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**Minutes of the meeting of the HS&E committee held 8 June 2022**  
**held as Microsoft Teams meeting.**

<b>Present:</b>					
Bob Forshaw	Cooper Tire	Jethro Smith	Michelin	Ashley Thomson	Pirelli
<b>Apologies:</b>					
Chris Bell	DATL	Scott Wynne	HSE		
<b>In attendance:</b>					
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.	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 9 March 2022 were approved.	None

**4. Matters arising not elsewhere on the agenda**

<i>Discussion</i>	<i>Decision</i>
There were no matters arising.	None

**5. Update from members**

<i>Discussion</i>	<i>Decision</i>
<p><b>Copper</b> – Cooper were taken over by Goodyear in 2021 but as yet there have been no formal changes to the site. Goodyear visited the site but there have been no formal decisions or announcements. It is felt that this might happen around the end of 2022.</p> <p>The factory has had a history of reduction in the workforce. However the support staff has not and it is likely that will be some reduction in head count in these functions.</p>	None

<i>Discussion</i>	<i>Decision</i>
<p>It is speculated that as Goodyear already have sales, marketing and finance in the UK there will be some form of consolidation.</p> <p>Safety performance to date has been good with only five accidents, consisting of four first aid and 1 lost time incidents.</p> <p>The company are starting to see the introduction of some Goodyear standards which are very prescriptive. The H&amp;S function not compliant with these standards e.g. risk assessment.</p> <p>COVID levels are very low with only one case reported in the past 2 months.</p> <p><b>Pirelli</b> – H&amp;S performance for the sites has improved. The company continue to work with the unions and workforce.</p> <p>Pirelli have H&amp;S management system which Pirelli UK have followed rigidly. This has not been the case in other countries. The corporate office is now enforcing the system which requires front line leaders enter data directly into system.</p> <p>The UK were always at bottom of company league in past. However as the system is being enforced they are appearing to be one of the better performing organizations.</p> <p>There has been a high investment in safety projects.</p> <p>COVID cases very low. 1 case in last 6 weeks</p> <p>The company are still experiencing some issues with supply chain as they were reliant on Russia.</p> <p><b>Michelin</b> – Jethro was not present for the first part of the meeting.</p>	

## 6. Update from HSE

<i>Discussion</i>	<i>Decision</i>
<p>Scott was unable to attend the meeting but forwarded some information which Adrian presented:</p> <ul style="list-style-type: none"> <li>The major update is that HSE's 10 year strategy has now gone live - <a href="#">HSE strategy 2022 to 2023 - About us - HSE</a>. The key focus of the strategy, is continuing to look at ways to reduce ill health (in particular reducing stress and improving mental wellbeing), continuing to develop the work of the Building Safety Regulator (BSR) which was established following the Grenfell Tower tragedy, and also looking at innovation and the move towards Net Zero. A direct link to the strategy document can be found here: <a href="#">Protecting people and places: HSE strategy 2022 to 2032</a></li> </ul> <p>The HSE have updated the following guidance</p> <ul style="list-style-type: none"> <li>Protecting pregnant workers and new mothers. <a href="https://www.hse.gov.uk/mothers/employer/index.htm">Protecting pregnant workers and new mothers (https://www.hse.gov.uk/mothers/employer/index.htm)</a></li> <li>Safe use of ladders and stepladders <a href="https://www.hse.gov.uk/work-at-height/ladders/index.htm"> (https://www.hse.gov.uk/work-at-height/ladders/index.htm)</a>.</li> <li>Safe Use of Ladders and Stepladders A brief guide <a href="https://ladderassociation.org.uk/wp-content/uploads/2021/07/LA455-Safe-Use-of-Ladders-and-Stepladders-A-brief-guide.pdf">https://ladderassociation.org.uk/wp-content/uploads/2021/07/LA455-Safe-Use-of-Ladders-and-Stepladders-A-brief-guide.pdf</a></li> </ul>	None

