

TRISAG MEETING – Dunlop Aircraft Tyres Ltd, 40 Fort Parkway, Erdington, Birmingham B24 9HL

Wednesday 25th April 2012

NOTES & ACTIONS

Present:

Richard Edy	National Tyre Distributors Association
Graham Willson	British Tyre Manufacturers Association
John McClean	GMB Union
Bud Hudspith	UNITE the Union
John Dorken	British Rubber & Polyurethane Products Association (BRPPA)
David Wilson	Retread Manufacturers Association
Cliff Seymour	HSE Inspector & Committee Secretary
Richard Morgan	HSE Principal Inspector & Committee Chair
Chris Keen	HSL (Health & Safety Laboratories)
Wendie Drammeh	HSE & Committee Minutes Secretary
Apologies:	
Peter Taylor	Tyre Recovery Assoc.
Abid Dost	BTMA & BRPPA
Robert Taylor	UNITE the Union
Paul Baugh	UNITE the Union

	Actions agreed:
1.	(Min 2b) Mr Seymour agreed to look at all the manual handling DVD's and training aids to ascertain if there were any gaps in content.
2.	(Min 2b) Members agree to send Mr Seymour information on DVD's they have, to be passed to Chris Keen for research.

3.	(Min 2d) Members agreed to send any comments on TreadSafely to Mr Seymour.
4.	(Min 2d) Mr Seymour to send out the prosecutions and notices document with the minutes to members.
5.	(Min 2d) Mr Seymour agreed to amend the document and re-circulate it to the Union representatives for agreement. Terms of Reference Document would be formalised at the next TRISAG.
6.	(Min 3/b) Members to feedback on COSHH Essential Sheets to Mr Seymour.
7.	(Min 3/f) Mr Seymour agreed to send the RUBIAC Documents by e-mail to members with the minutes.
8.	(Min 4/e) Mr Seymour agreed to contact Paul Smith from HSE's Engineering Sector to clarify ownership issues of the document.
9.	(Min 4/e) Mr Edy agreed to send any comments he received from WG2 members to Mr Seymour.
10.	(Min 5) All send comments and alterations on COSHH Rubber Essentials to Mr Seymour before June 2012.
11.	(Min 6/a) Mr Seymour send Rubber NIG Conversion Manual to members for review by June 2012
12.	(Min 6/b) Mr Seymour agreed to send members and electronic version of the HSE News document with the minutes.

	Notes	Actions Agreed
1	Welcome, Introduction & Apologies	
	Richard Morgan from HSE introduced himself and welcomed everyone. He offered to chair this and future meetings and this was accepted by TRISAG members.	
2.	Minutes from the Last TRISAG Meeting	
2a	Mr Seymour said he would seek clarification about HSE's Paul Smith's attendance at WG2. Mr Smith had attended WG2 that morning in Erdington and would remain involved in WG2 for the foreseeable future.	
2b	Mr Seymour agreed to investigate the possibilities of TRISAG owning the content of proposed re-edited and re-branded DVD's. Mr Seymour sent Mr Edy the Video of manual	Mr Seymour agreed to look at all the manual handling DVD's and training aids to ascertain

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	<p>handling techniques in the rubber industry. This will also be sent to Chris Keen at HSL.</p> <p>A general discussion was held on DVD's as training aids for manual handling and induction training. Members agree to send Mr Seymour information on DVD's they have, to be passed to Chris Keen for research. WG2 identified benefits of producing an induction video and would look for funding through TRISAG. Putting more clips of good practice on HSE's website was also discussed.</p>	<p>if there were any gaps in content.</p> <p>.</p> <p>Members agree to send Mr Seymour information on DVD's they have to be passed to Chris Keen for research.</p>
2c	<p>Mr Edy agreed to arrange a project group to look at potential funding for projects. Mr Edy said WG2 had spent some time debating this topic earlier in the day and they did not envisage any problems attracting funding from NTDA.</p> <p>Mr Willson said costs need to be established before sponsorship by BTMA could be attained to fund manual handling DVD's for MVR type industries</p>	
2d	<p>Mr Seymour to circulate the prosecution statistics to members. Done.</p> <p>Mr Seymour asked members for their comments on TreadSafely the guide to health & safety in the Tyre Retread Industry that is to be updated.</p> <p>Mr Seymour gave details of current RIDDOR statistics for the rubber industry and read out prosecution notices, and Improvement Notice information for the past year. The Committee discussed the statistics.</p> <p>Mr Dorken said TRISAG's Terms of Reference Document would need amending now the unions have re-joined the Committee and it would need formalising with the unions at the next TRISAG Meeting. The Terms of Reference Document would be formalised at the next TRISAG.</p> <p>Mr Willson welcomed the agreed resolution with the unions on union representation on TRISAG, WG1 & WG2.</p>	<p>Members agreed to send any comments on TreadSafely to Mr Seymour.</p> <p>Mr Seymour to send out the prosecutions and notices document with the minutes to members.</p> <p>Mr Seymour agreed to amend the document and re-circulate it to the Union representatives for agreement.</p>
3	<u>Feedback from WG1 meeting – Graham Willson</u>	

