

Waste Industry Safety and Health (WISH) Forum

Minutes of the meeting held on 22nd September 2009 at 10.00 hours
Defra, London

Present

Chris Jones	Environmental Services Association	<i>Chair</i>
Toni Gladding	Chartered Institution of Wastes Management	<i>Secretary</i>
Colin Mew	Health and Safety Executive	
Dick Perry	Waste & Resources Action Programme	
Lawrence Strong	WAMITAB	
John Galvin	Defra	
Claire Robertson	Environment Agency	
Wayne Williams	HSE	
Geoff Cox	HSE	
Paul Thornber	Environmental Services Association	
Andy Moore	CRN UK	
Jeremy Jacobs	The Association for Organics Recycling	
Steven Sumner	Local Government Employers	
John McClean	TUC	
Howard Bluck	BMRA	
Vincent Borg	TUC	
Bob Mason	Local Government Employers	
Denise McGlynn	EU Skills	

Not Attending

Geoff Smallwood	Chartered Institution of Wastes Management
Mark Foxhall	LARAC
David Buxton	Container Handling Equipment Manufacturers
Chantal Nicholls	HSE

Observers

Phil Marks	CRN/Cylch
Colin James	Myeix Ltd
David Thomas	Aylesbury Vale DC

1. Apologies

Geoff Smallwood, David Buxton, Chantal Nicholls, Mark Foxall.

2. Minutes of last meeting and matters arising

The bailers and compactors report was published.

It is expected that the report by Brian Crook, based on the presentation at the previous WISH meeting, is due for publication during Q3 of 2009.

It was noted that the recently released MRF document did not seem to have been approved by WISH.

Action: Geoff Cox to withdraw the published MRF document until it is reviewed. **Action:** Toni Gladding to resend draft MRF document to the WISH members.

The meeting discussed the location of the recently signed charter as BMRA and LARAC are still to sign. **Action:** Geoff Cox/Chantal Nicholls to locate charter for those members to sign.

At the last meeting the possibility of shortened guidance was discussed. This has been reviewed by Chantal Nicholls and the HSE, and at this time it has been decided not to proceed.

It was noted that an Asbestos document update is to be provided for circulation.

The British Plastics Federation will be invited to the next meeting. **Action:** Andy Moore to provide an updated contact for Toni Gladding to invite.

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

It was agreed that in future action plans will be submitted before the meeting – this will hopefully make the meeting more efficient as it will reduce lengthy report backs. Also if a member organization cannot make the meeting, it means the committee can still be kept up to date with any activities. **Action:** All members to provide action plans as per the agreed format at least three weeks before each WISH meeting.

CIWM

- Further discussion has taken place around the CPD requirement for health and safety within CIWM - currently a document of agreement is being drawn up for the CIWM H&S committee to sign so that the SIG will endorse this course of action within CIWM.
- IOSH and CIWM have made further arrangements for the court room scenario conference regarding health and safety and it will be held on 27th January 2010. It is likely to be at the Barcelo Hotel at Hinckley Island, Leicester, and will be priced at £50 or less as a non-profit event to attract as many people within the industry as possible.
- A health and safety article was published in the CIWM magazine during July 2009 - further articles are expected from other SIG members so a regular H&S spot can be maintained.
- RoSPA and CIWM are developing further links. They have been invited to the next SIG on the 21st October and will be doing a 20 min presentation about RoSPA in relation to waste and resource management but also other items related to the topic e.g. driver training etc. CIWM and RoSPA are also in talks to provide mutual member benefits.
 - The health and safety special interest group continues to be maintained by Tracy Moffatt at CIWM, and it is expected that CIWM will be developing further events in the future.

TUC

- A construction summit was reported on, the aim of which was to create a partnership on a pre-procurement questionnaire which will also involve the waste industry. This summit also aimed to improve joint training for operatives, and first time managers.
- There has been a specialist health and safety meeting regarding the WISH charter and objectives etc. within TUC, this was to provide information to Unite who are very well represented within the waste industry.
- There is guidance for health and safety for union reps in the waste industry due later this year.

