

UNCONFIRMED MINUTES OF MEETING OF THE PAPER & BOARD INDUSTRY
 ADVISORY COMMITTEE – STRATEGIC COMMITTEE
 Held on Friday 5th February 2021
 Via MS Teams video conference

Present	Representing
Paul Grady (PG)	HSE – PABIAC Chair
Scott Wynne (SW)	HSE – Secretary
David Butter (DB)	HSE
Andy Braund (AB)	CPI
Andrew Large (AL)	CPI
Alex Kelly (AK)	Logson Group
Lynsey Mann (LM)	GMB
Bud Hudspith (BH)	Unite
Kevin Bussey (KB)	CPI / Smurfit Kappa
Louisa Bull (LB)	Unite
Dan Shears (DS)	GMB
Apologies	
John Melia	DS Smith
Simon Ellin	IWPPA

	Actions Agreed	To be done by
1	(Min 2) BH to continue discussions with HSE Legal Advisers Office RE: safety bulletin/alert format to assist industry.	
2	(Min 3c) SW to continue reviewing HSE webpages with a view to updating the PABIAC strategy as a priority.	
3	AB to seek feedback from Recovered Paper IDC prior to next StratComm meeting.	
4	SW to attend next Paper and Recovered Paper IDC meetings.	
5	AL & AB to review engagement processes/structures in Paper with a view to identifying potential improvements	

1	Welcome and Introduction and Apologies
1a	The Chair welcomed everyone to the virtual MS Teams meeting.

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1b	Apologies were read (as above)
2	Minutes from previous meeting (27/08/2020) and review of actions BH in ongoing discussions with HSE Legal Advisers Office RE: serious incident/near miss data – discussions delayed due to CV-19. SW review of HSE Paper website ongoing. SW engagement with IDC's – attended Corrugated IDC and also to be invited to next Paper and Recovered Paper IDC's. SW attendance at IDC's should improve links/engagement between IDC's and StratComm.
3	Review of progress from IDC's
3a	Paper – AB confirmed most recent meeting was under CPI rather than Paper IDC banner. Stats suggest Paper is underperforming in compliance with the strategy objectives versus Corrugated. To consider options on how to push to see an improvement in Paper compliance by looking at data and see who is performing well and who needs encouragement. Mixed responses to requests for information with positive responses from some. AB to arrange next Paper IDC with SW to attend and look to set focus for 2021.
3b	Corrugated – AB confirms good progress already against objectives. WPT is key issue with lots of work undertaken thus far to complete WPT guidance documents. Good case studies being put together especially on health and wellbeing.
3c	Transfer Cars – Ongoing work on this with lots of work going on in the background. PG to liaise with AB on transfer cars.
3d	Recovered Paper – AB confirmed no meeting to date but will look to reconvene the IDC. General consensus amongst the committee that balers/compactors and review of that should be the priority going forward. BH queried whether we should look specifically at paper baler guidance. PG highlighted INDG 392 guidance document targeted at recovered paper and suggests other industry sectors should use that as a basis. AK queried if it was for StratComm to ensure Recovered IDC is doing their job/asking them to review/produce the guidance. To be raised at next Recovered IDC.
4	Update on where sectors (Paper/Corrugated) are against the strategy AB provided a presentation showing progress against the strategy for both Paper and Corrugated. High levels of compliance in Corrugated versus low levels of compliance in Paper (especially in respect of H&S Management and WPT audits/plans). Already some evidence in both

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	<p>sectors in respect of Health and Mental Wellbeing. DB queried why there was such a disparity. AK identified key reason as being the makeup of the Corrugated Council (made up of CEO's/owners etc.) and hence a clear ownership and take up of the agenda. AK also highlighted the robust and open discussions around outputs on safety with a key step-change over the last 18 months (previously would have used stats to compare vs competitors but now using those as "personal KPI's"). Sector generally unhappy with downward trend in accident stats and so using that to identify key areas to target, offering assistance/encouragement to other members. KB agreed with AK. AB pointed out that both Corrugated/Recovered have IDC's whereas Paper does not (due to overlap with CPI) hence a lack of opportunity for senior leaders within Paper to have frank discussions. AL stated this was not due to lack of appetite for IDC but simply that meetings overlapped but that this should be reviewed in light of the current situation. SW queried whether there were any consequences of failing to deliver on the strategy objectives. AL confirmed no real consequences at present as not wanting to drive members away but a further discussion on this would be useful.</p>
5	<p>AOB – AK suggested the implementation of stress and mental wellbeing was likely to produce lots of work over the next 2 years and should this perhaps be broken down somewhat into 'bitesize' chunks to make the objective more achievable. AB agreed.</p>
6	<p>Date/location of next meeting</p>
	<p>Proposed to hold another StratComm meeting in late summer (July/August 2021). Due to CV-19, likely to be held virtually via MS Teams. To review situation with CV-19 and circulate a proposed meeting date in due course.</p>