

RUBBER INDUSTRY ADVISORY COMMITTEE (RUBIAC)

Actions/Minutes of the 66th meeting of the RUBIAC
at Amicus, Stoke on Thursday 9th June 2005.

<u>Present</u>	<u>Representing</u>
Mr Terry Aston	Chair, HSE
Mr Chris Flint	Secretary, HSE
Mr Alan Harvey	AMICUS
Mr Graham King	HSE
Mr Jim Reed	AMICUS
Dr Ken Stronghaun	BRMA
Mr Malcolm Potter	TGWU
Mr Steve Hinks	Pirelli
Mr Robert Fussey	Minutes Secretary, HSE
Mr David Wilson	RMA
Mr John Cash	Cooper Avon
Mr Martin Smith	Goodyear
Mr Robert Taylor	Goodyear
Dr Abid Dost	BRMA
<u>Apologies</u> Ms Heather Aston Ms Sheila Ikin Mr Phil Green Ms Margaret Armstrong	

No	Discussed	Action Taken/Agreed	By whom (Name)	By when (Date)
1	Introduction			
1.1	Mr Aston opened the meeting as Chairman.	-	-	-
2	Apologies for Absence			
2.1	Apologies had been received from: - Ms Sheila Ikin, Ms Heather Aston, Mr Phil Green, Ms Margaret Armstrong	-	-	-
3	Minutes of the last meeting, Actions and Matters Arising	The minutes of the previous meeting were agreed.	-	-
3.1	(Min 3.1/4.4) Trade Union representation on the committee. This had become more of an issue since resignation of Mr Khalik and Mr Marshall of GMB.	Mr Harvey to pass on contact details for GMB so that Mr Flint can establish a point of contact with them, particularly if it was decided to go ahead with reconstitution.	Mr Harvey	By End June
3.2	(Min 3.2) TU Action Plan briefing document.	Mr Flint to check he still has the document, but as it is now a historical document, it was decided that it was not necessary to publish on AMICUS and RMA websites.	-	-
3.3	(Min 3.4) H&S Training proformas. It was estimated that a third of those sent out had been now been received back. Decided that all companies (including those yet to respond) would be written to, with those that had responded to be sent a further proforma to check companies' progress on training.	Mr Flint to draft letter and send to Dr Dost and Mr Wilson. HSE, BRMA and RMA to send letters/proformas to those members on their lists who had responded initially.	Mr Flint Mr Flint/Dr Dost/Mr Wilson	End June End July

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3.4	(Min 3.8) Working in Partnership document. Mr Flint reported that final version of document was complete.	Mr Flint to send document to members.	Mr Flint	By End June
3.5	(Min 3.11) Good practice for working with contractors.	Dr Dost agreed that BRMA's working party would look at this issue. Dr Dost revealed that BRMA would have statistics, which will include figures on accidents involving contractors for the first time, in July. Dr Dost to share these with the Committee.	Dr Dost Dr Dost	Before next meeting At next meeting
3.6	(Min 3.12) Senior Managers Workshops	Dr Dost informed the group that these workshops would be launched in the Autumn (Sept/Oct 2005). There would be 8-9 workshops spread across the country over a 2-3 week period.	-	-
3.7	(Min 3.13) Tyre Collection and Delivery.	Discussed at Agenda point 4.	-	-
3.8	(Min 3.15) Benchmarking Tool. Dr Dost reported that the BRMA had finalised the format.	Dr Dost to circulate document to the group and seek feedback.	Dr Dost	By End June
3.11	(Min 3.16) Good practice in controlling nitrosamine exposure. It was reported that feedback from previous HSE nitrosamine visits had now been received. e-COSHH essentials sheets for rubber.	- Mr Flint reported that there was no further progress on the e-COSHH essentials sheets to	- Mr Flint	- At next meeting

