

Rubber Industry Advisory Committee (RUBIAC)

**Actions/Minutes of the 72nd Meeting of RUBIAC Held on July 11th 2007 at
Michelin Athletics Club, Stoke-on-Trent.**

<u>Present</u>	<u>Representing</u>
Mr P Woolgar	HSE – Chair
Dr A Dost	CBI/ BTMA & BRPPA
Mr D Tovey	CBI/ Michelin
Mr D White	CBI/ NTDA
Mr D Wilson	CBI/ RMA
Mr D Gray	HSE
Mr G King	HSE
Mr J Reed	TUC/ Unite - Amicus section
Mr K Campbell	TUC/GMB
Mr M Jenkins	TUC/ TGWU
Mr M Smith	CBI/GoodyearDunlop
Mr R A Hudspith	TUC/ Unite - Amicus section
Mr R Edy	CBI/ NTDA
Mr S Mills	LA/ Hull City Council
Mr S Hinks	CBI/Pirelli
Ms A Rayner	HSE Minutes Secretary
Ms S Rank	HSE – Secretary
<u>Apologies</u> Mr T Aston Mr P Green Mr P Taylor Mr R Taylor Ms H Collins Mr I Hilton	<u>Observers</u>

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1	Introduction			
1.1	Mr Tovey welcomed members to Mitchelin's Athletic Club and explained the evacuation procedures to be taken in the event of emergencies. Mr Peter Woolgar, HSE, (acting as Chair in place of Mr Aston who was on sick leave) opened the meeting and introduced the speaker, Mr David Gray, HSE, who was making a presentation on REACH.	-	-	-
2	Apologies for Absence			
2.1	Apologies were received from: Mr Aston, Mr P Taylor, Mr R Taylor, Ms Collins, and Mr Hilton. Mr Green also sent his apologies also his regards to the members for the future because he would not be attending RUBIAC again since he would shortly be leaving the Manufacturing Sector for a new post in HSE. Ms Rank said that Mr Bramwell had now resigned from the committee.	-	-	-
3	Minutes of the meeting of April 11th 2007	-	-	-
3.1	Dr Dost pointed out an error in the previous minutes at 5f3.3. It should have stated 'in order to turn amorphous material into crystalline a temperature in excess of <u>2000</u> degrees was required' (not 200 degrees as stated in the draft minutes) The error was rectified and the minutes were then agreed as a true record.	-	-	-
4	Matters arising from the minutes,			
4.1	(Min 4.2) Regarding the missing Suzy Curtis paper - Nothing further to report Mr McAlinden and Ms Rank will update the committee when further information is available	Mr McAlinden had not agreed to 'keep an eye' on this problem. After discussion members agreed a statement to put on file to the effect that the study had been undertaken but not completed. Also, that	Ms Rank agreed to inform Mr McAlinden of this decision.	Before next meeting

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		any further work done would take into account any relevant work done on the study. Ms Rank agreed to inform Mr McAlinden of this decision.		
4.2	<p>(min 4.5) RUBIAC publications</p> <p>1) Mr Flint would shortly be sending edited versions to Dr Dost and Mr Hudspith, agreement obtained to create pdf versions of the document so they could be put on the HSE website – further update at next meeting. Any remaining hard copies of these priced publications will be available from the Leeds office and this will be indicated in the HSE Books Catalogue.</p> <p>2) The RUBIAC Training Document had been withdrawn from the new (May 20th 2007) HSE books Catalogue. All remaining copies were to be held by the Sector and would be made available to members. Mr Flint was still waiting to hear from Communications Directorate for agreement to allow partners to host it on their websites. Further update at next meeting.</p> <p>2a) Minutes Secretary to inform Trade Associations of numbers of Training Documents (and other RUBIAC publication) available when they had been received by the Sector.</p>	<p>1) Mr Flint intends to complete the bulk of the updates the end of August and forward them to Dr Dost, Mr Hudspith and Ms Bonner (HSE) for consultation.</p> <p>2) Ms Rank to speak with Mr Flint regarding the training manual given the reluctance of HSE to agree publication on the web as it stands.</p> <p>2a) This had been done and all publications requested would be sent out. A further 100 copies of the training document had since been received from HSE books and were available for members on request.</p>	<p>Mr Flint.</p> <p>Secretary/Mr Flint</p> <p>-</p>	<p>End of August – update at next meeting.</p> <p>Update at next Meeting</p> <p>-</p>
4.3	(min 4.6) BTMA/BRPPA – Dr Dost			

