

**Minutes of the  
Waste Industry Safety and Health (WISH) Forum  
HSE offices, Nottingham, Wednesday 26 April 2006**

**Present**

Trevor Hay	HSE	Chairman
Vincent Borg	TUC	
David Buxton	CHEM	
Rhona Coulter	CRN	
Andy Bond	CRN	
Neil Ferris	Local Government Employers	
Toni Gladding	CIWM	
Paul Harvey	HSE	
Jeremy Jacobs	Composting Association	
Marian Kelly	ESA	
Bob Mason	Local Government Employers	
John McClean	TUC	
Geoff Smallwood	CIWM	
Lawrence Strong	WAMITAB	
Paul Thornber	ESA	

**Apologies**

Chris Jones	ESA
Tania Lillywhite	CRN
Paul Urbonas	BMRA

**Observers and contributors**

Tom Musgrove	Straight
John O'Keeffe	Accord
Laraine Oxley	HSL (in part)
Mark Roberts	Egbert H Taylor

**1. Minutes of the previous meeting**

Subject to minor changes from Paul Harvey, the minutes were approved as an accurate record of the meeting.

**2. Matters arising**

**Commitment to competence**

The commitment to competence statement was available on the HSE web site.

**DSEAR**

Two Industry Codes of Practice on the Dangerous Substances and Explosive Atmospheres Regulations were available on ESA's web site.

**WISH Forum Plan of Work**

The WISH Forum Plan of Work was available on the HSE web site.

**Work at Height**

This would be discussed at the next meeting.

**European Standards for RCVs**

David Buxton reported that the Working Group developing the European Standard for Refuse Collection Vehicles had examined comments on the draft standards which had been circulated

for public consultation. Paul Harvey reported that the HSE had discussed the issue with its counterparts in other Member States. It was likely that the final standard would include a standard for ride on footboards. David Buxton reported that CHEM Members would not supply footboards in the UK. The HSE's position remained that it was reasonable and practical to operate without ride on footboards.

David Buxton reported that Part 5 of the standard – Lifting devices – would be published for public consultation in the near future and suggested that there might be an opportunity to make further comment on footboards at this stage.

### **3. Manual handling in kerbside collection of recyclables**

Ms Laraine Oxley (HSL) reported on a HSL report on manual handling in kerbside collection of recyclables. The report was available on the HSE web site and the HSE would publish a press statement in the near future. A number of risk factors had been identified, including weight of waste containers, receptacle design and handling, vehicle design, lifting frequency and technique, carry distances, work organisation and environmental factors.

The study had examined three collection schemes – a bi-weekly glass only collection, a weekly mixed recyclables and food waste collection and a bi-weekly mixed recyclables collection. The study reported that:

- Mixed weekly collection had lower mean weights than bi-weekly mixed collection.
- Mixed waste collection in containers without a lid were heavier than glass collection containers without a lid.
- There was no more than a 5% difference in lower back compression between the range of boxes tested.
- Operators made, on average, one or two lifts every minute.

The report recommended that

- Wheelie bins should be used where possible, as suggested in the Pinder report.
- The weight of boxes should be reduced.
- More appropriate lifting techniques should be encouraged.
- Residents should receive instructions on filling containers
- Containers should be carried no farther than 10 m.
- Vehicles should be designed to cater for a wider proportion of the population.

Paul Harvey reported that the study was designed to inform debate and strategy in operating existing or introducing new systems. The HSE would consider the report and would consider publishing specific guidance on this issue.

Vincent Borg suggested that wheelie bins were the most appropriate way to collect waste and recyclables. Toni Gladding suggested that while wheelie bins might have manual handling benefits at the point of collection, this method usually resulted in increased contamination and manual handling issues at a later stage, e.g. MRF. Andy Moore raised concerns regarding the frequency of lifting figures reported in the study.

### **4. HSE report**

Paul Harvey reported that the HSE had piloted a communications campaign targeted at collection crews in three areas (with three control areas). All three areas tested the use of field marketers who spent 5-10 minutes with the collection crew explaining the value of their work and describing them as 'superheros' who lift eight elephants each day, etc.

The study had tested

1. Field marketers plus leaflets and posters at the depot.
2. Field marketers plus a press ad campaign aimed at the public detailing the risks posed to collection crews

3. Field marketers plus a door drop to householders with messages on not overloading bins, putting bins out properly for collection and awareness of collection crews while driving.

Results indicated that the collection crews valued the field marketing approach. The crews did not value the posters in the depot but did support the public information approach and had asked that the public be provided with further information on putting bins out properly for collection.

The HSE was now considering the next steps in this project but would make the results and information available to the sector when finalised.

## **5. Progress reports**

### **a) Mapping health and safety in the waste management industry**

Funding had not been allocated but the HSE hoped to pursue this study shortly. Paul Harvey reported that the Health and Safety Commission was paying increasing attention to the waste management sector.

### **b) Mobile jaw crushers guidance**

Guidance had been published on the HSE web site in the quarries section.

### **c) Hazardous waste at CA sites**

Paul Harvey and Geoff Smallwood reported that the Environment Agency was producing guidance on hazardous waste treatment and transfer facilities which didn't cater for CA sites. HSE HID had commented on the draft guidance. Geoff Smallwood would incorporate comments and finalise the guidance before the next meeting.

**Action: Geoff Smallwood to finalise the hazardous waste at CA sites guidance.**

### **d) Management of Driver Operations guidance**

Trevor Hay reported that draft guidance on driver operation was available on the HSE's web site. Comments were being sought by 24 May.

### **e) Orphaned compressed gas cylinders**

Guidance had been published and was available on the HSE's web site.

