

**MINUTES OF THE 40th MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
held on 17 November 2009 at Crown Plaza Hotel, Wollaton Street, Nottingham**

Attendees

Representing

Mr Huw Jones (Chair)	Courtaulds and UK Fashion and Textiles (formerly BCIA)
Mrs Angela Madden	Madden Consulting (formerly a representative for the Confederation of British Wool Textiles)
Mr Alan Edmond	Community
Ms Elaine Davies	British Footwear Association
Mr Gary Dickson	Scottish Leather Group Limited
Mr Terry Britton	Unite
Mr Tony Marsh	Performance Textiles Association/MUTA
Mr Tim Small (Secretary)	HSE
Mrs Rosie Bricis	HSE
Mrs Wendie Drammeh (Minutes Secretary)	HSE

Apologies

Ms Anne Carvell	UK Fashion and Textiles (formerly BCIA)
Mr Brendan Gold	Unite
Mr Robert Sneddon	Community
Mr Paul Pearson	UK Leather Federation
Mr Pete Charlesworth	Textile Centre of Excellence
Mr Paul Mills	Community

ACTIONS ARISING FROM THIS MEETING

No	Actions	Action by
1	(Min 2.7) Mr Marsh to send Mrs Bricis details of MUTA's work with HSE.	complete see 2.7 for details
2	(Min 3.3(2)) Mr Dickson to send Mrs Bricis photographs of compacting machines.	1 Feb 10
3	(Min 3.3(3)) Mr Jones to send Mrs Davies asbestos information	1 Feb 10
4	(Min 3.3(3)) Mr Jones to attend one of the Footwear & Leather Industry Health & Safety Committee (FLIHSC) meetings as an observer.	1 Oct 10
5	(Min 3.3(3)) Mr Small to write a short paragraph on asbestos for the HSE textiles webpages, which will then link to HSE's main asbestos web pages (which can be found at www.hse.gov.uk/asbestos/index.htm).	1 Mar 10
6	(Min 3.3(7)) Ms Bricis to send the HSE Strategy Pledge web-link to members.	complete information e-mailed to Members 18 and 24 Nov 09

No	Actions	Action by
7	(Min 3.3(8)) Mr Jones to speak to Ms Carvell and Mr Walsh to ascertain if they still wished to be considered TEXIAC members.	1 Feb 10
8	(Min 4.1) Mr Jones to send Mrs Bricis details of an asbestos consultant who may be able to do a presentation at the TEXIAC Open Meeting on 12 January 2010.	complete Steve Shutler to speak at TEXIAC Open Meeting
9	(Min 6.1) Mr Small to check with HSE's construction sector for advice on the north light roof frame devised by Mrs Madden and Mr Price.	1 Feb 10
10	(Min 6.3) Mrs Drammeh to investigate sourcing a copy of the Preventing Falls from Vehicles CD for each member.	1 Mar 10
11	(Min 7.1) Mrs Drammeh to forward to members possible dates for the spring meeting and to liaise with Mr Jones on the venue.	1 Mar 10

MINUTES

1. INTRODUCTION AND APOLOGIES

- 1.1 The Chair welcomed everyone to the meeting and asked each member to introduce themselves and their organisations for the benefit of Tony Marsh, who was attending the meeting on behalf of the Performance Textiles Association and MUTA. Mr Marsh explained that, should MUTA attend any future meetings, the organisation would be represented by Ian Dawson.
- 1.2 Apologies received from: Peter Charlesworth, Paul Pearson, Brendan Gold, Robert Sneddon, Anne Carvell and Paul Mills.

2. MINUTES OF LAST MEETING AND MATTERS ARISING

- 2.1 **(Min 2.2) Mrs Bricis** to forward information about *Live Wire* to members.
- Complete.
- 2.2 **(Min 5.4) Mrs Bricis** to find out if information about the FLIHSC Conference could be put on HSE's *Revitalising* web page
- Complete.
- 2.3 **(Min 5.7) Mrs Worthington** to forward to Mrs Bricis CBWT's accident and ill-health survey
- Complete.
- 2.4 **(Min 2.1) Mr Small and Mrs Bricis** to co-ordinate TEXIAC's work plan for submission to HSE's Board.
- Discussed at agenda item 3.

