

RUBBER INDUSTRY ADVISORY COMMITTEE (RUBIAC)

Actions/Minutes of the 65th meeting of the RUBIAC
at Newcastle-under-Lyme on Thursday 24^h February 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 Strongman	BRMA
Mr Malcolm Potter	TGWU
Mr Steve Hinks	Pirelli
Mr Ben Almond	Minutes Secretary, HSE
Ms Sheila Ikin	RMA
Ms Heather Aston	Avon Rubber
Mr Martin Smith	Goodyear
Dr Abid Dost	BRMA
<u>Apologies</u> Mr David Wilson Mr Jim Marshall Mr Phil Green Mr John Cash Mr Robert Taylor 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: - Mr David Wilson, Mr Jim Marshall, Mr Phil Green, Mr John Cash, Mr Robert Taylor, 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) The GMB Union were still trying to find another representative for the Committee. Mr Khalik had volunteered to contact Mr Marshall to facilitate this matter.	Mr Khalik has since left the RUBIAC group therefore Mr Flint agreed to speak with GMB re their representation.	Mr Flint	End March
3.2	(Min 3.2) HSE's lists of rubber companies has been resent in postcode order to the TU's. The TU's were then to use the lists to identify Safety Reps to target with the Action Plan briefing document. Mr Harvey was still having problems but was continuing to pursue the matter. Mr Khalik said the GMB would contact the editor of their regional magazine in Birmingham to get the information into the	AMICUS agreed to put the RUBIAC action plan onto their website, as did the RMA. Mr Flint is to re-send this information to Mr Harvey and Ms Ikin for them to carry out the above action.	Mr Flint Mr Harvey Ms Ikin	By 7 th March By 4 th April

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	publication. No feedback has been received as to whether this has been done.			
3.3	(Min 3.4) It was agreed that Mr Flint draft a note for PRW regarding the revised Calendars Guidance and that the Minutes Secretary circulate an electronic copy to members. Ms Ikin requested that a copy be sent to her.	This has been done	-	-
3.4	(Min 3.8) 16 H&S training proformas had been received back of the 23 sent out by HSE. The RMA had sent out 5 and so far had received 3 back which had been forwarded to HSE. No proformas received from BRMA. BRMA stated it had been sent out twice to members. Appears to have been confusion on who to return to.	Dr Dost agreed to follow up on this as BRMA members make up largest portion of those signed up to the action plan. RMA to chase up the outstanding 2 returns from members.	Dr Dost Ms Ikin	By 11 th March
3.5	(Min 4.1) The CEO event was to take place in 2005. Mr Khalik was to speak to Mr Smith about speaking at the event. Mr Martin Smith would be asked to speak about daily safety inspections / audits.	Mr Khalik did not speak to Mr Smith before he left RUBIAC. Mr Smith reported back that the daily safety audit had made an impact and was working well. This would be discussed further on the Agenda at Item 5.	-	-
3.6	(Min 4.2) Secretary and BRMA to consider other speakers and draft an agenda to put before the members for the CEO meeting.	Mr Flint pointed out that the reconstitution issues needed to be agreed before this could be actioned. This would be discussed further on the Agenda at Item 5.	-	
3.7	(Min 4.3) The Pavilion at Wolverhampton to be booked for the CEO meeting on Wednesday 25 th May 2005 and Bill Callaghan to be approached to Chair.	Venue booked. Bill Callaghan has agreed to chair the meeting for CEOs.	-	-

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3.8	(Min 4.4) The secretary had circulated the document on Working in Partnership to members. Only a few comments were received back.	The final document will be sent for final approval with the minutes. The document is then to be sent to the Trade Associations and those outside the Trade Associations that have signed up.	Mr Flint	By 14 th March
3.11	(Min 4.5) Members had been asked for case studies of good practice when working with contractors.	Mr Smith informed the group that he had some information and that he would forward this to Mr Flint. The BRMA agreed to chase up with members.	Mr Smith Dr Dost	By 7 th March
3.12	(Min 5.1) The BRMA were trying to get IOSH accreditation for the Workshops for Senior Managers course. Dr Dost reported back that it was felt a BRMA certificate would be preferable.	Dr Dost agreed to launch the BRMA workshops as part of the RUBIAC action plan, this would contribute to the percentage of Senior Managers gaining appropriate training.	Dr Dost	Update at next meeting
3.13	(Min 6.1) Mr King gave an update on the Tyre Collection and Delivery working group. The next meeting is to be held on 20 th October.	Mr King informed the group that the members were happy with the final draft sent for approval. The group agreed that the document should be launched as a jointly owned document which would be cheaper and have a faster delivery time. NDTA agreement awaited.	Mr King	Update at next meeting
3.15	(Min7) Mr Hinks and Dr Dost reported back to the group that Behavioural Safety had been discussed at the BRMA health and safety	To be discussed at item 5 on the agenda. Dr Dost reported that a Benchmarking tool he developed and which looked at behavioural	Dr Dost	By next meeting

