

**MINUTES OF THE 83rd MEETING OF THE
PRINTING INDUSTRY ADVISORY COMMITTEE
Held on 7th February 2008 at**

B.P.I.F. Offices in Meriden, Coventry

Present

Tim Small

Phillip Adams

David Hoy

Liz Cheetham

Bud Hudspith

Paul Machin

Mick McGilly

Ian Hobson

Wendie Drammeh

Representing

HSE – Acting Chair

BPIF Chesapeake

Trinity Mirror

BPIF

UNITE

PICON and Screen Print Association

Newspaper Publishers Association

HSE – Manufacturing Sector

HSE - Minutes Secretary

APOLOGIES

James Barrett – HSE

Paul Larkin – Newspaper Society

Gary Marshall - BPIF

Tom Usher - UNITE

Terri Miller - UNITE

Dale Wallis - BPIF

Dave Blanchard - British Coatings
Federation

Stuart Eaves - UNITE

Summary of actions agreed:

1. **(Min 1.1)** Work plan progress to be an agenda item at the next PIAC meeting.
2. **(Min 3.5) Mr Hobson** to re-send link for Folder Gluer Machines from CPI website to members.
3. **(Min 3.8) Mr Hobson** to update members on proposal to withdraw MDHS48 at next meeting.
4. **(Min 4.1) Mr Hudspith** to copy Mr Hobson into e-mails he sent out to Chapels promoting the HSE WRULD campaign.
5. **(Min 4.1) Mr Hudspith** to send Mr Hobson feedback he received from Chapels on the WRULD campaign to include in HSE's quarterly report.

6. **(Min 4.4) Mrs Drammeh** to send Mr Hudspith's presentation to members.
7. **(Min 5.1) Mr Hobson** to e-mail the printing & publishing accident statistics presentation to members.
8. **(Min 7.0) Mr Small** to send a bullet point document to members outlining main points of the LEV training course he had attended. (Note a draft 'Sector Information Minute' (SIM) covering this issue is available and attached to these minutes in Appendix 1.)
9. **(Min 7.0) Mr Small** to send web link to the new HSE web page on LEV as soon as it launches.

1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman welcomed everyone to the meeting. Mr Hudspith raised progress with the Work plan as an AOB item. The Chair suggested this topic be deferred to the next PIAC meeting when it would be discussed fully as an agenda item. Mr Hudspith agreed.

2.0 APOLOGIES

- 2.1 James Barrett, Terri Miller, Dale Wallis, Dave Blanchard, Gary Marshall, Paul Larkin, Tom Usher & Stuart Eaves.

3.0 MINUTES OF LAST MEETING AND MATTERS ARISING

The minutes from Meeting 82 were agreed.

- 3.1 **(Min 1.2) Chairman** to send Philip Doe a letter of thanks for his contribution to PIAC. Done – item discharged.
- 3.2 **(Min 4.2) Mr Hobson** to report back at next PIAC meeting on findings of Yorkshire & North East local initiative on printers. This was a pilot initiative to test a more holistic approach to single industry inspections using local media and publicity to raise the profile and hopefully secure longer term improvements in standards. Approximately 80 printers in the Leeds, Wakefield and York areas were visited during the local campaign.

The approach seems to have been largely successful: standards of compliance were generally above average, although 9 Notices were served covering a range of issues including machinery safety, dermatitis and manual handling. It is likely the advanced publicity enabled the firms to seek out support and advice and implement changes, before being visited. This was confirmed by Ms Cheetham who noted that the letter sent to firms had motivated them to take action and BPIF had received a number of calls about this.
- 3.3 **(Min 5.1) Members** to send Mr Hobson details of European Health & Safety Week events they have or are organising. Mr Hobson had not had any feedback from members on this. A general discussion ensued on European Health & Safety Week and how certain topics were relevant to different organisations. For the next two years the topic for European

Health & Safety Week is to be Risk Assessment and members agreed that they would be participating in this, one way or another.

- 3.4 (Min 6.1) Mr Hobson** to investigate whether 'out of hours' inspections would be carried out during the Slips & Trips campaign. Mr Hobson had checked – there will be no central steer on this and it would be down to local discretion when Inspectors visited. Mr McGilly noted Westferry had experience of Inspectors visiting 'out of hours' and confirmed it was an effective approach.
- 3.5 (Min 7.2) Mr Hobson** to report back to Committee after visit to Field Group to view folder gluer machines. Mr Hobson spoke about his visit to Field Group premises with Mr Adams to look at folder gluer machines. Mr Hobson will re-send the link on Folder Gluer Machines from the CPI website to members.
- 3.6 (Min 9.0) Mrs Drammeh** to send updated Open Meeting attendee sheet to members' w/c 1st October 2007. Done – item discharged.
- 3.7 (Min 10) Members** to send Mr Hobson comments on MDHS48 – Done.
- 3.8 (Min 10) Mr Hobson** agreed to update members at next PIAC meeting on MDHS48.

HSE are proposing to withdraw MDHS48; *'Newspaper print rooms: measurements of total particulates and cyclohexane soluble material in air.'* This test method was originally developed in 1987 to address a particular problem with 'carbon black' ink and the 'associated ink fly' produced in newspaper print rooms at that time. However, ink formulations and printing methods have changed substantially since then and it is now deemed obsolete. It is proposed to withdraw the document with immediate effect. PIAC Members supported this.

