

**MINUTES OF THE 35th MEETING OF THE
TEXTILES INDUSTRY ADVISORY COMMITTEE
held on 29 January 2008 at HSE's Nottingham Office**

Present

Mr Huw Jones (Chair)
Ms Angela Worthington
Mr Alan Edmond
Ms Elaine Davies
Mr Robert Sneddon
Mr Paul Pearson
Mr Gary Dickson
Mr Chris O'Neill
Mr Tim Small
Ms Rosie Bricis
Mrs Wendie Drammeh

Representing

British Clothing Industries Association
Confederation of British Wool Textiles
Community Union
British Footwear Association
Community Union
UK Leather Federation
Scottish Leather Group Limited
Performance Textiles Association
Secretary
HSE
Minutes Secretary

Apologies

Ms Susan Murray	TGWU
Ms Bev Clarkson	TGWU
Ms Anne Carvell	British Clothing Industries Association
Mr Clive Moss	Performance Textiles Association

Speaker

Dr Peter Cooper, Environmental Consultant.	British Apparel & Textile Confederation
---	---

SUMMARY AND ACTION POINTS		To be done by
1	(Min 2.3) Mr Dickson to send Ms Bricis statistics on leather industry knife accidents.	end Feb 08
2	(Min 2.6) All Members to send knife accident information to Ms Bricis.	end Feb 08
3	(Min 2.16) Mr Small to provide Mr Sneddon with brief details about the Carpet Foundation. Information about the Carpet Foundation can be found on their website at: www.comebacktocarpet.com/aboutus.html	complete
4	(Min 3.1) Dr Cooper to send Ms Bricis a copy of the final slide in his presentation for distribution with the minutes.	complete
5	(Min 3.2) Mr Pearson to provide Members with details of the BATC REACH seminars.	end Mar 08

6	(Min 4.3) Ms Worthington to send Ms Bricis a copy of CBWT's accident and ill-health survey.	when completed
7	(Min 4.4) Mr Edmonds to send Mr O'Neill a copy of the FLIHSC guidance on safe work at height. A copy can also be found on the BFA website at www.britfoot.com/documents/WORK%20AT%20HEIGHT%20pdf.pdf	end Mar 08
8	(Min 5.1) Ms Bricis to forward to the Chair the link to information about knife safety on the HSE Textiles Audit: www.hse.gov.uk/textiles/audit/part9.htm#2	complete
9	(Min 5.1) Mr Dickson to send the Chair a copy of UK Leather's guidance on risk assessment and safe systems of work.	end Mar 08
10	(Min 6.0) Mr Dickson to find further information about the Scottish Centre for Healthy Working Lives (www.healthscotland.org.uk/hwl/index.cfm) and forward this to Members.	end Mar 08
11	<p>(Min 6.1) Ms Bricis to include relevant web links to occupational health provision with Minutes of the meeting.</p> <ul style="list-style-type: none"> · HSE website: www.hse.gov.uk/sicknessabsence/step4.htm and www.hse.gov.uk/sicknessabsence/index.htm. · Royal College of Nursing guidance on competencies for OH nursing (www.rcn.org.uk/publications/pdf/002774.pdf) - designed to advise both practitioners and employers on standards for practice and enables employers to know what to expect when recruiting and employing OH nurses. · Commercial Occupational Health Providers Association (COHPA): (www.cohpa.co.uk). 	complete
12	(Min 6.1) Chair to distribute his model policy on rehabilitation and occupational health to members.	end Mar 08
13	(Min 7.0) Ms Bricis to provide Members with current RIDDOR statistics for their industries.	end Mar 08
14	(Min 8.0) Mr Sneddon to send Mrs Drammeh Community information on balers for dissemination to Members.	end Mar 08
15	<p>(Min 9.0) Ms Bricis and Mrs Drammeh to review the Open Meeting evaluation forms to determine the number of people who had voiced a preference for the next Open Meeting to be held further north.</p> <p>Only two people had made specific comments on their feedback forms about wanting a venue further north.</p>	complete
16	(Min 9.0) Members to forward to Ms Bricis their thoughts on possible themes for the Open Meeting.	end Mar 08
17	(Min 11.1) Members to provide Miss Bricis with brief details of the principle processes where LEV is used in their industries, together with details of the substance(s) being controlled; also provide any other comments and views on this topic.	end Mar 08
18	(Min 11.1) Ms Bricis to forward web page links to Members in relation to the LEV project.	when available

MINUTES

1.0 CHAIR'S INTRODUCTION

- 1.1 Apologies received from Angela Worthington, Bev Clarkson, Susan Murray, Clive Moss and Ann Carvell.

The Chair welcomed Peter Cooper, an Environmental Consultant for the British Apparel and Textile Confederation, who was to give a presentation about REACH. The Chair also welcomed Gary Dickson from Scottish Leather Group and Chris O'Neil from the Performance Textiles Association who were attending their first committee meeting.

