

**MINUTES OF THE TWENTY- FIFTH MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
HELD ON 14 JANUARY 2004 AT
PUDSEY CIVIC HALL, PUDSEY**

Present

Mr Roger Johnson (Chairman)
Ms Anne Carvell
Mr Paul Gates
Mr Niall Campbell
Mr Allen Jones
Ms M Kingman
Mr S Kay
Mrs W Drammeh

Representing

Conf. British Wool Textiles
Knitting Ind. Federation
KFAT
British Footwear Association
BCIA
Secretary
HSE
Minutes Secretary

Apologies

Mrs S Bearcroft

Mr Stephen Walsh
Mr Nick Halton

Dr Frank Gallagher
Mr Kevin Wilson
Mr Jeff Beardsley

Observers

Mr Clive Champion – British Leather Confederation
Mr Alan Edmond – K.F.A.T.
Ms Elaine Davies – British Footwear Association

Summary of actions agreed:

- 1) **(Min 3.2) Ms Kingman:** Enquiries to be made in due course about a venue for the 2005 Open Meeting south of Leeds.
- 2) **(Min 4.7) Ms Kingman:** To forward requested information on absence due to ill health to Mr Gates.
- 3) **(Min 5.1) Ms Kingman:** To write to members asking for brief outline on what they can contribute to TEXIAC and the reconstitution document.
- 4) **(Min 5.2) Mrs Drammeh:** To research other representative bodies in the textiles industry and report findings.
- 5) **(Min 6.3) Ms Kingman:** To consult with members on how TEXIAC could respond to trends in the industry away from manufacturing.
- 6) **(Min 6.4) Ms Kingman:** To include a discussion on 'stress' and the occupational health statistics on the agenda of the next meeting.

- 7) **(Min 7.1) Secretary:** To distribute the 'What's New' list of publications electronically.
- 8) **(Min 8.1) Secretary:** To distribute accident figures with minutes.
- 9) **(Min 8.2) Secretary:** To supply website details to access the Occupation Health Report.

1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman welcomed Ms Davies from British Footwear Association as an observer at the meeting.

2.0 MINUTES OF THE 22ND MEETING OF TEXIAC HELD ON 13TH MAY 2003 HELD AT MARSHALLS MILL, LEEDS

The Minutes were agreed after the following alterations.

8.1.1 should read Alan Edmond KFAT, not BLC

3.4 Should read 'Clive' not 'Mike' Champion

4.5 should read 'leather' not 'footwear'.

3.0 REVIEW OF THE OPEN MEETING

- 3.1 The Committee discussed the success of the Open Meeting that had been held earlier in the afternoon. The Meeting, which had centred on a demonstration of HSE's 'MAC' Tool in relation to manual handling, had been held earlier that day. Mr Campbell praised the Chairman and presenters for their relaxed and friendly manner. Mr Edmond said he had had very positive feedback from people at the meeting and approved the choice of venue. Ms Carvell was keen to arrange a similar event with the same presenters in the Midlands where she felt it would help some of the small companies she represented. Ms Kingman said she was hoping to have the video clips used in the MAC Tool presentation put onto the HSE website.

- 3.2 It was suggested that next year the open meeting should be held further south. All members agreed the open meeting had been an overwhelming success and the Chairman & Secretary agreed that a venue nearer the Midlands would be considered for the event next year.

4.0 MATTERS ARISING FROM THE MINUTES OF THE 24TH MEETING OF TEXIAC HELD ON 14TH OCTOBER 2003

- 4.1 **(Min 4.2) Mr Cook:** To investigate whether the Footwear Health and Safety Committee would be prepared to provide copies of its guidance on using the Textiles and Footwear Audit to the Committee. Done – copies in members' packs.

