

Rubber Industry Advisory Committee (RUBIAC)
Actions/Minutes of the 79th meeting of RUBIAC
of December 15th 2009 at HSE's Manchester office.

Present	Representing
Mr T Aston	HSE - Chairman
Mrs S Rank	HSE - Secretary
Dr A Dost	BTMA & BRPPA
Mr C Kean	HSL
Mr D Tovey	Michelin Tyre Public Ltd
Mr D White	NTDA
Mr D Wilson	RMA
Mr G King	HSE
Mr G Wilson	BTMA
Mr J McAlinden	HSE
Mr M Smith	Goodyear Dunlop (GB) Ltd
Mr P Baugh	Unite
Mr R A Hudspith	Unite
Mr S Hinks	Pirelli
Mrs P Shah	HSE
Ms A Rayner	HSE – Minutes Secretary
<u>Apologies</u> Stephen Mills Christine Joyce Peter Taylor Jim Reed Tony Perkins Ken Campbell	<u>Observers</u> R Edy

List of agreed actions

No	Action	By whom	Date By
5.1	Members to e-mail Mrs Rank by January 7th with any additional information for the report.	All	January 7 th 2009
5.5	A list of RUBIAC publications to be available for members	Ms Rayner	Next meeting
5.5	Mr Miller asked for 12 copies of the current stats booklet which was handed out at the meeting.	Ms Rayner	Done
7.1	Mr McAlinden's presentation to be circulated with the minutes.	Ms Rayner	With the minutes
10.1	Mr Kean's presentation to be circulated with the minutes.	Ms Rayner	With the minutes

No	Discussed	Action Agreed	By Whom	By When
1	Introduction			
1.2	The Chair welcomed everyone to the meeting.			
2	Apologies for Absence			
2.1	Apologies were received from: Stephen Mills – Hull City Council Christine Joyce – ITMA and TRA (deputising for Peter Taylor) Peter Taylor - ITMA and TRA Jim Reed - Unite Tony Perkins - Goodyear Ken Campbell - GMB	-	-	-
3	Minutes of the meeting of July 7th 2009 at Manchester Office.			
3.1	The minutes of the previous meeting were agreed.	-	-	-
3.2	Mr Aston received three AOB items from Dr Dost. Mr Aston told the meeting that he hope to keep the meeting strategic and relevant and where AOB items were not they would be circulated to members for information rather than discussion at the meeting.	-	-	-
4	Matters Arising from the meeting of July 7th 2009			
4.1	Item 4.1 - Mr Hinks said the super singles working group had not produced a statement on the outcome. Mr Aston asked him to lead on producing a statement.	-	-	-
4.2	Item 5.2 – Mr McAlinden gave an update on HSE's long latency health risks research at Agenda Item 7.	-	-	-
4.3	Item 6.2C – BTMA – Dr Dost reported back at Agenda Item 6A.	-	-	-
4.4	Item 6.3.1 – Ms Rank to e-mail questionnaire to Mr White Item 6.3.2 – Mr White to produce a written report to forward to Mrs Rank.	-	-	-
4.5	Item 6.4 – Action for TU's to produce a written report – Mr Hudspith hadn't done this but said he would make a commitment to do so in future to support the new strategy. Mr Aston said this would be helpful.	-	-	-
4.6	Item 7.1 – Meetings to be arranged with TA's – this had been done.	-	-	-
5	Rubbing Out Risks – Draft End of Strategy Report			
5.1	Mr Aston and Mrs Rank had met with the Trade Association representatives to discuss the way forward.	Members to e-mail Mrs Rank by January 7th with	All	Before January 7th

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	Mrs Rank asked members to e-mail her with any information they thought should be added, and any comments they wished to make, before the end of January when it would be put before the HSE Board.	any information to be added to the report.		
5.2	Mr King thought the report was fair. He thought that members' failure to attend meetings and supply reports on progress against the Strategy had sent out the wrong message about their commitment to RUBIAC.	-	-	-
5.3	Mr Hudspith thought that RUBIAC was a successful committee but that it had difficulty expanding into other areas of the rubber industry. The smaller Trade Associations had problems with data collection but it was possible to make the new membership work within RUBIAC. He thought RUBIAC was the ideal forum but it needs to promote to activity and action. Amicus was committed to supporting the committee. He felt that its role was in reacting to the Trade Association action plans which was difficult when some planes were absent. He undertook to actively promote any new strategy. He would make sure that his members were aware of, and involved in, the strategy.	-	-	-
5.4	Dr Dost - there had been a discussion at the last meeting about accident statistics and rates of accidents against specific hours worked. He had produced and circulated a graph which showed that it actually made no difference. He would have accident figures available in January that could be added to the report.	-	-	-
5.5	Mr Aston said he would write to write to the GMB, Hull City Council and ITMA about non attendance. He said in future anyone who failed to attend more than two meetings in succession would be deemed to have resigned from the committee. In future meeting dates would be agreed for 18 months in advance. He asked for all comments on the report to be sent to Mrs Rank by January 7 th . Dr Dost asked about availability of old RUBIAC publications and Mrs Rank explained that the problem was that they contained out of date references. It was agreed that they could still be used for information as long as it was made clear that the references could be out of date.	Anne to list all the RUBIAC publications (and numbers of copies) held in the Leeds Office and circulates it to members. Mr Miller asked for 12 copies of the current stats booklet which was handed out at the meeting.	Ms Rayner	? Done – 22/12/09
6	Draft Forward Workplan			
6.1	Ms Rank introduced the paper – Draft Forward Workplan for RUBIAC 2010 – 2013. The ideas that members had submitted had been compiled into a table. However there is still work to do if the plans are to meet the HSE Boards criteria of being ambitious and deliverable. RUBIAC must be able to show that the strategy is delivering and HSE Board will require an annual report. It was proposed that a	-	-	-