### **f) Management of Refuse and Recycling Loader Operations**

Bob Mason reported that revisions had been made to the guidance on waste and recyclables loader operations and the local authority group hoped to publish final guidance in July. This guidance and other health and safety documents would be made available on Kettering Borough Council's web site.

### **g) Lock off procedures**

Guidance on lock off procedures had been finalised and was in the queue for publication on the HSE web site.

## **6. HSE street collection intervention**

Trevor Hay reported that final figures were being collected on the HSE's street collection intervention project. He would send provisional data to WISH Members.

**Action: Trevor Hay to send provisional data on HSE street collection intervention project to WISH Members.**

## **7. Operation and future working strategy of WISH Forum**

Trevor Hay suggested that Defra, the Environment Agency and WRAP be invited to become corresponding Members of the WISH Forum and invited to attend when appropriate. Members agreed that the broad representation provided by the WISH Forum meetings was useful and that smaller working groups were the most effective way of developing guidance. Paul Harvey reported that the HSE was endeavouring to establish high level links with Defra and the Agency.

## **8. Guidance for discussion**

### **a) Task and Finish operations**

Marian Kelly reported that a small working group had developed guidance on managing task and finish operations and requested that comments be sent to Chris Jones. Geoff Smallwood suggested that the guidance should include reference to the impact of task and finish operations on the sites receiving waste or recyclables.

**Action: Members to send comment to Chris Jones by 9 June.**

### **b) Safe use of balers and compaction equipment**

Trevor Hay had sought comment on the draft guidance from the British Retail Consortium.

### **c) Improving safety at bring sites**

Mark Roberts suggested that information on cameras and security devices be incorporated in the guidance. Trevor Hay suggested that while this issue should be noted, it was not a significant issue yet.

### **d) Safe handling of asbestos at CA sites**

The HSE asbestos department had commented on the draft guidance and final guidance would be agreed shortly.

### **e) Principles of MRF design**

Trevor Hay suggested that existing guidance covered many of the issues raised in the draft guidance document. Geoff Smallwood suggested that there was a need for guidance for MRF designers, MRF purchasers and other small companies. It was agreed that Trevor Hay, Toni Gladding and Geoff Smallwood would progress this guidance.

**Action: Trevor Hay, Toni Gladding and Geoff Smallwood to develop the guidance.**

## **9. Health and Safety training qualification**

Lawrence Strong suggested that a practical health and safety qualification could improve competence in the sector and that WAMITAB were considering developing a Vocationally Related Qualification. Marian Kelly suggested that WAMITAB work with EU Skills as the appropriate Sector Skills Council. Paul Harvey noted that there was no requirement for specific health and safety training qualifications in any sector but suggested that the HSE would support the development of a health and safety training package for the waste management sector.

**Action: Lawrence Strong to discuss the proposal further with EU Skills, ESA and other interested bodies.**

## **10. WISH guidance for final agreement**

### **a) Skips and containers**

David Buxton proposed removing a reference to the CHEM standard on access criteria for high sided open top containers. Apart from this minor change, Members approved the guidance.

**Action: David Buxton to forward a final draft of the guidance to Trevor Hay for publication on the HSE web site.**

### **b) Health and Safety training guidelines**

Vincent Borg suggested that reference be made to consultation with safety representatives and suggested that further details be added to the document on specific regulations. A number of other minor comments were made.

**Action: Marian Kelly to incorporate comments and send a final draft of the guidance to Trevor Hay for publication on the HSE web site.**

## **11. HSE guidance for final comment**

### **a) Refuse Container Vehicle hoists and containers**

Geoff Smallwood suggested that references to routine inspections of containers, e.g. wheelie bins, be amended. The guidance should be published within a month.

**Action: Trevor Hay to incorporate comments into the guidance.**

### **b) Handling needles in the waste and recycling industry**

Toni Gladding suggested that needles found in plastic bottles sent for recycling be included in the guidance. John McClean suggested that septicaemia be added to the list of risks.

**Action: Trevor Hay to incorporate comments into the guidance.**

### **c) Hand Sorting of Recyclables (“Totting”) with Vehicle Assistance**

Trevor Hay highlighted the risks associated with hand sorting of recyclable material, in particular at composting facilities and rubble sorting facilities.

**Action: HSE to publish the guidance.**

## **12. Any other business**

### **Noise and glass collection**

Trevor Hay raised the issue of noise levels during collection of glass for recycling. Bob Mason agreed to monitor an operative and send results to Trevor Hay.

**Action: Bob Mason and Neil Ferris to report at the next meeting.**

### **WISH Forum Plan of Work**

Trevor Hay suggested that Members consider future work for the WISH Forum, including development of guidance and how to encourage application of existing guidance.

**Action: WISH Forum plan of work to be added to the agenda of the next meeting.**

### **HSE web site**

Trevor Hay reported that the HSE would redevelop the waste management section of the HSE web site.

### **Photographs**

Trevor Hay requested that Members send him any photographs which could be used in guidance.

### **Fatalities**

Paul Harvey reported that 21 fatalities had been reported in the waste and recycling sector during 2005/06 compared to 13 fatalities during the previous year. A significant increase had been noted in workplace transport incidents. No significant change had been observed in fatalities at bailers.

### **Manual handling at kerbside collection**

David Buxton expressed interest in developing a response to the HSL manual handling at kerbside collection report and suggested that vehicle and container manufacturers meet to discuss this response.

**Action: David Buxton to co-ordinate a response from the vehicle and container manufacturers.**

## **13. Dates of next meeting**

Tuesday 4 July at ESA's offices, London

Wednesday 4 October at CIWM offices, Northampton (to be confirmed)