

**MINUTES OF THE TWENTY-SECOND MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
HELD ON 15TH JANUARY 2003 AT
THE TOWN HALL, LEEDS**

Present

Mr M Wilcock
Mr N Halton
Mr G Rudd
Ms S Bearcroft
Mr K Wilson
Mr S Walsh
Mr J Beardsley
Mr A Jones
Mr R Johnson
Mr N Campbell
Mrs C Warneford
Ms S Whitnell

Mr I Cook
Mr S Kay
Mrs W Drammeh
Dr F Gallagher
Miss M Kingman

Representing

HSE Chairman
TUC
TUC
TUC
TUC
CBI
CBI
CBI
CBI
CBI
Speaker (R A Peatey and Sons Ltd)
Speaker, HSC/E Small firms policy,
Strategy and Analytical Support Division

HSE
HSE
HSE, Minutes Secretary
HSE, EMAS
HSE Secretary

Apologies

Mr P Gates
Mr T Trenear
Mr R Binch

Observers

Mrs C Rooney-West - HSE
Ms C Mason - HSE

Summary of actions agreed:

- 1) **(min 3.6) Member organizations** (which had not already done so) to send lists of publications for referencing on HSE's web site.
- 2) **(min 3.8) Members** to suggest intermediaries who could help to promote the CD on simulated noise induced hearing loss.

- 3) **(min 3.9) Secretary** to distribute revisions to Textiles audit for agreement by post.
- 4) **(min 8.2) Secretary** to develop a TEXIAC plan of work based on the key messages from the feedback of the discussion.
- 5) **(min 10) Secretary** to distribute draft Information Sheet on Health Hazards from textiles dusts for comment.
- 6) **(min 12.1) Secretary** to put the procedures in place for the appointment of a non-HSE chair.

1 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman introduced himself as the temporary Chairman of the Committee. He explained that the on-going review of HSE's sector groups and industry advisory committees might affect the future of the Committee.
- 1.2 The Chairman welcomed Mrs Carol Warneford from RA Peatey & Son who was to speak about problems faced by small businesses and Sandra Whitnell from HSE's Small Firms Strategy and Analytical Support Division, who was to give a presentation on what HSE is doing to help small businesses and asking what small firms want from HSE. He also welcomed the guests attending the open meeting and encouraged all to participate in the proceedings.

2.0 MINUTES OF THE 21ST MEETING OF TEXIAC HELD ON 15TH OCTOBER 2002 HELD AT MARSHALLS MILL, LEEDS

- 2.1 The Minutes were agreed.

3.0 MATTERS ARISING FROM THE MINUTES OF THE 21ST MEETING OF TEXIAC HELD ON 15TH OCTOBER 2002

- 3.1 (Min 3.2) Mr Johnson reported that he had a nominee in mind to replace Mr Philip Mitchell but was delaying action until the future of TEXIAC was confirmed.
- 3.2 (Min 3.6) Mr Cook had distributed copies of the report on High Temperature Dying Machines.
- 3.3 (Min 3.8) Dr Gallagher's report on Health Surveillance Document was to be discussed as an agenda item.
- 3.4 (Min 4.5) The previous Chairman had written to Mr John Wilson, Director General of the British Clothing Industry Association, to ask whether there were plans for the clothing health & safety committee to meet. Mr Wilson had replied acknowledging that the committee had not met for some time, but was hoping that if a bid for Government funding for a joint project with the GMB was successful, the committee would be reconvened to take forward the health and safety aspects of the project.
- 3.5 (Min 5.3) The secretary reported that she had held a meeting with Linda Florence, Chief Executive of Skillfast UK. It was agreed that HSE & Skillfast UK would work up a bid for funds under the Treasury's Invest to Save Budget to pilot a project for delivering mobile on-site

training for supervisors and line managers.