HSE

- HSE staffing: Inspector support on the sector has changed. Colin Mew – left 1 September 2009 to be replaced by Wayne Williams on 2 November 2009. There will obviously be a slight hiatus in service in between times and until Wayne gets comfortable in the role.
- Statistics: In total 2 definite waste fatalities are recorded for the year to date. There are a further two fatalities relating to members of the public which might get included in work related figures. The total number of fatalities this year to date, between 2 and 4, compares very favourably with previous whole year totals of 2006/7 = 17 fatalities; 2007/8 = 13 fatalities and 2008/9 = 15 fatalities. However, although this is encouraging there should be no room for complacency. There is over another six months of the year to go and we have to be alert to potential seasonality issues affecting performance with the winter months coming up (darkness and poor weather).
- Prosecutions: In summary there have been 7 prosecution cases completed.
- Notices: In summary, a total of 63 notices issued: 25 x prohibition notices and 37 x improvement notices to date.
- MPS notice: Although not included in the Notices issued by HSE the Sector is aware of an Improvement Notice issued by the Metropolitan Police Service (MPS) in July using the powers granted to it by the HSE as part of an initiative to improve the safety and efficiency of freight vehicles operating within London.
- Published: WASTE 12 “Storing Hazardous waste at household waste and recycling centres” published in August 2009. In progress: *Safe interventions with machinery (aka practical lock off)*; and put on hold is *Asbestos collection and transport - handling of asbestos*.
- Research updates:
 - Landfill gas: HSL site visits for sampling for hydrogen sulphide and for vinyl chloride monomer (air sampling and personal sampling on workers) at landfill sites during certain activities (e.g. drilling through capped landfill to install new gas wells; pump-pulling to maintain leachate and/or condensate pumps; well-cleaning to remove sludge; environmental sampling (leachate and condensate principally) have commenced
 - Ill-health data: Review of sickness absence data in the waste and recycling industry – this is now complete and the final report should be published in Q3
 - Pilot project to explore occupational health and hygiene issues in Material Recycling facilities: this is being led Pam Kaur and a presentation was made by her last year to WISH. Restarted the project and ESA/LGE have been helping find suitable sites. Pam is meeting with ESA towards end of October.
- Research bids submitted in September NB: there is no certainty of these getting approved:
 1. Data acquisition and statistical analysis of sickness absence data for the UK waste and recycling industry
 2. Development of technical performance specification for protective trousers for use in waste collection and recycling – looking for joint industry funding for this
 3. Waste management and recycling, exposure and health investigation call off project to support the Sector in disseminating health and safety data to the waste management and recycling on waste compost site workers' exposure to bioaerosols is about to be released, and will generate the need for further dissemination of data to industry.As a matter of general policy HSE tends to look for joint industry funding for research, including funding in kind, and HSE may come back to relevant organisations to discuss this further at a later stage.
- Main work stream updates
 - WS4: Influencing local authorities: steady progress with this key work stream.
 - Thanks to LGE and ESA members for sharing experiences and coming forward with case studies, also to others such as WRAP for speaking with Simon.

