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**TEXTILES**

**INDUSTRY ADVISORY COMMITTEE**

**PLAN OF WORK**

**2003-04**

Priority programme/topic Work item	<b>NOISE – TEXIAC STAND AT ITMA EXHIBITION, NEC BIRMINGHAM 22–29 OCTOBER 2003</b>
Programme targets	Outcomes: 1. Raised awareness of how to prevent noise induced hearing loss. 2. Improved compliance with noise legislation in textiles workplaces 3. Improvement in action to reduce noise at source on new machines.
Contributions to achieving strategic targets	The exhibition will contribute to the strategic aim of eliminating new cases of noise induced hearing loss by 2030. It will be part of a larger campaign to engage employers to tackle noise in their workplaces.
Rationale and strategy	The TEXIAC Action on Noise campaign found levels of non-compliance with the Noise at Work Regs in the textiles industry as high as 80%. The trades unions report that claims for noise induced hearing loss are increasing.  It is estimated that the implementation of the Physical Agents (Noise) Directive in 2005 will bring >1m additional workers into legislative control. Many of these will be in industries such as clothing (sewing machine operators) and footwear manufacture.  The strategy will be to demonstrate to visitors to the stand the effect of noise induced hearing loss and to provide them with the necessary tools to prevent it. Also, to pro-actively challenge manufacturers on the steps they have taken to reduce noise at source.
Key work streams	The stand will be staffed by HSE staff and TEXIAC members. Each member is asked to commit half a day to attending the stand.
Evaluation	It is planned to evaluate the effectiveness of the exhibition as part of the overall campaign by contacting 50 visitors to the stand 1 month later to request information on action they have taken as a result of the information they received. Also, by seeking feedback from TEXIAC members on the perceived effectiveness of their contribution.
Outputs	Information packs (including a tool box talk) to be prepared to provide visitors to the stand with the training material to implement a noise reduction scheme.  An indicator of success will be the numbers of visitors attracted to the stand – aiming for at least 50 per day (600 in total) and the number of information packs taken – aiming to distribute 1000 packs.  At least 50 visits to be paid to exhibitors of machinery to assess compliance with the Supply of Machinery (Safety) Regulations and to provide advice and follow up.
Input assumptions	Preparation: B2 x 5 days, B3 x 2 days, B5 x 2 days  5 x HSE staff for 9 days plus 4 <sup>1</sup> / <sub>2</sub> days from TEXIAC members. Publicity - (flyers) for distributing by TEXIAC member organisations prior to the Exhibition, articles in trade press, mail shot to companies to invite attendance on stand.
Key assumptions	Successful delivery depends on - obtaining commitment from TEXIAC members and their organisations - availability of information pack - attracting large numbers of visitors to the stand

Priority programme/topic Work item	<b>TEXIAC WORKING GROUP ON REDUCING NOISE AT SOURCE</b>
Programme targets	Outcomes: <ol style="list-style-type: none"> <li>1. The reduction of noise at machines currently below the second action level, but which will be above it when the Physical Agents (Noise) Directive is implemented in 2005.</li> <li>2. Avoidance of compulsory wearing of hearing protection for workers who are not currently obliged to wear it.</li> <li>3. Reduction in future claims for noise induced hearing loss.</li> </ol>
Contributions to achieving the PSA targets	This project will contribute to the reduction of new cases of ill health as a result of noise induced hearing loss and to the strategic aim of eliminating new cases of noise induced hearing loss by 2030. It will be part of a larger campaign to engage employers to tackle noise in their workplaces.
Strategy	The TEXIAC Action on Noise campaign found levels of non-compliance with the Noise Regs at levels up to 80%.  A recent research report <sup>1</sup> confirmed that employees are often reluctant to wear hearing protection.  The strategy of this project is to provide textiles and footwear employers with practical solutions to noise problems at machines in anticipation of the impact of new noise legislation in 2005.
Key work streams Third party involvement	Project to be steered by TEXIAC Noise Working Group, meetings to be convened as and when required.  Members, nominated by TEXIAC member organisations, are required to secure the assistance of volunteer companies, who in return for advice from a HSE Specialist Noise inspector, will implement the noise solutions.  Solutions will be publicised via 3 HSE Information Sheets.
Evaluation	Indicative success criteria will be take up of information sheets – aiming for 400 within first 3 months and 1000 over first year.  Project will also be evaluated by feedback from TEXIAC members on extent of implementation of solutions.
Milestones and outputs	<ol style="list-style-type: none"> <li>1. Site visits be completed by May 2004.</li> <li>2. 3 x TEXIAC Information Sheets to be produced by end 2004.</li> </ol> <ol style="list-style-type: none"> <li>1. Information sheets to be launched at high profile event early 2005 and publicised in trade press.</li> <li>2. Interim progress to be reported to and monitored by TEXIAC.</li> <li>3. At October 2004 meeting, bodies represented on TEXIAC to report on how information sheets are to be used/distributed for maximum impact. Progress to be reported at subsequent meetings.</li> </ol>
Input assumptions	<ol style="list-style-type: none"> <li>1. TEXIAC Working Group members – ~ 5 days ea (attending meetings, securing participation of volunteer companies, consulting on draft information sheets, participation in publicity events)</li> <li>2. TEXIAC Main Committee members – 1 day ea (promotion of information sheets and noise reduction at source strategy)</li> <li>3. HSE B3 inspector x 75 days (providing secretariat to working group, preparing progress reports to TEXIAC, arranging visits to companies, liaising with noise specialist, confirming advice, monitoring implementation of solutions preparing draft information sheets)</li> </ol>

<sup>1</sup> 'Behavioural studies of people's attitude to wearing hearing protection and how these might be changed' *Inst of Occ Med for HSE 2002 RR028*

	managing consultation, liaising with DIAS, preparing publicity plan, liaising with TEXIAC members on promotion activities and organising launch event.
Key assumptions	Successful delivery depends on willing participation of volunteer companies. To encourage participation and to overcome any perceived threat of enforcement, a protocol has been prepared to assure companies that any issues which might arise will be resolved by discussion. Also, the outputs depend on the continued availability of significant B3 resource. This project is regarded as priority work and resource will be allocated accordingly.

