

**MINUTES OF THE TWENTY-FIRST MEETING OF THE TEXTILES INDUSTRY  
ADVISORY COMMITTEE HELD ON 15 OCTOBER 2002 AT  
MARSHALLS MILL LEEDS**

**Present**

Mr A D Porter  
Miss M Kingman  
Mr I Cook  
Mr S Kay  
Mr N Halton  
Mr G Rudd  
Ms S Bearcroft  
Ms A Cavell  
Mr P Gates  
Dr F Gallagher  
Mr T Trenear  
Mr R Binch  
Mr R Johnson  
Mr N Campbell  
Ms A Rayner

**Representing**

HSE Chairman  
HSE Secretary  
HSE  
HSE  
TUC  
TUC  
TUC  
CBI  
TUC  
HSE, EMAS  
HSE  
CBI  
Conf. Brit. Wool Textiles  
CBI  
HSE, Minutes Secretary

**Apologies**

Mr K Wilson  
Mr A Jones  
Mr J Beardsley  
Mr S Walsh

**Observers**

Paul Kloss – HSE Sheffield  
Chris Mellor – HSE Sheffield  
Mrs W Drammeh - HSE

**Summary of actions agreed:**

- 1) **(min 3.2) Mr Johnson** to pursue a replacement for Mr Mitchell.
- 2) **(min 3.6) Mr Cook** to distribute copies of the executive summary from Mr Egginton's report on high temperature dyeing machines.
- 3) **(min 3.8) Dr Gallagher** to report on the discussion of the Health Surveillance document at the next meeting.
- 4) **(min 4.5) Chairman** write to Mr John Wilson Director General of the BCIA to inform him that the clothing committee had not met.

- 5) **(min 5.3) Secretary** to make enquiries of Skillfast UK about health and safety training for small businesses.
- 6) **(min 6.2) Secretary** to prepare publication programme for next TEXIAC meeting.
- 7) **(min 6.3) Industry Committee chairs/secretaries** to send current lists of publications to Secretary. **Secretary** to seek to have these included on the Textiles part of the HSE web site.
- 8) **(min 8.3) Secretary** to distribute copies of noise CD to members.
- 9) **(min 8.4) Members** to provide Secretary with names of intermediaries who could help to promote the CD.
- 10) **(min 9.3) Secretary** to prepare and distribute list of amendments to Textiles Audit.
- 11) **(min 12.1) Dr Gallagher** to invite the Manchester University research student to speak at future meeting of TEXIAC.
- 12) **(min 12.2) Secretary** to seek further information from appropriate Government Department on EU's Review of Chemicals and register TEXIAC's interest.

## **1 CHAIRMAN'S INTRODUCTION**

- 1.1 The Chairman welcomed Ms Mellor, from EMAS, and Mr Kloss, who is on a part-time secondment to the Sector, as observers to the meeting. He also congratulated Mr Campbell on his appointment and welcomed him to his first meeting as a full member. Mrs Drammeh was introduced as an additional minutes secretary on the team.
- 1.2 The Chairman outlined the process of change and reorganisation that HSE was going through as part of its response to the 'Revitalising Health and Safety' agenda. He stated that Bill Callaghan, Chairman of HSC, did not consider the accident reduction targets to be aspirational. The Chairman also reported Mr Callaghan's disappointment with the progress that IACs had made and that Mr Callaghan would like IACs to take on a more strategic role for their industries. Mr Callaghan is also reported to be a keen supporter of supply chain initiatives. The Chairman commented that this week was European Health & Safety Week.
- 1.3 The Chairman spoke about the Textiles Sector Group's obligation to develop a policy on its activities relating to the ethnic population. The Sector must have an initial strategy in place by April 2003. The Chairman indicated that the Sector would shortly be approaching members for their advice and ideas.

## **2 MINUTES OF THE 20TH MEETING OF TEXIAC HELD ON 7 MAY 2002 AT MARSHALLS MILL, LEEDS**

- 2.1 The Minutes were agreed.