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	<p>small working group be form formed to put the plan together.</p> <p>Mr King said the draft forward work plan was good but needed further work before it went before the Board and offered his assistance. He thought the Board would look for action plans that committed senior executive officers to targeted outcomes rather than outputs. Targets should have clear links to objectives of new strategy eg strong leadership, building competence etc. He supported the idea of a small working group to take it forward.</p> <p>Mr Hudspith stated that the problem is that the Board has a broad strategy which RUBIAC is trying to fit in with it. RUBIAC needed to identify key health and safety issues that affect the sector. E.g. slips and trips, manual handling, tyre handling and transport. He felt plans should be specific and RUBIAC could help with this. Mr Aston agreed but said he saw the strategy as enabling rather than constraining.</p> <p>Mr Wilson (BTMA) believed that the last three years were disappointing due to lack of achievement but this also provided insight into what went wrong and that there were lessons to learn. RUBIAC needed to recognise that people were at different starting points. He suggested that RUBIAC could have a range of ‘tools’ that different TA’s could use.</p> <p>Mr White said one of his problems would be to get the strategy over to his smaller members. He recognized that there was a need to get involvement at Director level.</p> <p>Mr Edy said he had the same problem. 85% of his membership fell within ‘Micro Companies’ but they were more than happy to engage.</p> <p>Mr White said the regulating bodies drive forward the agenda and that sometimes there is not consistency between inspectors. Mr Aston said he understood his concerns and could discuss them with him outside the meeting. Members had spoken about the importance of branding – and it was important to get the right name for the new strategy so all sectors could feel involved.</p> <p>Dr Dost was very positive about how RUBIAC had worked over the years. The committee was always looking to improve health and safety in the industry and have had much success over the years. He thought the strategy was a good document.</p>			

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	<p>Mr Aston agreed that there should be feedback on the draft plan. He said the Committee needed to work quickly with Mrs Rank's draft plan. He suggested a working party that needed to meet and get something on paper before the end of January. It was agreed that the following members would form the working group;</p> <p>Mr Aston Mr Edy Mrs Rank Mr King Mr Hudspith Mr Wilson/Dr Dost</p> <p>Mrs Rank said in the mean time all members should look at their own individual workplans critically. She would circulate some dates for the working group to meet. Mr Aston said he would look at the RUBIAC constitution (who should be on the committee and numbers etc) and also ask the steering group to look at it. As he needed to address the attendance issue and the way that the committee worked in the future.</p> <p>Mr Smith volunteered to stand on the steering group if necessary.</p>			
7	Feedback from HSE's LEV research			
7.1	Mr McAlinden gave a presentation on the MBT Surveys and LEV Matters. The presentation would be circulated with the minutes.	Presentation to be forwarded to members with the minutes	Ms Rayner	With the minutes
8	Any Other Business			
	-			
9	Date and Venue of Next Meeting			
	February 15 th 2010 at Manchester June 15 th 2010 October 12 th 2010 February 15 th 2011	-	-	-
10	MbOCA Update – (optional session)			
10.1	Mr Kean – HSL gave a presentation on HSE Long Latency Health Risks Research 2008 Disease Reduction Programme (DRP) Cancer Project MbOCA survey. The presentation would be circulated with the meeting minutes.	Presentation to be forwarded to members with the minutes	Ms Rayner	With the minutes
10.2	Following the presentation Mr Huspith asked for guidance on gloves use. He also asked about COSHH essentials . Mrs Rank said some internal guidance was being produced which summarised all the issues around MbOCA and this could be put	-	-	-

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	<p>into an information document for the industry. There were no plans to produce COSHH essentials for MbOCA. Mr Aston suggested that the information sheet be circulated to Mr Hudspith and Dr Dost before if went for publication.</p> <p>Mr Aston said that the bid that was put in for intervention on MbOCA had been approved for the following year.</p>			