- 4.2 (Min 4.3) Mr Jones:** To ask the British Clothing Industry Association (BCIA) (CHECK THIS) to consider reconvening the Health and Safety Committee. Mr Jones reported that he had written to John Wilson, Chairman of BCIA, but had not received a reply. Mr Jones said that as he was no longer directly employed in the clothing industry and did not have the support of BCIA he felt he could no longer continue as a member of the Committee. He therefore tendered his resignation and withdrew from the meeting. Ms Carvell said she had spoken to Mr Wilson about inviting representation from the clothing industry to join the Knitting, Dyeing and Lace Industries Health and Safety Committee.
- 4.3 (Min 4.6.1) Secretary:** To include discussion of how to publicise the findings of the Working Group on Reducing Noise at Source on the agenda of a subsequent meeting. Ms Kingman reported that she had asked Bruce Appleton, HSE's Noise & Vibration specialist to present his reports to the subsequent meeting in May. She said once the Committee knew what messages had arisen from the findings, it would be better able to discuss how best to publicise them.
- 4.4 (Min 5.1) Mr Wallis:** To provide a copy of his presentation for sending out with Minutes. Mr Wallis had sent his slides but as there were only four slides with captions it seemed unnecessary to forward them. Discharged.
- 4.5 (Min 8A.1) Secretary:** To compile response from Committee to HSC's Strategy document for agreement and submission by the consultation deadline of 1 December 2003. Discharged.
- 4.6 (Min 10.1) Secretary:** To distribute the 'What's new' list of publications electronically. Done
- 4.7 (Min 11.2) Secretary:** To investigate the availability of a breakdown of the statistics on absence due to ill health to help identify the effect of payment of sick pay. Ms Kingman reported that she had asked for this and was awaiting a response. She would forward to Mr Gates on receipt.
- 4.8 (Min 12) Members:** To look into the possibility of hosting subsequent committee meetings. Although members indicated that they would be willing to host meetings, they found Marshalls Mill convenient for travel and would prefer to continue to hold meetings there.

5.0 RECONSTITUTION OF TEXIAC – MAUREEN KINGMAN

- 5.1** Ms Kingman reported that she was preparing a paper to support the Reconstitution of the Committee and said that she would be writing to members asking for a brief outline of what each of the representative bodies could contribute to the Committee's workplan. Ms Kingman assured members that whilst she would present a good case, the Committee was not guaranteed to be reconstituted. However, it would not necessarily mean that the Committee would be disbanded and it could continue to meet under a new guise. Mr Gates expressed concern that the loss of 'IAC' status and potentially reduced HSE

involvement would be detrimental as the 'HSC/E' brand was a very important selling point for TEXIAC campaigns. Ms Carvell agreed that the organisations represented on the committee gained so much from HSE involvement.

- 5.2** Ms Kingman raised the possibility of TEXIAC extending its remit to include other representative bodies in the industry. It was agreed that further research would be done and reported to the subsequent meeting.

6.0 **TEXIAC WORKPLAN – 23/03/2 – MAUREEN KINGMAN**

- 6.1** Miss Kingman introduced a discussion paper on new work items. She explained that the only active piece of work on the work plan was the project on Reducing Noise at Source. The proposal to relaunch the TEXIAC 'Action on Noise' campaign had foundered because of the suspension of the publication of the Noise Toolbox Talk. Ms Kingman remained optimistic that the Noise Toolbox Talk would eventually get published and suggested that the Committee re-assess the situation at the subsequent TEXIAC meeting. She said that the TEXIAC 'Action on Noise' Pack was no longer in print and could not be re-printed. Ms Carvell expressed her disappointment at this because she her members had found it very useful. A general discussion took place on the possibility of having this pack printed by other means. Mr Gates asked about costings to produce it but Ms Kingman did not have them to hand. The Chairman concluded that the Noise topic would be reviewed at the next meeting.

- 6.2** Discussion continued on the proposed new work item on tackling the top 5 causes of MSD injury in the textiles, leather, clothing and footwear industries. Ms Kingman said that the number of MSD injuries in the sectors had declined in line with reducing employment during the last 5 years, but the rate of injury remained high. The Committee supported the project.

- 6.3** There was some debate on how TEXIAC might respond to the changes in the industry. Ms Carvell said KIF represented several former textiles manufacturers who now engaged in warehousing, distribution, design and direct mailing. The Committee agreed that this was a topic that needed addressing.

- 6.4** Ms Carvell also suggested a work item on 'identifying and reducing stress'. It was agreed that the topic would be an agenda item at the next meeting and would include a discussion on the Occupational Health Statistics published by the Commission.

Mr Champion left the meeting at this point.

7.0 **UPDATE ON INCIDENTS & PUBLICATIONS – STEVE KAY**

- 7.1** Mr Kay reported that since the last meeting there had been no prosecutions or notices served on textile manufacturers.

A list of new publications had been prepared for distributing electronically.

8.0 ANY OTHER BUSINESS

8.1 Ms Kingman referred members to the recently published accident statistics on the HSE Website. She noted that although the numbers of reported injuries were down for textiles, clothing and leather products, the rates of accidents per 100,000 employed had risen for both textiles and leather products. She agreed to circulate the figures with the minutes.

8.2 The Chairman referred to the Occupation Health Report which had been published on the HSE website. The Secretary agreed to supply the website details for members to access the statistics.

9.0 CLOSE

Dates of Next Meetings

Tuesday 11 May 2004 – Marshalls Mill

Tuesday 12 October 2004 – Marshalls Mill

Wednesday 19 January 2005 – venue to be advised