

<b>Asbestos Network Technical Working Group (ANTWG)</b>		
<b>Minutes of the meeting of the AN TWG held on the 10<sup>th</sup> June 2021 via video conferencing</b>		
<b>Present:</b> Sam Lord (SL) (HSE/Chair), Colette Willoughby (CW) (BOHS/FAAM/minutes), Steve Watkins (SW) (Industry), Graham Warren (GW) (ACAD), Steve Sadley (SS) (ARCA), Gareth Jones (GJ) (UKATA)		
<b>Note:</b> <i>These minutes are a note of the discussions had on the date of the meeting. Some items will be discussed over a number of meetings. Taking one set of minutes in isolation may not reflect the final position and readers need to be aware of this. As and when a final position is reached this will be made clear within the relevant minute item.</i>		
<b>1.0</b>	<b>Introductions, apologies and welcome:</b>	
	Sam welcomed all attendees to the meeting and highlighted the use of the new table for reviewing appendices. As a result, only some appendices would be scheduled for discussion at this meeting.	
<b>2</b>	<b>Minutes of ANTWG meeting (No.29) and acceptance:</b>	
	The minutes were accepted and issued as a final version.	
	<b>Action:</b> finalised minutes to be circulated (CW)	
<b>3.0</b>	<b>Matters/actions arising from meeting No.29</b>	
	<b>ITEM</b>	<b>ACTION</b>
		<b>UPDATE (10/06/21)</b>
	<b>2</b>	<b>Minutes of ANTWG meeting (No.29)</b> 1) Finalised minutes to be circulated to TWG (CW)
		<b>Action complete - Circulated on 24/4</b>
	<b>4b</b>	<b>Health &amp; Exposure Records</b> 1) Document to be updated and circulated for comment (GW)
		<b>Agenda Item 4</b>
	<b>4c</b>	<b>Decontamination Procedures</b> 1) Review document and provide feedback to SS (ALL)
		<b>Suggested that this be completed ~ Oct 2021</b>
	<b>4d</b>	<b>NPU Connection and Disconnection – draft method</b> 1) Update the document and circulate (SS)
		<b>Agenda Item 4</b>
	<b>4e</b>	<b>Roving heads to improve air management – draft method</b> 1) Set up additional test scenarios and provide video/photographs to the group (SS)
		<b>Suggested that this be completed ~August 2021</b>

	<b>4g Asbestos Waste Skips – draft method</b> 1) Document to be reviewed and feedback provided to GW (ALL)	<b>Suggested that this be completed ~August 2021</b>
	<b>4h Abrasive Blasting Removal Systems</b> 1) Document to be reviewed and finalised at next meeting (ALL)	<b>Agenda Item 4</b>
	<b>4i Gas and Electrical Safety in DCUs including need for Earthing Spikes</b> 1) Final amendments to be made and document sent to HSE Specialists (GW)	<b>Agenda Item 4</b>
	<b>5.0 New Member Requests</b> 1) Speak to Archie Mitchell as Chair of AN to respond (SL)	<b>Not completed - carried over.</b>  <b>SL will ask for this to be mentioned at the next AN meeting in July.</b>
	<b>6a HSG247 Asbestos Training Modules</b> 1) Investigate what the intentions are for training within HSG247 (SL)	<b>Action closed – agreed L143 contains sufficient information on training which was not present when HSG247 was originally published</b>
	<b>6c CfR where Scaffold Remains in Place for Further Non-Asbestos Works</b> 1) Speak to CW for further clarification on the use of scaffolds after clearance testing (GJ)	<b>Item covered in AOB</b>
<b>4b</b>	<b>Health &amp; Exposure Records</b> GW has been working on the document and is in the process of ensuring that all related references are in-line with this document. Information from the new Analysts’ Guide will also be checked as that has now been released. Information is required on the frequency of monitoring. Suggested for every year but then when there’s a change to any method or approach. It was agreed that any monitoring needs to be on worst case scenarios and will look at 4 hours to comply with 4hr TWA/Control Limits. Need to consider the purpose of the monitoring.  <b>Action:</b> 1) Document to be updated and circulated for comment (GW)	

