

NATIONAL JOINT
HEALTH, SAFETY AND ENVIRONMENT COMMITTEE MINUTES

Attendees

Sue Ferns (Chair)	SF	Prospect
David Spillett	DS	ENA
Bud Hudspith	BH	Unite
Candice Orr	CO	Energy UK
Chris Warburton	CW	Prospect
Dan Shears	DSh	GMB
Doug Smart	DSm	EDF
Geoff Earl	GE	Northern Powergrid
Graham Smith	GS	National Grid
Jamie Reeve	JR	ENA
Lee Wallace	LW	WPD
Mark Patterson	MP	SSE
Mike McDonald	MMc	Prospect
Paul Fidler	PF	ENA
Tracy Kellegher	TK	Unison
Vincent Edwards	VE	Ovo Energy

Apologies

Alan Feakins	EDF
David Morgan	Unite
David Lefever	HSE
Neil Freeman	Prospect
Pete Vujanic	UK PN
Phil Swift	WPD

Item	Title
1.	<p>Welcome, introductions and apologies SF welcomed all members to the 139th meeting of the Electricity Industry National HESAC. Apologies were noted.</p>
2.	<p>Minutes and actions of meeting held on 16th January 2019 (HESAC 836)</p> <p style="padding-left: 40px;">2.1 Accuracy</p> <p>The members agreed that the minutes from the meeting held 16 January 2020 accurately reflected the discussion of that meeting.</p> <p style="padding-left: 40px;">2.2 Actions:</p> <p>With the exception of the following the majority of actions were noted as being included on the agenda and will be picked up during the course of the meeting.</p>

	<p>2.21 National HESAC TOR - Update (HESAC834)</p> <p>DS ran through the final draft of the ToR.</p> <p>Action: Subject to no final show stopping DS will post the revised ToR to the National HESAC website.</p> <p>2.22 2019 HESAC Annual Report</p> <p>DS updated the members on the latest version. He will share the latest draft with members for comment. Following that any comments will be addressed and then hopefully to report can then be published to the National HESAC website.</p> <p>Action: DS to circulate draft for comment.</p>
3	<p>Asbestos Guidance update – ENA & Energy UK</p> <p>3.21 ENA</p> <p>DS provided a short update on the progress of the work associated with Asbestos. Historically this has not been an issue for the network businesses as each member company has in place tried and tested policies, procedures and risk assessments for the control of and working on or near to Asbestos. The work the ENA group is overseeing is the development of an ENA Position statement setting out the aligned policy on how the networks business collectively and collaboratively deal with Asbestos. The draft when available will be shared with the HESAC members.</p> <p>Action: When available ENA to share draft position paper with HESAC members</p> <p>3.22 Energy UK</p> <p>CO provided a short update on the progress of the work undertaken by AMO to provide a document on working with Asbestos. The reference document was published in November 2019 and is available on the AMO website. Copy of the document can be found here.</p>
4	<p>Occupational Health (OH) – Updates</p> <p>4.1 Energy UK</p> <p>CO explained that Energy UK is considering how it takes its health and safety work forward. Preliminary discussion between Energy UK and ENA have taken place with a view that Energy UK reps could join the well-established ENA OH Committee with the aims of sharing best practice etc. DSm noted that at a recent Energy UK Generation Health and Safety Forum meeting members were supportive of Powering Improvement and collaborating with its partners.</p> <p>GE reiterated the offer to Energy UK that a representative can attend the ENA OH Committee meetings.</p> <p>Action: CO will provide a further update on progress after having discussed this with Energy UK members.</p>

4.2 ENA

Although COVID has obviously interrupted the ENA OH Committee proceedings, the main agenda is around two areas. The first area is stress and mental health. The aim is trying to pull together best practice that's evident in different organisations such as on line training packages mental health first aider training, managerial training etc, to try and ensure we call all take advantage of that best practice. An example of that is the excellent work of UKPN who have offered to share the work they have done in the area of online mental health training package.

The second area is fatigue management and the work of the ENA Fatigue Management Task Force which is focussing on working hours work patterns.