- Initial draft of guidance prepared and revised
- A number of case studies drafted with more to be written up.
- Dates and venues for events agreed.
- Keynote speakers agreed from HSE Board.
- ESA and LGE agreement to participate in events.
- WS5: Inspection of hotspots: Operational HSE inspectors have been asked to inspect skip hire and commercial collections in pedestrianised areas during 2009/10. Total proformas to date are 42 for skip hire and 3 for commercial collections. Some initial analysis of data and previous hotspots work undertaken will inform future hotspots selection decisions. Likely that one of two hotspots work for next year will be balers and compactors.
- WS6: Lead inspector interventions - this has moved from planning/preparation into implementation phase, with:
 - 10 lead inspectors nominated.
 - Lead inspector briefing event and workshop on 9 July 2009.
 - Lead inspector plan finalised.
 - SIM 03/2009/18 "Central Interventions by Lead Inspectors to National Waste Management and Recycling Companies" has been drafted and formatted and is now with web team awaiting imminent publication to the web.
 - A number of interventions have already commenced.
- WS10: Communications (Website & media) are ongoing, but currently being held back because of the focus on the WS 4 work.
- Other issues
 - Local inspection initiatives and other projects - The Sector is aware of a number of local inspection initiatives (involving FOD inspectors and specialists) and other research projects underway around the country covering a wide variety of topics – for example:
 - large scale reclaiming of mercury from fluorescent lamps – visits to be completed by January 2010;
 - portable fluorescent lamp recycling bins – started July to October;
 - local initiative WEEE recycling sites in Yorkshire North East area – started inspections in August;
 - lead and battery recycling – not yet started;
 - wood dust exposure in wood recycling – not yet started;
 - local intervention looking at composting sites in North West, South Yorkshire and Humberside – started September 2009.
- Shredder alert: HSE would like to alert the WISH forum of guarding issue with M&J Industries waste shredder imported in April 2009 and CE marked. Manufacturers are M&J industries A/S Vejlevej5, DK-87000 Horsens, Denmark. Agent involved in the sale – Lionel Davies, Parkwood Sales Limited, 8 Tabernacle Walk, Blandford Forum, Dorset DT11 7DL. Usual product safety systems alert has been instigated via ICSMS system and machine in question modified. There was a potential hazard to person entering the area below the shredder when the bin is not in place, who could become trapped by rotors. The relevant standard for shredders requires that the discharge aperture is guarded by means of an interlocked guard. This machine was not fitted with any such interlocked guard. It would have been acceptable to use the bin as a guard, provided its position was electrically interlocked with the machine controls to prevent the machine running when the bin is not in place.

LGA

- Currently recycling and procurement are top of the agenda. The LGA are working with HSE on putting this together. Other activities include:

- Mapping local authorities engaged in waste and recycling.
- Helping HSE to target invitations to their procurement events.
- Production of a DVD and one training package involving monitoring and supervisors, if any members are interested they can talk to David Thomas
- A project will be looking at safe collection services by David Thomas
- Association of public service excellence (APSE) on waste and recycling has been instigated.
- The LGA have been providing information for the HSE MRF research via Pam Kaur.
- There has been some investigation of online solutions to monitoring health and safety climate in organisations. This has included work on sickness absence. It is hoped this will make it easier to submit ill health data. This will aid collection of this type of data in a way that would not be onerous to local authorities.
- There is a new CASH/DASH/local authority waste and training forum. The LGA is aware of various networking groups all active in health and safety. The LGA representatives asked that if anybody is aware of other groups please let them know (in particular the LGA lack northerly groups with an interest in health and safety and would welcome contacts). **Action:** WISH members to provide contacts if possible.
- There is also a plan to interrogate the data within Bomel2 to extract local authority data (in conjunction with Chantal Nicholls and Chris Jones).

AfOR

- Two meetings have taken place with a newly formed health and safety working group specifically for the organic recycling industry. AfOR recognises it has a disparate membership ranging from small on farm composters to local authorities and large waste management companies. One of the first aims of the group has been to establish a health and safety presence on the AfOR website – the aim is information provision and highlighting issues relevant to the organics recycling sector. Topics discussed within the group to be tackled first include vehicle movements, the importance of health and safety, etc. There has also been published a list of associated links on the website particularly to the WISH/HSE site.
- In July a standardised protocol for measuring bioaerosols at open composting facilities has been produced, this is available on the AfOR website.
- The Environment Agency EA published risk assessment guidance on bioaerosols.
- There was a successful conference event organised by AfOR on bioaerosols in July with some 160+ attendees.
- AfOR are looking for sponsorship on H&S guidance for the sector to be re-updated and published. It is also recognised that increased AD and enclosed vessels changes the emphasis of potential guidance.
- AfOR are looking at collating data on H&S in the sector – looking to get reporting from member companies and responsible persons. ESA are happy to advise.
- 500 members and changes in permitting are having effects on the sector.

