

**Rubber Industry Advisory Committee (RUBIAC)**  
**Actions/Minutes of the 76th meeting of RUBIAC**  
**of December 3<sup>rd</sup> 2008 at HSE's Nottingham Office.**

<b>Present</b>	<b>Representing</b>
Mr T Aston	HSE - Chairman
Ms S Rank	HSE - Secretary
Dr A Dost	BTMA & BRPPA
Mr D Green	Goodyear Dunlop
Mr G King	HSE
Mr I Ellison	HSE
Mr J McAlinden	HSE
Mr J Reed	Unite
Mr P Taylor	ITMA and TRA
Mr R A Hudspith	Unite
Mr S Hinks	Pirelli
Mr S Mills	Hull City Council
Ms A Rayner	HSE – Minutes Secretary
Ms Priti Shah	HSE
<b><u>Apologies</u></b> Martin Smith David Wilson David White Dave Tovey	<b><u>Observers</u></b> Mr R Edy

**List of agreed actions**

<b>No</b>	<b>Action</b>	<b>By whom</b>	<b>Date By</b>
4.7	Report back on meeting with Ms Hackitt at next meeting.	Mr Hudspith	Next meeting
4.10	HSE to clarify the source of the evidence in the briefing note on spontaneous heating of piled tyre shred/rubber crumb.	HSE	With the Minutes.

5.a1	H&S for Maintenance Engineers Workshop - Information and a list of comments to be provided with the minutes.	Secretary/ Minutes Secretary	With the Minutes
5.f1	Mr Hudspith to provide a link to the web based guide publication on Occupational Cancer.	Mr Hudspith/ Minutes Secretary	With the minutes
5.f2	Mr Edy to manage a survey of his members assisted by Mr King.	Mr Edy/Mr King	Report back at next meeting
5.g1	The Secretary and Mr King to look into possibility of summarising the research on Load Security.	Secretary/Mr King	Report back at next meeting
5.g2	Tyre handling workshop flyer/poster to be sent with minutes.	Secretary/ Minutes Secretary	Done
5.g3	A link to information on the consultation process on HSE's new strategy to be sent with minutes.	Minutes Secretary	Done
5.g4	Secretary to e-mail information on the working Group to Mr Hinks, Mr Tovey and Mr Taylor and clarify if the group was tyre specific.	Secretary	Done
5.g5	Draft report on the outcome of 'Rubbing out Risk'.	Secretary	Next meeting
6.1	Update on HSE Disease Reduction Programme – Mr McAlinden's presentation to be sent with the minutes.	Minutes Secretary	With minutes
7.1	Cancer statement to be uploaded onto HSE Website.	Secretary/ Minutes Secretary	Two Weeks
8.2	Super singles survey – report back at next meeting.	Mr Edy	Next meeting
9.1	Next meeting to be arranged at HSE's Manchester Office.	Minutes Secretary	January 2009
10.1	Ms Shah's LEV presentation to be put onto Agenda for next meeting.	Secretary	Next meeting.

No	Discussed	Action Agreed	By Whom	By When
<b>1</b>	<b>Introduction</b>			
1.1	The Chair welcomed everyone and opened the meeting.	-	-	-
<b>2</b>	<b>Apologies for Absence</b>			
2.1	Apologies were received from: Mr Tovey, Mr Smith, Mr Wilson, and Mr White.	-	-	-
<b>3</b>	<b>Minutes of the meeting of July 2<sup>nd</sup> 2008.</b>			
3.1	Minutes of the previous meeting were approved.	-	-	-
<b>4</b>	<b>Matters arising</b>			
4.1	<b>(Min 4.4)</b> Research - Securing loads on curtain-sided vehicles Update – Once approved by HSE management this will be published on the HSE website. RUBIAC members will be notified when report is available. RUBIAC members will be notified when report is available.	Taken at 'Report Back'	Secretary	Discharged
4.2	<b>(min 5a.1)</b> Rubber fume – working group to discuss the possibility of placing the results on the website.	Report to be placed onto the website.	Secretary/ Minutes Secretary	Discharged
4.3	<b>(min 5b)</b> RMA - They are not able to provide meaningful data for working days lost or slips and trips. Mr Wilson informed the committee that fume exposure is higher for the retread industry in comparison to new tyre manufacture.	Taken at report back.	RMA	Discharged
4.4	<b>(min 5c)</b> ITMA - No report. Dr Dost reported that the statistics will be provided at the next meeting - Statistics to be compiled.	Taken at report back.	Dr Dost	Discharged
4.5	<b>(min 5d)</b> NTDA- It was agreed the Secretary would contact NTDA to establish if they need further support in collecting data and to encourage them to	Taken in Agenda	NTDA	Discharged