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	<p>1b) Revision of the RUBIAC Cancer Statement text. The Group met on March 2nd 07, the draft-updated statement was circulated and members asked to forward comments to the Secretary as soon as possible. The statement is to be circulated to a small number of people within HSE before being issued. Dr Dost to provide the introduction and references for the secretary. Secretary to prepare final document.</p> <p>2) Funding workshops for 'Better backs' Dr Dost made contact with fund holder and secured funding for one seminar. He would contact them again later in the new financial year to try to obtain funding for more. Campaign.</p> <p>3a) Mr Hinks thought Darren Green had done useful work with Goodyear on Tyre handling. Mr King said he would find out what progress had been made.</p>	<p>The secretary said the statement was almost finished but needed a minor comment, which could be agreed outside the meeting. Once the amendment had been made the statement could be put onto the website. The final version would be sent to members with the minutes.</p> <p>2) Dr Dost said he would re-approach HSE again when he was ready to run the seminars.</p> <p>Mr King said that Darren Green had reported the progress that had been made in developing a manual handling aid to lift commercial vehicle tyres from the horizontal to the vertical position to the BTMA APWP Meeting. Although the device helped to reduce the level of risk it still required further development work</p> <p>This had been done.</p> <p>Done</p>	<p>Secretary</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p>	<p>Outside the meeting.</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p>

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	<p>3b) Mr Tovey asked to see relevant HSE guidance and presentations – HSE to provide it to Mr Tovey.</p> <p>3c) Ms Rank to speak with Dr Dost outside the meeting.</p>			
4.4	<p>(min 4.11) HSE – Mr King</p> <p>c) Industry WebPages – The Rubber Industry WebPages expected to be with the HSE Web Team within following 2 weeks, members to be informed when the pages became 'live'</p>	The pages had been put onto the website. When the amendment to the cancer statement had been made (min 5.3) it would replace the existing one.	-	-
4.5	<p>(min 5g.1) HSE – Mr. King</p> <p>2) Safe interventions enforcement initiative – Proforma to be circulate with minutes.</p>	Done	-	-
4.6	<p>(min 6.2) Invite a member of the REACH Team to the following meeting.</p>	Done – on the Agenda	-	-
4.7	<p>(min 7.1) Mr Tovey offered Michelin's premises at Stoke-on-Trent to host the meeting. Secretary to confirm/discuss with Michelin</p>	Done	-	-
4.8	<p>(min 7.2) Mr Tovey asked if 'other business' could be done after meetings to justify cost of time and travel. The Chairman said the matter would be better left until Mr Aston returned to work. Members also requested that they be given a target closing time for the meetings to make organising travel easier.</p>	This was taken under AOB.	-	-
5	<p>Progress Reports – including reports back on implementation of 'Rubbing out Risks'</p>			
5a	<p>BTMA/BRPPA – Dr Dost</p> <p>BTMA reported that all their members had now signed up to the Action Plan and RUBIAC certificates of commitment had been issued to all the companies. All BRPPA members had</p>	-	-	-

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	<p>similarly signed up to the action the action plan.</p> <p>With regard to specific projects, the BRPPA and BTMA Accident Prevention Working Party had put forward the idea of a workshop to address health and safety risks for maintenance workers and also a project to tackle some particular outstanding problems in manual handling of tyres in distribution. In addition, BTMA / BRPPA would be holding workshops in 2007 / 2008 for senior managers to improve the management of health and safety in their companies.</p>	<p>Tyre handling problems at distribution depots – Project team. Mr King offered to get a HSE Ergonomist and HSE inspectors to attend.</p> <p>Mr Hinks offered to head the team</p> <p>Mr Hudspeth thought that there should be union involvement and Mr Jenkins said there were union members at Christian Salveston who could give useful input and Mr Hudspith said he would look into this.</p>	<p>Mr King</p> <p>Mr Hinks</p> <p>Mr Hudspith</p>	<p>When required</p> <p>-</p> <p>2 Weeks</p>
5.b	<p>RMA – Mr Wilson</p> <p>1) All processing members have received the H&S file compiled by ourselves. Most were delivered by me personally</p> <p>2) We are currently devising a simple 5 point RUBIAC plan for individual members in order to guarantee take up by our smaller members. A draft plan has been submitted to the RMA Board. On approval this will be passed on to our Technical committee in September for approval. Once approved we will introduce the plan to our members.</p> <p>3) We now have 3 sets of accident stats. We again achieved 100% delivery of stats from members. Figures for the 6 months ended Dec 31, 2006 were similar to the previous 6 months figures.</p>	-	-	-
5.c	<p>ITMA – Mr Taylor</p> <p>Mr Taylor was unable to attend the meeting but sent the following report: -</p> <p>'Both ITMA and TRA members are currently compiling baseline 2006 accident data and setting up the necessary</p>	-	-	-