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	meeting and the Revitalising conference. They supported the notion that it goes on the CEOs agenda.	safety would be revisited to see if a simpler tool for small companies could be developed.		
3.16	(Min 9) Help was being sought for a project to look at good practice in controlling nitrosamine exposure. Volunteer companies who could demonstrate good practice in the running of salt baths for curing EPDM and companies who are curing by other means. As yet there had been no positive responses back from requests for premises with good practice in controlling nitrosamine exposure.	A lack of feedback from previous HSE visits to look at nitrosamines was put forward as the reason for no responses. Mr Flint agreed to speak to colleagues about this. Mr Flint confirmed he had spoken to John McAlinden on dermal work. e-COSSH essentials are being updated to include more on dermal risk and there maybe a project to look at the issue in a similar to that in printing. Mr Flint to update the group on the progress of this at next meeting	Mr Flint Mr Flint	By 28 th March Update at next meeting
3.17	(Min 11.1) Dr Straughan requested more information on the HSE epidemiology study into cancer in the rubber industry.	Author of study Suzy Curtis left HSE. Other priorities for HSE epidemiology unit in recent years have meant not progressed. Unlikely to be published now but should make findings available to public. Await updated position from HSE's John Osman / John Hodgson.	Mr Flint	Update at or before next meeting.
3.18	(Min 11.2) A consultative document entitled: 'Regulation and recognition – towards good performance in health and safety' had been produced and was available on HSE's website. Responses were needed by December 24 th 2004. Minutes secretary to put the website address of	Done	-	-

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	the document in the minutes: http://www.hse.gov.uk/consult/condocs/cd-interventions.htm			
3.19	(Min 11.3) Safe Interventions questionnaire was to be emailed to members with the minutes	Done	-	-
3.20	(Min 11.4) Secretary had recommended members read the 4 th report of the House Of Commons Work and Pensions Select Cttee into the work of the HSC/E and reference to be put in the minutes.	Done	-	-
3.21	(Min 11.5) Recticel and British Vita leaving rubber industry trade assoc. and joining plastics trade assoc. Mr Starkie and Mr Vickers to be added to PPHSLC e-mail list.	Done	-	-
4	RUBIAC RECONSTITUTION			
4.1	Mr Aston opened this topic by expressing a personal interest in this topic as his role within the HSE was changing and that his new role would be to look at value for money and performance from groups such as RUBIAC. Mr Flint ensured all members had received papers 65/05/01 and 65/05/02 and highlighted the fact that the group would have to provide clear deliverables with all members contributing	From the reconstitution survey several points were raised. <ul style="list-style-type: none"> • People don't think the group was as effective as it could be. • They are unclear of their roles • The group needs the right people on board i.e. CEOs. • Need to identify who's driving the group • Feedback levels aren't as high as they 		

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	for RUBIAC to be reconstituted.	need to be.		
4.2	<p>The fact that RUBIAC does not have SME representation was highlighted as SME's make up a significant proportion of the industry. It was also noted that other bodies will have the same problems as RUBIAC.</p> <p>The point was raised that the group could involve British Insurers as SMEs will not get Insurance without a good health and safety record and costs can be reduced for both company and insurer.</p>	<p>It was agreed that other bodies who may have greater SME representation such as the Tyre Research Assoc. need to be invited to join RUBIAC.</p> <p>Ms Ikin and Dr Dost agreed to email Mr Flint with details of these bodies (TRA etc.) so that he can invite them to RUBIAC.</p> <p>Mr Aston said that he was going to take this idea forward in his new role and liaise with British Insurers and report back to the group at the next meeting.</p>	<p>Ms Ikin Dr Dost</p> <p>Mr Flint</p> <p>Mr Aston</p>	<p>7th March</p> <p>End of March</p> <p>By next meeting</p>
4.3	<p>The involvement of CEOs within RUBIAC was discussed. The opinion was expressed that the whole RUBIAC process needs to be actively driven by the CEOs and that they need to take ownership of the group, placing more resources and effort into the group. The level of CEO involvement was not agreed by all members as some felt that CEO's employ Health and Safety reps to represent them at these meetings and that they therefore represent the CEOs support.</p>	-	-	-
4.4	<p>TU representation was then discussed. It was highlighted that whilst a TU rep from the shop floor can give valuable facts and viewpoints they may not be getting the overall national</p>	<p>It was suggested that a TU national Health and Safety officer be involved to mirror the role the Bud Hudspeth has in the PABIAC and PIAC groups. Mr Harvey agreed to look into</p>	Mr Harvey	By next meeting

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	picture, and that a general national TU rep may know the bigger picture although may not have the industry specific shop floor knowledge.	this option.		
4.5	Due to a lack of a clear strategy for reconstitution it was agreed that the employer and trade union sides would meet separately outside of the meeting (without HSE involvement) and prepare proposals for how they will deliver improvements in the rubber industry and	Each representative group are to meet and agree a strategy for reconstitution with firm aims, goals and methods and models of how to go forward. Following these meetings one member of each group is to be nominated to attend the RUBIAC working group on Wednesday 6 th April at Scala House, Birmingham at 10.00 a.m.	All Representative nominations to be sent to Secretary for meeting on 6 April.	By end of March By end of March
5	CEO Event			
5.1	Due to the fact that no clear Reconstitution strategy had been agreed it was decided to postpone the CEO event in order to build a strong case to be put to the CEOs.	The CEO event will be postponed until later in the year. Mr Flint will speak to Bill Callaghan to update him of this information. The Pavilion in Wolverhampton for the May 25 th CEO event to be cancelled.	Mr Flint Mr Flint	7 th March End of February
6	Any Other Business			
6.1	Mr King informed the group of new legislation that was being introduced.	New Vibration legislation is being introduced on 6 th July 2005, notes were circulated to all members by Mr King.		

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		<p>Work at Heights regulations are currently with the Minister at the moment.</p> <p>New Control of Noise at Work regulations are being introduced in February 2006. Notes of these regs were circulated to the group by Mr King</p>		
7	Date and Venue of Next Meeting			
7.1	<u>Next RUBIAC meeting</u> Thursday June 9 th 2005 – Open Meeting – AMICUS Offices, Stoke – Room booked.	NOTE: Alternate venues are required in the future as the HSE N-U-Lyme facilities were unlikely to be available in their present form as the offices were being relocated. Members agreed to host meetings.		