

TRISAG STEERING COMMITTEE MEETING - 23rd Sept 2014

Tribunals Service Offices, 54 Hagley Road, Edgbaston, Birmingham

NOTES & ACTIONS

<u>Present</u>	
Graham Willson	British Tyre Manufacturers Association (BTMA)
Bud Hudspith	UNITE the Union
John Dorken	British Rubber & Polyurethane Products Association (BRPPA)
Robert Taylor	UNITE the Union
Paul Baugh	UNITE the Union
Stefan Hay	National Tyre Distribution Association (NTDA)
Dave Tovey	Michelin - UK Environment & Risk Prevention Manager & Chair WG1
Dr Alexander Tsavalos	HSE – Head of Governance & Monitoring in LA Unit
Margaret Wade	HSE - Occupational Hygiene Noise and Vibration Unit - Technical Policy Specialist
Cliff Seymour (Committee Secretary)	HSE Inspector – General Manufacturing Team
Richard Morgan (Chair)	HSE Principal Inspector – General Manufacturing Team
Wendie Drammeh (Minutes Secretary)	HSE
<u>Apologies</u>	
John McLean	GMB Union
Adrian Hirst	British Tyre Manufacturers Association (BTMA)
Peter Taylor	Tyre Recovery Association (TRA)
Stan Rudowski	ATS Euromaster & Chair WG2
Alan Bithell	Tech Europe

ACTIONS AGREED

1	(Min 1) Mrs Drammeh agreed to ensure that Stan Rudowski was included in circulation list and invited to future meeting
2	(Min 3b) Mrs Drammeh add 'Progress with WISH Reducing fire risk at waste management facilities guidance' as an agenda item for next TRISAG meeting
3	(Min 4a) Mr Hay to send statistics to members on part worn tyre failures.
4	(Min 5b) Mr Seymour agreed to consult with other Advisory Group members to ascertain where on the internet they housed their information and documents.
5	(Min 6a) Mr Morgan agreed to contact HSE author section of HSG76 'Warehousing and storage' with respect to cage pallets and to see if cage pallet maintenance and more clarification on stack heights could be included within any revision of HSG76. [Action completed 24/9/14 – information passed to HSE's author section of HSG76 (HSE Transportation Team, Vince Joyce) for consideration when HSG76 next revised]
6	(Min 7a) Mr Seymour agreed to send members the data collection template and the presentation explaining the rubber dust and fume project and survey. This was sent to members on 24 th Sept 2014 together with the confirmation that data and any queries should be sent to Chris Keen chris.keen@hsl.gsi.gov.uk
7	(Min 8a) Members agreed to send any information they had on Bisphenol A and its use in the rubber industry to Ms Wade .
8	(Min 9a) Mr Seymour agreed to advise Dr Tsavalos (HSE's LA Unit) of tyre fitting guidance when available so that it can be brought to the attention of LA inspectors.
9	(Min 11a) Mr Morgan agreed to inform his replacement in the Manufacturing Sector, Giles Hyder, that the Committee wish him to Chair future TRISAG Steering Group Meetings. [Action completed – email to Giles Hyder 24/9/14]
10	(Min 12a) Mrs Drammeh to include 'Progress with data collection' and 'Update on the progress of the Tyre Handling Guidance' as agenda items for the next meeting

1.	Welcome, introduction & apologies	Actions agreed
	The Chair welcomed everyone and informed members this would be his last meeting as Chair of TRISAG. Apologies from: Peter Taylor, Alan Bithell, John McLean & Stan Rudowski. It was pointed out by a member that Stan Rudowski may have been missed off the circulation list. Mrs Drammeh agreed to ensure that he was included and invited to future meetings.	
2.	Actions from the last meeting	
2a.	(Min 2a) Mrs Drammeh to chase up LA injury statistics. Dr Alex Tsavalos from HSE's LA Unit was present at the meeting to speak about HSE & LA's inspection priorities and statistics.	
2b.	(Min 3a) TRISAG Chair to write a letter of thanks to Mr Wilson for his work on TRISAG. Done – item discharged.	
2c.	(Min 3a) Mr Wilson to let TRISAG Secretariat have Mr Bithell's contact details. Done – item discharged.	
2d.	(Min7b) Members requested that HSL prepare the first draft of a pro-forma to collect exposure data for comment. Done – item discharged.	
2e.	(Min 8b) Mr Seymour to invite someone from HSE's LA Unit to speak about LA enforcement at the next TRISAG. Dr Alex Tsavalos from HSE's LA Unit was present at the meeting to speak about HSE & LA's inspection priorities and statistics.	
2f.	(Min 8e) Mr Seymour agreed to find out if there were any updates available from HSE colleagues about the fatality at Pirelli. Investigation is ongoing so no further details are yet available.	
3	WG1 Feedback, Actions and Matters Arising – Dave Tovey	
3a	Mr Tovey updated the Committee with what had been discussed at WG1 meeting. <ul style="list-style-type: none"> • Two case studies from members have been prepared for Mr Seymour to add to HSE's Rubber website. A third had been requested but if this was not forthcoming shortly just the 	

