry unless particular issues are apparent, and as a result there is a move to more generic guidance. This may have some implications for things in development with WISH, particularly things like machinery guidance.

The ongoing spending review has reduced work currently being undertaken by HSE, particularly communications work with stringent business cases required and in some cases to be re-submitted.

An industry strategy was required, due to spending review to be put forward to the minister. Some external consultation will be required on this by WISH members within October/November 2010. There was some discussion on how strategies for different sectors will complement each other, e.g. public sector vs. Waste management.

There was also an issue with targets as part of the WISH commitment. It was reiterated that 10% year on year agreed was the main issue.

Objective 3: HSG65 and issues with smaller organisations has not progressed. After some discussion, it was agreed that although it overlapped with Objective 4, it needed restarting as a separate grouping. **Action:** Everybody to feed back to TG to be an agenda item at the next meeting.

It was noted regarding the number of fatalities within this year, it was disappointing so many were associated with reversing. Radar/bleeping systems discussed, but on waste vehicles these are not widely used, but cameras are a legal requirement. The single man vehicle guidance in a draft state at ESA currently. Various past guidance issues were discussed, and it was agreed it might be relevant to make possible changes to WISH4. **Action:** CJ to find out driver plus one guidance from earlier drafts for potential future amendment.

ESA

A report was submitted. Of particular note Paul Thornber has retired and has stood down, at which point a new VC will be elected and that new person will be the attendee at WISH from the next meeting.

There is no new ESA CEO as yet, but this is potentially imminent. Restructure of working groups within the organisation have delayed various items.

HSE assistance was asked for on highways Chapter 8. CJ reported that the guidance seems to have stalled. **Action:** CJ and CN to find out how this is to be progressed.

AfOR

Not present, report sent.

5. The DASH project

DASH is funded by an HSE grant. It has produced DVD and training notes for the waste management industry, but remains a work in progress. In particular DASH is now working on the training notes. The group viewed the DVD (filmed by professional actors and stuntmen). It is unknown at present whether it will be a free or a charged DVD, but it may be loaded onto a website for streaming. It was commented that the DVD was of good quality, but the group would like to see the training notes to comment on overall quality. **Action:** LS to send training notes to TG for distribution when they become available.

6. Welsh Assembly Government and financial incentives for kerbside collections

A briefing note by Unison was distributed prior to the meeting – WISH discussed the issues around financial incentives/penalties during kerbside collection re: grants from WAG to local authorities. Several members commented that WAG was getting into dangerous territory re: financial penalties and limiting future technical innovation. HSE has taken legal advice on this issue, and there are issues surrounding the legalities as the grant is only part of the overall finances of a scheme. Hence it is possible a court of law would need to decide if WAG were the client in such circumstances.

JG provided comments from WAG. WAG would like to state that they have prioritized H&S and would like further discussion in an open forum. **Action:** WAG representative to be invited to January Cardiff meeting, they are invited to send any information prior to that meeting to inform the debate. This item will be re-scheduled as an agenda item at the January meeting.

7. Update from WISH Working Group Chairs

WG4: Climate and Attitudes

A report was supplied. PM asked for feedback and guidance on two simple requests. As the WG had a great deal of focus on SME activity, there was a discussion on whether WISH has a definition of an SME or should aim towards a particular constituency.

A further issue was determining how many people are involved in the industry as a whole. Bomel2 estimates numbers in the sector employed, but other organizations e.g. voluntary or community groups may not be counted. EU Skills have recently refreshed their labour database and have offered to share data. Other WISH member organizations have also offered information to help with the collation.

There was also discussion on gaining access to SMEs as part of the objective via member organizations. **Action:** PM to contact members directly regarding this and possible contributors.

WG5: Competence

A report was circulated. There is sufficient information to draw a line under the data collection aspect, now the group will progress onto developing metrics and strategy. This is to be refined over next 2-3 months, for group comment hopefully by the end of this year.

There was a discussion on competence within the industry being an item of interest at the moment with the review of competence standards, it is hoped this work will inform the debate.

8. Recent publications/work in progress

Picking from the floor should be out shortly, to be released by next meeting. **Action:** CN to send a draft to TG to circulate for final comment.

There was a query re: MRF project with HSE. Only Shanks plants appear to have been visited, DP commented WRAP has the national picture on MRFs but had not been contacted. **Action:** CN to determine where project is with Pam Kaur and report back to WISH.

The waste industry sickness absence project is progressing and have visited various bodies around the country. They are gathering enough volunteers for the pilot stage. It is hoped a written report will be produced in time for the January meeting. **Action:** WW to give TG report for circulation prior to Cardiff meeting.

9. Any other business

Waste 23 Safe collection services: a WISH participant queried a reference regarding inspections and dynamic risk assessments. Clarification was sought on what this entailed. The specific question was actually around <http://www.hse.gov.uk/foi/internalops/sectors/manuf/03-09-04.htm> rather than WASTE 23 specifically.

A discussion was had on how to provide evidence for dynamic assessment as dynamic assessments are by nature not recorded.

CN replied that 'evidence should be sought by inspectors of training and competence of drivers/crews [re dynamic risk assessments - this will include asking questions about levels of training received, experience and knowledge and how their understanding and ability to do dynamic risk assessments has been checked], having a trained team leader and suitable monitoring together with evidence around 2 way communication with officers." It was also noted it is not a substitute for effective preparation of specific route risk assessments and generic risk assessments, which will usually achieve a significant amount of risk reduction.

LGE commented on ongoing work as part of 'Be part of the solution', which includes HSE interventions with public services. There was a discussion on the strategy delivery framework. LGE intend to have as a first priority on leadership and health and safety, and will be looking at waste and recycling.

10. Thanks for hosting meeting & Date of next meetings

Thanks to CIWM for the venue for this meeting.

The date of the next meeting is 25th January 2011, at the HSE offices in Cardiff.

The date of the following meeting is 24th May 2011. ESA or Defra have volunteered and will discuss between them to be confirmed prior to the January meeting. **Action:** CJ and JG to send meeting venue to TG for distribution.