

RUBBER INDUSTRY ADVISORY COMMITTEE (RUBIAC)

Actions/Minutes of the 62nd meeting of the RUBIAC
At Newcastle-under-Lyme on Thursday, February 26th 2004.

<u>Present</u>	<u>Representing</u>
Mr T Aston	Chairman, HSE
Mr A Harvey	AMICUS
Ms A Rayner	Minutes Secretary, HSE
Mr B Nicholson	Pirrelli
Mr C Flint	Secretary, HSE
Ms C Mellor	HSE
Dr A Dost	BRMA
Dr K Straughan	BRMA
Mr G King	HSE
Mr J Cash	Cooper Avon
Mr M Potter	TGWU
Mr M Smith	Dunlop Goodyear
Mr M Starkie	Recticel
Mr M Khalik	GMB
Mr P Green	HSE
Mr R Taylor	TGWU
Ms M Armstrong	TGWU
<u>Apologies</u>	<u>Observers</u>
Mr J Marshall	

No	Discussed	Action Taken/Agreed	By whom (Name)	By when (Date)
1	Introduction			
	The meeting was opened by the acting Chairman Mr Terry Aston.	-		
2	Apologies for Absence	-	-	-
2.1	Apologies were received from Mr Marshall and Ms Iken. Mr Holmes of AMICUS had retired and Mr Di Gravio had given up his place due to a change in his role in Pirrelli. His replacement on the committee, Mr Steve Hinks, had been unable to attend the current meeting and had sent Mr Brian Nicholson as a deputy.	Letters of thanks to be sent to Mr DiGravio and Pirrelli.	Minutes Secretary	7/4/04
3	Minutes of the last meeting, Actions and Matters Arising	The minutes of the previous meeting were agreed.	-	-
3.1	Continuing actions from previous meeting.			
3.1.1	(Min 3.1.2) Fatal accident information.	Mr Green to keep the fatal accident information for circulating to the industry	Mr Green	End May
3.1.2	(Min 3.1.3) Mr Green would be asked to provide more details about the fatal accident at Stowe Woodward.	The case against Stowe Woodward had gone ahead and they had been fined £25,000. As the final hearing the case against Sovereign Rubber was due to be heard in May it was decided to wait until then to decide how to proceed.	Mr Green	End of May
3.1.3	(Min 3.1.4) Dr Straughan reported it had been decided to continue screening people who were in a cytology programme already. There were	Ms C Mellor agreed to pursue Dr Snashell to find out about the current state of the DoH programme. If no satisfactory outcome to	C Mellor	Next meeting

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	still actions from the meeting that hadn't been completed that would clarify the position of those in the DoH scheme or who may need it.	invite him to the next RUBIAC meeting to explain the situation first hand.		
3.1.4	(Min 3.1.6) Secretary to pursue new Committee members.	No new nominations had been received form the TUC. The Secretary to contact Mr Harvey and Mr Marshall outside the meeting	Secretary and TU members	End of April 04
3.1.5	(Min 3.1.7) TU members agreed to communicate the TU briefing on the Action Plan to Safety Representatives.	There had been no progress to date and Mr Khalik and TU members to distribute the final document to members.	Mr Khalik and TU members	End of March
3.1.6	(Min 3.1.8) TU members agreed to identify rubber companies with Safety Representatives making using of the data previously supplied by HSE.	So far the TU's had only able identified a small number where they had members. It was agreed that this would be looked into again and the Minutes Secretary would re - send the lists to Mr Khalik and Mr Harvey.	Minutes Secretary and Mr Khalik and Mr Harvey.	End of March
3.1.7	(Min 3.1.15) Secretary to contact Goodyear and Michelin regarding their rehabilitation schemes when developing the recommended practice approach.	This was outstanding.	Secretary to pursue	End of May
3.1.8	(Min 3.1.17) TU members to investigate the possibility of producing a leaflet on dermatitis for rubber workers.	Subsumed within work being done centrally within HSE. See 3.1.18.	-	-
3.1.9	(Min 3.1.18) Dr Dost and BRMA to lead on preparing dermatitis guidance for employers.	Subsumed within work being done centrally within HSE. See 3.1.18.	-	-
3.1.10	(Min 3.1.19) Dr Gaubert to examine HSE guidance on dermatitis and let TU members and Dr Dost have her views for the guidance they propose.	Subsumed within work being done centrally within HSE. See 3.1.18.	-	-