2.0 MINUTES OF LAST MEETING, ACTIONS AND MATTERS ARISING

The Minutes from the 33rd TEXIAC meeting held on 14 August 2007 were agreed (the 34th meeting was the Open Meeting held on 5 September 2007).

- 2.1 **(Min 3.7, previously Meeting 32 Min 2.13.1) Mr Sneddon** to send Ms Bricis details of the type of accident claims made by Community Union members.

Complete.

- 2.2 **(Min 3.12, previously Meeting 32 Min 2.19.1) Ms Bricis** to forward RIDDOR and other industry statistics to members.

A brief summary of the RIDDOR statistics for 2006-07 was distributed to members during the meeting and discussed further at agenda item 7.

- 2.3 **(Min 3.13, previously Meeting 32 Min 2.19.2) Committee Members** to forward their own industry intelligence in relation to accidents and ill-health to Ms Bricis.

Some information received from members but more was requested, particularly in relation to ill health. The RIDDOR accidents for 2006-07 highlight only two knife injuries but this is likely to be because knife cuts do not fit the RIDDOR criteria. Mr Dickson commented that knife injuries were the most common type of accident in the leather industry and agreed to send Ms Bricis some information about these.

There was a general discussion about the dangers of handling chemicals in the textiles and leather industries.

- 2.4 **(Min 3.14) Mr Moss** to provide contact details for Brian Greenwood, DTI.

Complete.

- 2.5 **(Min 3.15, previously Meeting 32 Min 2.20.2) Ms Bricis** to review information on JoFIT and summarise for Committee Members if appropriate.

Complete.

- 2.6 **(Min 3.17, previously Meeting 32 Min 3.5) Committee Members** to send Ms Bricis their industry statistics on knife injuries.

Information still outstanding. Members to forward information to Ms Bricis.

- 2.7 **(Min 3.18, previously Meeting 32 Min 3.6) Committee Members** to forward Ms Bricis information about bullying and harassment issues within their industries.

Complete.

- 2.8 (Min 3.21, previously Meeting 32 Min 5.1.1) Committee Members** to send Ms Bricis details of events and initiatives promoted by their organisations for inclusion in the TEXIAC work plan.
This item was covered at agenda item 4.
- 2.9 (Min 3.22, previously Meeting 32 Min 5.1.2) Mr Small** to include an industry/union section on the work plan for Committee Members' events and initiatives.
Complete.
- 2.10 (Min 3.23) Ms Bricis** to forward copy of CBWT audiometry document to Committee Members.
Complete.
- 2.11 (Min 3.24) Ms Bricis and Mr Edmond** to send copy of warehouse safety leaflet, *Warehousing and Storage – keep it safe (INDG 412)*, to Committee Members.
Complete.

The leaflet can also be downloaded from the HSE website at:

www.hse.gov.uk/pubns/indg412.pdf.

The HSE publication, *Warehouse and storage – a guide to health and safety* (HSE ref HSG76, ISBN 978 0 7176 6225 8) can be:

- purchased from HSE books (price £14.95) (www.hsebooks.com/Books/product/product.asp?catalog%5Fname=HSEBooks&category%5Fname=&product%5Fid=4954); or
- downloaded from the HSEdirect website (www.hsedirect.com).

- 2.12 Min 3.28, previously Meeting 32 Min 6.1.3) Committee Members** to give Ms Bricis feedback on the COPD documents sent with the minutes from Meeting 32.
Discussed at agenda item 10.
- 2.13 (Min 5.1) Committee Members** to check that anyone they had wanted to attend the Open Meeting had been allocated a place.
Complete.
- 2.14 (Min 7.1) Committee Members** to provide Ms Bricis with their thoughts on the risk of COPD within their industry.
Discussed at agenda item 10.
- 2.15 (Min 8.1) Committee Members** to forward to other Members links to – or copies of - their industry health and safety guidance.
Complete.
- 2.16 (Min 8.1) Mrs Drammeh** to forward an up-to-date members list to all Committee Members.
Ongoing.
- Mr Small to provide Mr Sneddon with brief details about the Carpet Foundation.
- 2.17 (Min 10.1.1) Ms Bricis** to feed back to HSE Communications Directorate that the '*Protect your Feet*' leaflet was no longer required.
Complete.

2.18 (Min 10.1) Ms Bricis to compare information given in the *Protect your Feet* leaflet with that shown on the HSE website and, where necessary, add appropriate links to other web pages.

Ongoing - the textile, leather and footwear web pages are being rewritten and designed.

2.19 (Min 11.3) Ms Davies to forward copies of the BFA "bloody foot" poster to other Committee Members.

Complete.