- 3.6** (Min 6.2) The Secretary reported that she had deferred the production of a publications programme until the subsequent meeting in May, by which time the situation on future resources would be clearer.
- 3.7** (Min 6.3) Industry Committees were to submit lists of their publications for referencing on HSE's web site. The Secretary confirmed that industry publications could be listed on the 'Textiles' section of the web site and asked those organisations that had not submitted their lists to do so as soon as possible.
- 3.8** (Min 8.3) The Secretary advised that the CD on simulated noise induced hearing loss, translated into the 5 main Asian languages, would be available from January 20th and that David Roebuck of Westex Carpets, who had made the initial request for the translations would be sent the first copy. Arrangements had also been made to put the translations on the language services part of HSE's web site as 'audio clips'. The Secretary emphasised that the CD was free of charge.
- 3.9** (Min 8.4) The Secretary reported that she had received some names of intermediaries who could help promote the noise CD but would like more to get the best possible distribution for the CD.
- 3.10** (Min 9.3) The Secretary was to prepare and distribute a list of amendments to the Textile Audit. The Secretary reported that some new material was being produced which had held up the preparation of the list of amendments but members agreed to her proposal that this be dealt with by post.
- 3.11** (Min 12.1) Dr Gallagher to invite the Manchester Research student to talk at a future meeting of Texiac. Dr Gallagher reported that the student was reluctant at this stage of her PhD but might be persuaded to make a presentation at a later date.
- 3.12** (Min 12.2) The Secretary had sought information on the EU's Review of Chemicals and had registered the Committee's interest in being kept abreast of developments. The Secretary outlined what the EU's proposals entailed and said a copy of the UK Government's position paper was available to anyone who wished to see it.

4.0 INDUSTRY COMMITTEE AND TEXTILE SECTOR GROUP REPORTS

4.1 Wool Industry Health and Safety Committee

Mr Johnson reported that CBWT members were already submitting a steady stream of returns on their accident statistics for July to December 2002 despite the deadline not being until 14th February 2003. Mr Johnson also reported that a meeting had been held to discuss updating the guidance on carding machines.

4.2 Lancashire Textiles Manufacturers Association

Mr Walsh said that the Health & Safety group had met three times in the previous year with each meeting attracting at least 30 members.

He reported on the success of the Managing Safety Course, which had been successfully completed by 60 delegates in the previous 5 years. Mr Walsh also stated that that return forms for accident figures would be sent to members in March and annually thereafter.

4.3 Clothing Health and Safety Committee

Mr Jones reported that although the Committee had not met some joint activities with the trades union were continuing. The revision of the clothing leaflet was underway and work was in hand to extend generic risk assessment.

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

This item had to be postponed as Mrs Carvell was not present.

4.5 Footwear Industry Health and Safety Committee

Mr Campbell stated that the Committee was due to meet the following day. He reported that a bid had been made for funding from the DTI Partnership fund for finance to prepare a 'footwear' section on the Textiles Audit package and implement an auditing scheme for small companies.

4.6 HSE's Textiles Sector Group

Miss Kingman proposed that this standing item on the agenda include a report from the Textiles Sector Group on its activities in support of the TEXIAC Common Strategy (Ref No 21/02/1). She reported that promotion of the Textiles Audit had continued and that she had given a demonstration of the audit to the Footwear Industry Health & Safety Committee's Annual Conference in November 2002. Miss Kingman told the meeting that the number of website 'hits' for the audit had been better than expected at over 900 in its first month but had fallen down to a more realistic level of around 450 for December. She also advised that plans were being made to implement the commitment in the Common Strategy to carry out a benchmarking exercise at 20 small companies to help them with action planning and to monitor their improvement.

5.0 REPORT FROM SKILLFAST UK

5.1 This agenda item was postponed due to the non-attendance of Mr Binch.

6.0 A VIEW FROM AN SME- CAROL WARNEFORD, R.A. PEATEY & SONS LTD

Mrs Warneford gave a talk on the problems faced by small businesses in trying to manage health & safety issues and on how her own company had sought to address its difficulties. She outlined what SME's could do to help themselves and what in her experience had helped her to achieve improved standards.

7.0 A PRESENTATION BY SANDRA WHITNELL FROM HSE'S STRATEGY AND ANALYTICAL SUPPORT DIVISION

7.1 Sandra Whitnell gave a short presentation of HSE's perspective on small firms and why the help of industry was needed to ensure it was pursuing the right policies for small business. Ms Whitnell then set the following questions for the audience to discuss.

- How is the sector changing and what does that mean for health and safety priorities?
- What activities/initiatives have worked? How can we build on this? What can we stop doing?
- What changes are needed in what TEXIAC does and how it does it?
- Who do you talk to and listen to?

