

**MINUTES OF THE TWENTY-FOURTH MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
HELD ON 14 OCTOBER 2003 AT
MARSHALLS MILL, LEEDS**

Present

Mr Roger Johnson (Chairman)
Ms Anne Carvell
Mr Paul Gates
Mr Richard Binch
Mr Jeff Beardsley
Mr Nick Halton
Mr Allen Jones
Mr Gordon Rudd
Mr Dale Wallis

Representing

Conf. British Wool Textiles
Knitting Ind. Federation
KFAT
CV Home Furnishings
Langholm Dyeing
TGWU

ISTC
British Printing Industries Fed

Ms M Kingman
Mr S Kay
Mr I Cook
Mrs W Drammeh

Secretary
HSE
HSE
Minutes Secretary

Apologies

Mrs S Bearcroft

Mr Stephen Walsh
Mr Niall Campbell
Dr Frank Gallagher
Mr Kevin Wilson

Observers

Mr Clive Champion – British Leather
Confederation

Mr Alan Edmond – K.F.A.T.

Summary of actions agreed:

- 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.
- 2) **(Min 4.3) Mr Jones:** To ask the BCIA to consider reconvening the health and safety committee.

- 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.
- 4) **(Min 5.1) Mr Wallis:** To provide copy of his presentation for sending out with minutes.
- 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.
- 6) **(Min 10.1) Secretary:** To distribute the 'What's new' list of publications electronically.
- 7) **(Min 11.2) Secretary:** To investigate the availability of a breakdown of absence due to ill health statistics to help identify the effect of payment of sick pay.
- 8) **(Min 12) Members:** To look into the possibility of hosting subsequent meetings.

1.0 CHAIRMAN'S INTRODUCTION

1.1 The Chairman welcomed Mr Clive Champion and Mr Alan Edmund from BLC Leather Technology Centre Ltd who had been invited as observers, and Mr Dale Wallis from the British Printing Industries Federation, who was to speak on the Association of British Insurers' initiative 'Making the Market Work'.

1.2 He also thanked Mr Richard Binch, who had tendered his resignation, for his support and important contribution to the work of the Committee.

1.3 Mr Johnson referred to the HSC's paper 'A strategy for workplace health and safety in GB to 2010 and beyond' which had been distributed and it was agreed to discuss this as an additional agenda item.

2.0 APOLOGIES FOR ABSENCE

Apologies had been received from Kevin Wilson, Niall Campbell, Stephen Walsh, Sheila Bearcroft and Frank Gallagher

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

The Minutes were agreed.

MATTERS ARISING FROM THE MINUTES OF THE 23RD MEETING OF TEXIAC HELD ON 13TH MAY 2003

3.1 **(Min 3.1) Secretary:** List of organisations represented at January 2003 Open Meeting to be appended to Minutes. Discharged.

3.2 **(Min 3.5) Secretary:** To distribute revisions to Textiles Audit for agreement. Discharged.

3.3 **(Min 3.7) Secretary:** To submit business case for a second information sheet on controlling textiles dusts to allow the existing draft information sheet be split for wool and cotton dusts and, if agreed, prepare new drafts for consultation. The business case had been agreed and new drafts had been distributed but further developments were to be discussed at item 4.6.

- 3.4 (Min 4.6) Secretary:** To invite representative of tanning industry to next meeting. Clive Champion & Alan Edmund had accepted and were in attendance.
- 3.5 (Min 6.1) Secretary:** To convey employer and trade union support for the revocation of the Anthrax Prevention Order in paper to be submitted to HSC in September. Discharged.
- 3.6 (Min 8.1) Secretary:** To enquire whether Mr Johnson would be prepared to accept nomination as Chairman. Also, to approach the trades union members to seek agreement on a nomination for deputy Chair. Mr Johnson had been formally appointed by the HSE and Mr Gates had agreed to fill the post of deputy chair.
- 3.7 (Min 7.2) Secretary:** Banner for ITMA stand to include the words 'Textiles Industry Advisory Committee for health and safety'. To distribute calendar of dates for staffing the stand at ITMA. Discharged. **Members:** to indicate availability for at least ½ day each. The Secretary thanked everyone who had volunteered to staff the stand.
- 3.8 (Min 7.6) Members:** To provide feedback on draft Work plan within one month. No feedback had been received.
- 3.9 (Min 7.7) Chairman:** To invite representative from British Printing Industries Federation to speak at a subsequent meeting on obtaining discounts from ELCI. Discharged
- 3.10 (Min 11) Secretary:** To distribute list of 'What's New' electronically. Discharged.
- 3.11 (Min 12.1) Secretary:** To include a discussion on the EU Reach proposals on agenda for next meeting. Discharged

4.0 INDUSTRY COMMITTEE AND TEXTILE SECTOR GROUP REPORTS

4.1 Lancashire Textiles Manufacturers Association

Mr Cook reported that there had been a presentation on workplace transport at the August meeting. The December meeting would focus on the costs of accidents.