3.0 Presentation by Dr Peter Cooper from BATC (British Apparel and Textile Confederation) on REACH and the implications for the textiles industry

3.1 The key points of the presentation were:

- Textile processors have to ensure that they use REACH-compliant products for their stated intended use.
- Textile processors should use the expertise of the suppliers, which means all relevant information will be supplied.
- Experimentation with chemical use in the future (except in co-operation with a supplier) would appear to be costly and possibly foolhardy.
- Importers and manufacturers must immediately prepare a database of chemicals used in the supply chain to produce imported articles.
- Any chemical of concern must be replaced.
- Pressure on removal of chemicals of concern in the textile chain may be more immediate from retailers than from REACH implementation.

The full presentation will be sent to members once BATC members had received their copies. Further information about REACH can be found on the HSE website at: www.hse.gov.uk/reach/index.htm.

3.2 Mr Pearson to provide Members with details of the REACH seminars to be held by BATC during the summer.

4.0 Industry Reports

4.1 Footwear Industry – Alan Edmond

Footwear and Leather Industry Health and Safety Conference held in November 2007 in Northampton. Presentations included those by Lyn Witheridge from the Andrea Adams Trust, who spoke about workplace bullying; and by the Northampton Fire Service, which included a graphic film showing how quickly fire can spread through a building and its consequences.

4.2 KDLI – Robert Sneddon

Nothing to report as no meeting had been held since the TEXIAC Open Meeting. The FLIHSC health and safety guidance documents were proving to be popular with members because of their conciseness and ease of use.

4.3 Confederation of British Wool Textiles – Angela Worthington

Accident and ill-health survey to be completed in the next few weeks. A copy would be sent to Ms Bricis.

4.4 Performance Textiles Association – Chris O'Neill

Annual show to be held 4-5 March 2008 in Bournemouth (www.performancetextiles.org.uk/shownext.asp).

A new Code of Practice will be available on their website in the next few weeks (www.performancetextiles.org.uk)

Mr Edmonds agreed to send Mr O'Neill a copy of the FLIHSC guidance on safe work at height.

5.0 Work at height – warp knitting machines - Chair

The Chair drew Members' attention to an Improvement Notice that had been served on a warp knitting machine because "suitable and sufficient measures had not been taken to prevent, so far as reasonably practicable, any person falling a distance liable to cause personal injury when loading and unloading warps on warp knitting machines". This was a tangible example of HSE's approach to tackling falls from height.

Information and guidance on work at height can be found on the HSE website at: www.hse.gov.uk/falls/index.htm

5.1 Miss Bricis to forward to the Chair the link to information about knife safety on the HSE Textiles Audit.

Mr Dickson to send the Chair a copy of UK Leather's guidance on risk assessment and safe systems of work.

6.0 Rehabilitation and Occupational Health – Chair

A general discussion was held on rehabilitation and occupational health services. Mr Dickson to forward information about the Scottish Centre for Healthy Working Lives to Members.

6.1 Workplace Health Connect was being discontinued, although the Welsh Assembly is to keep the service going under a different name.

Ms Bricis to provide Members with web links about occupational health.

Chair to distribute his model policy on rehabilitation and occupational health to members.

7.0 RIDDOR Statistics 2006-2007

A brief summary of the 2006-07 RIDDOR statistics for textiles, leather and footwear was distributed to Members. Ms Bricis to send out more detailed information to Members for feedback.

8.0 Fataality in Textiles Baling Machine

An employee had been crushed in a baling machine and killed. The accident is currently under investigation by the police and HSE so no details can be released at present. However, Members should alert their industries and strongly reinforce the message about ensuring safe systems of work when using machines, including during cleaning and maintenance.

HSE Activity

Balers are typical of the high risk machines targeted by HSE's *Safe Interventions* project, which is now in its 4th year. The project aims to:

- raise awareness of the risks involved - and also the standards required - for safe entry into confined spaces and safe isolation and lock-off;
- ensure that isolation and lock-off procedures for machinery are robust and safe
- ensure that systems of work for entry to confined spaces are implemented; and
- ensure that employers have sound risk control systems for managing these procedures.

Guidance

Some limited guidance on safe operation of baling machines is given on HSE's website: www.hse.gov.uk/textiles/audit/part10.htm#2. However, extensive and detailed joint industry/HSE guidance is in draft stage and is due out in the Spring. This will cover the use of balers across a range of industries.

Community has some guidance on balers – Mr Sneddon to forward a copy to Mrs Drammeh for dissemination to Members.

9.0 Proposed Open Meeting in September 2008

If funding is approved, the Open Meeting is to be held on Tuesday 16 September 2008. The majority of Members would prefer the event to be staged at The Yew Lodge Hotel at Kegworth.

Ms Bricis and Mrs Drammeh to review the Open Meeting feedback forms to determine the preference for an event to be held further north.

