

TRISAG MEETING – STAPLETONS TYRES, Express Point, Wood Lane, Erdington, Birmingham B24 9QP

Wednesday 5th October

NOTES & ACTIONS

Present

Richard Edy	National Tyre Distributors Association
Graham Willson	British Tyre Manufacturers Association
Peter Taylor	Tyre Recovery Association
Abid Dost	British Tyre Manufacturers Association (BTMA) & British Rubber & Polyurethane Products Association (BRPPA)
John Dorken	British Rubber & Polyurethane Products Association (BRPPA)
David Wilson	Retread Manufacturers Association
Cliff Seymour	HSE Inspector & Committee Secretary
Tim Small	HSE Principal Inspector & Committee Acting Chair
Wendie Drammeh	HSE & Committee Minutes Secretary

Apologies

David White – Kwik-Fit
John McLean – GMB Union

	<u>Notes</u>	<u>Actions Agreed</u>
1	<u>Welcome, Introduction & Apologies</u> The Chairman welcomed everyone and thanked Mr Edy for arranging the meeting at Stapletons Tyres. Mr Edy ran through the domestic matters for the site. The Chair explained that he had now moved to a different role in HSE and this meeting would be his last as Chair of TRISAG.	
2.	<u>Minutes from the Last Meeting</u>	
2a	Chair to incorporate further suggestions for the Terms of Reference Document and circulate final version with minutes.	Done, Item discharged.

	Notes	Actions Agreed
2b	Dr Dost, Mr Taylor & Mr Willson to meet to discuss the action plan and future membership of WG1.	Done, item discharged.
2c	RMA & TRA to write their own Action Plan for their industries to be included as a sub-section in the WG1 Action Plan. Mr Dost said the WG1 Action Plan would be presented to the next WG1 meeting in December.	Item ongoing.
2d	Chair to circulate to members PABIAC's ' <i>Being the difference together</i> ' - PABIAC's Strategic Direction Statement 2012-2014.	Done, Item discharged.
2e	Mr McLean to speak with Mr Hudspith (UNITE) and Hugh Roberson (TUC) after the meeting to discuss union representation.	This was discussed at Agenda item 5.
2f	Mr Edy to e-mail Mrs Drammeh NTDA's current accident statistics.	Done, item discharged.
2g	Mrs Drammeh to liaise with Mr Edy on the venue for the next meeting.	Done.
3	<p><u>Working Groups</u></p> <p><u>WG1 (Manufacturing) – report by Dr Dost</u></p> <ul style="list-style-type: none"> • Dr Dost said the unions had been invited along to the meeting but had declined the offer. He said the door would always be open for them to attend and he would continue to send minutes and agendas to them. • The Terms of Reference Document for WG1 had been agreed. • Approval of the Workplan was complete and on HSE's rubber website. • Revision of RUBIAC documents – Dr Dost gave an update on progress and Mr Seymour explained HSE's PGG (Publications Governance Group) criteria for publications. This document when complete, will also be available to non-members of BRPPA. • Meeting to be held on 7th December to take forward the action plan. • Mr Taylor voiced his concerns about TRISAG slipping back into RUBIAC and that TRISAG Members must always be aware of why changes had been made. 	
4	<p><u>WG2 (distribution, use and recovery) – report from Richard Edy.</u></p> <ul style="list-style-type: none"> • Mr Edy commented that future meetings of TRISAG should be chaired by HSE as 	

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	<p>the two Working Groups needed to feed back their workplans to a 'neutral' partner.</p> <ul style="list-style-type: none"> • Mr Edy said there had been a good uptake on those who had wanted to attend the WG2 meeting and they had had to limit the numbers. He said he would like to include LVRO and have more LA involvement. • Mr Edy said it is Important to maintain ties and links with MVR. • HSE inspector Paul Smith attended WG2 but he said he was unsure whether he would attend regularly. • Mr Edy said there was crossover between WG1 & WG2 that would enable them to tackle common problems in both sectors, manual handling & slips and trips for example. A general discussion was then held on historic videos containing relevant footage that could be viewed, re-edited and re-branded into DVD format. This could then carry TRISAG branding and be promoted by members. • Mr Edy said they were launching a 'Licence to Fit' scheme for roadside tyre changing. • Mr Edy said that WG2 did not have an Action Plan because they did not want to have the pressures of being target driven. They would report on progress as and when, progress had been made. 	<p>Mr Seymour said he would seek clarification about Mr Smith's attendance at WG2.</p> <p>Mr Seymour agreed to investigate the possibilities of TRISAG owning the content of the proposed DVD's.</p>
4a	<p>A discussion was held on finance for projects the Working Groups would like to achieve. Mr Small said HSE were not in a position to finance any projects. Mr Edy said he would arrange a project group specifically to look at funding and invited members from the manufacturers to participate.</p>	<p>Mr Edy to arrange a project group to look at potential funding for projects.</p>
5	<p><u>UNIONS – latest position</u> Mr Small & Mr Seymour read e-mails from the GMB Union and UNITE Union that outlined why they had decided not to participate in TRISAG. Members discussed the e-mails and all sides reiterated that union participation was extremely valuable and welcome. It was agreed that the unions would continue to be invited to meetings and relevant WG1, WG2 & TRISAG correspondence would be sent to them.</p>	
6	<p><u>HSE News</u></p> <ul style="list-style-type: none"> - The new rubber website was launched last month. Mr Seymour said he didn't have up to date statistics on visitors to the site as yet, but would have the information in the next couple of months. 	

	<u>Notes</u>	<u>Actions Agreed</u>
	<ul style="list-style-type: none"> - The 1st HSE Rubber & Plastics ebulletin was sent to those who had subscribed in September. Mrs Drammeh passed round copies of the ebulletin for members to see and encouraged them to sign up and to promote to their members and colleagues. www.hse.gov.uk/plastics/subscribe.htm - Mr Seymour gave an overview of the 'year so far' enforcement figures including 3 prosecutions of rubber companies. Mr Seymour agreed to circulate the statistics to members. - Feedback on Manufacturing Sector Strategy Document. Mr Small thanked all those who had given their views on the draft document. 	Mr Seymour to circulate the prosecution statistics to members.
6a	<u>AOB</u> <ul style="list-style-type: none"> - COSHH Essentials for Rubber – Mr Seymour said the intention was for HSE to keep this document and revise it at a future date. - HSE's consultation on charging in the future was discussed. Mr Small said that a pilot was being carried out in the North East where inspectors were visiting and informing people how much they could be charged in the future, for breaches. Mr Seymour also commented on how Sector staff have been asked to record their time advising visiting staff as a pre-cursor to the introduction of the charging regime. 	
7	<u>Date & venue for next meeting</u> Dr Dost agreed to host the next meeting in the Birmingham area on 25 th April 2012. It was agreed that it would be a 2pm start to enable WG1 to meet on the morning of 25 th April 2012.	