

**MINUTES OF THE TWENTY- SIXTH MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
HELD ON 11TH MAY 2004 AT
MARSHALLS MILL, LEEDS**

Present

Mr Roger Johnson (Chairman)
Ms Anne Carvell
Mr Paul Gates
Mr Niall Campbell
Mr Kevin Wilson
Mr Nick Halton
Mr Jeff Beardsley
Mr Stephen Walsh
Ms Maureen Kingman
Mr Steven Kay
Mrs Wendie Drammeh

Representing

Conf. British Wool Textiles
Knitting Ind. Federation
KFAT
British Footwear Association
TGWU
TGWU
Langholm Dyeing
Lancashire Textile Association
Secretary
HSE
Minutes Secretary

Apologies

Mr Gordon Rudd – ISTC
Dr Frank Gallagher - HSE
Mr Clive Champion

Observers

Mr Peter Booth - TGWU
Mr Alan Edmond – K.F.A.T.

Summary of actions agreed:

1. **(Min 3.1) Secretary, Ms Carvell & Mrs Drammeh** to proceed with arrangements for the Open Meeting in Leicester.
2. **(Min 3.4) Secretary** to invite the Performance Textiles Association to join the Committee.
3. **(Min 3.5) Secretary** to set up working group to consider feasibility of partnership working with representatives of local authorities to respond to the changing needs of the textiles industries.
4. **(Min 5.2) Secretary** to invite Bruce Appleton to next TEXIAC meeting and to submit recommendation on taking forward the findings of the Working Group on Reducing Noise at Source.

5. **(Min 6.2) Secretary** to ensure that 'noise' was the prime issue on the agenda of the following meeting.
6. **(Min 7.1) Secretary** to send out Jo Walker's Stress presentation with the minutes.
7. **(Min 7.3) Members** to take issue of 'stress' back to their Industry Committees and provide feedback on action to TEXIAC. **Secretary** to provide guidance on mapping stressors when available.
8. **(Min 9.2) Secretary** to amend milestone for the commencement of video work from June 2004 to September 2004 in Work Block 3 of the TEXIAC Rolling Programme of Work.
9. **(Min 10.0) Mr Kay** to circulate incidents & publications with minutes.

1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman introduced Mr Peter Booth from TGWU who had been nominated to TEXIAC by the TUC, and who was attending as an observer. Mr Robert Sneddon from ISTC has also been nominated but sent apologies for his absence on this occasion. Mr Booth & Mr Sneddon would become full committee members upon TEXIAC's reconstitution. Ms Jo Walker, a speaker from HSE's Health Unit was introduced to the Committee.
- 1.2 Mr Gates asked when reconstitution was due. Ms Kingman said the Committee was already due for reconstitution and that the reconstitution paper would be circulated for the Committee's comments shortly.

2.0 APOLOGIES FOR ABSENCE

Apologies were received from Mr Clive Champion, Dr Frank Gallagher and Mr Gordon Rudd.

3.0 MINUTES OF THE 23RD MEETING OF TEXIAC HELD ON 14TH JAN 2003 HELD AT PUDSEY CIVIC HALL, PUDSEY.

The minutes were agreed.

- 3.1 **(Min 3.2) Secretary:** to make enquiries about a venue for the 2005 Open Meeting south of Leeds. The suggestion of Leicester Tigers' ground was agreed and Ms Kingman, Ms Carvell & Mrs Drammeh were to proceed with arrangements.
- 3.2 **(Min 4.7) Secretary:** To forward requested information on absence due to ill health to Mr Gates. Done.
- 3.3 **(Min 5.1) Secretary:** To write to members asking for brief outline on what they can contribute to TEXIAC and the reconstitution document. Done.
- 3.4 **(Min 5.2) Mrs Drammeh:** To research other representative bodies in the textiles industry and report findings. She had circulated information

the textiles industry and report findings. She had circulated information about the Made Up Textiles Association, subsequently renamed the Performance Textile Association. The Association represented manufacturers of narrow textiles (load restraints), curtain sides for vehicles, scaffold sheeting, fabric coaters, marquee and inflatable structure manufacturers. This arose because of interest expressed by the Association's Chief Executive at the Open Meeting in January. It was agreed that the Association would be invited to join the Committee.

- 3.5 (Min 6.3) Secretary:** To consult with members on how TEXIAC could respond to trends in the industry away from manufacturing. Ms Kingman suggested setting up a small working group to look into the feasibility of working in partnership with representatives of the local authorities. This was agreed and Ms Carvell, Mr Gates and Mr Edmund volunteered.
- 3.6 (Min 6.4) Secretary:** To include a discussion on 'stress' and the occupational health statistics on the agenda of the next meeting. Done.
- 3.7 (Min 7.1) Secretary:** To distribute the 'What's New' list of publications electronically. Done
- 3.8 (Min 8.1) Secretary:** To distribute accident figures with minutes. Done
- 3.9 (Min 8.2) Secretary:** To supply website details to access the Occupation Health Report. Done

4.0 INDUSTRY REPORTS:

4.1 Lancashire Textiles Manufacturers Association (LTMA)

Mr Walsh reported that Matthew Birtles from HSL had demonstrated the MAC Tool to a meeting of the LTMA's Health & Safety Group in April. He also spoke about the Association's newly designed website which had links to the HSE website and to the health & safety audit on the HSE's Textiles web pages.

4.2 Knitting, Dyeing and Lace Making Industries Health & Safety Committee (KDLI)

Ms Carvell reported that the Committee was planning to feature the MAC Tool demonstration at their AGM and to address 'stress' as this was a big problem in their industry. A model asbestos plan was also being drawn up.