MP welcomed the offer of inviting reps from Energy UK to attend the ENA OH work groups. He also suggested the possibility of exploring how Energy UK and ENA could join forces under the banner of Powering Improvement with one combined Energy UK / ENA OH committee. GE suggested a small exec group should look at this and develop proposals.

Action: GE, MP, CO, JR and ML to arrange meeting to discuss the possibility of a joint ENA Energy UK OH Committee/Forum.

JR added that he is collating health data to illustrate progress over the last 5 years. This is not just looking at quantitative data such as sickness absence and days lost it is also looking at qualitative data such as mental health awareness, exercising and healthy eating programmes that organisation have been implementing over the last 5 years. This will set a bench mark which will progress to a delivery plan developed by the OH committee for the next theme in Powering Improvement which will take us to the end of 2021.

SF welcomed this in particular the importance of the identification and the development of OH trends

4.3 Fatigue Management

GE provided a short update on the work of the ENA fatigue management task force. Meetings have continued through COVID. Well attended and enthusiastically participated in by all the company delegates. and probably down to the fact that this matter effects and concerns all of us, as we will all out of hour call out services which support our 24/7 services. Progress to date includes management of individual working hours and inputs. Every company has now developed lots of sophisticated measuring and monitoring tools for working hours. To date two things have emerged from the research and the discussions a) input have come from the gas sector and b) input from the academic sector for example Northern Powergrid have engaged the Kiel Centre and have been used to assist with working patterns and working time. The group has also worked with the gas sector and included in the discussions the recent enforcement action taken against Cadent Gas.

On behalf of the Unions BH and CW welcomed the update from GE.

Regarding inclusion of TU reps on the fatigue management task force SF will discuss with TU colleagues and report back to JR with any TU nominations .

Action: SF to report back to JR TU nominated rep to attend ENA fatigue management TF.

A further update will be provided at the next meeting of the HESAC in September.

	<p>4.4 Onsite facilities</p> <p>MMc introduced this item and provided some context. Over the years HESAC has discussed this issue. There was a review where the companies shared their approach to onsite facilities. Feedback from Prospect members is that on occasions on site facilities are rather poor. That said on the majority of CDM sites Contractor facilities are very high standard with an integrated office with showers toilets etc. From feedback from Prospect safety reps and members generally this is an area they would like to see improvement. Example of inferior facilities were discussed.</p> <p>MMC suggested we revisit the work of 2018 and review the out puts from that work and see if there is any room for improvements.</p> <p>Action: DS to share 2018 spreadsheet with the members for their review and include the matter on the agenda of the next meeting for further discussion.</p>
5	<p>Powering Improvement</p> <p>5.1 HSL Study Report</p> <p>DS provided a brief update including context to the 2019 HSL study report. Through a short ppt presentation he provided an overview of the reports key recommendations.</p> <p>The focus of the review was on how SAPs and CPs work together to achieve good results and enhance electrical safety outcomes. The influence of 'leadership', 'behaviours' and 'processes', as defined, on the work of SAPs and CPs and their ability to achieve desired electrical safety outcomes was explored.</p> <p>Combined evidence from consultation with SAPs and CPs (the main source of data gathered in this review), review of safety documentation and individual questionnaire results have highlighted a number of influences.</p> <p>From a leadership perspective, the influences included provision of resources particularly in relation to numbers and workload of SAPs and perceived pressures to 'keep the lights' on from management, a pressure that was perceived by workshop participants in this study to stem from Ofgem targets. How the industry learns from accidents and some perceptions of a blame culture were also highlighted. An overload of procedures, procedural changes and lack of operational input into procedure development were highlighted as challenges in relation to 'processes. It was evident (from workshop discussions, safety documentation and individual questionnaire results) that there were positive features of 'leadership', 'behaviours' and 'processes' that enable SAPs and CPs to work together and achieve good results and desired electrical safety outcomes</p> <p>There were twelve main recommendations. The network companies are reviewing each of the recommendations with the objective of including those specific recommendations applicable to their respective organisation in each of their 2020 H&S business plans.</p> <p>GE provided an example of how Northern Powergrid have considered the report and undertaken an assessment of each recommendation and determined which did or did not apply to his company. He has shared his assessment with his colleagues on the ENA SHE Committee.</p> <p>SF welcomed this report and the recommendations contained within but thought it important that we should revisit this at a later date so we can share</p>

the best practice / improvements. It was generally agreed that we would revisit this in early 2021 to check to see what actions have been implemented by each respective company. LW suggested that this should be coordinated via the ENA Training & Competency committee.

