

British Tyre Manufacturers' Association Ltd.



Registered Office: Peershaws
 Berwyk Hall Court
 White Colne
 Colchester, CO6 2QD
 Telephone: 01787 226995
 Fax: 0845 3016853
 E-mail: mail@btmauk.com
 Website: www.btmauk.com

Minutes of the meeting of the HS&E committee held 12th November 2014 at the offices of Michelin training Centre, Stoke

Present:					
Peter Little	<i>Pirelli</i>	Richard Lloyd (chair)	<i>Dunlop Aircraft Tyres</i>	Rob Scarfe	<i>Cooper Tire</i>
Dave Tovey	<i>Michelin</i>				
Apologies:					
Amanda Daniel (chair)	<i>Goodyear Dunlop</i>	Julie Hannah	<i>Pirelli</i>		
In attendance:					
Adrian Hirst	<i>BTMA</i>	Graham Willson	<i>BTMA</i>		

1. Introduction and welcome

Richard thanked members for attending.

2. BTMA competition law compliance guidelines

<i>Discussion</i>	<i>Decision</i>
Members were reminded of the requirements of the BTMA competition law compliance guidelines.	The participants agreed to abide by the guidelines.

3. Approval of minutes of meeting held 19th June 2014

<i>Discussion</i>	<i>Decision</i>
Minutes of the meeting held 19 th June 2014.	The minutes were reviewed and approved.

4. Matters arising not elsewhere on the agenda

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> Dave Tovey to speak to Cliff about the currency of the guidance on the HSE website. Adrian had circulated the update from Tom Sorahan but Dave Tovey requested that the document be updated to make it more traceable and then re-circulated. Graham and Adrian to negotiate suitable terms with Tina Threipland. The outcome of this would be to have a definition of the service as well as the charging rate specified. Terms had been agreed for all parties but provision of the data had indicated that there were some younger workers who were being screened. 	<ul style="list-style-type: none"> Dave Tovey had spoken to Cliff about the currency of the guidance on the HSE website at the TRISAG meeting. Adrian had re-circulated the updated document. Dave Tovey had read the full report on Bladder cancer produced by Dr Vey for Michelin. The reports indicated that the cohorts for the cytology screening were complicated. This would explain why some of the screening was being done on individuals who were less than 15 in 1950.

5. Review of TRISAG work plan

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> Adrian Outlined progress against the BTMA TRISAG WG1 plan. This included: <ul style="list-style-type: none"> Accidents, individual members felt that they were on target. However, Richard Lloyd indicated that 	<ul style="list-style-type: none"> Richard to resend Dunlop Aircraft Tyres figures for 2013 to Adrian for reanalysis. Adrian to continue sending reminders for the data

<p>Dunlop Aircraft Tyres had re-examined their figures for 2013 and found some differences in them.</p> <ul style="list-style-type: none"> ○ Good practice – There is a reasonable schedule of volunteers. Rob Scarfe had volunteered to talk at the March 2015 meeting about Cooper’s H&S Excellence programme. ○ Competence– members felt they were on target to achieve this. ○ Guidance – This was now complete and had been passed to HSE. ○ Health - Members felt they were likely to achieve this target. ○ Contractors – Members felt they were likely to achieve this target. ○ Participation – The Target has been met for 2014. 	<p>collection.</p>
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6. Review of H&S Managers’ work plan

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> ● Adrian outlined the progress on H&S Managers’ work plan. This included: <ul style="list-style-type: none"> ○ Performance of extraction systems – The questionnaire had been circulated (see item 8) ○ Manual Handling of Truck Tyres (see item 9) ○ Cytology Screening – Contracts had been negotiated and individual companies had either signed or were signing them. ○ Dust and Fume – Adrian has sent out the data collection forms and will send a reminder at the end of the year. ○ BTMA web site – Graham indicated that this was underway but not yet finalised. ○ Ensure HSE understand the tyre industry – Graham and Adrian will work with Cliff Seymour’s replacement and the opportunity to visit a site may come when HSE decide to undertake some air monitoring. ○ Exchange of good practise – This target had been met by the meeting looking at the handling of claims. ● A discussion was held on the subject of the manual handling of truck tyres. 	<ul style="list-style-type: none"> ● Adrian to chase those members who had not completed the rubber dust/fume and LEV questionnaires.

7. Rubber dust and fume questionnaire

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> ● Adrian outlined the results of the Rubber dust and fume questionnaire, this revealed: <ul style="list-style-type: none"> ○ Not all companies had returned the questionnaire. ○ Most companies were using an approximately qualified/competent external consultant to carry out monitoring. ○ Companies appeared to be largely the correct methods for both sampling and analysis. 	<ul style="list-style-type: none"> ● Adrian to look at writing a justification for the use of the 10 mg.m⁻³ exposure limit for low toxicity dusts. ● Adrian to speak to Rob Scarfe to clarify some of the points on his monitoring programme.

8. LEV Questionnaire

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> ● Adrian outlined the results of the LEV questionnaire, this revealed: <ul style="list-style-type: none"> ○ Not all companies had returned the questionnaire. ○ Companies were compliant with the need for a 	<ul style="list-style-type: none"> ● Adrian to chase those members who had not returned the questionnaire. ● Adrian to circulate copies of HSE rubber essentials to members.

<p>thorough examination and test. However, there were issues with:</p> <ul style="list-style-type: none"> ▪ Not carrying out regular inspections. ▪ Not training operators in the correct use of the equipment. ▪ Not using airflow indicators. ▪ Not being happy with the performance of the extraction. ▪ Not carrying any tests on the performance of general ventilation. <p>○ HSE have indicated that they intend to revise rubber essentials guidance. There is a need to ensure that BTMA are engaged in the revision of the guidance.</p>	
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9. Manual Handling of Truck Tyres

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> • Dave Tovey outlined the history of previous work conducted by TRISAG members. The work had been ad-hoc in nature and there was a very limited amount of output. • Richard informed the meeting that due to quality issues, aircraft Tyres can only be stored tread down i.e. not horizontal. • As a starting point for the project, it was agreed that members should try and capture best and worst practice. 	<ul style="list-style-type: none"> • Each company to present best and worst work practices at the March meeting.

10. Any Other Business

<i>Discussion</i>	<i>Decision</i>
<p>Graham indicated that Cliff Seymour would be leaving his current role to take up another one in HSE.</p>	<ul style="list-style-type: none"> • There was a need for Graham and Adrian to liaise with Cliff to ensure that his replacement attends the March TRISAG meeting and is up to date on the work of TRISAG and BTMA.

11. Meeting calendar for 2014-15

Meetings will continue to commence at 09h00 to precede the TRISAG WG1 meeting, but will also continue into the afternoon after the TRISAG meeting.

Dates and venues are: Wednesday 18th March 2015 at Pirelli, Burton).

Wednesday 8th July 2015 (venue to be confirmed but hopefully at Goodyear or Dunlop Aircraft Tyres).

Wednesday 11th November 2015 at Michelin training Centre, Stoke.