EU Skills

- EU Skills is implementing a registration scheme under the auspices of SHEAR (Safety health and environmental awareness).
- A large waste management company is looking at a scheme including train the trainer, with the intention of training 1200 of their own staff.
- Implementation of an EUSR card is being developed under a very quick timeframe since the last meeting.

- There is also the intention to commence a review of occupational standards. This is intended to be completed by the end of March next year.

BMR

- BMR has instigated an H&S pledge for January 2010. It is intended to dovetail with WISH strategic objectives and hopefully raise H&S awareness at the SME end of the industry.
- There is also a wider reform of membership criteria. This includes a compulsory scheme with possible disciplinary action for members that do not meet the pledge. This is to be signed during late September/early October 2009, BMR will then be able to sign the charter.
- It is intended to have a press launch of the pledge. BMR will be contacting Chantal Nicholls to discuss this further.
- BMR has undergone a period of change; it has lost some 15% of the membership, due to the recession/mergers/acquisitions. Hence 60% of the planned health and safety poster campaign has been completed as a result.
- It was also noted that the H&S manual given to members entailed a 30K cost last year, and there is no money to repeat that this year. Hence an electronic version as a CD ROM is planned in the future.
- An explosions in shredders sub-committee has been formed. On average there is an explosion every 2K tonnes of shredder infeed so they could occur on a daily basis – predominantly gas/LPG cylinders or sometimes oxyacetylene. The UK LPG industry have been asked to take responsibility for the cylinders as else scrap metal dealers have to pay to get rid of them. BMR feel there is a need to review guidance on orphan cylinders carried out a few years ago.

WRAP

- WRAP have published a scoping study on the health effects of fortnightly collections in conjunction with CIWM. This is available on their website and linked from the CIWM website. In summary the report concluded that:
 - The study reviewed over 150 published papers and documents dealing with a range of potential health impacts linked to waste management. However, no evidence was found of a direct link between the frequency of waste collection and any actual health impacts on householders or collectors. However there may be issues with maggots, flies, manual handling and bioaerosols associated with collection frequency. It also concluded there was little change in risk to householders from weekly to fortnightly collection. However, the repetitive nature of occupational exposure requires more research.
 - In terms of future research WRAP would like to investigate and revisit risk assessments, as it is thought Local Authorities may not know how to fully assess these risks or what mitigation might look like, or good practice.
 - Hence future work is needed on this for existing collections and also food waste collections. WRAP thought this could be a good future WISH forum initiative?
 - In the interim CIWM /TG will carry out some preliminary research on risk. **Action:** Toni Gladding to look at risk assessments, if any other WISH members are interested please contact either Dick Perry or Toni Gladding.
- Noise study: WRAP has had meetings with the HSE regarding this work. The contractors are now carrying out some more studies; report should be in draft to HSE shortly. WRAP welcomes comments and a draft will be circulated to WISH. The methodology for noise monitoring was discussed and it was agreed this would be shared with the group. **Action:** Dick Perry to forward the methodology to Toni Gladding for distribution when it is available.
- Kerbside box system study provisional completed. Three for further study.

- WRAP have had some procurement issue meetings with Simon Williams. A system to include H&S during procurement is being investigated. Difficulties with having a smart evaluation system are being discussed. There has also been some discussion around previous RR603 HSE risk assessment tool and whether it could be revamped to make it more useful for these types of issues. Further work is ongoing in this area.

EA

- Statutory nuisance: It was noted that the Environmental Protection Regulations from April last year moved the responsibility to the Environment Agency and away from local authorities where nuisance concerns waste sites. This includes exemptions e.g. bottle banks.
- Bioaerosols: the Agency Science Directorate held a workshop at Imperial College regarding future research needs. Bioaerosols were identified as a top future priority.

