

RUBBER INDUSTRY ADVISORY COMMITTEE (RUBIAC)

Actions/Minutes of the 67th meeting of the RUBIAC
at TGWU Hanley, Stoke on Thursday 17th November 2005.

<u>Present</u>	<u>Representing</u>
Mr Terry Aston	Chair, HSE
Mr Chris Flint	Secretary, HSE
Ms Margaret Armstrong	TUC / TGWU
Mr Graham King	HSE
Mr Jim Reed	TUC / AMICUS
Dr Ken Straughan	CBI / BRMA
Mr Malcolm Potter	TUC / TGWU
Mr Steve Hinks	CBI / Pirelli
Mr Robert Fussey	Minutes Secretary, HSE
Mr David Wilson	CBI / RMA
Mr John Cash	CBI / Cooper Avon
Dr Abid Dost	CBI / BRMA
Mr Robert Taylor	TUC / TGWU
Mr Ian Cowie	CBI / Michelin
Mr Richard Edy	NTDA
Mr John Bramwell	TRA
<u>Apologies</u> Mrs Heather Collins Ms Sheila Ikin Mr Phil Green Mr Alan Harvey Mr Martin Smith	

No	Discussed	Action Taken/Agreed	By whom (Name)	By when (Date)
1	Introduction			
1.1	Mr Aston opened the meeting as Chairman.	-	-	-
1.2	Mr Aston introduced new attendees at RUBIAC. Mr Richard Edy, Mr Ian Cowie and Mr John Bramwell. He also introduced an observer from HSE, Mrs Tracey Oliva.	-	-	-
2	Apologies for Absence			
2.1	Apologies had been received from Ms Sheila Ikin, Mrs Heather Collins, Mr Phil Green, Mr Alan Harvey and Mr Martin Smith.	-	-	-
3	Minutes of the last meeting, Actions and Matters Arising	The minutes of the previous meeting were agreed.	-	-
3.1	(Min 3.1) Trade Union representation on the committee. This had become more of an issue since the resignation of Mr Khalik and Mr Marshall of GMB.	Mr Potter had spoken to GMB and explained they were keen to have representation on RUBIAC. They will put names forward in the near future.	-	-
3.2	(Min 3.3) 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 had drafted a letter that had been approved by Dr Dost and Mr Wilson. Mr Flint/Mr Dost/Mr Wilson to send letter and give update at next meeting.	- Mr Flint/Dr Dost/Mr Wilson	- By Next Meeting

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3.3	(Min 3.4) Working in Partnership document. Mr Flint reported that final version of document was complete, but had not yet been distributed.	Mr Flint to distribute document as a Word and PDF document, so it can be uploaded onto BRMA website.	Mr Flint	By End December
3.4	<p>(Min 3.5) Good practice for working with contractors. Following work done by the BRMA checklists had been added to the guidance document.</p> <p>Dr Dost discussed the BRMA statistics involving contractors collated from the 1st half of 2005 returns: Accident rate for contractors and agency staff significantly higher than for permanent employees.</p> <p>Although this was the first time these statistics had been gathered, Dr Dost indicated that the statistics might be an under-estimate of the problem. It raised a number of issues including training and inductions for contracted and agency employees.</p>	Dr Dost explained that the BRMA would look at the specific jobs that contractors and agency workers are undertaking and the accident profile. The background (experience, training, and whether they speak English) of such staff would also be investigated. Dr Dost to report any further information at future meetings.	Dr Dost	Next meeting
3.5	(Min 3.8) Benchmarking Tool. Following feedback received on the document already and the discussion at today's meeting Dr Dost explained that further amendments would be needed.	Dr Dost to amend the document that includes looking to separate out climate survey issues from H&S performance indicator issues. It may be that use is made of the tools made available on the HSE website.	Dr Dost	Next Meeting.
3.6	(Min 3.11) E-COSHH essentials sheets for			

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	<p>rubber.</p> <p>Mr Flint reported that there was no further progress on the e-COSSH essentials sheets to report.</p> <p>Mr Flint agreed to liaise with Mr Cain and Mr Garrod in HSE to see what is to be provided for both MBOCA and rubber dust and fume control.</p>	Mr Flint agreed to give a further update at the next meeting.	Mr Flint	At next meeting
3.7	<p>(Min 3.12) HSE epidemiology study into cancer in the rubber industry. The author of this study, Suzy Curtis, had left HSE, and John Osman/John Hodgson were taking this over. Mr Flint had sought an update on this but had been unable to contact Mr Osman or Mr Hodgson.</p>	Mr Flint to follow up.	Mr Flint	Before next meeting
3.8	<p>(Min 3.13) SME representation on RUBIAC. There had been some success in this area as the NTDA and TRA were both now involved and attended the meeting. Peter Taylor who is the Sec to both TRA and ITMA is to attend in the future.</p> <p>SMEs and insurance - Mr Aston suggested that he might be able to arrange for the ABI to attend a future meeting to do a presentation on their document 'Making the Markets Work.'</p>	Mr Aston to distribute document as PDF to members.	Mr Aston	End Dec