## **3. MATTERS ARISING FROM THE MINUTES OF THE 20TH MEETING OF TEXIAC HELD ON 7 MAY 2002.**

- 3.1 (Min 3.2) A replacement for Mr Philip Mitchell. Mr Johnson had met with some difficulties but would continue to seek a replacement.
- 3.2 (Min 6.2) 'Noise' had been included as a quick start topic in audit.
- 3.3 (Min 6.2) Preparation for official launch of audit – discussed at item 9 on Agenda.
- 3.4 (Min 7.1) The Common Strategy Document had been amended and copies distributed.
- 3.5 (Min 8.2) An edited version of Mr Egginton's report on High Temperature Dyeing Machines had been distributed. A copy of the Executive Summary would now follow.
- 3.6 (Min 9.2) Finance to sponsor rehabilitation trial. Miss Kingman reported that she had been unable to find sources of finance for a trial rehabilitation scheme for SMEs. Mr Gates mentioned the Health & Safety Grant Scheme but Miss Kingman had already enquired into this without success. The Chairman maintained his support for a rehabilitation trial and said that the idea would not be permitted to drop.
- 3.7 (Min 10.1) Health Surveillance Document. A meeting had been arranged for that afternoon with Mr Johnson, Dr Gallagher & Mr Kay to discuss this document. Dr Gallagher invited other members to join them. Dr Gallagher proposed to report back on their discussions at the next meeting.
- 3.8 (Min 10.3) Proposal for steering committee to oversee a project on reducing noise at source. Mr Cook reported that nominations of delegates had been received and he would call his first meeting in the next few weeks. Mr Halton volunteered to sit on the Committee following a request from Mr Cook for trade union representation.
- 3.9 (Min 12.2) Noise Action pack Tape translation - discussed at item 8 on the Agenda.
- 3.10 (Min 12.3) Copies of illustrations had been distributed.

#### **4. INDUSTRY COMMITTEE - REPORTS BY CHAIR/SECRETARY**

- 4.1 **Footwear**  
Mr Campbell reported that work on the fire guidance notes was complete. The Committee would now start work on a footwear supplement for the Textiles Health and Safety Audit. Mr Gates had a meeting arranged with Mr Cook to discuss this issue and also ways of getting funding.
- 4.2 **Wool**  
Mr Johnson said that the Wool Industry Health and Safety Committee had met in June. It had agreed to set up an accident reporting scheme in support of 'revitalising' and the first request for reports had received a good response.
- 4.3 **Cotton**  
Mr Binch spoke about the well attended LTMA meeting to launch the Textiles Health and Safety Audit. The reaction was that the document was a little complicated but could be used.
- 4.4 **Knitting**  
Mrs Carvell spoke about the recent Annual General Meeting and in

particular about the useful presentation on 'stress'. She informed members that the four sub committees had been merged into three. Mr Gates spoke about bids for matched finance being sought from the DTI's Partnership Fund for initiatives with the 'informal' sector. He also reported KFAT's involvement in a project with knitting companies in Manchester to show them how to conduct health & safety risk assessments. The Chairman expressed interest in learning more about this initiative. Mr Gates spoke briefly about the Textile Clothing Strategy Group which is made up of members from the trades unions, employers, retail companies and the DTI.

4.5 Clothing

Mr Jones had submitted a report advising that the BCIA's Health and Safety Committee had not met during the current year. This matter was of some concern and following discussion, the Chairman agreed to write to the Director General of the BCIA to report the Committee's concern and enquire about when the Committee might meet.

**5. REPORT FROM SKILLFAST UK**

5.1 Mr Binch explained that Skillfast UK had achieved 'trailblazer' status which brought extra funding. He spoke about Skillfast's role in promoting the textile industry as a career option for school leavers. Regional Development Agencies had been pinpointed as good sources of funding; West Midlands & Yorkshire Forward were recognised as being particularly supportive of the textiles industries in their areas. A general discussion followed on providing training & funding for training. Mr Binch commented that small employers needed formal risk assessment training. The HSE/HSC Health and Safety Grant Scheme for small firms being piloted in West Yorkshire was referred to but it was considered that this offered limited scope.