8.0 FEEDBACK FROM OPEN DISCUSSION

8.1 Table 1

Dr Gallagher in his summary said that the industry was changing because work was increasingly being done offshore resulting in more competition in the UK for less work. This meant that there was pressure on investment in health and safety, firms had less slack to cover for absence for training, and poor performers were even less inclined to improve. Industry needed on-site training. There was also a need to build on the Textiles Audit tool. It was felt that employers were reluctant to approach HSE in case this instigated an inspection visit. An 'amnesty' was suggested for those who did contact HSE for advice to remove the perceived threat. Also, more material should be made freely available via the internet. The suggestion was made that health and safety should be including in the National Curriculum so that children learnt what they were entitled to expect on health and safety standards. HSE was an important source of advice because trade associations were now more costly, Chamber of Commerce consultants expensive and colleges of education were lacking in practical knowledge. Insurance companies, as a rule, do not talk to clients except at premium renewal time.

8.2 Table 2

Mr Beardsley, on behalf of his table, agreed that the trading environment had become more competitive. The requirement to

manage health and safety was becoming more visible and higher up the agenda in company-to-company dealings. Health and safety was more aligned with profitability. Having help from bigger companies in the supply chain and trade association was an advantage. The view was that HSE inspectors did not have a friendly image and it was felt that HSE's advisory role should be separated from the enforcement role to remove fear of the consequences of making contact. Workplace Contact Officers should take on a clearer role and have a higher profile in the organisation. Guidance was needed on balancing health and safety and making profits, particularly in small firms where managers were unable to delegate work to others.

8.3 Table 3

The table that Mr Johnson represented empathised with the points made by Carol Warneford on the difficulties faced by small businesses in prioritising what was important and where to get help. They praised the Textiles Audit package and the TEXIAC Action Pack on Noise, which had been presented in a format that had worked well in the companies using it. Many companies' health and safety agenda was now driven by the demands of their insurance companies and not by legislation. Mr Johnson said that HSE should move away from expensive contract research reports and refocus resources on actually helping people to improve.

8..4 Table 4

Mr Walsh said that his table felt that TEXIAC needed to do more to address the needs of smaller businesses and also felt Asian businesses needed more attention and inclusion. There had been a growth of the 'compensation culture', which was difficult to manage. TEXIAC and its work was largely unknown. The TEXIAC Noise Initiative was praised as being very successful; the LTMA had been able to deliver training based on the pack. TEXIAC publications were useful although getting them was often difficult. It was felt that TEXIAC should take on a more lobbying role with HSC and that trade unions had a responsibility to promote personal safety in and out of the workplace. Schools should play a part in changing individuals' mindset to emphasise personal responsibility for their own actions. There was concern about 'gold plating' of EU directives in UK legislation and a desire to see less of the 'big stick' approach. Funding was needed to help companies carry out risk assessments. The idea of HSE employees being seconded to companies to help with risk assessments and health and safety issues was suggested as the majority of companies did not have a 'Carol Warneford' to help them in their quest for a safer working environment.

8.5 Table 5

Mr Kay reported the conclusion of his table that standards and expectations were getting higher and that there was a need for a level playing field between the UK and other EU countries. It was felt that the UK took health and safety matters more seriously than their

European counterparts. In small companies solutions did not come from inside, help had to come from outside. However, old networks of managers and companies were disappearing as companies closed or downsized and there was a need for newer companies to link together with their neighbours to enable issues and experiences to be shared. The threat from HSE was more perceived than real, as many companies had found when they had sought advice. Local initiatives had worked, such as environmental management groups, but people did not generally have the time to support informal networks. The establishment of cross-manufacturing groups could be considered.

8.6 Table 6

Mr Cook representing the views of his table, said that TEXIAC had been more successful when they had concentrated on specific initiatives. The European Standards on machinery guarding had not brought the anticipated improvement in standards and there was still a role for TEXIAC here. It was felt that the efforts to spread the take-up of rehabilitation by TEXIAC's Working Group on Musculoskeletal Disorders had been a brave effort but had stalled because it was too far reaching and advanced for the industry. TEXIAC could support industry by being pragmatic, supportive, and providing easy to understand guidance, but the back up of enforcement was still needed.

8.7 Sandra Whitnell said she was encouraged and delighted that all delegates had participated with such enthusiasm. She felt introducing health and safety to the national curriculum was a valid point. The view that the Committee needed to reach smaller and ethnic businesses was also welcomed and she endorsed the points about insurance companies.

8.8 Miss Kingman agreed that HSE's image could be a potential stumbling block but said that this had been overcome in the paper sector by branding initiatives under the IAC banner. She agreed that there was a role for TEXIAC to provide upward feedback to HSC. She also said that she envisaged a more pro-active function for TEXIAC, which went beyond producing guidance.

8.9 Miss Kingman said that she would analyse the feedback and use the key messages to develop a practical plan of work for TEXIAC over the next 3 years. This would be presented to the subsequent meeting.

