

**MINUTES OF THE 77th MEETING OF THE
PRINTING INDUSTRY ADVISORY COMMITTEE
Held on 10th November 2005 at
The Pavilion, Wolverhampton**

Present

James Barrett
Paul Machin
Mick McGilly
Phillip Doe
Paul Larkin
Dale Wallis
Phillip Adams
Terri Miller
Dick Barker
Tom Usher
Maureen Kingman
Ian Hobson
Wendie Drammeh

Representing

HSE - Chair
PICON and Screen Print Association
Newspaper Publishers Association
AMICUS
The Newspaper Society
BPIF
BPIF
AMICUS
AMICUS
AMICUS
HSE – Secretary
HSE – Manufacturing Sector
HSE - Minutes Secretary

APOLOGIES

Dave Blanchard – British Coatings
Federation
David Hoy - NPA
Gary Marshall – BPIF
George Macintyre - NUJ
Bud Hudspith - AMICUS

Summary of actions agreed:

- 1) **(Min 3.4) Secretary** to distribute copies of report on WRULDs in printers when available.
- 2) **(Min 3.7) (Min 6.2 from previous meeting carried over) Members** to give comments on safety knives to Mr Hudspith
- 3) **(Min 4.1) Ms Kingman** to distribute edited copies of the presentations from the Open Meeting.

- 4) **(Min 4.2) Secretary** to speak to Mr Hudspith about case studies for future events.
- 5) **(Min 6.3) Members** agreed to send workblock updates to Mr Hobson prior to each PIAC Meeting.
- 6) **(Min 6.4) Members** agreed to send Ms Kingman suggestions for new workblock items.
- 7) **(Min 7.1) Chairman** to speak with Secretary regarding HSE/PIAC representation at IPEX 2006.

1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman welcomed members. He reported that the reconstitution paper had been approved by the Acting Director General and the Committee had been reconstituted for 3 years.

2.0 APOLOGIES

- 2.1 Apologies had been received from David Hoy, George Macintyre, Gary Marshall, Dave Blanchard, and Bud Hudspith.

3.0 MINUTES OF LAST MEETING AND MATTERS ARISING

The minutes of Meeting 76 were agreed.

- 3.1 **(Min 2.2) Chairman** to send valedictory letter to Mr E Barker. Done – letters had also been sent to retiring members, Ian Wilcock and Jim Raeburn.
- 3.2 **(Min 3.6) Mr Hudspith** to provide copy of USDAW Mapping exercise for distribution. Done.
- 3.3 **(Min 5.3) Secretary** to distribute Backs! Stakeholder Packs to members. Done.
- 3.4 **(Min 5.3) Secretary** to distribute a copy of Mr Bunn's presentation with a draft report on the ULD initiative in printers to Members. Ms Kingman explained that she had only received the report within the last week and it needed further comment before the final document could be sent to members.
- 3.5 **(Min 5.5) Secretary** to liaise with HSE's Project Manager for the Slips and Trips campaign on PIAC's contribution to the campaign. Done and was discussed at item 6.
- 3.6 **(Min 6.1) Secretary** to look into the possibility of putting the Printing Health & Safety Training Package on the HSE printing website. This had not proved possible but sufficient stock was available for 3 years and the Manufacturing Sector would retain two copies for reference.

3.7 **(Min 6.2) Members** to give comments on safety knives to Mr Hudspith – Mr Hudspith was not in attendance so this was to be held over until the next meeting.

3.8 **(Min 6.3) Members** to submit comments on revised UV Protocol to Secretary by 8th July 2005. This was discussed at item 5.

4.0 REVIEW OF OPEN MEETING

4.1 Discussion concluded that the preceding Open Meeting on ‘Dermatitis’ had been particularly successful because of the interactive demonstrations, audience participation and the non-technical treatment of the topic. The Secretary agreed to distribute edited versions of the presentations.

4.2 The Secretary agreed to follow up the suggestion that Mr Hudspith may have further case study examples to include in future events. It was also suggested that invitations to the 2006 Open Meeting incorporate remarks from the evaluation sheets to promote attendance.

4.3 It was suggested that attendees of the 2006 Open Meeting be given a CD containing the presentations for use as a training package.

4.4 It was suggested that subsequent Open Meetings could be extended to continue after the lunch break.

5.0 UV PROTOCOL

5.1 The Secretary reported that she had traveled to Barcelona to attend a signing ceremony of the Protocol on the use of Ultra violet/Electron Beam cured inks and coatings.

6.0 PROGRESS ON WORKPLAN & NEW WORK ITEMS

6.1 WORKBLOCK 2 – Manual Handling

Mr Hobson reported that during the HSE’s Backs! Campaign, 172 visits had been paid to printers, covering 33,000 printing employees and ten improvement notices had been issued. He thanked member bodies for their support in preparing the industry for the campaign and said that it had been an excellent example of the printing employers, trades unions and HSE working in partnership.

6.2 WORKBLOCK 4 – SLIPS & TRIPS

Mr Hobson reported that an ad hoc meeting with representatives of the Committee had been held to discuss their organisations’ proposed actions in support of HSE’s ‘Watch Your Step’ Campaign, which was launched during October 2005. The BPIF was holding countrywide forums on slips and trips. The trades unions were targeting slips and trips during their national inspection week. The Field Group had issued digital cameras and invited representatives to photograph good and bad practice.

6.3 It was agreed that ‘Campaign Updates’ would become a standing item on future agendas. Members agreed to submit information in advance of meetings to facilitate discussion.

6.4 The Secretary advised that many of the tasks in the workplan were reaching completion and consideration needed to be given to future work. She suggested that as printers were likely to be targeted as part of HSE's 2006 campaign on skin disease that one of the Committee's objectives should be related to Dermatitis. Mr Machin suggested a Manual Handling Essentials project. The Secretary asked for workblock suggestions to be sent to her within the following month.

7.0 AOB

7.1 Mr Wallis asked if PIAC or HSE were going to have a stand at IPEX 2006 at the NEC in Birmingham. The Chairman explained that HSE had not bid for funding for the event, and at this late stage it was unlikely that funds would be found for a stand. He agreed to speak with the Secretary about the possibility of representation at the event.

7.2 The Chairman announced that Ms Kingman was to leave the Manufacturing Sector and this was her last meeting as Secretary. He hoped her successor would be appointed before the next meeting. The Committee thanked Ms Kingman for all her hard work over the past three years.

8.0 DATES OF NEXT MEETINGS

8.1 9th February 2006 – Trinity Mirror, Canary Wharf

22nd June 2006 – Quorn Grange, Quorn

9th November 2006 – Open Meeting – location to be agreed.