

Asbestos Network - Meeting Notes - 8 October 2020

Meeting held via Zoom

Attendees

Archie Mitchell, Chair	AM	HSE, Head of ALU
Andy Lewis-Thomas	ALT	FDEM
Chris Bishop	CB	UKATA
Colette Willoughby	CW	BOHS, FAAM
Colin Smith	CS	UKAS
Daniel Barrowcliffe	DB	HSE Science Division
David Tucker	DT	CCG
Graham Warren	GW	TICA-ACAD
Helen Ratcliffe	HR	HSE Asbestos Policy
John Richards	JR	RICS
Jonathan Grant	JG	NORAC
Martin Gibson	MG	HSE Occupational Hygiene Specialist and joint asbestos technical lead
Paul Beaumont	PB	IATP
Rob Miguel	RM	Unite
Rosie Bricis	RBr	HSE ALU
Samantha Lord	SL	HSE Occupational Hygiene Specialist and joint asbestos technical lead
Steve Sadley, Zoom host	SS	ARCA
Tony Vozniak	TV	APS

Apologies

Dan Shears	DS	GMB
Judith McNulty-Green	JMG	IOSH
Louise Wainwright	LW	UKAS
Robert Bogie	RBo	DCA
Tim Shambrook	TS	HSE

Actions arising from this meeting, 8 Oct 20

- (1) **RBr** to amend minutes from 13 May 20 to show AW as chair of DTM working group and then circulate final minutes to members.
- (2) **AM** to circulate DTM flowchart to members by 20 Nov 20.
- (3) **All** to provide feedback on the flowchart by 15 Dec 20 - please send responses to Radha Hirani, radhaben.hirani@hse.gov.uk.
- (4) **Licensing WG** to continue with developing draft risk assessment and forward to members for comment by 15 Dec 20.
- (5) **AM** to update HSE's Construction sector and CONIAC on the work of the Asbestos Network and report back to members.
- (6) **AM** to forward to members a suggested meeting standing agenda by 20 Nov 20.
- (7) **All** to provide feedback on the standing agenda by 15 Dec 20 - please send responses to Radha Hirani, radhaben.hirani@hse.gov.uk.
- (8) **MG** to provide members with an update on the topics being worked on by the Technical WG.
- (9) **WGs** to meet before the next Asbestos Network meeting* and forward a report to the other members summarising outcomes and actions at least a week beforehand.

* NB CONIAC/CONIAN is meeting 2 Dec 20, so it would be more useful to wait until then to find out proposed work before holding the working group meetings as work plans could be affected by the outcomes of the CONIAC/CONIAN meeting.

- (10) HSE to suggest dates for 2021 meetings and members to confirm - please send responses to Radha Hirani, radhaben.hirani@hse.gov.uk.

The following dates are proposed:

Thursday 21 January 2021
Thursday 13 May 2021
Thursday 9 September 2021

Agenda

- 1 Welcome and introduction
- 2 Minutes
 - agreement/amendments of minutes of the last Asbestos Network (ALC) meeting on 13 May 20
 - update on actions
- 3 Role and function of Asbestos Network
 - stocktake and context of the Asbestos Network
 - setting objectives for the Asbestos Network with CONIAC/CONIAN and CLC
- 4 Updates
 - from HSE, including construction inspection initiatives
 - from each working group and discussion of any key issues
- 5 Dates for 2020-21 meetings

1 Welcome and introduction

Thanks to SS and ARCA for hosting this meeting via Zoom.

As with the previous meeting, it was accepted that Zoom was not completely secure, members were to be aware that anything discussed would need to be treated as 'open'.

Chris Lucas (CL) has left the Asbestos Network and AM has taken over as Chair.

2 Minutes of last meeting 13 May 2020 + actions from this and from meeting held 22 Jan 20

2a Agreement and amendments

Minutes agreed, except for one point: CW advised that the actions update at 2b in the previous meeting minutes was incorrect: it should read that the DTM Working Group would be chaired by Alan Willoughby, not CW.

Action

- (1) RBr to amend minutes from 13 May 20 to show AW as chair of DTM working group and then circulate final minutes to members.

2b Actions update

Actions from meeting 13 May 20 - completed.

Actions outstanding from meeting 22 Jan 2020

- Update on HSE's licensed asbestos interventions/activities - provided by AM during this meeting.
- Duty to manage flow chart: now ready for circulation and discussion, following which it would go to HSE's Publications Governance Group (PGG) for review. SL explained that she had put

together the DTM flow chart and that it wasn't the one prepared by IOSH. AM advised that, as so much of HSE's work is focused on Covid-19 at present, realistically it was unlikely that the document could be reviewed by PGG until next year.

Actions

(2) **AM** to circulate DTM flowchart to members.

(3) **All** to provide feedback on the flowchart by 15 Dec 20 - please send responses to Radha Hirani, radhaben.hirani@hse.gov.uk.

- Licensing Working Group to develop a draft risk assessment for significant non-asbestos health and safety risks associated with licensed work, eg FFH and electrical safety: ARCA and ACAD had been working on this.

Action

(4) **Licensing WG** to continue with developing draft risk assessment and forward to members for comment by 15 Dec 20.