Action: To include as an agenda item for the meeting in January 2021

5.2 Powering Improvement Phase 3 Strategy 2020-2025

DS provided a brief update on progress towards finalising the Powering Improvement phase 3 2020-2025 health and safety strategy. The draft document has been in development since Nov 2019. Following challenges by the HSE the document now includes several targets and measures. The document has been approved by both the Powering Improvement Steering Group, the ENA SHE Committee and the Energy UK Safety Leaders Forum/Group (working closely with MP) with the final approval now required from the National HESAC. The HESAC subsequently approved the Phase 3 strategy.

Action: Circulate a copy of final version to National HESAC members.

LW suggested this was a good juncture to present the slides prepared by JR which show the trends and changes over time of Powering Improvement.

JR provided an update on the lost time/non lost time accidents, Incidents and trends from 2010-2019 (Networks only). The slide pack will be circulated with these notes and actions.

JR also provided the HESAC members with an update on work of the ENA Public Safety committee but also some of the ESQCR data provided by HSE which shows the good progress on the reduction of incidents in particular to OHL contacts. All of the above data will be included in the 2015-2020 five years report.

BH reminded the members that it is important that Powering Improvement does not become complacent and that is why it is so important that we collate this data as presented by JR. Following a questions from SF, JR also confirmed that OH data will also be contained in the five year report.

CW asked about the 2019 spike and was there any specific reason for this? JR responded there was no one specific factor and was a mean average across the period. LW commented that you have to be mindful of the axis that has moved from 0.2 to 0.4. The trend line is down but need to be mindful that could be one or two accidents that caused that spike. But the important factor is that the trend line is down across the board on all injuries. MP also praised the ENA for the data and level of detail. The level of detail may not be quite the same in Energy UK. DS offered to assist CO so we can present data that is common across both ENA and Energy UK

Action: DS/JR to circulate a copy of the slides presented by JR to the HESAC members.

Action: DS to work collaboratively with CO so accident/data trends for ENA and Energy UK are common and developed and presented via the same methodologies.

	<p>5.3 Powering Improvement Champion 2020</p> <p>DS informed the HESAC members that MP has agreed to be nominated as the Powering Improvement champion for 2020. The members welcomed this nomination and thanked him for accepting a taking on this important role.</p> <p>DS and MP will discuss off line the next key steps for both the role of champion and the Powering Improvement strategy launch.</p>
6	<p>SHE developments & updates (by exception)</p> <p>6.1 ENA</p> <p>DS provided a brief update on two key issues relating to the Environment:</p> <p>6.1.1 PCB</p> <p>The agreed revision to the POPs Regulation will have a significant impact on the use of existing electrical equipment containing PCBs that remain in service beyond 31 December 2025. Work continues in the ENA PCB Liaison Group with the completion and approval by the SHE Committee of the new ENA Strategy replacing the original MoU. In addition a new EA Regulatory Position Statement, is being finalised to set out the management of PCB contaminated assets and ensure a pragmatic approach to enforcement. The PCB Cohort Group is assessing the options for accelerating the replacement of such assets and reducing the industry cohort register. This includes statistical analysis of existing cohorts and potential innovation routes to assist with the testing and disposal of equipment. As a result of the cohort work to date the members collectively are with their submissions in July aiming to reduce the number of assets on the EA register by 25%.</p> <p>6.1.2 New Mobile Plant and Vehicle Task Force</p> <p>A new ENA task Force has been established by the ENA Safety Managers Group. The main aim of the task force is to review current practice within UK member companies regarding the use of mobile plant and vehicles in the workplace and identify areas of best practice so as to share these with member companies through development of an ENA Position Paper. The scope of work does not extend to work-related road risk, rather it is confined to risks in the workplace (e.g. on site, in depots etc.) – one exception being that of load safety/security where risks further along the supply chain may arise from loading activities carried out in the workplace. The target for completion is Q1 2021</p> <p>6.1.3 ENA Public Safety Video 2020</p> <p>Following delay due to COVID 19 work is now proceeding on the production of a third public safety video. The 2020 video is aimed at those who undertake excavation in highways, footpath and domestic properties. The aim is to have the video and associated publicity campaign ready for launch in October.</p> <p>6.1.4 ENA SHE Conference</p> <p>The 2020 ENA SHE Conference themed ‘Sustainability’ was scheduled to be held in Brighton on 9/10th November and hosted by UKPN. The event has been postponed and will now be held 26-27 May 2021.</p> <p>6.1.5 Fluoride Gas - SF6</p> <p>The ENA contributed to the European Trade Associations (Eurelectric, GEODE and EDSO) response to the recent publication of the EU Consultants SF6 briefing paper ‘<i>SF6 and alternatives in electrical switchgear and related equipment</i>’. The trade association members are keen to consider non-SF6</p>

