



PPE/Clothing Committee

Minutes 22nd January 2021 12:30-14:30hrs

In attendance:	Chris Colgan – Chair, Steve Topham – Vice Chair Tina Butler, Brett Egan-Briers, Sarah Walsh, Simon Anderson, Robin Clow, Nigel Cusack, Gareth Davis, Julia Skinner, Matt Armstrong, Roddy MacKinnon, Steve Vincent, Wayne Swales, Nicol Thornton, Clive Robinson, Caroline Anderson, Mandy Beasley, Dalvinder Rai, Jagtar Singh, Mark Hodges, Riccardo LaTorre, Kirk Kellegher
Apologies	Mary Dawson, Sean Starbuck
<u>(Item 1)</u>	
1.	1.1 Welcome, introductions and apologies The Chair opened the meeting and welcomed all those attending. Apologies noted from Mary Dawson Kent Fire and Rescue and Sean Starbuck of the FBU.
<u>(Item 2)</u>	
2.	2.1 Minutes and matters from previous meeting Minutes from September's meeting accepted as accurate reflection of the meeting
<u>(Item 3)</u>	
3.	3.1 Action Log Review Action log accepted as an accurate reflection of current actions
<u>(Item 4)</u>	
4.	4.1 Confirmation of Vice Chair Chair welcomed Steve Topham from Humberside Fire and Rescue Service as Vice Chair of the committee

(Item 5)

5. 5.1 Terms of Reference – review feedback

Chair thanked all the regions for feedback on the terms of reference that had been received. It was highlighted that the Terms of reference are still in formation therefore feedback is appreciated. Chair confirmed that where feedback has been straight forward changes, such as spelling, this has been amended in the draft.

Steve Vincent (SV), West Midlands, talked through feedback that had been submitted and suggested an emphasis be placed on the health and safety representation on the committee. Brett Egan-Briers (BEB) agreed and highlighted the link with NFCC Health and Safety committee chaired by Chris Davies (Mid and West Wales) output from PPE/clothing committee is fed into the Health and Safety committee and vice versa any relevant information coming out of Health and Safety committee is shared with the PPE/clothing committee.

It was suggested that a link of a health and safety representative on the committee rather than passing information between the two committees_ this would need to be discussed with Chris Davies regarding a possible liaison role in the committee

Part of the feedback from West Midlands had suggested a change in wording to incorporate commercial risks, Tina Butler (TB) picked up this point and clarified that commercial would be more appropriate for the National Clothing category which is a more commercially focused group, the national clothing category would feed in any commercial issues that have an implication for the PPE/Clothing committee which will have a more technical focus.

Taking into consideration TB's clarification, SV proposed that the terms of reference are updated to reflect that the commercial considerations sit under the National Clothing Category. TB agreed and recommended that the Terms of reference are updated to incorporate an 'Out of Scope' section to ensure clarity.

BEB Clarified the standards representation – BEB works with European and International colleagues and that knowledge is shared across committees, currently BEB is the standards rep. Hopefully moving forward more committee members will be involved. SV suggested to make clear within the terms of reference that there is a requirement for the committee to have a standards rep, which is currently being fulfilled by BEB.

Further feedback on the terms of reference came from Clive Robinson who pointed out that under governance, it should include that information may be shared externally not just with the Fire community. TB agreed that the terms of reference should be updated accordingly.

Simon Anderson (SA) added that fire fighter safety should be paramount and felt the terms of reference focused on budget and commercial issues. TB disagreed that the Terms of reference are commercially focussed but agreed to review the document and enhance the references to Fire Fighter safety.

The issue of Gold Plating of PPE was mentioned and it was agreed that it would be beneficial to debate this within the committee to help form a baseline to ensure the correct level of protection for all wearers.

BEB highlighted that the terms Fit for Purpose, Innovation and Evolution of Products do not appear in PD ISO/TR19591:2018 there is a requirement of the committee to develop and agree the definition of these terms.

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Additionally as a committee we need to develop risk assessments, incorporating views of health and safety. The committee is looking to develop a standardised approach across UK fire sector, committee is an open forum to discuss and develop the risk assessment.

Jagtar Singh (JS) requested the area of definition is expanded, to include consultation in particular the need to ensure consultation with all diverse groups and that clothing that is being procured is suitable for those diverse groups. JS raised the question of PPE research and development, if that is something that falls with the remit of the committee. JS Highlighted the importance of correct kit for female fire fighters, emphasising due regard for the Equality Act. JS asked for clarity in whether issues around smoke hoods and BA would sit under the PPE/Clothing committee.

Agreeing with JS, TB confirmed that consultation to all diverse groups will be strengthened and equality is taken very seriously. Research and innovation have a committee that industry group will reach to. TB confirmed that smoke hoods and BA sit outside of clothing and PPE committee and that this responsibility is with the ops committee, and, where appropriate there needs to be communication between the two committees. TB happy to make adjustments to terms of reference to strengthen consultation. BEB agreed with TB and highlighted the inclusion item on the agenda and the impact assessment which is a working document. The committee is currently looking for a committee member to own the document.

To address JS point on BA BEB clarified that responsibility for BA falls to NFCC Respiratory Committee.

Across, Standards, PPE AND RPE, BEB has been highlighting inclusion within Europe and Internationally.

Chair reinforced the importance of feedback from the committee, especially when meetings are held virtually. One way to achieve this is to have definitions included in the terms of reference that BEB has provided. TB seeks to agree that all committee members are actively engaged and provide feedback during the committee meetings.