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	<p>Mr King raised the point that Insurance companies are now taking into account benchmarking performances, and referred to Zurich document, 'How to Help Stabilise Premiums.'</p> <p>The BRMA and RMA both informed members that they had ABI accredited members schemes that were delivering benefits for their subscribing members. It was felt that sharing the BRMA and RMA experiences were sufficient at this stage.</p>	<p>To be circulated with meeting minutes.</p> <p>Members to decide, after viewing the documents whether a presentation would be necessary.</p>	<p>Mr Flint</p> <p>All</p>	<p>End November</p> <p>Next Meeting</p>
3.9	<p>(Min 4.1) MH Guidance for Tyre Collection & Delivery.</p> <p>The Guidance document, or a link to it, should be on members' websites.</p> <p>Mr Edy reported that the NTDA had held five workshops following the launch at Brityrex in Harrogate and a total of 200+ people have attended thus far. A further workshop is planned in Scotland on 14th December.</p> <p>Dr Dost suggested the possibility of holding a joint RUBIAC workshop next year, once the BRMA have finished looking at tyre handling with its members and the issue of shared workplaces.</p>	<p>BRMA and HSE have it on open parts of their websites. RMA to ensure document/link is put on their website and NTDA to ensure link is available to non members.</p> <p>To be progressed at a later date.</p>	<p>Mr Wilson/Mr Edy</p> <p>-</p>	<p>By next meeting</p> <p>-</p>

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4	RUBIAC Reconstitution			
4.1	<p>Mr Flint reported that there had been a 34% reduction of the RIDDOR accident rate in the last six years (2,409/100,000 in 98/99, now 1,579 04/05p) It appears the RUBIAC Action Plan continues to have a positive effect.</p> <p>This was echoed by Dr Dost, who indicated a 22% reduction in the BRMA statistics over the last 3 years.</p> <p>Mr Flint had distributed the Strategic Direction Document (67/05/01) and Organisational Flowchart that had been developed following further meetings of the RUBIAC Working Group and consultation with the BRMA and RMA. The documents were discussed in detail.</p> <p>The committee agreed the organisational structure and wording of the Strategy, though some of the text and targets were amended.</p> <p>RUBIAC would continue to meet as at present for the time being but to reduce these traditional meetings and replacing them with strategy report back and monitoring events once the</p>	<p>Document to be revised followed by a final consultation to check amendments with members prior to strategy being launched.</p> <p>It will also be used as the basis for the RUBIAC reconstitution paper.</p> <p>Launch of the strategy to go-ahead even if news on reconstitution is awaited. Launch date set for 23rd March 2006 (see below). Arrangements to be made.</p> <p>Any further comments to be given to Mr Flint ASAP.</p>	<p>Mr Flint</p> <p>Mr Flint</p> <p>Mr Flint and Mr Fussey</p> <p>All</p>	<p>End December</p> <p>End December</p> <p>End December</p> <p>End November</p>

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	strategy was translated into action through trade association and member companies action plans.			
5	Report on evaluation of Glass Charter, Ceramics Pledge and Rubber Action Plan			
5.1	Due to time constraints, it was not possible to discuss this Item in full.	Mr Aston to send summary by email	Mr Aston	End December
6	Any Other Business			
6.1	All Sector Conference Mr Aston explained that members would soon be receiving invitations to attend the Manufacturing Sector Conference on 9 th March 2006. The theme would be managing sickness absence.	-	-	-
7	Date and Venue of Next Meeting			
7.1	<u>Next RUBIAC meeting:</u> Thursday February 16 th 2006 at Scala House, Birmingham. Hosts BRMA.	-	-	-
7.2	Launch event for RUBIAC Strategy also arranged. To be held in HSE offices Rose Court, London on Thursday 23 rd March 2006.	Mr Flint/Mr Fussey to book room and make catering arrangements. Speakers will be needed and members will be approached outside of the meeting.	Mr Flint/Mr Fussey	End December