ESA

- ESA submitted eight projects as action plans prior to the meeting for the group to read, could all comments or questions please be directed to Paul Thornber.
- It was recognised that some guidance might need updating. However, most of ESA's working programmes have been held back by 8-10 weeks due to resources. None have been dropped however.
- Discussion took place around the work programme re: Chapter 8 which is urgent, ESA feel there is a need to regularise it with sensible guidance. It was discussed that this will need involvement of everybody within the group, especially with the TUC/HSE. **Action:** ESA to provide any information to Toni Gladding for circulation around the group.

CRN

- CRN have held discussions with the Furniture Recycling Network re: health and safety.
- Third sector kerbside collections have also been investigated; this has focussed on vehicle issues and noise. Discussion on material quality and moving loading risks, risk to public and occupationally, which can result from not taking proper care of quality. It was recognised there were non-unionised labour issues. Additionally there was recognition that at times there was a possibility of exporting a risk abroad in reprocessing. Political discussions may be needed to further this.
- Network organisations within the CRN are planning to pull together statistics and reporting in the third sector. Phil Marks will be the new representative to WISH and will report on this in future.

WAMITAB

- Work has been undertaken on standards which feed through to vocational qualifications and specific H&S units competence Level 1 to 4. It was felt these are key to reducing risk on the front line – hence they are being reviewed.
- QCF transition process – all awarding bodies are undergoing this at present with qualifications to be put into a new format live by Dec 2010. Revisions and completed waste recycling units are due by March 2010.
- There is significant uptake at level 2 on the front line due to Government funding train to gain. H&S and basic literacy and numeracy are the most popular.

- A qualification at Level 2 for facilities handling WEEE materials planned. This will be designed for front line people disassembling WEEE, handling terminals etc.
- A facilities management Level 3 competence course is being developed with an H&S component.
- An asset skills street cleansing apprenticeship is being developed.
- Vocational qualifications for plant and equipment in the sector are being investigated.
- AD competence including H&S is also being investigated.
- WAMITAB are also working with RoSPA, supporting two seminars.
- DASH (Dorset area safety and health) have money via HSE to look at an induction programme for employees in waste industry. They are looking to produce something applicable throughout industry. **Action:** Geoff Cox to get information on this initiative. **Action:** Chris Jones to engage with the group. **Action:** Lawrence Strong to give information to Chris on who has funded the initiative within the HSE.
- There is an ongoing discussion with HSE and WAMITAB on take up in qualifications amongst operatives. This is linked into work on a metric for H&S competence.

DEFRA

- Swine flu: dialogue has been ongoing with the NHS, HPA and EA on lines to take re: H&S precautions in the waste sector. The discussion involved the cabinet office and other routes. Disposal of PPE in public sector non-health scenarios has been a focus.
- Cabinet office contingency planning events were discussed, the next one being on the 19th October. An invite has been sent to the LGA. If anybody else would like to be invited please contact John Galvin.
- An Avian flu contingency document was discussed as it has not been updated. **Action:** John Galvin to find out if differences between that and swine flu.

CHEM

- Not present at the meeting but Chem continues to contribute to standards for machinery in Europe and would like to be involved in developing guidance concerning machinery within WISH.

4. Health and Safety Climate Tool Presentation.

- A presentation was scheduled from Colin James of Myeix introduced by Steven Sumner from the H&S Climate group. One of the aims of this working group is to look at improving H&S climate within the waste industry.
- Myeix deliver web-based software tools to help collect and analyse data. Safety culture/climate survey tools have previously been developed with the Rail Safety Standards Board, an Australian equivalent to the UK. Within the UK the Olympic delivery authority for contractors on the Olympic park are customers. HSL have also been involved with Myeix to help them develop questions in the past, and these are still in use successfully. The software allows organizations to register and carry out their own surveys in their own teams and organizations. Data can then be submitted and analysed. Currently there are discussions about a generic national solution available to any organization underway with HSL. No fixed timescales but likely to be early next year.