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3.1.11	(Min 3.1.23) Mr King to draft SMART deliverables for retread guidance and Secretary to circulate to members before amending RUBIAC Action Plan.	The 'Smart deliverables' had been drafted and circulated to members for comment. The response supported the proposals and they had been incorporated into the Action Plan.	Secretary to send revised Action Plan to all members.	End of March.
3.1.12	(Min 3.1.26) The Secretary reported that the embargo was still in place.	Secretary would discuss the dust and fume publication with Mr McAlinden and report back at the next meeting.	Secretary	Next meeting
3.1.13	(Min 3.1.29) Dr Dost to arrange a meeting with the industry to investigate a voluntary agreement for reducing the weight of polymer bales.	This would be taken at agenda item 7.	-	-
3.1.14	(Min 4a) RUBIAC Health Surveillance Guidance. The document was completed and was ready for publication.	This will be taken at item 4 of the Agenda.	-	-
3.1.15	(Min 4b) Minutes Secretary to distribute the Training Guide to all HSE contacts who signed up to the Action Plan. Minutes Secretary to make electronic version available for the HSE, BRMA and RMA websites. BRMA and RMA to distribute The Guide to their members and publicise it in their Newsletters Members to send comments to Mr King	Outstanding. See agenda item 4. This was sent for BRMA and RMA to action. Hard copy sent out to trade associations. Delay in revised hard copy while agree front cover with HSE publications section. This was done.	-	-

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3.1.16	(Min 4c) Report on the WCO Project Mr Green had been unable to attend the meeting but had sent a report that would be circulated to Members.	Action completed.	-	-
3.1.17	(Min 5.1) Mr Carney gave a presentation on ACTS (Advisory Committee on Toxic Substances). A copy of this presentation would be sent with the minutes.	Action completed.	-	-
3.1.18	(Min 7.1) Dermal exposure. A copy of Mr McAlinden's presentation to be sent with the Minutes. This was done. The Secretary gave an update to the meeting. Mr McAlinden wanted tasks where further e-COSHH essentials sheets could be produced to cover dermal risk.	Suggestions at the meeting were handling of raw and melted MbOCA and preventing its spread. All asked to consider outside the meeting.	All to send suggestions in addition to those at the meeting.	End May.
3.1.19	(Min 8.1) Calenders. Report presented and updated draft presented to RUBIAC.	Proposals agreed. Decided to send out text to all those using calenders.	Secretary.	End May.
3.1.20	(Min 9.1) David Riley had visited the Tyre Companies and written a draft report. Mr King would redraft the report and members were asked to make their comments on paper 61/03/07 presented today.	Report re-drafted. This would be taken at item 6 of the Agenda	- -	- -
3.1.21	(Min 10.1) Members were informed of an on-going HSE investigation into MbOCA	The Secretary provided an update to the meeting and informed members that the	Secretary	Next meeting.

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	contaminated packaging and barrels.	Inspector leading this was currently on sick leave. He told members the problem was ongoing and he would keep them informed.		
3.1.22	(Min 10.2) Dr Dost asked if HSE could clarify the position on labelling for uncured rubber compounds in particular where agents causing dermatitis are present but below the threshold at which this needs to be indicated by the current legislation.	Dr Dost was put in touch with an HSE colleague who had been invited to attend one of their custom compounders meetings.	-	-
3.1.23	(Min 10.3) Dr Dost enquired as to what specific control measures should be used by the rubber industry when using solvent scrubbers.	Dr Dost was put in touch with an HSE colleague.	-	-
3.1.24	(Min 10.4) Members expressed their concerns about HSE being unable to provide a chairperson in future. They did not think that having members chairing meetings was a good idea since they thought the Chair should be impartial. Secretary said he would discuss this outside the meeting and suggested that one of the other Advisory Committee Secretaries could be approached to chair future meetings, he suggested Mr Aston as a possibility.	Terry Aston, a Principal Inspector of Health and Safety based in the HSE's Newcastle-under-Lyme office approached and agreed to perform the role of Chairman of the committee.	-	-
3.1.25	(Min 10.5) Members were informed of the HSE publications embargo. It was not known how this would affect RUBIAC publications and for how long.	This was taken at Agenda item 8.	-	-
4	RUBIAC Action Plan Update			

