

**MINUTES OF THE TWENTY- EIGHTH MEETING OF THE  
TEXTILES INDUSTRY ADVISORY COMMITTEE  
HELD ON 16<sup>TH</sup> MARCH 2005 AT  
LEICESTER TIGERS, WELFORD ROAD, LEICESTER**

**Present**

Mr Roger Johnson (Chairman)  
Mr Paul Gates  
Ms Maureen Kingman  
Mr Steven Kay  
Mrs Wendie Drammeh

**Representing**

Conf. British Wool Textiles  
Community Union  
Secretary  
HSE  
Minutes Secretary

**Apologies**

Mr Niall Campbell – BFA  
Mr Jeff Beardsley – Langholm Dyeing  
Mr Nick Halton – T&GWU  
  
Mrs Anne Carvell - KIF  
Peter Booth – T&GWU

**Observers**

Mr Alan Edmond – Community Union  
Mr Clive Champion - BLC  
Mrs Elaine Davies – British Footwear  
Association

**SUMMARY OF ACTIONS AGREED:**

1)	<b>Mrs Drammeh</b> to send out website details to access HSE's GAP 2 Document
2)	<b>Ms Kingman</b> to submit nomination of Alun Edmond to CACTUS Committee.
3)	<b>Mr Gates</b> to lobby Jane Kennedy MP on reconstitution.
4)	<b>Mr Gates</b> to approach Skillfast for help to train personnel to carry out noise risk assessments
5)	<b>Mr Champion</b> to put article in BLC's newsletter on launch of Noise Toolbox Talk.
6)	<b>Ms Davies &amp; Mr Gates</b> to promote Noise Toolbox Talk on their websites.
7)	<b>Ms Kingman</b> to speak with Mr Sneddon of the Community Union about promoting European Health & Safety Week and agreed to distribute the dates of the week to members.
8)	<b>Mr Champion</b> agreed to seek a nominee for steering group on MSD.
9)	<b>Mr Kay</b> to send out update on incidents & publications.

10)	<b>Mrs Drammeh</b> to speak with Stephen Walsh on suggestions for next Open Meeting.
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## 1.0 CHAIRMAN'S INTRODUCTION

- 1.1 The Chairman reported the resignation of Dr Frank Gallagher. Claire Mason, Occupational Health Inspector, would take his place on the Committee.
- 1.2 It was reported that Mr Halton had transferred to the TGWU's Newcastle upon Tyne office but wished to retain his membership.
- 1.3 Ms Davies would be taking the place of Niall Campbell at future meetings.

## 2.0 MINUTES OF, ACTIONS AND MATTERS ARISING FROM, THE 27<sup>TH</sup> MEETING OF TEXIAC HELD ON 2<sup>ND</sup> NOVEMBER 2005 AT MARSHALLS MILL, LEEDS

- 2.1 The Minutes were agreed.
- 2.2 **(Min 1.2) Chairman** to circulate 'A guide to managing HSC Advisory Committees' (GAP 2), the full text of the Select Committee's report and some web guidance on HSC - Advisory Committees, Boards and Councils.  
Chairman asked for the web-link to HSE's GAP 2 'A Guide to Managing HSC Advisory Committees' to be circulated.
- 2.3 **(Min 3.4) Mr Edmond** to seek a nomination for the committee being set up by HSE's CACTUS Sector to review HSG76 'Health and Safety in retail and wholesale warehouses'.  
Mr Edmond agreed to accept nomination.
- 2.4 **(Min 3.8) Ms Kingman** to provide guidance on mapping stressors when available.  
Ms Kingman reported there was no further progress on this issue.
- 2.5 **(Min 6.1) Mr Appleton** to condense his recommendations on reducing noise at source for the HSE Textiles website and for it to be published via the trade press.  
The Secretary reported that this was on-going.
- 2.6 **(Min 8.2) Members** of the Committee would lobby at senior levels to retain TEXIAC's status as an industry advisory committee following preparation of a new plan of work.  
Secretary reported that following the adhoc meeting on 17 November 2004, a revised plan of work had been prepared and circulated for consultation. The plan was then incorporated into an updated reconstitution paper and re-submitted in February 2005. No decision on reconstitution had been made but was expected shortly.  
Mr Gates said he would lobby Jane Kennedy MP for support on reconstitution of the Committee.

### **3.0 REVIEW OF OPEN MEETING**

- 3.1 It was concluded that the event had been a great success with particularly good participation by all those who attended. Members were keen to repeat the event at industry forums later in the year.

### **4.0 RECONSTITUTION**

This had been discussed at item 2.6.

### **5.0 SUPPORT FROM SKILLFAST FOR H & S TRAINING**

- 5.1 The Chairman suggested an approach be made to the Sector Skills Council, Skillfast, for help in the provision of training on noise risk assessment. Mr Gates agreed to raise this at the next Skillfast Board Meeting.

### **6.0 TEXIAC WORKPLAN – REVIEW OF PROGRESS**

- 6.1 Work item 1: TEXIAC Working Group on reducing incidence of noise induced hearing loss.

Secretary reported that the activities were on track. With regard to the launch of the Noise Toolbox talk, Mr Champion said he would put an article in the BLC's newsletter, Ms Davies & Mr Gates agreed to promote it on their websites and suggested that all the trade press that represented TEXIAC member industries should be approached to publish articles on it. Secretary agreed to pursue this.

Mr Gates reported that the Community Union had committed to hold events in each region to promote 'noise' during European Health and Safety Week. Ms Kingman agreed to speak with Community's Health and Safety Officer, Mr Sneddon on the issue; she also agreed to distribute the dates of the Week.

- 6.2 Work item 2: Tackling top 5 causes of musculoskeletal injury in the textiles, clothing, footwear and leather industries

Ms Kingman asked for volunteers to sit on a steering group to direct a 2-year campaign on MSD. Mr Edmond, Ms Davies & Mr Johnson volunteered to sit on the committee and Mr Champion agreed to seek a nominee. It was also suggested Robert Sneddon from Community Union & David Bosomworth from the Footwear Industry may be interested in participating.

### **7.0 INDUSTRY REPORTS**

- 7.1 Mr Champion reported that the Footwear Industry and the Leather Producer Industries' health and safety committees had agreed to have joint sub-committee on noise.

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

8.1 Mr Kay agreed to send these out with the minutes.

**9.0 ANY OTHER BUSINESS**

9.1 The Chairman proposed that the next meeting be held on Tuesday October 11<sup>th</sup> at Marshall's Mill in Leeds. This was agreed. He said that he would be writing to members to seek their proposals on future work in support of a newly reconstituted committee or, if reconstitution was unsuccessful, an appropriate replacement forum.

9.2 The Chairman also announced he would be stepping down from his position as chair at the next meeting in October.

9.3 The Secretary asked for suggestions for a venue for the next Open Meeting. It was suggested the event be held in the North West and Mrs Drammeh agreed to speak with Stephen Walsh on the matter.

**CLOSE**

Dates of Next Meetings

Tuesday 11<sup>th</sup> October 2005 – Marshall's Mill

Wednesday 11<sup>th</sup> January 2006 – Open Meeting – venue to be confirmed.