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	internal reporting structures to support their forward objectives.'			
5.d	<p>NTDA – Mr Edy Action plans were discussed by the Executive and members supported the overall approach. Most of the members were small operators and Mr Edy to speak with RMA about way forward outside meeting. Statistics were drawn up to the end of last year – there had been a drop off of members putting statistics in. (9000 employees in the last quarter and 17000 in previous one) Manual handling and slips and trips were the major cause of accidents.</p> <p>The NTDA had been involved in the update of HSG2 and HSG7</p> <p>Regarding a working group for retail members – Mr Edy to seek Local Authority involvement outside the meeting.</p> <p>Mr Edy felt that it was important for the Tyre Wholesalers Group to be involved in the BTMA's project looking at outstanding manual handling problems at distribution depots.</p>	-	-	-
5.e	<p>TRA – Mr Taylor Covered in ITMA and Dr Dost's report.</p>			
5.f	<p>Trades Unions - TGWU, Amicus & GMB a) Mr Hudspith reported that Amicus and TGWU were now combined to form Unite. b) The union was involved in research with HSE on Safety Representatives attending courses. They were all now</p>			

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	<p>trained on MH and the MAC Tool. The conclusion was that using Safety Reps in this way was highly effective. The research report would eventually be available on HSE’s website.</p> <p>c) The Safety Reps guidance for migrant workers was the first guidance produced by Unite and should shortly be available on the Union website – a link to the guidance would be sent to members with the minutes and Mr Hudspith would try to obtain hard copies for the next meeting.</p> <p>d) Mr Reed thought there should be a more visible commitment at a local level and asked for feedback.</p> <p>e) Worker involvement issue – Mr Hudspith said the general feeling was one of frustration – his shop floor members didn’t see much happening he thought he might put something forward from a trades union angle. Mr Hinks said he would be happy for the Union to go to his site to run training days.</p>	<p>Mr Hudspith to provide a link to the Safety Reps Guidance and the Minutes Secretary to forward it to members with the minutes.</p> <p>Mr Hudspith to obtain hard copies of the guidance for the members at the next meeting.</p>	<p>Mr Huspith and Minutes Secretary</p> <p>Mr Hudspith</p>	<p>To be sent out with the meeting minutes. Next meeting</p>
<p>5g</p>	<p>Mr King – HSE</p> <p>1) The research into securing loads on curtain sided lorries was moving into work packages 2 & 3. (Computer modeling then physical testing) and, by the next RUBIAC, there should be some empirical results to report.</p> <p>2) Concern expressed regarding issue of piles of shredded tires heating and spontaneously combusting. Work had been commissioned into this and an HSL position paper would be available for the next meeting.</p> <p>3) The Chairman reported that the FIT3 program targets would be rolled forward to the following year and activity under Moving Goods Safely (MGS) would be included. He</p>	<p>-</p>	<p>-</p>	<p>-</p>

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	<p>thought that tyre handling might be a candidate for looking at next year under MGS and said he would get the MGS team to look into it.</p> <p>4) HSE ran a workshop on carcinogens on 25th and 26 June – for all stakeholders which Dr Dost and Mr Hudspith attended. The workshop looked at cancers from occupational causes and was chaired by David Cogan Newcastle University. Syndicates looked at identifying types of substances which HSE should be looking at.</p>			
6	AOB			
6.1	<p>At the previous meeting members asked if there might be time for 'networking' after meetings in future as some travel long distances to meetings and felt that it would be a more effective use of their time. It was agreed that this would be a good idea and in future there would be a room available for the whole day. If members wished they could bring observers RUBIAC who could then participate in the afternoon meeting.</p> <p>Mr Smith said Goodyear were looking into travel and the length of working days and thought this was something that could be shared after the next meeting.</p>	<p>All future meetings to have a room available in the afternoon for members to network if they wished.</p> <p>Mr Tovey a offered to take the lead in setting a topic for discussion in the afternoon after the December 5th 2007 meeting. The Secretary and Mr Tovey to discuss.</p>	<p>Minutes Secretary</p> <p>Secretary/ Mr Tovey</p>	<p>All future meetings</p> <p>Before next meeting.</p>
7	Presentation on REACH by Dr Douglas Gray – HSE.			
7.1	Dr Gray gave a presentation on REACH and the way it will affect members in future.	The presentation will be forwarded to members with the minutes of the meeting.	Minutes Secretary	With the minutes.
8	Date and Venue of Next Meeting The next meeting will take place on December 5th 2007 at	Minutes secretary to book meeting room	Minutes	Done

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	HSE's Nottingham office – room to be booked for whole day re min 6.1. The following meeting will take place on April 9th at Quorn Grange Hotel.	for the whole of the day. Mr Hudspith to confirm availability of Quorne Grange Hotel.	Secretary Mr Hudspith	Before next meeting.