	<p>two would be added.</p> <ul style="list-style-type: none"> • BTMA presented accident data - targets for 2013 had been largely met with the exception of 2013 accident rate that had shown a rise since 2012. Slips, trips and falls that had shown an increasing trend has been reversed. • RMA outlined progress against their 2011-2013 & 2014-2016 plans. RMA have identified manual handling as an issue and have provided training for members with further training in the future planned. • Annual survey on MbOCA carried out • Poor quality MSDS sheets continue to be received • John McAlinden gave a presentation to WG1 outlining the history behind the collection of data on rubber fume and rubber process dust. He outlined the need for the proposed study and described the principles upon which it would operate. • Progress report on revised guidance on tyre handling and 'Tread Safely' • Best practice presentation by Goodyear Dunlop on work done by Goodyear Dunlop on double-headed vacuum lifters for the manual handling of rubber bales. • Brainstorming session was held on what the Committee should focus on in future. 	
3b	<p>Mr Willson spoke about the draft fire control guidance that is out for consultation that affects many different industries. Mr Seymour explained that this Fire Storage Guidance has been in progress for over 3 years and explained the hurdles the document has had to go through. Mr Willson said he was concerned that WISH (the HSE Advisory Group who are involved in the consultation) and other HSE committees were not consulting with each other and sharing information that is relevant to their individual industries. The Chair suggested that WISH was a topic to discuss at the next TRISAG Steering Group and requested that Mrs Drammeh add "Progress with WISH 'Reducing fire risk at waste management facilities' guidance" as an agenda item for next TRISAG meeting.</p>	Mrs Drammeh to add agenda item to next meeting
4	WG2 Feedback, Actions & Matters Arising – Dave Tovey (in the absence of WG2 Chair Stan Rudowski)	
4a	<ul style="list-style-type: none"> • Mr Tovey ran through some of the things discussed at WG2. • Mr Rudowski Chaired his first WG2 meeting that focussed on sharing information and was well attended. • Larger WG2 members plan to pool their best practice documents and make into one easy to 	

	<p>use guidance document. NTDA said they were happy to lead on it and pursue it.</p> <ul style="list-style-type: none"> • Mr Hay spoke about over inflation of car tyres and an accident last year from over inflation of car tyres. He urged members to take the time to have tyre pressures checked professionally. He also spoke about part worn tyres and their increased usage and work being done with trading standards all over the country. He quoted statistics of tyre failures and agreed to send the statistics to the Steering Group Members. • Document bringing together standard into one document accepted by the WG as the way forward. • 'Licence to Fit' has been so successful it has been extended to cars, trailers and trucks. • Unfortunately the meeting planned for mid-July had to be cancelled do to few people committing to attend. • Mr Rudowski had reported that unless WG2 members participated he was unable to see how it could move forward and deliver. 	
5	WG1 & WG2 : Progress report on adoption and update of HSE tyre-industry specific guidance	
5a	<p>Mr Willson said the guidance was nearly complete, just waiting for pictures but he was confident that the manual handling and the tyre handling documents will be ready to hand over to HSE in a couple of weeks.</p> <p>The 'Tread Safely' document has been reformatted and will be sent to Cliff Seymour shortly.</p>	Mr Willson to send documents to Mr Seymour when ready
5b	<p>A discussion took place on a specific TRISAG website and whether it was necessary to have one. Mr Seymour agreed to see what other industry committees did with their information documents.</p>	Mr Seymour to explore if TRISAG guidance can go on HSE rubber website
6	Use of Racks, Stacks & Stillages in the Rubber Industry – Bud Hudspith	
6a	<p>Members had a general discussion on racks, stacks and stillages and the general standards and design weaknesses. Mr Seymour gives details of RIDDORs linked to stillages and racking – 50 incidents over the last 7 years. Mr Morgan agreed to contact HSE author section of HSG76 'Warehousing and storage' with respect to cage pallets and to see if cage pallet maintenance and more clarification on stack heights could be included within any revision of HSG76.</p> <p>Mr Seymour gave an update on the Pallet Stacking tool and 'Pallet Safety' (PM15). 'Pallet safety' is in the process of being published. The pallet stacking tool may take a little longer.</p>	Mr Morgan to contact author of HSG76 (Action completed 24/9/14 – comments passed to HSE's Transportation Team, Vince Joyce)