Members to suggest possible themes/topics, which should tie in with HSE priority topics.

10.0 COPD Update

Little feedback had been received from Members about COPD in their industries. It was agreed that this topic would be closed.

11.0 Any Other Business

Some Members had to leave before the meeting was concluded; it was agreed that additional items would be included under *Any Other Business* in these minutes.

11.1 HSE project on engineering control of dust, fumes and gases

This project starts in April 2008 and reflects a shift in emphasis from assessment to control. It is a large, multi-stranded initiative that will focus on a number of aspects of local exhaust ventilation (LEV). Up to now, HSE has tended to concentrate almost exclusively on users. However, it has been recognised that this misses other important players, in particular suppliers and designers and the insurance surveyors who carry out statutory thorough examinations. HSE is in dialogue with all these players.

There will be a suite of revised guidance to accompany the project:

- a new leaflet for employers, designed to make them 'intelligent customers', able to ask the right questions of suppliers;
- a leaflet for employees, designed to explain the basic principles and what they need to do to use systems correctly and help their employer in their duties;
- a new "principles and practice" document for designers/suppliers that replaces two existing documents (HSG 37 and HSG 54).

The initiative will target a number of industries. Currently, textiles, leather and footwear are not among those selected; however, it is understood that LEV is widely used in these industries. Members will want to use this new and revised material to take a fresh look at LEV in their industries.

Actions:

- To assist those running the project, it would be very helpful if members could provide brief details of the principal processes where LEV is used in their industries, together with details of the substance(s) being controlled. Any other observations about numbers of installations, aspects of design, installation, use etc would be gratefully received.
- There will be dedicated web page launched in the next few weeks. Links for this would be forwarded to Members when available.

11.2 Reconstitution of TEXIAC

TEXIAC is due for reconstitution in the latter part of this year and will take place against a background of the merger of the HSC and HSE. The disappearance of the Commission naturally raises questions about the role of IACs, which were originally set up to advise the Commission on issues relating to particular industries. As such, formal reconstitution of TEXIAC in its current form is by no means certain and will depend not only on the case made for it but wider political and organisational issues.

Action: in the coming months, HSE intends to meet with some Members to seek their views on reconstitution - as well as any alternative models that may be appropriate - to better inform HSE's thinking. In the meantime, it would be helpful if Members with thoughts on this subject could forward their views to Ms Bricis.

11.3 *Shattered lives* - slips trips and falls campaign 2008

HSE will be running a new campaign in February and March 2008 on slips, trips and falls in the workplace (www.hse.gov.uk/shatteredlives/index.htm).

The aim of the campaign is to raise awareness of the risks and help those involved to take simple action that will prevent slips trips and falls.

More than 1,000 workers a month suffer a serious injury following a slip, trip or fall. The campaign is aimed primarily at those most at risk of a slip, trip or fall at work

(eg construction workers, electricians, gas fitters other trades people) and those best placed to take action (eg site managers, kitchen managers and chefs, food retail staff, area and store managers, food operatives and their shift managers). However, slip, trip and fall accidents do happen in any workplace and we would urge anyone where slips, trips and falls are a risk to get involved in the campaign. To find out how you can get involved you can sign up for free regular updates by logging on at: www.hse.gov.uk/slips/ebulletin/index.htm.

It would be very helpful if members could promote the *Shattered Lives* campaign to the businesses that they represent.

11.5 Asbestos – The hidden killer

Asbestos is the greatest single cause of work-related deaths in the UK. More people die from asbestos-related disease per year than are killed on the roads. Every week 20 tradesmen, 6 electricians and 3 plumbers die from asbestos-related disease. Asbestos can be present in any building built or refurbished before the year 2000.

HSE is working with key stakeholders (trades unions, trade associations, suppliers) to raise awareness amongst tradesmen that they are at risk from exposure to asbestos. During February and March 2008, a campaign will be rolled out to target building maintenance and repair workers (eg electricians, plumbers and carpenters and joiners) using the theme: *'You are more at risk than you think!'*.

National coverage will involve stakeholder-driven activity and advertising and articles in the trade press. Regional activity will focus on the North West of England where direct mail, radio, press and PR will be used to assess the most effective media channels to reach this target audience. Trade Press advertising will start on 4 February and radio on 18 February and both will continue until the end of March.

Further information can be found on the HSE website at: www.hse.gov.uk/asbestos/index.htm and www.hse.gov.uk/asbestos/campaign/index.htm.

Members should promote the *Hidden Killer* campaign to the businesses that they represent.

12.0 Dates and Venues for future meetings

Committee Meeting – Wednesday 7 May 2008 at the Community Union premises in Earls Barton

Open Meeting (subject to funding) – Tuesday 16 September 2008 – venue still to be agreed.