- 3.9 (Min 11.0) Mr Hobson** to distribute available migrant workers information to members. Done – item discharged.
- 4.0 Stakeholder Activities in Support of HSE WRULD'S (Work Related Upper Limb Disorders) Campaign 2008 – Bud Hudspith.**
- 4.1** Mr Hudspith gave a presentation on what AMICUS UNITE were doing to support HSE's WRULD Campaign and explained they had a workshop in the East Midlands area planned. Mr Hobson asked Mr Hudspith for any feedback Chapels can give him about the campaign as he would use the information to put in the report the Manufacturing Sector feeds back to senior management in HSE on a quarterly basis. Mr Hudspith also agreed to copy Mr Hobson into e-mails he sent out to Chapels.
- 4.2** Mr Hobson explained the papers distributed to members today in support of WRULD's which included 'Whatever your Job, Look after your Back' campaign packs. He stressed the importance of providing HSE with details of what they are doing to support HSE programmes to enable senior managers become more informed of the work of PIAC.

4.3 A general discussion took place on HSE endorsing stakeholder guidance and information. Mr Small said he had made enquiries for another committee on this issue and said that if members felt something needed HSE endorsement he would be willing to submit this to the relevant Unit in HSE to consider its merits. He pointed out that he could not promise particular outcomes but would take forward any suggestions from Committee members.

4.4 Mrs Drammeh agreed to distribute Mr Hudspith's presentation.

5.0 Latest Printing & Publishing Accident Statistics – Ian Hobson

5.1 Mr Hobson gave a presentation on the current accident statistics in the printing & publishing industries. Overall, the trends were very positive, with many indices showing consistent falls in recent years. This is a testament to the hard work of everyone in the industry. Mr Hudspith observed that major injuries associated with machinery showed an increase in the last year and suggested more effort be put into reducing these. (Note – it is too early to say whether this is a statistical blip or the start of an upward trend).

Mr Hobson agreed to e-mail the presentation to members.

6.0 PIAC Reconstitution – Tim Small

6.1 The Chair noted that PIAC was due for reconstitution at the end of the year and wished to start a dialogue with some members to better inform the Reconstitution Paper. He explained the forthcoming merger of the Commission and Executive was likely to have implications for all Industry Advisory Committees, although it is too early to say what this would mean in practice for PIAC. He said he and Mr Hobson would be in touch in due course with members to canvass their views.

Mr Hudspith insisted that PIAC must remain as a support to the Printing & Publishing Industries as the PIAC badge & name is very important to the industries it represents.

6.2 The Chairman also explained that HSE is also conducting a review of the various Sectors it operates. (Printing is currently covered by the Manufacturing Sector). This is likely to affect the scope and nature of the Sectors and how they operate. The review is due to be completed by Autumn 2008. Overlaying this are considerations about what should replace FIT3 when it comes to an end and developing the concept of 'segmentation' i.e. identifying issues / themes that cut across traditional industry distinctions. However, it is too early to say what this will look like and what effect it will have on the Sectors.

7.0 LEV Controls – Tim Small

The Chair outlined HSE's LEV project which is seeking to improve engineering control of dust, fume and vapour across manufacturing

industry. Although printing is not specifically identified as a priority industry, this issue may be raised by inspectors at visits. As well as end users, machinery and LEV suppliers will be targeted. HSE has also been working closely with insurance surveyors who carry out statutory tests and inspections. Note – further details are contained in a Sector Information Minute (SIM) called '*Local Exhaust Ventilation: Assessment and Inspection*' – see attached.

A lot of resource is being put into training and equipping Inspectors to do this work – the Chair confirmed from personal experience that this is very thorough and useful. It is understood that HSL will also run these courses for industry and make the training materials available to attendees to cascade further, provided HSE is acknowledged as the source and they are not used for profit.

A web page is being developed to support this project - as soon as it is live, the link will be sent to members.

- 7.1 A general discussion took place on LEV in the printing industry and members agreed to send any ideas & thoughts they had on the topic to Mr Small after the meeting.
- 8.0 **Stakeholder Activities in support of HSE's Slips, Trips & Falls Campaign – David Hoy**
- 8.1 Mr Hoy outlined the work done by Trinity Mirror Group in relation to this topic. He noted the difficulties involved in running internal campaigns to coincide with HSE's campaigns because of other competing demands imposed by work year cycles etc. TMG's accident statistics were in the process of being prepared for the forthcoming NPA meeting. Slips, Trips & Falls are the main issues for them and the intention is to run a poster campaign at their sites and a 'See it, Sort it, Report it' campaign. Westferry Printers are participating in a Work Safe Campaign and News International are about to review arrangements for their contract cleaners.
- 8.2 Mr Hobson drew members attention to the Ladders leaflet handed out to members. A general discussion took place on ladder safety and falls from height.
- 8.3 Ms Cheetham outlined what BPIF and its members were doing in support of HSE's Campaigns including a slips & trips checklist, promotion through newsletters and holding poster competitions for employees' children.
- 9.0 **Dates of Next Meetings**
- The Chairman thanks BPIF for their hospitality and Ms Cheetham for arranging for the meeting to be held there.
- 9.1
- 22nd May 2008 – HSE Nottingham Office
 - 9th October 2008 – TBC – possible Open Meeting subject to budgets & funding.