

Asbestos Liaison Group Minutes			ALG/MIN/29/11/2016
Meeting date:	29 <sup>th</sup> November 2016	Open Gov. Status:	
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Asbestos Liaison Group (ALG)	
Minutes of the 47 <sup>th</sup> meeting of the Asbestos Liaison Group held on Tuesday 29 <sup>th</sup> November 2016 Venue – The Consumer Council for Water, Victoria House Birmingham	
Present (HSE)	Members
Ian Strudley, Construction – Chair Archie Mitchel, Head of ALU Martin Gibson, HSE Bernice Charnock, ALU	David Tucker, Land Securities Stephen Platkiw, ATAC Paul Beaumont, IATP Steve Sadley, ARCA Graham Warren, ACAD Peter Wilson, UCATT John Richards, RICS Chris Bishop, UKATA Melanie Tolson, Calderdale BC
<b>Apologies</b> Craig Bell, HSE Jon Dry, ALU Annette Leppla, ALU Susan Murray, Unite Richard Morgan, GMB Richard Barker, BOHS Chris Gilliead, IATP Colin Smith, UKAS Jim Caldwell, NFDC Oliver Smith, SMH Shona Farrell, NFDC Colette Willoughby. BOHS DAVE Nicol, UKATA	
Asbestos Liaison Group web community is available at: <a href="http://webcommunities.hse.gov.uk/connect.ti/asbestosliaison/groupHome">http://webcommunities.hse.gov.uk/connect.ti/asbestosliaison/groupHome</a> Please note that you do not need to be a member of this community to view its contents – it is open to all	

Item	
<b>1</b>	<b>Introduction, apologies, welcome, etc. (Ian Strudley )</b>
1.1	Ian welcomed everyone to the meeting and apologised for the short notice in rearranging the October meeting. Apologies and attendees noted above
<b>2</b>	<b>Minutes of the 46th meeting held on 7<sup>th</sup> June 2016 (Ian Strudley)</b>
2.1	The minutes of the meeting were agreed. All minutes, meeting papers, etc. are available on the ALG web community (see link above). Typo was noted that the minutes ref to June and not February this has now been changed
<b>3</b>	<b>Matters arising from the minutes</b>
	4.3 ACTION 1 - Future licensing statistics to be added to the ALG Community site. – Discharged

	<p>4.4 ACTION 2 – Dave Nichol to provide a further update from UKATA on competency and training at the next ALG. – Chris Bishop on behalf of David gave update to group see minutes further down. Discharged</p> <p>4.5 ACTION 3 – Asbestos Policy Update to be circulated with ALG Minutes when finalised.</p> <p>5.2 ACTION 4 - ALU to add a note to the community pages referring to the TWG minutes covering Quilling.</p>
<b>4</b>	<b>ALG Updates</b>
4.1	<p><b>Review of ALGs Terms of Reference –</b> (inclusion of work, composition of group, meeting and workplan)</p> <p>Ian explained the reasons why we should move the direction of the group and change its name. Group membership would be in accordance with the tripartite system operated by the CONIAC main committee.</p> <p>Discussion followed on how to take this work forward in widening its remit to encompass other workers who may work with or be exposed to asbestos containing materials</p> <p>Consideration was given to other groups attending such as IOSH CITB, HSL and other interested bodies There was concern over a change of name as it commands respect; and there was strong support to keep the acronyms ALG. The suggested name ‘Asbestos Leadership Group’ was agreed by those present which would describe a different role for the group.</p> <p>It was agreed that to move forward the group needs to be seen as a ‘working group’ not a discussion forum.</p> <p>The next meeting as the new ‘ALG’ will be to agree topics and what work the group would be best fitted and effective to do</p> <p><b>(AP1)</b> Before the next meeting, group to consider ideas for future work and come with ideas to discuss on what they would like to work towards over the next 2 years under the following headings in no particular order</p> <ul style="list-style-type: none"> <li>- <b>Non-licenced sector work</b></li> <li>- <b>Licenced sector work</b></li> <li>- <b>Duty to Manage</b></li> <li>- <b>Surveys</b></li> <li>- <b>Duty Holder</b></li> <li>- <b>Analyst</b></li> <li>- <b>Maintenance</b></li> <li>- <b>Training</b></li> <li>- <b>Incidental Exposure</b></li> </ul> <p>Alternatively you are welcome to send comments/ideas to <a href="mailto:Bernice.charnock@hse.gov.uk">Bernice.charnock@hse.gov.uk</a> and I will include them in the next agenda for discussion</p>