Priority programme/topic Work item	<b>RELAUNCH OF TEXIAC ACTION ON NOISE CAMPAIGN</b>
Programme targets	Outcomes: To reduce the risk of noise induced hearing loss amongst workers in the industries represented at TEXIAC.  The project starts from a baseline of low compliance with the Noise at Work Regulations, despite the availability of comprehensive advice.
Contributions to achieving the PSA targets	This project will contribute to the reduction of ill health as a result of noise induced hearing loss and to the strategic aim of eliminating new cases of noise induced hearing loss by 2030.
Strategy	The broad strategy for the programme is to directly engage with employers and employees to secure their commitment to a noise campaign.
Key work streams  Third party involvement  Evaluation	The development and implementation of a campaign to secure the commitment of employers and employees to improve the wearing of hearing protection amongst employees exposed to levels of noise above the second action level. Member organisations on TEXIAC will give their support to a 'pledge' which employers and employees will make when they sign up to the campaign. Central to the campaign will be a 'tool box talk' package on noise which is being produced as a separate project. The pack will have briefing for employers on how to roll out the tool box talk and contain guidance on an action plan for implementing a noise programme.  The tool box talk pack will include an evaluation questionnaire which will be independently analysed.
Milestones and outputs	The tool box talk pack is likely to be available in late 2003 so the campaign will commence in the second half of the year.  When the campaign commences, TEXIAC members will be asked to provide feedback on their activities in support of the campaign to TEXIAC meetings.
Input assumptions	HSE B2 x 5 days in developing campaign and producing suitable 'pledge' document with the logos of each member organisation. TEXIAC members – activities in support of campaign ~ 1-2 days each
Key assumptions	The timing of the campaign is dependent on the tool box talk being made available to plan. The success of the campaign assumes the commitment of TEXIAC member organisations to support the 'pledge' from employers and from employees.

Priority programme/topic Work item	<b>AUDIT OF 20 COMPANIES EMPLOYING LESS THAN 50</b>
Programme targets	Outcomes: TEXIAC Member organisations will agree on an action plan to address the key problems of managing health and safety in small business, which are found by the audit programme.
Contributions to achieving the PSA targets	This project will contribute to the RHS Strategy to promote positive models of how small firms can benefit from effective health and safety management.
Strategy	The undertaking to carry out an audit programme was made by the HSE in the TEXIAC Common Strategy for achieving revitalising targets. The strategy will be to analyse the (anonymised) findings of the audits, agree on common problems and solutions and apply them on a wider industry scale.
Key work streams  Third party involvement  Evaluation	<ol style="list-style-type: none"> <li>1. To set up a small TEXIAC working group to monitor the audit results and to agree on priority areas for action.</li> <li>2. Develop and agree an action plan for rolling out across the industry bodies.</li> <li>3. Prepare a strategy for engaging with small business to secure the adoption of the action plan.</li> </ol> <p>It is planned to evaluate the effectiveness of this project by sampling 50 companies represented by member bodies to find out if they have taken any of the actions set out in the action plan. Sampling will also be carried out of trades union safety representatives.</p>
Milestones and outputs	<p>The working group to be set up in second half of 2003 when results of audits will be available.</p> <p>Action plan and engagement strategy to be presented to TEXIAC Open Meeting in January 2004.</p> <p>The agreed plan is to be launched by TEXIAC in early 2004.</p> <p>Progress to be reported to the October 2003 TEXIAC meeting and to subsequent meetings.</p>
Input assumptions	HSE Band 2 - 5 days TEXIAC Working Group members – 3 days ea
Key assumptions	The main risk to delivery of this project is the lack of engagement of small firms. We will aim to overcome this by promotional activities to demonstrate the benefits that the companies involved in the audit programme were able to achieve by improving their health and safety management.

Priority programme/major hazard industry	Title of priority programme/major hazard industry
Programme targets	Outcomes: This should summarise the programme outcome targets Baselines: This should describe the baselines for the programme and any caveats about our current state of knowledge of these. It should also include information on trajectories where available.
Contributions to achieving the PSA targets	Contribution this programme will make to deliver each of the PSA targets.
Strategy	This section should set out the broad strategy for the programme and rationale for strategy/planned activities
Key work streams	This section should summarise the key planned activities for this programme
Third party involvement	This section should summarise third party involvement, e.g. who are they, how will the Programme seek to engage and work with them, what will their contribution include, their outputs and milestones
Evaluation	This section should describe what is being done or is planned to evaluate the effectiveness of the programme
Milestones and outputs	This section should detail the outputs and highlights milestones for the year related to key activities. Methodology for Progress management: This should summarise how progress will be monitored; inputs, outputs, surrogates or other indicators /measures of progress are to be used to judge progress in the absence of statistics This section should also show how the chosen performance measures link to the PSA/Programme targets (also how the link will be reinforced in the future (surveys. stats?))
Input assumptions	Expected resource allocation in major activity streams, e.g. inspections, publicity, policy and research ( and profiled where appropriate)
Key assumptions	This should include the actions to manage the main risks to delivery and the dependencies for successful delivery