

**MINUTES OF THE 74th MEETING OF THE
PRINTING INDUSTRY ADVISORY COMMITTEE
HELD ON 11th NOVEMBER 2004 AT
GLOUCESTERSHIRE COUNTY CRICKET CLUB, NEVIL ROAD, BRISTOL**

Present

James Barrett
Bud Hudspith
Phillip Adams
Paul Larkin
Eddie Barker
Dale Wallis
Dick Barker
Ian Wilcock
Gary Marshall
Maureen Kingman
Ian Hobson
Wendie Drammeh

Representing

HSE - Chair
GPMU
BPIF (Field Group)
The Newspaper Society
GPMU
BPIF
GPMU
Heidelberg Graphic Equipment
BPIF (Polestar Group)
HSE – Secretary
HSE – Manufacturing Sector
HSE - Minutes Secretary

Apologies

Tom Usher
Terri Miller - GPMU
Claire Mason – EMAS
Frank Gallagher - EMAS

Jim Raeburn - Scottish Print Employers
Mike Griffiths - GPMU

Observers

Jon Jefferies - PICON
Paul Machin – PICON & SPA
David Hoy - NPA (Trinity Mirror Group)
Phil Chambers – Strategic Safety Systems

Summary of actions agreed:

- 1) **(Min 3.8) Mr Wilcock** to circulate guidance that appeared in Printing World.
- 2) **(Min 3.2) Mr Hobson** to circulate briefing from Solicitors Office.
- 3) **(Min 4.1) Mrs Drammeh** to follow up open meeting attendees for evaluation purposes & **Mr Hudspith** to evaluate and report on action through AMICUS safety representatives.

- 4) **(Min 4.2) Secretary** to arrange for press release to be sent out to publicise the success of the open meeting.
- 5) **(Min 4.3) Mr Machin** to submit examples of good lifting practices.
- 6) **(Min 6.2) Mr Hobson** to clarify incident rate statistics.
- 7) **(Min 6.3) Committee Members** to report back to Mr Hobson with their comments on the Annual Report.
- 8) **(Min 6.3) Mr Hobson** to invite John McAlinden to next meeting to speak about Dermatitis project.
- 9) **(Min 7.7) Mr Hobson** agreed to collate information on fire safety.
- 10) **(Min 8.0) Mr Machin** to submit information on wrongly labelled solvents to the Secretary

1.0 CHAIRMAN'S INTRODUCTION

As a result of the GPMU's merger with Amicus, Mike Griffiths will be standing down. His replacement would be nominated shortly.

2.0 APOLOGIES FOR ABSENCE

Apologies were received from Terri Miller, Claire Mason, Frank Gallagher, Mike Griffiths, Jim Raeburn and Tom Usher.

3.0 MINUTES OF LAST MEETING AND MATTERS ARISING

3.1 The minutes were agreed.

3.2 (Min 3.5) Mr Hobson agreed to get further clarification on the employment status of newspaper delivery personnel. Mr Hobson read a briefing from HSE Solicitors office which would be circulated after the meeting.

3.3 (Min 4.2) Members to submit views on the scoping of further research into the development of bio-solvents for use in printing. Done.

3.4 (Min 5.1) Secretary to e-mail members with the outcome of the reconstitution paper when available. This was discussed at Agenda item 5.

3.5 (Min 5.2) Secretary to hold TU vacancy until GPMU had fully merged with AMICUS. Mr Hudspith advised that this would be resolved the following day.

3.6 (Min 6.3) Mr Hobson to circulate details of the new HSE web site and manual handling module. Done.

- 3.7 (Min 6.4) Members to send Mr Hobson confirmation of the number of Health & Safety Packs for Printers they required for distribution by 2nd July 2004. Done.
- 3.8 (Min 7.1) Mr Hobson to meet with Mr Wilcock to obtain further information about the guillotine knife failures and to consider the issue of an alert to the industry. Mr Hobson reported that the evidence suggested a 'quality' more than a safety issue. Mr Wilcock said that Heidelberg had issued a press release that appeared in Printing World. He agreed to circulate the article to members.
- 3.9 (Min 7.2) Members to promote transport safety in European Health & Safety Week. Mr Hudspith reported that AMICUS had promoted it using HSE's checklist on transport and HSE's Guidance for Hauliers on transporting paper safely.
- 3.10 (Min 7.3) Mrs Drammeh to distribute HSC/04/69 report on Migrant Workers to members. Done.

4.0 REVIEW OF THE OPEN MEETING

- 4.1 Members agreed that the Open Meeting held that morning had been a resounding success. The presentation on the MAC Tool was very well received.

It was agreed that Mrs Drammeh would evaluate outcomes of the Open Meeting to establish what action had been taken to implement manual handling assessment. Mr Hudspith would also evaluate and report on action through AMICUS safety representatives.

- 4.2 It was agreed that a press release should be issued to promote the success of the event and to help publicise the work PIAC does.
- 4.3 Mr Chambers felt more examples of good practice were needed for future presentations. Mr Machin agreed to submit examples of good lifting practice.

5.0 RECONSTITUTION

The Chairman introduced Paper PIAC 74/04/01 setting out the Government's response to the DWP Select Committee's recommendation on industry advisory committees. He felt that the time was right to submit the bid for reconstitution.

6.0 ANNUAL REPORT

- 6.1 Mr Hobson introduced paper 74/04/02. This was an annual report on the industries' progress towards the Revitalising targets so that the Committee could monitor the outcome of its activities.

- 6.2** In discussion on whether to include accident rates as well as numbers, Mr Hobson agreed to clarify incident rate statistics with the Statistics Unit.
- 6.3** The Committee agreed to provide further feedback on the report to Mr Hobson and asked for it to be an agenda item at the next meeting. It was also agreed that John McAlinden would be invited to the next meeting to discuss Dermatitis and the e-COSHH Working Group.
- 7.0** **FEEDBACK FROM MEMBERS ON ACTIVITIES IN SUPPORT OF THE PIAC WORKPLAN**
- 7.1** Mr Wallis reported that the printing packs were in the process of being distributed to BPIF members and had been a good prompt to discussion.
- 7.2** Mr Wilcock said that the UK had voted against prEN1010–5 ‘Machines for the production of corrugated board and machines for the conversion of flat and corrugated board’ but it had been adopted. A cautionary note will be entered in the forward to the British Standard version of the standard.
- 7.3** Mr R Barker praised the MAC Tool and its straightforward method of assessment.
- 7.4** Mr Machin praised the Printing Website.
- 7.5** Mr Larkin said he had been using the Printing Pack to raise awareness but felt more information on stress and bullying would be helpful.
- 7.6** Mr Chambers enquired about the status of the Solvent Substitution Scheme. Mr Hobson said that although the scheme remained valid, it had not been well promoted. However, it was proposed to include it as supplementary advice for some of the e-COSHH essentials guidance sheets where appropriate.
- 7.7** Mr Adams raised the issue of fire risks. The chairman explained HSE’s role in process fire precautions. It was agreed that members would submit information on fire safety for consideration at a later meeting.
- 7.8** Mr Hudspith reported that the use of inks containing isocyanates was increasing. He suggested a review of the current guidance on isocyanates could be made in the e-COSHH working group.

7.9 Mr Marshall had distributed 150 Printers packs.

8.0 AOB

Mr Machin raised his concern about a number of wrongly labeled solvents. The Secretary asked for details to be sent to her.

9.0 DATES OF NEXT MEETINGS

3rd February 2005 – Field Group premises, Bradford

23rd June 2005 – Quorn Grange

10th November 2005 – Open Meeting – venue to be confirmed.

CLOSE