- The software also has Benchmarking capabilities. An organization can benchmark against other organizations that are also using the system against their survey results anonymously.
- Colin supplied websites to look at a couple of versions of the software in use: <http://rssb.info-exchange.com> and <http://2012-cst.info-exchange.com>
- Colin was invited back to the next WISH meeting to continue the discussion and provide a presentation of the software in action. **Action:** WISH members to view websites for discussion at next meeting.

5. Update from WISH Working Group Chairs

Working days lost: Colin Mew

- HSE have commissioned some work to look at time lost through sickness in waste and recycling industry. Originally it was planned that the study would look at data historically and have a prospective element (3 month period) to analyse current data. Some 17 local authorities and 2 private companies have taken part. However, the quality of the data showed that the prospective study was likely to be a waste of time and more work was needed on metrics. Hence the second part of the study is on hold until the metrics are out there being used.
- A report has been written and is peer reviewed, and is currently awaiting publication – the most interesting finding is that data quality is poor and needs improving. The recommended metrics will be attached as an appendix to that report.
- **Action:** Colin to send metrics to TG for circulation.

Management of health and safety: New Chair Required

- Unfortunately this group has not progressed. Hence it still needs volunteers and also a new chair. This project will be discussed in the January meeting over how this will be taken forward.

Health and Safety Climate and Attitudes: Andy Moore

- Phil Marks in his role as representative to WISH will now pursue this on behalf of the third sector. A meeting is planned prior to the January meeting of WISH. Andy Moore is to contact Sacha Medley re: presentation at last meeting for input to the group.
- **Action:** Phil Marks to let TG know meeting date and time.

Competence: Lawrence Strong

- A small working group has been established to look at competence. David Thomas, Paul Thornber, Toni Gladding and Richard Johnson are members. Meetings have taken place on 17th march and again in August. Construction, EU Skills footprint, quarrying etc. sectors were examined to see how H&S is tackled in those industries. **Action:** Lawrence to send this summary report to TG for circulation.
- It was reported that obviously no one size fits all for competence. Some driven by competence, regulation, or registration schemes. There are a range of approaches out there which may be relevant to waste sector.
- To this end a short questionnaire has been designed by the working group for emailing to nominated individuals. This will be piloting in early October.
- Once piloted, the working group will be asking WISH contacts to disseminate.

6. Recent publications/work in progress

- Totting from the floor document from HSE: Geoff Smallwood has revised this. **Action:** GS to give TG latest version for circulation.

7. Any other business

- Commercial approaches. Chris Jones and Toni Gladding have had several commercial approaches from companies who would like to present their products etc. at WISH meetings. As there are too many to accept, it was decided that WISH will only accept approaches via a WISH member as a sponsored talk in the future. Any other approaches via the Chair or Secretary will be left at their discretion as to whether it would be a worthwhile subject. **Action:** CJ and TG to discuss approaches. TG to list these on emails accompanying WISH minutes in the future if practicable.
- It was noted that an H&S performance indicator and Chatsys for SMEs is available. Colin James kindly provided the SME H&S assessment tool via business link website:
<http://www.businesslink.gov.uk/bdotg/action/haspi?r.l1=1073858799&r.lc=en&r.li=1081114295>
Or the original version via:
<http://hspi.info-exchange.com/>
- An EU balers and compactors group is being set up. The first meeting was held last week. It is expected to have a twelve month lifespan.
- Thanks to Bob Mason who is retiring from WISH.
- Thanks also to Colin Mew for his hard work whilst on the committee and good luck with his future role re: mines and quarries.

8. Thanks for hosting meeting & Date of next meetings

- Thanks to Defra for our meeting venue 22nd September 2009 10am.
- EU Skills in Solihull is the venue for the next meeting on Thursday 28th January 2010. The space is constrained to 22 persons, hence members are asked to contact Toni Gladding as soon as possible if they do not intend to come, as currently this size restricts observers to two.
- Tuesday 11th May is the subsequent meeting date. This will be at Local Government House, Smith Square, London.