5.2 Miss Kingman advised that she and Skillfast's Chief Executive were hoping to submit a bid for funding of a joint project under the Treasury's 'Invest to Save' budget.

5.3 The Chairman spoke about supervisor training which has been initiated by the British Rubber Manufacturers Association, which he felt could benefit other industries. Miss Carvell suggested also looking into a training course for line managers so all levels of supervisory management are trained to the same standards.

**6 REVIEW OF TEXIAC PUBLICATIONS**

6.1 Miss Kingman introduced TEXIAC paper 21/02/01. She explained that two TEXIAC publications were shortly to be 'out of print' and this had prompted her to look at the sales figures for all TEXIAC priced publications. These were found to have been very poor. Also, many of the publications contained out of date information on legislation, and referred to guidance no longer available.

6.2 No objections were raised to the proposed deletion of the listed publications. It was agreed that where appropriate, guidance would be extracted from the deleted publications and reissued in Information Sheet format. A proposed timetable would be prepared for the next meeting.

6.3 Members requested that a current list of all publications relevant to the textiles industry be put onto the Textiles part of the HSE Web site. The Secretary asked members to submit updated lists of industry publications.

## **7 REVIEW OF GUIDANCE ON CARDING MACHINES**

7.1 Mr Johnson reported that the current guidance on carding machines contained some ambiguities and needed to be reviewed. It was agreed that a working group of the Wool Industry Health and Safety Committee would take this forward. Mr Kay agreed to join the working group.

## **8 NOISE**

### **8.1 REPORT ON SECOND YEAR OF TEXIAC NOISE INITIATIVE**

Mr Cook gave a report on the findings of inspections during the year 2000/01 in which he alluded to some disappointing statistics on levels of compliance with the Noise at Work Regulations. It was agreed that these findings should be publicised within the industry.

### **8.2 UPDATE ON PHYSICAL AGENTS (NOISE) DIRECTIVE**

Brian Coles had reported on the directive at the open meeting of TEXIAC in January. The changes that had been made due to lobbying from industry had been far reaching.

### **8.3 TRANSLATION OF TEXIAC TAPE ON NOISE-RELATED HEARING LOSS.**

Miss Kingman reported that the recording of the translations into the five main Asian languages was nearly complete and the CD would be available shortly. Agreement had also been secured to include the translations as 'audio clips' on the Language Services part of HSE's website, along with other translated textiles guidance documents. In response to a query Miss Kingman advised that the CD would be free of charge. Copies of the CD would be sent to Members as an aid to publicity and it was agreed that a press release, to include the findings of the noise initiative, would be issued to launch the CD.

8.4 Miss Kingman asked members to provide her with names of intermediaries who could assist in the promotion of the CD.

## **9 TEXTILES HEALTH AND SAFETY AUDIT**

9.1 Miss Kingman reported that the Textiles Audit had been launched on

30 September with a press release which had been sent to all of the textiles trade press and newspapers in the main textiles areas. The number of 'hits' to the web site would not be known until November but some encouraging feedback from users had already been received.

- 9.2 Judith Donovan, HSC Commissioner for Small Firms, had asked for the audit package to be linked to the Small Firms area of HSE's website.
- 9.3 It was agreed that the audit would be updated 6-monthly and that the Secretary would prepare a list of amendments which, if necessary, could be discussed in a small working group of interested Members after future Committee meetings.

## **10 HEALTH MATTERS**

- 10.1 Dr Gallagher reminded Members that an action pack on occupational stress had been produced for Health and Safety Week.