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	continue their participation with RUBIAC.			
4.6	<p><b>(min 5e)</b> Dr Dost was keen for the committee to receive feedback from the 'shop floor' on how the RUBIAC strategy is being disseminated throughout member companies and what the impact has been on working conditions.</p> <p>The Chair suggested that the issues raised should be treated as learning points and tackled by the committee when planning the RUBIAC 2009 strategy.</p>	Taken at HSE report back on Agenda.	HSE	Discharged
4.7	<p><b>(min 5g.1)</b> HSE is planning a 2-phased 'Tyre handling and distribution' project - Secretary to look into how the project could encompass worker involvement.</p> <p><b>(min 5g.2)</b> Mr Hudspith - Issue of alerting employers in the industry about lessons learned from circumstances of fatal and serious accidents', Mr Hudspith will be writing to Judith Hackitt about the issue –<i>Union had a dialogue with Judith Hackett on subject and arranged to meet Steve Shaw in early January 2009 to discuss.</i></p>	<p>Taken on Agenda</p> <p>Report back on meeting with Ms Hackitt at next meeting.</p>	<p>Secretary</p> <p>Mr Hudspith</p>	<p>Discharged</p> <p>Next meeting</p>
4.8	<p><b>(min 6(a))</b> HSE LEV interventions project to be summarised and circulated to the committee.</p> <p><b>(min 6(b))</b> (MbOCA 2005 follow-up study, report back.</p>	<p>Members received a summary in their meeting packs and Ms Shah was in attendance at the meeting to provide further information.</p> <p>Information had been provided in the meeting packs and subject also taken at Agenda item 7.</p>	<p>-</p> <p>-</p>	<p>Discharged</p> <p>Discharged</p>
4.9	<b>(min 7)</b> Draft cancer statement for MbOCA	Statement	-	Discharged

No	Discussed	Action Agreed	By Whom	By When
	Small working group to be formed to finalise the statement. Dr Dost and Mr Hudspith agreed to take this forward.	included in meeting packs and Ms Shah had been invited to join the working group.		
4.10	(min 8) AOB - Spontaneous heating of piled tyre shred and rubber crumb Dr Dost asked HSE to clarify the source of the evidence contained in the briefing note.	Update to be included in the meeting minutes.	Secretary	With the minutes
<b>5</b>	<b>Progress Reports – including report back on implementation of ‘Rubbing out Risks’</b>			
<b>5.a</b>	<p><b>BTMA/BRPPA</b></p> <ol style="list-style-type: none"> <li>1) A workshop on Health and Safety for Maintenance Engineers was run and contributions were made by the Secretary and Mr King. It was thought to be a very useful 1<sup>st</sup> ‘shot’ and HSE were thanked for their input. Information and a list of comments to be provided with the minutes. Dr Dost had the names of those who had attended and they would be contacted and asked how they had progressed in putting the knowledge gained into practice. Two more workshops were planned for the following year and there were already approximately 30 engineers wishing to attend. Dr Dost would like to provide further workshops on ‘Contractor Management’.</li> <li>2) Cancer risk amongst UK workers using MbOCA – Dr Dost had produced a paper to be submitted to the Journal of Medicine for publication. The final draft would be circulated to members. The first study of UK workers who are users of MbOCA should be available in March/April 2009.</li> <li>3) Tyre inflators’ poster – Darren Green was producing a new Tyre Inflation poster. It will probably be made available as a download</li> </ol>	Information and a list of comments to be provided with the minutes	Secretary	With the minutes

No	Discussed	Action Agreed	By Whom	By When
	in A3 size – no date as yet.			
5.b	RMA			
5.c & 5.e	<b>ITMA &amp; TRA</b> Mr Taylor said he would have replies in January	-	-	-
5.d	<b>NTDA</b> 1) Mr Edy said that due to a change of office staff he thought his members had given their stats to Dr Dost and he needed to sort it out. 2) A Health and Safety manual had been produced which would be made available on CD. 3) Attended a meeting of the Motor Vehicle H&S Forum at which the amalgamation and updating of two out of print HSG documents (62 – H&S in Tyre at Exhaust Fitting Premises; and 67 – H&S in Motor Vehicle Repair) into one - HSG 261 was discussed. Mr Edy said he was considering a series of workshops to launch the publication to the trade. 4) Monitoring accidents at two post lifts and also reviewing information sheets on handling problems in the storage of tyres on mezzanine floors.	-	-	-
5.f	1) <b>Trades Unions</b> 2) The TUC had produced a web based guide and a publication on Occupational Cancer which is available on the website. Mr Hudspith said he would provide a link to put in the meeting minutes. He said that there were a large number of union members who had cancer risks.  3) Mr Hudspith circulated a paper containing a list of comments from	Mr Hudspith to provide a link to the web based guide publication on Occupational Cancer  Mr Edy to manage	Mr Hudspith  Mr Edy &	ASAP  Report back