3 Role and function of Asbestos Network

AM summarised the current situation with asbestos in GB and invited members to consider the future role of the Asbestos Network.

Work plan

AM proposed that the Asbestos Network get its steer for future work from CONIAC and CLC.

The Asbestos Network had done a lot to improve standards, eg supporting FDEM, but could support a wider, strategic, focus through CONIAC and CLC, where it could work as a "force multiplier". The extent of Asbestos Network involvement and what it could contribute should come from the CLC and CONIAC work plans.

CONIAC/CONIAN and CLC are focusing on risks to health by reducing exposure. Objectives that CONIAC is seeking to advance currently include: embedding CDM, tackling occupational ill health (lung disease, MSDs and stress and depression) and supporting small employers. An overview of the CLC workstreams can be found at the following links:

<https://www.constructionleadershipcouncil.co.uk/workstream/health-safety-wellbeing-coiniac/>
<https://www.constructionleadershipcouncil.co.uk/our-work/>

Members agreed that the Asbestos Network should link with CONIAC/CONIAN and support CLC work. If the Asbestos Network was represented at the CONIAC/CONIAN meetings then it would be in a better position to identify the work needed.

Members also suggested a standing agenda for future Asbestos Network meetings.

Actions

(5) **AM** to update HSE's Construction sector and CONIAC on the work of the Asbestos Network and report back to members.

(6) **AM** to forward to members a proposed meeting standing agenda by 15 Nov 20.

(7) **All** to provide feedback on the agenda by 15 Dec 20 - please send responses to Radha Hirani, radhaben.hirani@hse.gov.uk.

Purpose, aim and objectives

The ToR describes the purpose, aim and objectives of the Asbestos Network. It also covers the publication options for guidance. The criteria for HSE endorsement of publications can be found at <https://www.hse.gov.uk/resources/third-party.htm>.

4 Updates from members, subgroups and HSE/ALU

Subgroups

- Technical Working Group

Action

(8) MG to provide an update on the topics being worked on by the Technical WG.

- Licensing Working Group - notes from Skype meeting 14 Jul 20 copied below (see page 6 of these notes).
- Duty to Manage Working Group - had set a date to meet but this had been overtaken by other events. The DTM flow chart had been on hold because meetings had had to be held via Zoom and there were security issues. However, see Action at 2b.
- Surveyors and Analysts Working Group - had not been able to meet?

HSE

- Inspectors from HSE's Construction Division are visiting sites this month as part of a health initiative; this year's topic is respiratory illness. The inspections also focus on ensuring that sites are Covid-secure.
- The CLC is focused on respiratory disease, which includes asbestos.
- Sadly, this was MG's last meeting as he is retiring, last day likely to be 8-9 Dec 20; he will be missed very much.
- Some good news: SL has taken on the lead role in the Technical WG.
- Someone from ALU will be joining the Asbestos Network, though this has yet to be confirmed.

5 Any other business

- A technical query about air monitoring was discussed.
- MG advised that the Analysts' Guide could be published by the end of the year (it was hoped).

6 Next and future meetings

The Asbestos Network ToR states that meetings will be held three times a year. Meetings would normally be held January, May and September (though this one had been a little late), so the next meeting would be arranged for Jan 21.

Actions

(9) WGs to meet before the next Asbestos Network meeting* and forward a report to the other members summarising outcomes/actions at least a week beforehand.

* NB CONIAC/CONIAN is meeting 2 Dec 20 so it might be more useful to wait until then to find out proposed work before holding the working group meetings as work plans could be affected by the outcomes of the CONIAC/CONIAN meeting.

(10) **HSE** to suggest dates for 2021 meetings and members to confirm - please email responses to Radha Hirani, radhaben.hirani@hse.gov.uk.

The following dates are proposed for 2021:

Thursday 21 January 2021
Thursday 13 May 2021
Thursday 9 September 2021

draft

Notes from ALC Licensing Working Group meeting held 14 July 2020 via Skype

Present were:

Archie Mitchell	HSE
Graham Warren	ACAD
Steve Sadley	ARCA
David Blake	HSE
Bernice Charnock	HSE

Apologies:

Andy Lewis -Thomas F-Dem

HSE update

- Remote assessment introduced for “new” license applicants - but still intend to return to face to face.
- ALU not seeing any reduction in renewals.
- Remote inspection work continues but - now more site visits
- Medicals can be extended another 3 months by doctors (see HSE website).

Industry update

- Notifications are at 70% of normal
- No reduction in licensees and businesses report continued work depending on sector
- RPE and PPE supplies enough - though reported shortages of Sundstrom filters.

License application

- Form wording change to request note of evidence “missing” (version 7.2 of form)
- Request that applicants send PDF/Word/ other document versions that can be work searched. Scans may be the only form of record and will be accepted if that is the case.
- C/Vs as evidence of relevant/key personnel should:
 - o Detail experience.
 - o Avoid irrelevant material (eg hobbies)
 - o Only for persons are going to manage/direct licenced work.

Technical Queries

- Could welfare provision be reduced if workforce is not using it during social distancing?
- Can Notifications database be used to supply times of work (not just dates)?
- Feedback needed on good practice on reporting/recording personal monitoring.

Risk assessments

- Initial drafts of guidance to be circulated.

Next Licensing Working Group meeting: to be arranged