4.3 Footwear Industry Health & Safety Committee

Mr Campbell reported that the leather industry and the footwear industry were planning to merge their health & safety committees with the first joint meeting to be held shortly. They were also planning to

ask Matthew Birtles of HSL to demonstrate the MAC Tool at the AGM.

4.4 Wool Industry Health & Safety Committee

Mr Johnson reported that work was proceeding with regard to the risk reduction strategy for hexavalent chrome under the EU Reach Proposals and that positive progress had been made on achieving a basic standard to satisfy the ABI's Making the Market Work Initiative. Mr Johnson also reported that one of their member companies, the Textiles Centre of Excellence, had applied for funding from the Worker Safety Advisor Challenge Fund.

4.5 Leather Industry Health & Safety Committee

Mr Edmund said that at their meeting in February, a new manual handling document had been signed off. He also referred to the merger with the footwear health & safety committee.

5.0 TEXIAC WORKING GROUP ON REDUCING NOISE AT SOURCE - UPDATE

5.1 The Secretary gave an interim report on the findings of the working group, including a list of simple measures for managing exposure to noise.

5.2 It was agreed that a decision on how to progress the findings should be postponed until HSE's Noise Specialist, Mr Appleton, had made his final report. Mr Appleton would be invited to the subsequent meeting when a recommendation would be put to the Committee on taking the matter forward.

6.0 CONSULTATION DOCUMENT ON PROPOSED CONTROL OF NOISE AT WORK REGULATIONS – MAUREEN KINGMAN

6.1 Copies of the Consultation Document on the proposals for new Control of Noise at Work Regulations implementing the Physical Agents (Noise) Directive (2003/10/EC) were circulated at the meeting. Ms Kingman outlined the main changes to be implemented to the draft document. The closing date for comments was 25 June 2004.

6.2 It was agreed that 'noise' would be the principal issue on the agenda of the following meeting.

7.0 MANAGING STRESS – Jo Walker, HSE Health Unit

7.1 Jo Walker gave a presentation on work related stress and led a subsequent discussion. She referred in particular to the development of Management Standards for the six stressors; 'demands', 'control', 'support', 'relationships', 'role', and 'change', which were due to be launched on 3 November 2004. Ms Walker also encouraged the

industry to map its own stressors and to develop model action plans. However, she stressed that there were no 'off-the-shelf' solutions to stress problems and that it was very important for workers to be involved in drawing up their own 'tailor-made' solutions.

7.2 In discussion, Mr Campbell made the point that workers felt more in control of their lives and less stressed if they had a say in their rotas. Mr Walsh commented that stress in workshops tended to be centred on bullying and harassment. The cases brought into the public domain tended to involve those in 'professional' positions i.e. nurses & teachers. Ms Carvell said that doctors were often quick to diagnose stress and give out sick-notes although she and the other members felt sympathy for doctors and emphasised the need to combat cynicism. Mr Beardsley commented that redundancies and job cuts caused stress, and those left often had to carry out twice the work. Mr Halton commented that until businesses started taking stress seriously the statistics would not improve. A copy of the presentation by Ms Walker was to be sent out with the minutes.

7.3 It was agreed that members would take the issue back to their own industry committees and report to TEXIAC on the action they were taking. The Secretary would provide guidance on mapping of stressors when this became available.

8.0 RECONSTITUTION OF TEXIAC – MAUREEN KINGMAN

8.1 This was discussed earlier in the meeting.

9.0 TEXIAC WORKPLAN (25/04/1) – MAUREEN KINGMAN

9.1 Ms Kingman gave a review of progress on the 3 workblocks.

Workblock 1: Working Group on Reducing Noise at Source – work was on track although the HSE moratorium on the production of information sheets would entail communicating the messages from the working group in other ways. This was to be discussed at the next meeting.

Workblock 2: Relaunch of the TEXIAC Action on Noise Campaign – this project was based on the availability of the Noise Tool Box Talk which had also been halted by the moratorium on publications. Ms Kingman advised that she would be in a better position to advise the Committee on this project by the next meeting.

Workblock 3: Tackling top 5 causes of musculoskeletal injury in the textiles, clothing, footwear and leather industries – Ms Kingman advised that a decision was needed on the 5 activities to tackle and on the appointment of TEXIAC Champions.

9.2 After discussion it was agreed that the project would centre on the following activities and 'champions' were nominated to facilitate the development of case studies and promote the manual handling solutions.

ACTIVITY	NOMINATION
Handling yarn packages	Mr Roger Johnson
Unloading/loading of vehicles (garments and rolls of cloth)	Mr Huw Jones (Sara Lee Courtaulds)
Lifting of yarn sticks in dyehouses	Mr Roger Johnson
ACTIVITY	NOMINATION
Feeding sheets of leather into machines	Mr Clive Champion
Pushing & pulling trolleys	Mr Stephen Walsh

It was agreed that development work would be delayed until September 2004 at the earliest. The Programme of Work would be amended accordingly.

10.00 UPDATE ON INCIDENTS & PUBLICATIONS – STEVE KAY

Mr Kay did not have this information to hand but would arrange for it to be sent with the minutes.

11.00 ANY OTHER BUSINESS

Ms Kingman invited members to join the successful Revitalising Network that had been set up by HSE as a mutual support group for bodies with targeted initiatives.

CLOSE

Dates of Next Meetings

Tuesday 2nd November 2004 – Marshalls Mill

Wednesday 19 January 2005 – Leicester Tigers Rugby Ground

Tuesday 10th May 2005 – Marshalls Mill