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	<p>Safety Reps about health and safety in their workplaces. Some of which didn't show the safety culture in their workplaces in a very good light. After a general discussion the Chairman thanked Mr Hudspith, and in light of the report, asked if the employers associations could be in a position to report back on progress in achieving the objectives and targets in 'Rubbing out Risk' at the next meeting. Mr Edy said he would be happy to manage a survey for his members if Mr King would help him – Mr King agreed.</p>	<p>a survey of his members assisted by Mr King</p>	<p>Mr King</p>	<p>at next meeting.</p>
<p>5.g</p>	<p><b>HSE –</b></p> <p><b>1) Load Security on Curtain Sided Lorries</b> - Mr King said that the research document was now available from the Paper page of the HSE Website. It was a comprehensive document which contained all available statistics and a literature search, as a result of this HSE did not intend to produce any further guidance. There was a general discussion about how the information could be communicated to industry and it was agreed that there needed to be some sort of summary of the research. The Secretary and Mr King agreed to look into this.</p> <p><b>2) Tyre handling workshops</b> - The Secretary said that six venues and dates had been arranged between January and March 2009 and the flyer/poster should be available to send to members with the meeting minutes.</p> <p><b>3)</b> HSE was running a three month consultation process on its new strategy and calling on partners to take part. More information can be found on HSE's website at: <a href="#">Strategy and plan from Health and Safety Executive</a></p> <p><b>4) European Safety Standards</b> – a message had been sent regarding a new working group on vulcnising presses with a deadline of December 9<sup>th</sup>. Mr Hinks asked if the Secretary would e-mail the information to himself, Mr Tovey and Mr Taylor. Mr Aston asked if the Secretary could clarify if this was tyre specific.</p>	<p>The Secretary and Mr King to look into possibility of summarising the research on Load Security.</p> <p>Tyre handling workshop flyer/poster to be sent with minutes</p> <p>Link to be sent with minutes</p> <p>Secretary to e-mail information on the working Group to Mr Hinks, Mr Tovey and Mr Taylor and clarify if the group was tyre</p>	<p>The Secretary and Mr King</p> <p>The Secretary and Minutes Secretary</p> <p>Secretary</p>	<p>Report back at next meeting.</p> <p>Done</p>

No	Discussed	Action Agreed	By Whom	By When
	<p><b>5) Rubbing out Risk</b> – the Chairman said that the committee should be in a position to have a draft report on the outcome of the initiative by the next meeting. Possibly meeting with each Trade Association early in the New Year and followed by a strategy group meeting. The following members volunteered for the strategy group: Mr Hudspith, Dr Dost, Mr Hinks, Mr Edy, The Secretary and Mr Green, Ms Shah offered to act as a consultant. Then some discussion about future strategy – with some smart objectives for the next three years.</p>	<p>specific. Secretary to take forward.</p>	<p>Secretary</p>	<p>New Year</p>
6	<b>Update on HSE Disease Reduction Programme</b>			
6.1	<p>Mr McAlinden gave a presentation on ‘what happens next’ when the DRP (Disease Reduction Programme) ended in March 2009. Two half day seminars were planned for 11 March 2009 at Fort Dunlop aimed at bringing GRG LEV users and LEV suppliers involved in development of the new guidance into one room – approx 25 GRG LEV users and 5 LEV suppliers per half day seminar. Mr Hudspith asked if it would be clear who the Roadshow was aimed at as they needed to know if the information was relevant to them. Also, he was keen to see that Safety Representatives – the Chairman asked Mr McAlinden to consider this. Mr Hinks said he would be taking a Safety Representative with him anyway.</p> <p>A copy of the presentation will be circulated with the minutes.</p>	<p>Copy of the presentation to be circulated with the minutes.</p>	<p>Minutes Secretary</p>	<p>With the minutes</p>
7	<b>Draft Cancer Statement for MbOCA</b>			
7.1	<p>Members were asked if they had any comments on the draft statement which had been circulated prior to the meeting. No comments were received and it was agreed that the statement would be put onto the website.</p>	<p>Cancer statement to be uploaded onto website</p>	<p>Secretary/ minutes secretary</p>	<p>ASAP</p>

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<b>8</b>	<b>Any Other Business</b>			
<b>8.1</b>	Two new priced publications were available from HSE Books: 1. <a href="#">Involving your workforce in health and safety: good practice for all workplaces.</a> 2. <a href="#">Consulting workers on health and safety. Safety Representatives and Safety Committees Regulations 1977 (as amended) and Health and Safety (Consultation with Employees) Regulations 1996 (as amended).</a>	-	-	-
<b>8.2</b>	Manual Handling – Super Singles. Concern had been expressed by the NTDA and Mr Edy, assisted by Mr Chris Quarry, had conducted a survey into the problem. A conclusive meeting would be held in the following two weeks and a report would be given at the following meeting of RUBIAC.	Super Singles survey – report back at next meeting	Mr Edy	Next meeting
<b>8.3</b>	Mr Edy asked if the LEV project was relevant to his members regarding vehicle exhaust and asked for a link to the new advice.			
<b>9</b>	<b>Date and Venue of Next Meeting</b>			
<b>9.1</b>	It was agreed that the following meeting would take place in HSE's Manchester office where there would be more space for Ms Shah's presentation on LEV. Date and time to be arranged.	Arrange meeting in HSE's Manchester Office	Secretary/ Minutes Secretary	January 2009
<b>10</b>	<b>Presentation on LEV</b>			
<b>10.1</b>	Due to inclement weather conditions on the day which delayed the start of the meeting it was agreed that Ms Shah's presentation on LEV would be held over to the following meeting.	Ms Shah's presentation on LEV to be put onto the agenda for the next meeting.	Secretary	Next Meeting