

**TRISAG MEETING – DUNLOP GOODYEAR, TYREFORT, ERDINGTON**

**Thursday 14<sup>th</sup> April 2011**

**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
John McLean	GMB Union
Declan Mulhearn	GMB Union
Cliff Seymour	HSE Inspector & Committee Secretary
Tim Small	HSE Principal Inspector & Committee Acting Chair
Wendie Drammeh	HSE & Committee Minutes Secretary

**Apologies**

Graham White

	<b>Notes</b>	<b>Actions Agreed</b>
1	<b><u>Welcome, Introduction &amp; Apologies</u></b>	
	The Chairman welcomed everyone and explained he was standing in for Geoff Cox who has moved to a new post.	
2.	<b><u>Minutes from the Last Meeting</u></b>	
2a	<b><u>Terms of Reference Document</u></b> The latest version incorporated comments received. Most changes are minor and intended to make the committee more inclusive. Some further changes were suggested following	<b>Action</b> – Chair to incorporate further suggestions and circulate final version with

	<b>Notes</b>	<b>Actions Agreed</b>
	discussion.	minutes.
2b	<p>A discussion was held on members of the two Working Groups and how members of these Groups did not necessarily have to be drawn solely from the members of the Steering Group. It was agreed that anyone with the relevant skills would be invited for their knowledge and expertise when necessary. See revised ToR.</p> <p><u>It was agreed that each WG chair should give a brief report back at future SG meetings.</u></p>	<p><b>Action</b> – standing agenda item at future SG meetings</p>
3	<p><u>Working Groups</u></p> <p><u>WG1 (Manufacturing) – report by Dr Dost</u></p> <ul style="list-style-type: none"> <li>• The inaugural WG1 meeting was held on 21<sup>st</sup> January at Scala House. WG 1 has produced a detailed Action Plan, which among other things targets a 50% reduction in accident rates. Although ambitious, this was felt to be achievable.</li> <li>• WG 1 are disappointed that UNITE felt they couldn't participate but were optimistic they would be involved in the future, as their input and commitment was invaluable.</li> <li>• David Wilson expressed concern that neither the RMA nor the TRA had been invited to the inaugural meeting of WG1. Dr Dost apologised for the oversight and both would be very welcome at the next meeting.</li> <li>• WG1 would be willing to take ownership of RUBIAC documents and revise them. See item 4 re updating documents and guidance.</li> </ul>	<p><b>Action</b> - Dr Dost, Mr Taylor &amp; Mr Willson to meet to discuss the action plan and future membership of WG1.</p> <p><b>Action</b> - RMA &amp; TRA to write their own Action Plan for their industries to be included as a sub-section in the WG1 Action Plan.</p>
3b	<p><u>WG 2 (distribution, use and recovery) – report from Richard Edy (on behalf of Graham White).</u></p> <ul style="list-style-type: none"> <li>• WG2 would find it difficult to achieve a reduction of 50% in accidents.</li> <li>• An inaugural meeting had yet to be arranged for WG2. A meeting will be held soon and an achievable action plan drawn up. He said he was hopeful that some MVR Group members might sit on WG2 to offer their expertise.</li> </ul>	

	<b>Notes</b>	<b>Actions Agreed</b>
	<ul style="list-style-type: none"> <li>Dr Dost noted that the Action Plan drawn up for WG1 was to run over a 3-year plan. WG2 members expressed reservations with specific targets as attitudes and culture are what they need to change which is far more difficult to influence and to measure. The Chair noted that if plans were to succeed, they needed to be realistic and tailored to specific industry subsectors taking into account their size, history and other factors.</li> </ul>	
3c	The Chair outlined PABIAC's 3-year Action Plan – <i>Making a Difference</i> – a useful reference for members when drafting Action Plans.	<b>Action</b> - Chair to circulate to members PABIAC's ' <i>Being the difference together</i> ' - PABIAC's Strategic Direction Statement 2012-2014.
3d	<p>Mr McLean spoke about union representation on the Steering Group and the two Working Groups.</p> <p>SG Members agreed that union representation was important as they had much knowledge, expertise and experience to bring to the table.</p>	<b>Action</b> - Mr McLean to speak with Mr Hudspith (UNITE) and Hugh Roberson (TUC) after the meeting to discuss union representation.
4	<p><u>Updating RUBIAC Documents &amp; Guidance.</u></p> <p>The Chair and Mr Seymour explained HSE's current Review of Guidance (ROG). There are a number of out of date RUBIAC documents. In the current environment, it is not possible to make a case for revision. HSE is currently exploring ways to capture this information eg converting relevant parts into WebPage.</p> <p>Alternatively, the Rubber Industry could take ownership and update the guidance. Rules governing use of the HSE logo and HSE endorsements of other publications are currently under review and. It was agreed that HSE's endorsement carried great weight in terms of industry recognition / action etc.</p> <p>SG agreed that consolidating all the relevant current information onto HSE's Rubber WebPages was the best option although Dr Dost said he would discuss with members of WG1 at the next meeting and report back to Mr Seymour.</p>	
4a	HSE's web site – this may become part of the 'DirectGov' website along with all other Govt departments & agencies. SG members expressed their concern at this possibility and of	

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	future ownership issues. However, this is Government policy and there is nothing that can be done.	
5	<b><u>TRISAG Launch Event</u></b> The possibility of a launch event for TRISAG was discussed (the plastics industry recently launched their initiative – SIMPL). There was little support for this at the current time, although it was not ruled out altogether. Members agreed that they needed to work on their action plans and what the Steering Group wanted to achieve before planning any sort of event to publicise the Committee.	
6	<b><u>AOB</u></b>	
6a	Dr Dost presented copies of accident statistics in rubber manufacturing.	<b>Action</b> - Mr Edy to e-mail Mrs Drammeh NTDA's current accident statistics.
6b	Mr McLean asked Committee members to write to the Minister and MP's indicating their worries & fears for the future of health & safety in all businesses in Britain.	
7	<b><u>Date &amp; venue for next meeting</u></b> Mr Edy from the NTDA said he would ask one of his member companies to host the next meeting on Wednesday 5 <sup>th</sup> October 2011.	<b>Action</b> - Mrs Drammeh to liaise with Mr Edy on the venue for the next meeting.