



Telephone: 01787 226995
 Fax: 0845 3016853
 E-mail: mail@btmauk.com
 Website: www.btmauk.com
 Registered Office: Peershaws
 Bures Road
 White Colne
 Essex
 CO6 2QB

Minutes of the meeting of the HS&E committee held 28 July 2021
held as Microsoft Teams meeting.

Present:			
Bob Forshaw	Cooper Tire	Jethro Smith	Michelin
Apologies:			
Chris Bell	DATL	Ashley Thomson	Pirelli
In attendance:			
Adrian Hirst	BTMA	Graham Willson	BTMA

1. Welcome and Introductions

<i>Discussion</i>	<i>Decision</i>
Graham chaired the meeting and welcomed everyone to it.	None

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. Steve Green and Ashley Thomson were given copies of the guidelines.	The participants agreed to abide by the guidelines.

3. Minutes of Last Meeting

<i>Discussion</i>	<i>Decision</i>
The minutes of the meeting of 24 March 2021 were approved.	

4. Matters arising not elsewhere on the agenda

<i>Discussion</i>	<i>Decision</i>
One matter arising not elsewhere on the agenda was the commitment for BTMA to make contact with Unite at a national level in the 2 part of the year. This matter was discussed and was agreed that contact would be made after the October meeting.	GW and AAH to make contact with Unite after the October meeting..

5. Update from members including COVID-19

<i>Discussion</i>	<i>Decision</i>
Cooper Tires Control of COVID-19 had been good up until May 2021 with observed levels being low. The COVID protocol was already in place but the company were looking at how to	

<i>Discussion</i>	<i>Decision</i>
<p>remove mask use as the country eased measures. However, the company's figures increased in May after their shut down so it was decided to keep measures in place.</p> <p>The intention is to reduce these measures after the August shut down.</p> <p>Isolation requirements were zero in April but had reached 30+ people in July.</p> <p>There has been some pushback from staff on the measures but the company has pushed the HSE stance of duty of care.</p> <p>Michelin</p> <p>Michelin have decided to maintain measures at the present as they feel they had worked too hard to get them in place. The company are adopting a global approach to relaxation of measures.</p> <p>They have kept all existing measures in place due to duty of care line from HSE but are keeping a watching brief.</p> <p>There have been no localised outbreaks.</p> <p>Mask use relates to ceiling height, spacing, air changes per hour with mask use being a requirement whilst moving in the office.</p> <p>Michelin have adopted a precautionary approach. This meant that have had to some issues with contractors.</p> <p>All departments appreciative of controls being maintained.</p> <p>HSE spot checked a single case and were complimentary.</p> <p>Michelin currently have 30 to 40 people out of the business and employment agencies can't fill the spaces.</p>	

6. Mental health and management Response

<i>Discussion</i>	<i>Decision</i>
<p>There was an open discussion where Coopers and Michelin outlined their approach to dealing with mental health.</p> <p>Michelin adopt a collective approach centred on work and its organization. There are three fields of operation in this approach.</p> <ul style="list-style-type: none"> • Primary prevention – Mitigating or eliminating risks at source. • Secondary Prevention – Providing information to mobilize people and enable them to cope. • Tertiary prevention – Detecting and dealing with situations to help people. <p>The process is owned by HR but is shared with Health and Safety.</p> <p>The company will provide support in the form of one to one counselling by Occupational health and support from HR.</p> <p>In appropriate cases then individual risk assessments are performed.</p> <p>Coopers – Mental health is looked after by HR manager with little involvement from health and Safety.</p> <p>Training is provided to managers and line leaders. Bod was unable to comment on the efficacy of this training but narrated his own personal experience.</p>	

<i>Discussion</i>	<i>Decision</i>

7. Date of next meeting

<i>Discussion</i>	<i>Decision</i>
<p>Next meeting due 26 October 2021, following meeting 1 December 2021.</p> <p>There was a discussion about the topics which should be included in the next meeting. Items included in the plan were:</p> <ul style="list-style-type: none"> • Heat maps • Social responsibility • Musculo Skeletal Disorders (MSDs) 	<p>It was decided that:</p> <ul style="list-style-type: none"> • Musculo Skeletal Disorders would be discussed at the next meeting • Members would need to compile a list of their Social Responsibility actions before being able to discuss it. • Heat maps would not be included in the topics for 2021.

8. Any Other Urgent Business

<i>Discussion</i>	<i>Decision</i>
<p>Jethro asked about the 'Plastic tax'. The Government want to introduce tax on plastic packaging with an extended user responsibility.</p> <p>A consultation is taking place on changes to plastic packaging. All of the discussion has been about retail and food packaging rather than industrial packaging.</p> <p>The proposal is that a plastics tax is to be introduced on virgin plastic packaging (<40% virgin).</p> <p>Members will be on receiving end of the tax in the form of increased costs from suppliers rather than paying tax directly.</p> <p>The tax will drive up cost of packaging either by using recycling or paying tax.</p>	<p>No action required.</p>