Switchgear but at this time the alternative non-SF6 MV switchgear is not as suitable or as available as the consultant's report would suggest.

ENA have finalised a SF₆ position paper and are working closely with the Ofgem's RIIO ED2 Decarbonisation and Environment Working Group.

6.2 Trade Unions

BH reported from a Unite perspective that like everyone else they have been preoccupied by COVID 19 for the last few months but are now slowly returning to normal business and had nothing further to add to today's discussions.

MMc - For obvious reason, the TU energies have been focussed on COVID-19 and the issues surrounding the return to work from lockdown. We need to develop the good engagement of companies and safety reps in the COVID meeting groups to sustain our activity as we all focus on reducing accident rates to zero and minimising days lost due to ill-health.

The four following issues are important to unions.

- Occupational ill-health with an emphasis on stress;
- Fatigue management;
- Competency of SAPs and other staff setting colleagues to work;
- Site facilities.

Above all, we would also wish to see a structured approach to identifying broader learning points from the excellent work done on COVID-19 and how we apply this to the future of the HESAC. This reinforces our wish to improve communication and information sharing between the national and company HESACs.

6.3 Energy UK

From a generation and retail perspective DSM informed the HESAC members of the following updates:

There has been a lot of sessions sharing COVID 19 arrangements and this has been very useful a good forum to bring good ideas and best practice together. In terms of generation there is now an agreement with the Energy Institute (EI) to run a "send people to work safety rules" principles document Members are starting to use the document to bench mark their own arrangements. A number of member companies are moving in that direction of combining management of work into one process rather than looking through a single lens of safety rules.

Safety leaders group continue to monitor Hexavalent chromium 6 and members continue to share where it is being found. Recently had a report of it being found in the back end of a CCGT boiler where previously found it was found in turbines and associated pipework.

The Power Station decommissioning document prepared by EI is now published on the EI website and can be found [here](#).

There has also been discussions around how we change from the large 500MW sites to smaller decentralised generation i.e. increasing solar, wind batteries etc .. how the safety leaders group encompass the health and safety arrangement for those new technologies.

6.4 HSE

	<p>The regular HSE representative was not in attendance so no update was provided or submitted.</p> <p>6.5 EU/UK</p> <p>No EU or UK legislation etc was raised for discussion.</p>
7	<p>Learning points from Incidents</p> <p>MMc raised the point of the collation of safety data in particular capturing and communicating accidents and incidents or indeed good practice to local safety HESACs. It was agreed that going forward this should become a standard agenda item.</p> <p>Action: DS will include on the agenda for next meeting in September.</p>
8	<p>AOB</p> <p>8.1 Communications with local company HESACs</p> <p>MMc raised the issue of communications to and from the local company HESACs and could we do this better. It was agreed that DS, CO and MMc develop a draft process/framework. GE suggested that to aid the local HESACs there should be a top six front page newsletter type format communication brief which focuses on the main issues. It was also suggested that the ENA comms team should also be involved in assisting in development of such a communication.</p> <p>Action: MMc/DS to develop a fairly simple two way draft comms process for communicating with local company HESACs.</p> <p>Action: DS to discuss the above proposal with ENA communications team and seek there assistance in developing such a process.</p>
9	<p>Date of next meeting</p> <p>TBC</p>