## **11 UPDATE ON INCIDENTS AND PUBLICATIONS**

### **11.1 Publications**

- 1) Control of Asbestos at Work (CAW) The amendments to the regulations were currently with the Minister and once agreed, a raft of new publications and guidance had been planned to support them. There will also be a campaign to raise awareness.
- 2) HSE's Ready Reckoner 'Reduce Risks – Cut Costs.' This is an interactive web-based package which helps firms work out the costs of accidents.
- 3) Safety in Electrical Testing at Work – General Guidance. INDG 354 plugs a gap in the guidance and acts as a good starting point and reference into other publications.
- 4) There were the following new publications on noise:
  - a) Noise at Work – Advice for employers. This updates the old leaflet and is a first reference point.
  - b) Pocket card for employees entitled 'Protect our Hearing or lose it'
- 5) Leaflet on work experience
- 6) Use of Contractors. This is a basic leaflet.

### **11.2 Accidents**

- 1) 03/09/2002 - Jonesville Products Ltd, Colne, Lancashire – The deceased person (DP) had reportedly been trapped in the rollers of a felt making machine for vehicle carpets. The DP

had been cleaning down the machine.

- 2) Stead McAlpine, Carlisle – Injured person (IP) had four fingers amputated on a shrinking machine when reaching into the nip which was not easy to reach and was very hot. This was an unusual accident.

### 11.3

#### **Prosecutions**

- 1) Grandaction Ltd, Stourbridge, West Midlands – 19/08/2002; the injured person (IP) a supervisor had been injured by a conveyor belt and roller on pillow filling machine, There was no safe system of work and no risk assessment. IP removed the guards to track belt. IP had not been trained. Result – Conditional discharge
- 2) Carpets of Worth Ltd – 19/08/2002; Accident occurred at a roller covered in card wire on a brushing machine used for carpet . In-running nip between carpet and roller. IP suffered fractures and lacerations to upper body. Regs 3(1) MHSWR, and 16(1) PUWER: Fined £1000 plus £2000 plus costs. Company have fitted perimeter fence and interlocks and trip wire.
- 3) Westwood Yarns, Holmfirth – 08/07/2002; IP working in pit of carding machine with time-delayed interlocked door closed behind him. Colleague at controls. Running on slow crawl to put ends back onto tape rollers. Fingers taken into trap between tape rollers and rubbers. No limited inch. Poor use of spare keys. Fined £4000 plus cost.
- 4) Platt & Hill – 17/06/2002; IP inspecting V-belts inside guard on Fearnought breaker.– became entangled and thrown against partition. Machine running down. S2 HSW. Fine £15,000.

## 12

### **ANY OTHER BUSINESS**

#### 12.1

Mr Gates raised a concern about the likely impact on the textiles industry from the European Union's review of the chemical industry. There is a proposal for the chemical industry to carry out a risk assessment on the affect of a chemical in the way that it is used. The CBI/TUC had made representations to Government and a working group had been set up to look at industries, such as dyeing and finishing, who will be affected. There was some thought that the EU's proposals could lead to some aspects of the textiles industry being exported abroad. Dr Gallagher pointed out that HSE had been sponsoring a PhD student and she is compiling a database of the chemical content of dyes and would try to get her to speak on the subject at a future TEXIAC meeting.

#### 12.2

The Chairman asked the Secretary to make further enquiries of the sponsoring Government department and register the textile industry's interest in the outcome.

- 12.3 Miss Kingman informed the committee that HSE would be taking a stand at the International Textiles Machinery Exhibition (ITMA) at the NEC in October 2003. The theme of the stand would be 'noise' and she would be trawling the committee for help in staffing it. She also told the meeting that the provisional theme of the TEXIAC open meeting in January 2003 would be 'small firms'.
- 12.4 Mrs Cavell expressed thanks on behalf of the Committee to Mr Porter for his contribution to the committee and wished him a happy retirement.

**13 CLOSE**

Dates of next meetings

15 January 2003 - Open meeting at Leeds Town Hall

13 May 2003 - Marshalls Mill, Leeds.

14 October 2003 - Marshalls Mill, Leeds.