8.10 Carol Warneford thanked everyone for inviting her and was encouraged by the high attendance to the Open Meeting and by the ideas and issues that were brought up during the discussions. She felt the way forward was for HSE to concentrate on smaller sized businesses and to get tough on those who did not comply with regulations, as they were the ones making trading difficult for good companies and dangerous for many.

9. REPORT ON TEXIAC WORKING GROUP ON NOISE

Mr Cook explained that the Noise Working Group had been set up to prepare industry for the changes due to be brought about when the Physical Agents (Noise) Directive was implemented in 2005/6. At the first meeting held the previous week it had been decided to concentrate on reducing noise at machines which under current legislation were below the second action level but which would be above it when the Directive was implemented. It was proposed to develop solutions at volunteer companies and then publish these in three separate industry-specific free information sheets.

10. HEALTH MATTERS

Dr Gallagher spoke about the Information Document on Cotton and Wool process dusts. He had re-drafted an earlier document and was currently circulating it for comment. However, he had been advised that the 'information document' format was no longer available and Miss Kingman had offered to edit the draft to make it suitable for publication as a free information sheet. This would be circulated for comment.

11. UPDATE ON INCIDENTS & PUBLICATIONS

11.1 Prosecutions

Details of all textiles and footwear prosecution cases (which resulted in a conviction) and crown censures taken by HSE since 1 April 1999 may be found at www.hse.gov.uk/enforce/index.htm.

11.2 Reported Accidents

There had been approximately 50 reported accidents in the textiles Industry since the last meeting. Of these 50, 19 were slips, trips on the level or falls, which underlines the importance of the priority programme and the need for effort in this area. 4 were transport accidents. The following few examples illustrate the sorts of slips accidents occurring and the seriousness of them. Almost all were preventable.

- 1) In a dye house the injured party (IP) fractured a wrist after slipping on a wet floor whilst moving a full tub of cloth. This was an accident waiting to happen.
- 2) In a carpet mill the IP tripped on an upright frame and hit their head on another upright frame suffering a cut and loss of consciousness.
- 3) A fracture to the base of an IP's spine occurred after they

slipped off a footboard whilst cleaning round a machine.

- 4) An IP was trying to free stiff machine parts when they slipped and chipped their ribs on a bracket.
- 5) An IP tripped on a sunken drain cover and fractured their left hand.
- 6) The IP fell down a flight of steps and fractured their arm. The cause is not known. In another accident, an IP fractured their hand in the same way.
- 7) The IP fractured his ankle whilst getting out of a skip he was loading. He had entered the skip to free scrap metal caught on the side. Was entering the skip necessary?
- 8) The IP fell over the support between two machine uprights which was 6" from the floor and fractured their wrist.
- 9) The IP slipped on ice in a yard that was not gritted and fractured their hand.
- 10) Fate does not discriminate! A Director slipped on wet leaves on office steps fracturing an ankle.

11.3 New publications from HSE

Mr Kay introduced a number of recent publications from the list attached to the Minutes, making particular reference to the Approved Codes of Practice and Guidance for work with asbestos and for COSHH 2002.

12. ANY OTHER BUSINESS

12.1 Mr Johnson proposed the introduction of a non-HSE Chair for the Committee, rotating between the employers and trades unions. The Chair welcomed the proposal and it was agreed.

12.2 The Chairman advised that HSE was interested to receive feedback on the working of the Control of Asbestos at Work Regulations 2002, and especially in any examples of miss selling.

13 CLOSE

Dates of Next Meetings

Tuesday 13th May 2003 – Marshalls Mill, Leeds

Tuesday 14th October 2003 – Marshalls Mill, Leeds

Wednesday 14th January 2004 – venue to be advised

Attendees to TEXIAC open meeting 15.01.03

British Clothing Industry Association
British Footwear Manufacturers Association
Bulmer & Lumb
Confederation of British Wool Textiles
Duttons Carpets
Globe Worsted
GMB Union
Huddersfield Fine Worsteds
Huddersfield Training Co.
Interface Fabrics
ISTC Union
James Walker & Sons
John Heathcoat & Company
John Holdsworth & Company
Joshua Ellis
Knitting Industry Federation
Lancashire Textile Manufacturers Association
Langholm Dyeing Limited
Made-up Textiles Association
Mainetti UK
Marton Mills Co.
Norwood Textiles
R.A. Peatey & Sons Limited
Ryalux Group
TGWU
Thomas Carr Limited
Westex Carpets
Whitley Willows