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4.1	The Secretary gave an update of progress of the Action Plan. He informed members that permission had been granted for a RUBIAC cover to be produced for the Training document. It would also be necessary to alter the title to distinguish it from the previous RUBIAC document addressing training.	Alterations and amendments to the front cover of the Training Document.	Secretary	End of April
4.2	The Training Document would be sent to companies signed up to the Action Plan along with the Health Surveillance document.	Training document and Health Surveillance document to be sent to companies signed up to the Action Plan.	Minutes Secretary	Next meeting.
4.3	The next RUBIAC newsletter would be used to publicise the documents to companies who hadn't signed up informing them of the existence of both and explaining where they could be accessed.	Production of a letter to send to companies not signed up to the action plan.	Secretary and Minutes Secretary.	Next meeting.
4.4	Other work that was outstanding includes Poor Performers, TU briefing and recommended practice approaches on Working in Partnership, Selection of Contractors and Rehabilitation	Poor performers may be tackled within central interventions undertaken by HSE. TU briefing dealt with elsewhere. TU agreed to draft working in partnership and HSE Selection of contractors and Rehabilitation.	Ms M Armstong. Mr G King and Secretary.	Rec Practice drafts by next meeting.
5	BRMA CEO Event – Aim and Agenda; and Workshop for Senior / Middle Managers			
5.1	Improvements in the health and safety record of the industry had slowed and it had been decided to arrange a CEO event to promote a more	Members to pass names of speakers to Dr Dost.	All	End May.

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	proactive approach. The BRMA had agreed to organised this and Dr Dost gave an update. He invited members to suggest names of suitable speakers for the event.			
5.2	The BRMA had held 15 workshops for Supervisors workshops, which had proved so successful that requests had been received to do the same for Senior Managers. Dr Dost informed members that these seminars would take place in the summer. An outline programme would be produced and circulated in the spring.	Production of an outline programme of workshops for senior managers.	Dr Dost	End May
6	Report Back on Tyre Collection and Delivery Seminar			
6.1	Mr King reported back on the Seminar, which had gone ahead despite one of the key stakeholders (the NTDA) having withdrawn support. It was agreed that the working group would take this work forward once the position of the NTDA had been resolved (see below).	Mr King to reconvene the working group once NTDA position resolved.	Mr King.	Likely to be in June.
6.2	Secretary explained that a meeting was being arranged with the NTDA to discuss the way forward.	Secretary to arrange meeting.	Secretary	Within 4 weeks.
7	Polymer Bales Handling			
7.1	A meeting with suppliers to discuss handling of polymer bales was held in December. Various solutions were suggested. It was agreed that the	Minutes of the meeting to be circulated to members.	Mr King	2 weeks.

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	minutes of the meeting be circulated to members so that they could consider the debate further. The industry will need to lead any change.			
8	HSE Publications Update			
8.1	The Secretary explained that the publications embargo would remain in place until the end of March when the situation would be re-evaluated. If RUBIAC decided to go its own way on publications (as HSE were not able to publish) then a new brand would be needed.	Re submission of the case for publication of the RUBIAC Newsletter. Committee to be kept informed of developments.	Secretary	End May.
9	RUBIAC Open Meeting 2004.			
9.1	Members agreed to hold the next meeting of RUBIAC as an 'open meeting' to which members of the public would be invited to observe proceedings.	Secretary and Minutes Secretary to invite members of the public to the next meeting of RUBIAC on June 17 th 2004 and promote in the press. Members agreed to publicise to their constituencies.	Secretary and Minutes Secretary. Members	End May End May.
10	EXASRUB Report			
10.1	Dr Dost gave an update on EXASRUB a European project designed to collate data on rubber industry exposure levels. A draft report had been prepared and the final report should be available in March.	Dr Dost to update members at next meeting.	Dr Dost	Next meeting.
11	DoH Review into Prostate Cancer Risks			
11.1	Dr Straughan spoke about this review. Secretary agreed to take this subject up with HSE Health Policy when Dr Dost had forwarded an electronic copy of the review to him.	Dr Dost to forward the electronic version of the review to the Secretary. Secretary to speak to Health Policy Unit.	Dr Dost Secretary	2 weeks 3 weeks

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	The review would also be circulated with the minutes of the meeting.	Minutes Secretary to send the electronic version of the review to members with the minutes	Minutes Secretary	End April
12	Any Other Business.			
12.1	Members were reminded to send in comments on the HSC/E evaluation of the Enforcement Policy Statement and the Managing sickness absence consultation documents recently circulated.	Members to feed back comments to the named HSE contacts.	All	Deadlines on the documents.
13	Date and Venue of Next Meeting.			
	The next meeting of RUBIAC would be open to the public and would take place on Thursday June 17 th 2004 at Newcastle-under-Lyme.	-	-	-
14	Meeting Closed			