4.2 Footwear Industry Health & Safety Committee

Mr Cook reported that the footwear supplement to the Textiles audit package had been posted on the HSE website. The Audit working group had also issued guidance notes on using the audit in hard copy to members. The Footwear Industry AGM was to be held on 12 November in Northampton with noise in footwear and workplace stress to be discussed.

The Chairman asked if the guidance notes could be shared with the Committee. Mr Cook agreed to pursue this.

Mr Gates advised that the AGM was to receive a report on the 'Working Smarter not Harder' initiative, which had received a grant of £50,000 from the DTI.

4.3 Clothing Health and Safety Committee

Mr Jones reported that the Committee had again not met. He felt that industry support had declined because the major employers were now retailers and not manufacturers but he would press the BCIA to canvas support for reconvening the committee.

Mr Gates stressed that the clothing industry was still the largest sector represented on the Committee and still had many basic health & safety issues to address, particularly in warehousing and distribution. This view was supported by Ms Carvell who was considering ways of engaging with small clothing factories through KDLI.

There was some discussion on approaching high street retailers to address health and safety issues through the supply chain. However, it was felt that the smaller companies would be more likely to be sub-contractors and large retailers would not have a direct relationship with them.

4.4 Knitting, Dyeing and Lace making Industries Health and Safety Committee

Ms Carvell reported that the Annual Conference, held the previous week, had included a session on noise and a talk from Ms Kingman on HSC's new strategy. The induction training package had been completed and had been well received. They were in the process of working on a generic risk assessment for expectant mothers and were continuing to look at the problems of stress in the workplace.

4.5 Wool Industry Health & Safety Committee

Mr Gates took the chair while Mr Johnson gave his report. Mr Johnson reported that the second accident/ill health report had been collated and showed a surprising high incidence rate amongst larger companies. There had also been two workshops on the Management of Asbestos at Work to prepare for changes in May 2004. An unfavourable response had been made to the HSE consultation paper on investigating accidents which Mr Johnson regarded as patronising and unsuitable for SMEs. Mr Jones agreed saying that he had found it very hard going.

4.5 Footwear Industry Health and Safety Committee

Mr Champion reported that the Manual Handling Guide on Good Practice for Leather Manufacturing was at its final draft stage with publication planned for the end of 2003. Mr Edmonds spoke about two factory visits that had been carried out and was struck by the willingness for these factories to share information on both good and bad practices.

The Committee was reported to be reviewing its terms of reference to see how it could best support the industry.

4.6 HSE's Manufacturing Sector - Textiles and Footwear

4.6.1 Ms Kingman reported that HSE's Communications Steering Group had examined the programme of publications for the remainder of 2003/4 and had decided to postpone any that were not legally required (such as annual accounts); already endorsed by the Commission or Ministers; vital to the delivery of PSA targets; or consistent with strategic priorities set out in HSC Consultation documents. As a result, work had been suspended on the two information sheets on health hazards from textiles dust; the clothing leaflet; the noise toolbox talk which was intended to re-launch the TEXIAC Action on Noise initiative, and the information sheets which were planned to publicise the outcomes from the TEXIAC Working Group on reducing noise at source.

The Chairman stressed that if the Committee was not getting HSE support on these publications they must take the initiative and find ways of distributing this information themselves.

Ms Kingman suggested that the two information sheets on textiles dusts which were complete could be handed over to the industries for them to publish and distribute; the noise tool box talk was mostly available on the internet, and the information on reducing noise at source could be captured and distributed in other ways.

Mr Gates asked that ways of communicating the advice arising from the Working Group on Reducing Noise at Source be made an agenda item for discussion at the next meeting. He felt if the Committee took responsibility for finishing and distributing the leaflets it would help TEXIAC's case for reconstitution.

4.6.2 Mr Cook reported on the progress of the mentoring project which had arisen from HSE's commitment to the TEXIAC Common Strategy. Only three companies had signed up for the project, which was disappointing, as time had been allocated to support 20 companies. He said that this supported the conclusion in the HSE's Strategy Paper that small firms did not want to come to HSE for advice. Mr Beardsley suggested the lack of uptake was probably because companies wished to remain anonymous.