7	Feedback from HSE – Cliff Seymour	
7a	<ul style="list-style-type: none"> • Pirelli fatality - Mr Hudspith advised members that a prosecution is to take place and that this is now at the Crown Court stage. • Rubber dust and fume project – Chris Keen is the HSL contact for this project. Following approval of the data collection template and Mr Seymour agreed to send members the template and the presentation explaining the project and survey after the meeting. • Funding for HSL research for an update on dust/noise exposure from rubber crumb production for a noise specialist has been granted. Visits will commence in November 2014. 	
8	Proposed revision to workplace exposure limits for bisphenol A, (nitrogen dioxide and nitrogen monoxide) – Margaret Wade - HSE Occupational Hygiene, Noise and Vibration Unit - Technical Policy Specialist	
8a	Ms Wade explained the potential impact new European legislation may have on industry that uses bisphenol A. She said it was used in the plastics industry but was interested to find out if the rubber industry also used it. Members agreed to send any information they had on its use in the rubber industry to Ms Wade.	
9	How LAs pick up their priorities from HSE – Dr Alexander Tsavalos, Head of Governance & Monitoring in HSE’s LA Unit	
9a	Dr Tsavalos gave a presentation about how HSE & the Local Authorities interact with each other and prioritise their inspections. He explained how the National Local Authority Enforcement Code http://www.hse.gov.uk/laU/national-la-code.pdf sets out the risk based approach to targeting health & safety interventions to be followed by LA regulators. Mr Seymour agreed to advise Dr Tsavalos) of tyre fitting guidance when available so that it can be brought to the attention of LA inspectors.	
10	Use of Nanotechnology in the Tyre Industry - All	
10a	Mr Willson had sent Mr Seymour and Mr McAlinden the OECD report on ‘Nanotechnology and Tyres’. The report provides insights into the policy issues related to nanotechnology use in the tyre industry: the status of nanotechnology innovation in the sector and the drivers of innovation in the tyre industry; the economic and social costs and benefits of using nanotechnology in tyres; the safe	

	use of new nanomaterials at all stages of their life cycles. A discussion ensued on nanoparticles, nanomaterials and nanotechnology.	
11	Election of New Chair of TRISAG – All	
11a	The Chair of TRISAG, Richard Morgan, announced his retirement. The Committee discussed who should be future Chair of TRISAG. All those present agreed that HSE should continue to Chair the Committee. Mr Morgan agreed to inform his replacement in the Manufacturing Sector, Giles Hyder, that the Committee wish him to Chair future TRISAG Steering Group Meetings.	Mr Morgan to advise Mr Hyder (Action carried out by email 24/9/14)
12	AOB	
12a	Agenda items for the next meeting were discussed and it was agreed that ‘Data Collection’ should be an agenda item and also an update on the progress of the Tyre Handling Guidance. Mrs Drammeh agreed to ensure that these items were added to the agenda for the next meeting.	Mrs Drammeh to ensure agenda items added to agenda of next meeting
12b	Mr Hudspith spoke briefly about UNITE’s campaign – Look for It, Find It, Fix It Campaign.	
12c	Mr Willson spoke on behalf of the Committee thanking Mr Morgan for his patient and wide stewardship of the Committee over the past couple of years and wished him a long and healthy retirement.	
13	Date & Location for next TRISAG Steering Group Meeting	
13a	It was agreed that the next meeting would be held on Tuesday 24th March 2015 , 1000 for 1030 at The Tribunal Service Offices at 54 Hagley Road, Birmingham (subject to the room being available.)	Mrs Drammeh to check availability of room