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		report. Mr Flint agreed to give a further update at the next meeting.		
3.12	(Min 3.17) HSE epidemiology study into cancer in the rubber industry. The author of this study, Suzy Curtis, had left HSE.	Mr Flint reported that John Osman and John Hodgson of HSE had taken this over but had encountered problems accessing the Suzy Curtis' document. They had agreed to update Mr Flint on this in one months time – Mr Flint to pass on this information to the group at the next meeting.	Mr Flint	At next meeting
3.13	(Min 4.2) SME representation on RUBIAC. It has been decided at previous meetings that the committee should seek SME representation as SMEs make up a significant part of the industry. SMEs and insurance – encouraging better H&S performance through insurance route.	Dr Dost & Ms Ikin/Mr Wilson to pass on contact details for the TRA and other organisations with SME representation. Dr Dost also agree to pass on ITMA details to Mr Flint. Mr Flint reported that Richard Edy of the NTDA had been invited to attend RUBIAC, initially. Mr Flint would encourage Mr Edy to attend a future meeting, so that the NTDA became involved with RUBIAC. Mr Aston reported that it is not possible to go directly to the British Insurers as there is someone at Rose Court who has liason with them Mr Aston to contact them and report back on any progress in getting them involved in RUBIAC.	Dr Dost/Ms Ikin/Mr Wilson Dr Dost Mr Flint Mr Aston	End June End June Next Meeting Next Meeting
3.15	(Min 4.5) Reconstitution representative groups	These groups met and nominated members to	-	-

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		attend Working Group meeting in April. Item discharged.		
3.16	(Min 5.1) CEO Event	This event has been cancelled and the item can now be discreded.	-	-
4	Launch and publicity for the MH Guidance for Tyre Collection and Delivery.			
4.1	Mr King reported that the document had been succesfully launched in Harrogate in May. Mr King stated that it was essential that the guidance got to partner organisations. The BRMA, NTDA, RMA should put the document on their websites or provide a link to HSE webpage. They would be able to re-brand the document with their own logos and pictures. Mr King also thanked all involved for their contrinutions to the document.	It was reported that the BRMA had the document on their website. The RMA had distributed to their members and would look at adding it to their website. Mr Flint would check if document had been added to NTDA's website.	Mr Flint	End June
5	RUBIAC Reconstitution			
5.1	Mr Flint had distributed the Strategic Direction Document and Organisational Flowchart (66/05/01) that had been developed following the meeting of the RUBIAC Working Group in April. The Group was established to look at the strategy for reconstitution with firm aims, goals and methods and models of how RUBIAC would be taken forward.	Any comments on the Strategic Direction Document to be provided to Mr Flint by 21 st June, so that it could be discussed at the BRMA meeting on 24 th June. Dr Dost agreed that some members of RUBIAC could attend this meeting. Mr Wilson and Dr Dost agreed to produce papers on how the organisational system	All Mr Wilson/Dr Dost	21 st June 21 st June

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	The document and flowchart were discussed, and a number of issues/concerns raised. It was expressed that the Trade Unions should play a more key role than the flowchart suggested. The role of the CEOs was also a point for debate and discussion as to the level of leadership they should provide.	would work in practice.		
6	A discussion on review of WELs for rubber process dust			
6.1	Dr Dost had circulated this document prior to the meeting.	Mr Flint explained that rubber dust was part of a list of 16 substances due to be formally reviewed by ACTS. However, a review of a wide range of carcinogens was taking place within the HSE Carcinogens programme and this included rubber process fume and dust.	-	-
7	Any Other Business			
7.1	Warning re automated batch-off unit.	Mr King explained he had been informed of a rubber company having purchased an automated batch-off unit from a Dutch company called VMI. Though CE-marked, the machine was found to have insufficient safeguards.	-	-
8	Date and Venue of Next Meeting			
8.1	<u>Next RUBIAC meeting</u>	-	-	-

No	Discussed	Action Taken/Agreed	By whom (Name)	By when (Date)
	Thursday October 13 th 20005 at Hanley office of TGWU. Room booked.			