(Item 6)

6. 6.1 Particulate Protection

BEB gave an information only update, committee members need to have seen the particulate report linked in with NFCC Health and Safety committee which sits under Chris Davies. More research in this area is being undertaken.

Ricardo laTorre (RT) commented that report name needs to be updated as the report is independent of the FBU and was carried out by University of Lancashire and Professor Anna Stec.

RT requested to be included on communications from Chris Davies on the Health and Safety committee BEB agreed to speak to Chris Davies to ensure understanding of contaminants committee.

(Item 7)

7. 7.1 CE/UKCA Markings –Post Brexit

BEB talked through CE/UKCA markings. Brexit arrangements have changed the requirements for markings on PPE. Moving forward PPE will need new UK CA markings.

	Up to 31 December 2021 items can have CE markings, afterwards will need either UKCA markings or both UKCA and CE markings. Northern Ireland UKNI marking have some nuances. BEB to share summary of new markings with the committee.
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<u>(Item 8)</u>	
8.	<p>8.1 Committee Structure: Should PPE, Specialist PPE, Workwear and COVID PPE be added as a Standard Working Groups?</p> <p>Chair proposed the draft structure of the PPE and clothing committee Once structure has been agreed Chair is looking for committee members to lead on each proposed group. In addition to the sub groups BEB is also looking to set up a risk assessment group to work alongside the 5 groups in the proposed structure. Kirk Kellegher (KK) raised question on the inclusion of working at height under Specialist. BEB advised that it is currently felt that the working at height requirement is covered particularly under National Resilience should thinking change other sub groups can be added to structure. BEB clarified the structure of the committee, the PPE and Clothing committee is made up of various members, regional representatives, representatives from other organisations such as FBU, women in the fire service, for example. The committee then has running below it the Single Point of Contacts (SPOCS) within each Fire and Rescue Service who feedback into the regional representative. The working groups would be headed by a member of the committee, the work of the working groups would then be fed back into the committee. Expressions of interest to be circulated after meeting</p>

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<u>(Item 9)</u>	
9.	<p>9.1 Risk Assessment Formation of working group to produce a committee draft for circulation and agreement</p> <p>The risk assessment has been circulated together with technical reference documents. BEB is unable to share documents as they are issued to BEB under licence which is a point for future to consider how the committee approach access to the documents in future. BEB is looking to set up a working to group to ensure a robust risk assessment, expressions of interest to form the working group to be circulated following meeting</p>

<u>(Item 10)</u>	
10.	<p>10.1 Specifications</p> <p>BEB outlined the current position on the National Specialist PPE Project which is starting procurement phase in middle of March (2021). Feedback on the National Specialist PPE specification due 26th February. Once developed the services will be able to access the agreed specifications to standardise the kit across the UK fire sector.</p>

<u>(Item 11)</u>	
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11.	<p>11.1 NFCTP</p> <p>TB delivered a presentation on Home Office expectations of performance. Home Office want to increase numbers of wearers in the National kit. TB set out the baseline and highlighted that the committee is required to influence decisions across the sector to utilise the national PPE and workwear agreements.</p>
(Item 12)	
12.	<p>12.1 Inclusion Standard Spec for hijab</p> <p>Chair stated that inclusion had been discussed earlier in the meeting and further stressed the importance of inclusion for the committee. Equality Impact Assessment (EqIA) sometimes known as a People Impact Assessment (PIA) has been drafted and circulated to the group, the document is a live document and needs to be reviewed and updated regularly to ensure the right PPE is provided for all wearers.</p> <p>JS gave an overview of Asian Fire Fighters Association, COVID has seen the levels of engagement increase, JS welcomed any members of the committee who wanted to join WhatsApp group or be emailed directly with updates. Chair asked JS to email details to TB for circulation.</p> <p>BEB gave overview of the EqIA, explaining that the committee is looking for someone to own the document.</p> <p>Chair highlighted that this is an important area that will require further and deeper discussion with the committee.</p>
(Item 13)	
13.	<p>13.1 BS EN and ISO standards</p> <p>BEB spoke about the three reports circulated prior to meeting (report from PH3/2, report from ISO TC 94, SC14 WG2 and PH14) these show the work carried out in the committees, very important that the PPE/Clothing committee has representation across all these committees. BEB will be circulating comments on proposed changes to the PPE/Clothing committee, so comments can be agreed before BEB submits to the various committees, there is no guarantee of changes being made but need to contribute to the discussion. Chair stated that BEB has excellent knowledge in this area but asks the committee members to ensure that they review this information and take all opportunities to understand this area to add resilience not only through the committee but locally. The committee has a responsibility to facilitate knowledge sharing within the sector</p>
(Item 14)	
14.	<p>14.1 Items for Further Consideration (risks, emerging issues and Successes)</p> <p>BEB confirmed that extra details in presentation have been added to slides from previous meeting. BEB suggested that regional representatives gain feedback of the most important issues for their services.</p>

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	Issue log and expressions of interest by next meeting and list of priority issues.
(Item 15)	
15.	15.1 Working Group Update
	Chair standing item not applicable to this meeting
(Item 16)	
16.	16.1 AOB Sustainability and Circulatory PPE
	BEB advised that due to the amount of disposable PPE being used there is a focus on the environmental impact of PPE, this has expanded to include all PPE (not just disposable) this will need to be a big consideration for the committee. CEN Webinar for March details to be shared following the meeting.
17.	17.1 Next Meeting Wednesday 28th April 11:00-13:30 (Via Teams)

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