- 2.5 (Min 2.7) All members** to forward to Mrs Bricis their comments and suggestions for the TEXIAC work plan, including how the actions could be implemented.

Discussed at agenda item 3.

- 2.6 (Min 3.1) All members** to forward to Mrs Drammeh names and contact details of possible attendees for the TEXIAC Open Meeting.

Some information received, Mrs Drammeh asked for more contacts if these were available.

- 2.7 (Min 4.1) Mrs Bricis** to prepare risk assessment checklists for textiles, leather and footwear with help from Members and arrange for them to be put onto HSE's website.

Ongoing - to be included as part of HSE Web Team's work programme for 2010-11.

Mr Marsh mentioned that MUTA had worked with HSE in the past and agreed to send Mrs Bricis details of the work.

HSE's involvement with MUTA includes the following:

Safe Use and Operation of Marquees and Temporary Structures – Best Practice Guide contains a statement by HSE and can be downloaded at - www.performancetextiles.org.uk/public/downloads/mutamarg.pdf

More information can be found at the following links:

www.hse.gov.uk/lau/lacs/47-19.htm
www.pipa.org.uk/
www.pipa.org.uk/downloads/PIPAoutline.pdf
www.pipa.org.uk/publicBestPractice.pdf

3. TEXIAC WORKPLAN

- 3.1** Members discussed the TEXIAC work plan, which is to be completed for submission to HSE's Board in January 2010.
- 3.2** Members agreed that ill health issues should be kept at the forefront of any campaigns. Noise, asbestos and upper limb disorders are to be topics at the Open Meeting in January 2010.
- 3.3 (1) Customising support for SMEs**

HSE is funding and organising the TEXIAC Open Meeting on 12 January 2010, which is aimed at SMEs. Members will help by sourcing companies to attend the event and promoting it through their organisations. Members also agreed to submit two positive articles a year to their particular industry's trade journals/magazines to promote good health and safety.

(2) Machinery guarding and safe interventions

Balers and compactors are used widely in the textiles industry and have accounted for some fatalities in recent years. Safe interventions are to be covered in the Open Meeting. A web page addressing the issue in the form of a narrative and with some case studies will be published, with possibly a FAQs section or a link to risk assessments. Mr Dickson

agreed to send Ms Bricis photographs of compacting machines.

(3) Asbestos

Many old buildings are still in use in the textiles, leather and footwear industries but there is a poor level of awareness of the duty to manage asbestos and how exposure can occur. It was thought that a campaign by employers and the trade unions would be a worthwhile and relatively straightforward action to implement. Mr Jones agreed to send Mrs Davies some asbestos information and also agreed to attend one of the Footwear & Leather Health & Safety Committee meetings as an observer. Mr Small agreed to write a short paragraph for the HSE website on asbestos, which would then link to HSE's main asbestos web pages - www.hse.gov.uk/asbestos/index.htm.

(4) Horizon-scanning

New and novel materials, production processes and uses – particularly nanotechnology – may have health implications for those involved in the manufacturing process and possible structural and economic changes within the industry. HSE's Manufacturing Sector is to commission research from HSL's Horizon Scanning Unit on recent technological innovations in the textile, leather, footwear, laundry and dry-cleaning industries.

(5) Warehousing and logistics

This is now one of the principal activities in the textile industry, as much production has gone overseas and hence the risk profile of much of the industry has changed. A risk assessment checklist is to be produced in 2010-11. The Committee agreed to promote HSE's and its own guidance on load safety and security. Information about safety in warehouses can be found on the HSE website at www.hse.gov.uk/warehousing/index.htm.

(6) Supply chain initiatives

This approach has been used very successfully with other industries such as construction, road haulage and brewing. The FLIHSC, Community and Unite have proposed an annual award scheme for good health and safety ideas, similar to the *Live Wire* campaign. UKFT is to provide a contractor competency audit for SMEs and will disseminate to members.