<p><b>4d</b></p>	<p><b>NPU Connection and Disconnection – draft method</b></p> <p>The document was discussed to consider what types of examples may be situations where a remote connection would be necessary. Most likely scenarios are small bathroom type jobs where space is limited and also external soffit jobs. Further discussions were had regarding an approach for sealing the trunking to reduce any risk when it's being concertinaed down ready for re-use.</p> <p>The document needs to reflect that wherever possible the NPU should not be trunked e.g., should be lifted onto the scaffold. If this is not achievable then justification will need to be made for this change to the 'normal' and required approach.</p> <p><b>Action:</b></p> <p>1) Update the document and circulate for end of June (SS)</p>
<p><b>4h</b></p>	<p><b>Abrasive Blasting Removal Systems</b></p> <p>Minor amendments had been made to the document since the last meeting. A variety of items were discussed including where the system could/should be used, how enclosure sheeting could be protected and also including the term 'Wet' within the title to ensure that the use of dry blasting systems are not covered by this document. Agreed that additions to include another example of use for asbestos containing paint/bitumen and also the consider grouping the latter sections of Controls and General items.</p> <p>A report has previously been produced by HSL with regards to the use of blasting systems which may include some information for inclusion in the appendix.</p> <p><b>Actions:</b></p> <p>1) Example of additional use to be provided (SL)  2) Document to be reviewed, updated and circulated in advance of next meeting (CW)  3) HSL report to be circulated to all (SS)</p>
<p><b>4i</b></p>	<p><b>Gas and Electrical Safety</b></p> <p>GW has circulated the document to the HSE Specialists Inspectors and is waiting for feedback. It was noted that one of the Inspectors who had previously been involved has now retired so this will need to be followed up with whoever has taken over.</p> <p>SL will follow up with Specialists if required.</p> <p><b>Action:</b></p> <p>1) HSE Specialists to be contacted for feedback if required. (SL)</p>
<p><b>5.0</b> <b>5a</b></p>	<p><b>AOB</b></p> <p><b>Reviewing Appendix Table</b></p> <p>The table which was produced after the last meeting to identify the various appendices with completion dates was discussed. It was agreed that it was a sensible way forward and allowed the workload to be spread. The suggested dates were accepted with one change to the appendix on health and exposure records which was amended from end of June to end of August 2021 as a completion date.</p> <p>The table will be ordered by completion date to provide clarity on which documents are to be worked upon and when.</p>

	<p><b>Action:</b></p> <p>1) Collate table to show date order for appendix completions. (CW)</p>
5b	<p><b>Face Fit Testing</b></p> <p>GJ had a demonstration of the ShawCity face fit testing system which works on negative pressure. This system does not take measurements whilst the activities are being carried out but waits until afterwards to check on the mask re-siting itself after the activities. It therefore does not measure whether the mask is effectively sealed during the selection of work and speaking tasks. This system is purported to have been approved by HSE which will need to be investigated. GJ has produced a short document which outlines the method along with photographs. Concerns have been raised that some clients are using this method for their maintenance staff believe they have been adequately face fit tested.</p> <p><b>Actions:</b></p> <p>1) Information on the method to be provided to SL (GJ)</p> <p>2) HSE Policy/PPE to be contacted with details of this system (SL)</p>
5c	<p><b>CfR where Scaffold Remains in Place for Further Non-Asbestos Works</b></p> <p>CW advised that this issue has previously been discussed and a NORAC guidance document was produced. It is not uncommon for scaffolding to remain in place for re-use by others for follow on works upon completion of asbestos removal. The analyst can issue a 4-stage clearance and CfR including a note about their inspection. The NORAC document does cover the approach to be taken and requirements.</p> <p><b>Action:</b></p> <p>1) NORAC guidance document to be circulated (CW)</p>
10.0	<p><b>Date of Next Meeting</b></p>
	<p>1.30pm-3.30pm Thursday 12<sup>th</sup> August 2021.</p>

### Appendix Guidance Documents Status

Appendix Title	Lead Author	Proposed Completion Date	Current Status	Addition resource required from AN on a Task and Finish basis?
NPU Connection and Disconnection	SS	June 21	Working draft discussed in April.  Final draft to be completed and circulated for comment	
Abrasive Blasting Removal Systems – revision only	CW	June 21	Initial discussions held at April meeting, members to provide comment and suggested additions	
Appendix 2/21 Gas and Electrical Safety in DCUs	GW	June 21	Final comments from TWG received at April meeting.  To be sent to HSE Specialists for final review.	
Exposure and Health Records	GW	August 21	Working draft discussed in April  Final draft to be completed and circulated for comment	
Skip Design for Asbestos Waste	GW	August 21	Initial draft and scope agreed in April and circulated to TWG for initial comment	
Roving Heads to Improve Air Management	SS	August 21	Working draft in progress	
Decontamination Procedures (SS)	SS	October 21	Discussion stage	
Equipment to measure differential pressure	SL	October 21	Not started	

## ACTION TABLE

ITEM	ACTION
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<b>3 – 5.0</b>	<b>New Member Requests</b> 1) SL will ask for this to be mentioned at the next AN meeting in July
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<b>4i</b>	<b>Gas and Electrical Safety in DCUs including need for Earthing Spikes</b> 1) HSE Specialists to be contacted for feedback. (SL)
<b>5a</b>	<b>Reviewing Appendix Table</b> 1) Collate table to show date order for appendix completions. (CW)
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