## 7. Mental Health

<i>Discussion</i>	<i>Decision</i>
<p>There was an exchange of information on how members manage mental health risks. This began with Adrian giving a short presentation and pointing out how HSE’s guidance had been undated. The guidance places a greater emphasis on carrying out companywide risk assessments. The HSE strategy indicates that they will be putting a greater emphasis on mental health in the future.</p> <p><u>Copper</u> – The management function for mental health lies with Human Resources rather than Health and Safety. The company has various procedures in place for managing mental health but does not have a formal documented risk assessment.</p> <p>The current arrangements include:</p> <ul style="list-style-type: none"> <li>• Counselling available.</li> <li>• Teaching on managing the menopause.</li> <li>• Training sessions for all managers. Mental health first aid</li> </ul> <p>There were still a significant number of people who had not returned to the workplace after COVID.</p> <p>The company have not yet formally set out a policy on home working. The parent company Goodyear are working a hybrid system of two days office and three days homeworking. It is likely that Cooper will adopt this.</p> <p><u>Pirelli</u> are in a similar position to Coopers in that they have systems in place but don’t have formal risk assessment. However the functions of occupational health including mental health sit within the HSE department.</p> <p>The company have adopted a hybrid working system consisting of three days office and two days working from home. Some functions (marketing and finance) have not been in very much and informal contact between functions had been lost. The company organised ‘family days’ to improve informal networking and show recognition for staff as well as the support of their families.</p> <p><u>Michelin</u> – Jethro was not present for the first part of the meeting.</p>	<p>Individual members resolved to review the need for companywide risk assessments.</p>

## 8. Good Practice

<i>Discussion</i>	<i>Decision</i>
<p>Ashely presented on a Pirelli initiative: “Together we can do this.”</p> <p>HSE results worldwide are focussed by CEO. Performance was improving but not as good as they wanted.</p> <p>Generally have good procedures and processes with good equipment. However accidents occur when procedures are not followed.</p> <p>The initiative began with a workshop which involved the Union, managers and workers. The workshop was held off site. The workshop consisted of:</p> <ul style="list-style-type: none"> <li>• Mixing Managers, workers and unions in groups.</li> <li>• Reminding people of individual obligations in policy and legislation.</li> </ul>	<p>None</p>

<i>Discussion</i>	<i>Decision</i>
<ul style="list-style-type: none"> <li>• Our people are our most important asset.</li> <li>• Agreement of a common goal</li> <li>• Identifying ways where improvements can be made by coaching and developing.</li> <li>• Each department developing its own plan for improvements.</li> <li>• Documentation of the plans with prioritization and tracking of actions.</li> </ul> <p>Figures. – There had been a some improvement in accidents over the past five years. So far the 2022 figures are looking good.</p> <p>The company's Total Injury Frequency Index TIFI is going down.</p> <p>Discussions now with Milan</p> <p>Lagging and leading indicators</p> <p>The sites are now in discussions with the head office in Milan about making the initiative wider.</p> <p>There was a discussion about the presentation, the key points were:</p> <ul style="list-style-type: none"> <li>• There is now an effective union relationship with better engagement.</li> <li>• People with a poor H&amp;S record are having interviews with managers and union. These are being held in a confrontive and supportive manner.</li> </ul>	

## 9. Meeting Calendar for 2022

<i>Discussion</i>	<i>Decision</i>
<p>Reminder of the following meeting dates:</p> <ul style="list-style-type: none"> <li>• Wednesday 14 September – Face to Face</li> <li>• Wednesday 23 November - Teams</li> </ul>	<p>Meeting in Michelin. Jethro to arrange and send details</p>

## 10. Any Other Urgent Business

<i>Discussion</i>	<i>Decision</i>
<p>Jethro has gained some new colleagues and now covers operatives who change tyres in the field as well as engaged in events management. i.e. Non-manufacturing activities. As a result he now wishes Martin Booth to join the meeting.</p> <p>There was a discussion held about exoskeletons. Ashley volunteered to share info at the next meeting.</p> <p>Jethro volunteered to do good practise – extent of what large events ask from H&amp;S.</p>	<p><b>Adrian</b> to add <a href="mailto:martin.booth@micelin.com">martin.booth@micelin.com</a> to future meeting requests.</p> <p><b>Ashley</b> to share information on the use of exoskeletons as part of the next meeting covering Musculoskeletal risks.</p> <p><b>Jethro</b> to prepare to give a good practise session on Michelin's H&amp;S contribution to large corporate events.</p>