(7) HSE Strategy Pledge

It is hoped that companies that sign up to the Strategy Pledge will have more incentive to keep and promote health and safety as a business priority. UKFT and Courtaulds have agreed to sign up to the Pledge and UKFT will encourage their member companies to do the same. Information about the Pledge and the Pledge Forum can be found on the HSE website at the following links:

www.hse.gov.uk/strategy/pledge.htm
www.hse.gov.uk/strategy/pledge/index.htm

(8) Extend stakeholder base

This will give the committee the opportunity to reach more businesses and thus a chance to improve knowledge and good practice. A general discussion was held on the Committee's constitution and the mix of members and attendees. It was suggested that an invitation to attend a meeting be given on an ad hoc basis to senior members of the organisations represented on TEXIAC, so they could offer an extra dimension to the Committee.

It was agreed that, if TEXIAC is to have any chance of delivering its outcomes, regular attendance at TEXIAC meetings by members is vital and should be a pre-requisite for

membership of the Committee. Serial non-attendees should be replaced by those better able to commit their time and efforts. Mr Jones agreed to speak to Ms Carvell and Mr Walsh to ascertain if they still wished to be considered TEXIAC members.

4.0 TEXIAC OPEN MEETING

- 4.1** The TEXIAC Open Meeting is to be held on Tuesday 12 January 2010 at the Textile Centre of Excellence in Huddersfield. HSE's new ART Tool is to be demonstrated by Matt Birtles of HSL and there will also be presentations on asbestos and noise. A drama group has been approached to cover the topic of safe interventions

Mr Jones agreed to send Mrs Bricis details of an excellent speaker on asbestos.

5.0 FEEDBACK FROM INDUSTRIES

- 5.1** Sixty-five people attended the Footwear & Leather Industries Health & Safety Conference, which was held on 11 November 2009 in Kettering. The event had covered slips, trips and falls, the safe loading and unloading of vehicles and first aid and had also featured a very moving presentation by Ken Woodward on the industrial accident that had cost him his eyesight. Two FLIHSC guidance documents were presented at the Conference: COSHH and Safe Systems of Work.

- 5.2** The Lancashire Textiles Association is now part of UKFT.

- 5.3** Mrs Madden has started her own health and safety consultancy. CBWT has closed and its health and safety library is now held by Mrs Madden. Accident numbers appear to have reduced - partly due to reduced working hours and a reduction in the numbers of employees working in the textiles industry. Many companies continue to work reduced hours and are still feeling the effects of the recession.

6.0 ANY OTHER BUSINESS

6.1 *North Light Roof Safety – Angela Madden*

Mrs Madden and Tim Price (Textile Finishers Association) are devising a prototype frame that can be used when working on north light roofs. Mr Small agreed to check with HSE's construction sector for advice on the frame.

6.2 *Working at Height – Huw Jones*

Mr Jones gave a presentation about a finger de-gloving accident at a warehouse, which had resulted in an amputation, where a worker's ring had been caught in equipment. This is the second of two similar accidents that Mr Jones has had to investigate in the past couple of years and he is advising each business/site to complete a risk assessment on the wearing/protection of rings, jewellery, long hair and loose clothing. A copy of his draft policy is given at the end of these minutes.

- 6.3** Mr Jones alerted members to an HSE CD that he had received on preventing falls from vehicles. Mrs Drammeh agreed to try to source a copy of the CD for each member. Much of

the information can be found on the HSE website at the following links:

www.hse.gov.uk/fallsfromvehicles/index.htm

www.hse.gov.uk/workplacetransport/vehicles/preventingfalls.htm

7.0 DATE AND LOCATION OF NEXT MEETING

- 7.1** The next meeting will be the Open Meeting on 12 January 2010, which is to be held at the Textile Centre of Excellence in Huddersfield.

Mrs Drammeh agreed to forward possible dates to members for the late spring meeting and Mr Jones agreed to host this at one of Courtaulds' premises in Nottingham. Mrs Drammeh and Mr Jones to discuss this in the New Year.