<p><b>4.2</b></p> <p><b>4.3</b></p> <p><b>4.4</b></p>	<p><b>Competency &amp; training (matters arising 7/6/16 UKATA document is on the ALG community and can be accessed here)</b></p> <p>Chris Bishop on behalf of David Nicol gave a presentation of UKATA's competency framework; this was aimed at raising the level of training provided to tutors. Independent verification and audits are built into the scheme to assess how the tutor gets the information over to students in an accessible manner.</p> <p><b>Technical Working Group –</b></p> <p>Martin explained that the technical group has not yet met but he is hoping to set up a meeting early Jan/Feb 2017 and will send out invites to regular attendees in the next couple of weeks</p> <p><b>HSE Updates –</b> HSE intends to share and updated general information, such as such as statistics licences granted, and notifications and recent enforcement action, via the ALG community and licenced asbestos community (as appropriate)</p>
<p><b>5</b></p>	<p><b>Any Other Business</b></p>
<p><b>5.1</b></p> <p><b>5.2</b></p> <p><b>5.3</b></p> <p><b>5.4</b></p> <p><b>5.5</b></p> <p><b>5.6</b></p>	<p>Martin Gibson –</p> <p>Martin explained that he is working on the Analysts Guide which is currently working its way through HSE's publications governance system</p> <p>Steve Sadley – Asked about</p> <ol style="list-style-type: none"> <li>1) Digital Airflow – nothing the (ARCA) members have seen so far works, to feedback at next meeting <b>(AP2)</b></li> <li>2) DOP questionnaire – when will there be feedback? Martin to feedback on the results of canvassing 15 companies at the next meeting; <b>(AP3)</b> and</li> <li>3) Suggested that licensing of maintenance companies should be extended. – Archie said we would consider it on an evidence basis</li> </ol> <p>Graham Warren – Raised discussion on clearance certificates</p> <p>Explaining that 'a copy of the clearance certificate must be left on site' as quite often sites do not have access to an emailed version due to either lack of signal or security reasons preventing the usage of electronic devices. All agreed that the contractor must receive a copy.</p> <p>Paul Beaumont - Asked about Asbestos Essentials</p> <p>HSG210 – when will this be released? It was agreed to check whether the new version was on HSE's website. Currently the third edition published in 2012 is still available and the Secretariat will enquire further about the revised version</p> <p>Peter Wilson – Bridging Gap</p> <p>Brought to the groups attention work he is doing under 'healthy workplaces for all ages' with a sub title – When things go well/what do workers need?</p> <p>David Tucker – additional comment</p>

	<p>1) ALG Needs clear measurable goals</p> <p>2) BOHS leading health standards across the board for health risk – course on Working with Health in Construction Leadership Group members, BOHS are in the process of devising and trialling a course on Controlling Health Risks in Construction – hoping to launch in the new year. Target audience being construction site managers and supervisors and H&amp;S professionals. BOHS are seeking CITB endorsement.</p>
<b>7</b>	<b>Time, date, location of next meeting</b>
<b>7.1</b>	<p>The next meeting will be</p> <p>Date - Wednesday 22<sup>nd</sup> February 2017.</p> <p>Venue – HSE Office The Lateral Leeds</p> <p>Time – 10am – 4pm</p>

### ALG ACTION TABLE – TUESDAY 29<sup>th</sup> November 2016

<i>Item</i>	<i>Action</i>
4.1	<p>ACTION 1 - <b>(AP1)</b>– Group to consider ideas for future work and come to next meeting with ideas to discuss re what they would like to work towards over the next 2 years under the following headings in no particular order</p> <ul style="list-style-type: none"> <li>- <b>Non-licenced sector work</b></li> <li>- <b>Licenced sector work</b></li> <li>- <b>Duty to Manage</b></li> <li>- <b>Surveys</b></li> <li>- <b>Duty Holder</b></li> <li>- <b>Analyst</b></li> <li>- <b>Maintenance</b></li> <li>- <b>Training</b></li> <li>- <b>Incidental Exposure</b></li> </ul>
5.2.1	ACTION 2 – <b>(AP2)</b> Steve Sadley – to feedback at next meeting re Digital Airflow
5.2.2.	ACTION 3 – <b>(AP3)</b> Martin Gibson – to feedback on DOP questionnaire