5.0 PRESENTATION BY DALE WALLIS, BRITISH PRINTING INDUSTRIES FEDERATION, ON THE ASSOCIATION OF BRITISH INSURERS' (ABI) INITIATIVE 'MAKING THE MARKET WORK'

5.1 In his talk Mr Wallis explained that the recently launched ABI initiative, 'Making the Market Work', was intended to give recognition for good health and safety standards and performance, in setting the level of premium for employers liability compulsory insurance. Under the initiative, trade associations were invited to submit their health and safety schemes for the ABI to assess against 'best practice criteria'. Once completed, the ABI would send details of the assessment to all ABI members writing employers liability insurance for taking into account when assessing the risk of firms that belong to that particular trade association.

Mr Wallis said that the BPIF's 'Health Check' scheme had been the first to be assessed by ABI and members of his trade association were able to use it to mitigate their insurance costs.

When asked by Mr Beardsley about the costs of joining the BPIF's scheme Mr Wallis explained that these were dependent on the level of membership. Mr Jones said the scheme was a very good advert for promoting membership of trade associations.

Mr Johnson said that the TEXIAC Textiles and Footwear Audit package could provide the basis of a scheme for submission to ABI for assessment.

It was agreed that Mr Wallis would supply a summary of his presentation to be sent out with the minutes of the meeting.

6.0 NOISE WORKING GROUP – PROGRESS REPORT – IAN COOK

6.1 There was nothing to add to the earlier discussion.

7.0 NEW EU CHEMICAL STRATEGY UPDATE – MAUREEN KINGMAN

7.1 Ms Kingman in introducing Paper 24/03/01 said that subsequent to its distribution, some important changes had been signaled in an informal draft posted on the EU website which would potentially reduce the burdens on downstream users.

In discussion the fear was raised that manufacturers would not seek registration for chemicals supplied in small quantities into the EEA, which would leave downstream users in severe difficulties.

Mr Champion said the BLC had already responded to DEFRA (the lead department) and Mr Gates asked if their comments could be shared with the Committee. Mr Beardsley and Ms Carvell both reported concerns about the practicalities of the proposal.

Ms Kingman summarised that most concerns were not related to health and safety and were outside the terms of reference of the Committee. It was therefore agreed that the representative bodies would submit comments direct to DEFRA and copy them to the Secretary who would distill any health and safety concerns into a briefing for the Health and Safety Commission.

7.2 The Chairman alerted members to a meeting on risk reduction measures for hexavalent chrome arising from developments in the EU Reach Proposals that would take place later in the year.

8.0 ANTHRAX PREVENTION ORDER – MAUREEN KINGMAN

8.1 Ms Kingman reported that the Commission had accepted the recommendation to revoke the APO but agreement had to be sought of the Minister before HSE could pursue this further. She anticipated that this process would be complete by Spring 2004.

8.2 Ms Kingman advised that she had held meetings with Mr Johnson to discuss a model risk assessment and was awaiting input from an international expert. Ms Kingman also said that she planned another round of visits to the companies who imported goat hair to up-date

them on the position in due course.

8A HSC STRATEGY FOR WORKPLACE HEALTH & SAFETY IN GREAT BRITAIN TO 2010 AND BEYOND – MEMBERS DEBATE

8A.1 In discussion the general view was that the document gave confusing messages and did not set a coherent direction for the future of HSE. There was criticism of the consultation arrangements and concerns about the future of preventative inspection. It was felt that the strategy raised many queries, particularly about whether the beneficial effect of enforcement in motivating compliance was intended to be removed from small companies.

It was agreed that the Secretary would compile a response from the Committee for agreement and submission by the deadline of 1st December 2003.

9.0 ITMA – DOMESTIC ARRANGEMENTS

9.1 Ms Kingman said that she had written an article for the Birmingham Post on the HSE/TEXIAC Stand at the ITMA Exhibition at the NEC, Birmingham. Committee Members who had volunteered their services on the stand were briefed on entry arrangements.

10.0 UPDATE ON INCIDENTS & PUBLICATIONS – STEVE KAY

10.1 Mr Kay highlighted four prosecutions involving textiles companies that were available to view on HSE's website. The website also listed a number of improvement notices that had been served on textiles manufacturers. Mr Kay reported that a fatal accident had occurred during maintenance on a reeler/slitter.

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

11.0 ANY OTHER BUSINESS

11.1 Ms Kingman raised the arrangements for the Open Meeting on 14th January 2004 at Pudsey Civic Hall. It was agreed that the theme of the meeting would be 'manual handling'.

11.2 Mr Gates asked for a breakdown of the figures on absence due to ill health; he was particularly interested in absence due to stress amongst those on full sick pay. Ms Kingman agreed to look into this.

12 CLOSE

Dates of Next Meetings

Wednesday 14 January 2004 – Pudsey Civic Hall, Leeds

Tuesday 11 May 2004 – venue to be advised.

Tuesday 12 October 2004 – venue to be advised.

The Chairman asked members to consider the possibility of hosting subsequent meetings.