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	<p>Mr Willson gave a summary of what was discussed at the meeting held that morning.</p> <ul style="list-style-type: none"> a) RIDDOR statistics had been discussed and the future difficulties in compiling statistics after changes in the reporting of accidents and SIC codes. Mr Seymour passed a summary sheet round to members. A discussion ensued on recording and reporting accidents. Any accident over 3 days in future will need recording but not reporting. Only accidents over 7 days will need reporting in the future. The Chair said HSE were using new software to interrogate the information it held but would in the future be going to industry for 3-day statistics. b) Revision of COSHH Essentials was discussed. Feedback on relevant and irrelevant information in the sheets was needed by HSL and members were asked to send any comments to Mr Seymour. c) Europe wide study into carcinogenic properties of rubber dust & fume. d) 2 Roll Mills – update of the European Standard e) Tyre Re-cycling Project. Mr Seymour said only one company had been visited so far and HSE planned to visit three more companies to give a good representation for the study. He said the project would probably not report until 2013. f) Revision of RUBIAC Documents. g) Sharing Best Practice – David Tovey from Michelin gave a presentation on how Michelin aim to reduce accidents and ill health by 100%. 	<p>Members to feedback on COSHH Essential Sheets to Mr Seymour.</p> <p>Mr Seymour agreed to send the RUBIAC Documents by e-mail to members with the minutes.</p>
4	<p><u>Feedback from WG2 Meeting – Richard Edy</u></p> <p>Mr Edy gave a summary of what was discussed at the meeting held that morning.</p> <ul style="list-style-type: none"> a) WG2 discussed and welcomed the Unite & GMB unions back to TRISAG b) They had discussed their close correlation with MVR and proposed working closer with Local Authorities. c) Post Ramp Safety – HSE carrying out research on auto-locking of post ramps. d) Slurry Tanker accidents when changing tyres was discussed. HSENI are very involved after several accidents in Northern Ireland. e) Tyre Handling Workshops Loading and Unloading Vans Document was discussed, 	<p>Mr Seymour agreed to contact Paul Smith from HSE's Engineering Sector to clarify</p>

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	<p>including ownership of the document.</p> <p>f) Statistics and the problems setting targets were discussed and member companies were to be canvassed on their views of target setting.</p> <p>g) Running WG1 & WG2 concurrently was discussed and deemed not practical. Next WG2 meeting had been set for 9th October to coincide with the Tyre Exhibition.</p>	<p>ownership issues of the document.</p> <p>Mr Edy agreed to send any comments he received from WG2 members to Mr Seymour.</p>
5	<p><u>COSHH RUBBER ESSENTIALS – CHRIS KEEN HSL</u></p> <p>Mr Keen said he was at the meeting to discuss updating the COSHH Rubber Essentials. This topic had been covered throughout the meeting, members agreed to send any edits, and alterations to Mr Seymour before the end of June 2012.</p>	<p>All send comments and alterations to Mr Seymour before June 2012.</p>
6	<p><u>NEWS FROM HSE – Cliff Seymour</u></p> <p>a) The go-ahead for the Old RUBIAC & Rubber NIG Conversion Manual to be uploaded onto HSE's Rubber Webpages has been given. Mr Seymour agreed to send members a word document of the pages for review. He asked for comments by the end of June 2012.</p> <p>b) General News form HSE was discussed including FFI, Independent Regulatory Challenge Panel and RIDDOR Changes.</p>	<p>Mr Seymour to send Rubber NIG Conversion Manual to members for review by June 2012.</p> <p>Mr Seymour agreed to send members and electronic version of the document with the minutes.</p>
7	<p><u>Date & venue for next meeting</u></p> <p>Mr Edy agreed to host the next meeting on 31st October at Stapletons Tyres in Erdington, starting at 1230. (Lunch at 1200 on arrival)</p>	