

Asbestos Network Technical Working Group (ANTWG)	
Minutes of the meeting held on the 14th Feb 2024 via MS Teams	
<p>Present: Sam Lord (SL) (HSE/Chair/Minutes), Steve Watkins (SW) (Independent Industry Rep and ACAD for this meeting only), Steve Sadley (SS) (ARCA), Colette Willoughby (NORAC), Graham Warren (ASESA), Gareth Jones (UKATA), Jonathan Grant (BOHS-FAAM), Martin Saunders (HSE Science Division), Heather Campbell (HSE Specialist Division), Wayne Williams (IATP).</p> <p>Note: <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></p>	
1	<p>Welcome, introductions and apologies:</p> <p>SL welcomed all attendees to the meeting including new members Wayne Williams and Heather Campbell. Apologies were received from Tony Dillon (ACAD), but Steve Watkins is going to represent ACAD at this meeting.</p> <p>SL explained the purpose of the TWG for the benefit of new members and proposed a greater focus on matters that improved standards in the licensed industry. SL also suggested that the TWG works more efficiently by focusing on one appendix at a time. However, SL also noted that many appendices were advanced in drafting and envisaged that the TWG could complete at least 3 of these in 2024.</p>
2	<p>Minutes of ANTWG meeting (No.40) and acceptance:</p> <p>The minutes from Oct 2023 (No. 40) meeting were finalised and accepted. Action: Minutes to be sent to AsbNet members via AsbNet Secretariat. (SL)</p>
3	<p>Matters/actions arising from Meeting No.40 Oct 2023 – See table at end of these minutes.</p>
4b	<p>Skip design for Asbestos Waste Appendix</p> <p>SL acknowledged that the action on her to send out the latest draft for TWG members to comment for next meeting was outstanding, but assured members that she would look to send this out between now and the next meeting. Additional content will be added in light of recent discussions concerning AC waste. Action: SL to send out the latest draft for TWG members to comment for next meeting.</p>
4c	<p>Handover of Enclosures to Analysts for 4SC (Site Supervisor Visual Inspection and Handover Form)</p> <p>SL annotated and produced a second draft with comments from the last TWG meeting, the Female Analyst Working Group, comments were also received from GJ and this draft was reviewed. The TWG agreed that the intention of the document was to provide guidance to</p>

	<p>Supervisors on visual inspection and the intention of the handover form and that there was an opportunity for this appendix to provide practical framework for training and development of competence in this area. Other elements that the TWG felt would be useful to capture were – the reason for the guidance, clearer explanation of the roles of the site supervisor and analyst with regard to visual inspection incorporating LARC industry perceptions and issues and practical solutions.</p> <p>TWG members agreed that this would require a re-draft and that the document should not be too lengthy but be able to be used in POW.</p> <p>Discussions were also had regarding root causes of failed Stage 1 & 2, lip service being paid to the HF, analysts fear of failure for various reasons and that client appointed analysts would help to solve this.</p> <p>Action: SL to capture points above and produce a stripped down version. Action: SL to share this with Cat Holmes and Nick Garland</p>
4	The Appendix status table was updated (see page 4).
5	<p>AOB</p> <p>5.1 Maintenance of on-tool extraction systems by LARCs (in addition to H-VAC TEXT) (SL/HC) – HSE inspectors are encountering no TEXT for on-tool extraction systems used for needle scalers and floor grinders. These systems are used to remove surface substrate containing minor asbestos residues but the resulting dust could also contain respirable crystalline silica (RCS). The Control of Substance Hazardous to Health Regulations (COSHH) require LEV systems to be thoroughly examined and tested (TEXT) at least once every 14 months. The TEXT that comes with the vacuum unit does not align with the example TEXT report in HSE guidance on on-tool extraction Local exhaust ventilation - Frequently asked questions (hse.gov.uk). Variables such as hose length and working position are also likely to be important for some kit. SL to raise this with F-DEM and manufacturers of equipment.</p> <p>5.2 Gel Fibre Suppression Wrap and Cut of a thermally insulated pipe – trial by FAAM WG. Action: SL to invite Nick Garland to present to the group.</p> <p>5.3 Clarification on the frequency of leak testing that is expected when venting internally / working in an occupied building (SS). SL provided reference to HSG248 Chapter 5 – paras 5.42 – 5.46 which provides guidance on application of leak testing, including <i>‘Leak testing will be required when the air extraction unit (i.e. the NPU) does not vent to the external atmosphere (i.e. it discharges inside the building).’</i></p> <p>5.4 HSE industry surveys still time to complete 25th Feb 2024 closing date. (SL) - TWG to note</p> <p>5.5 UKATA guidance on licensed training (GJ) – SL explained that this guidance couldn’t be reviewed as part of Asb Net TWG business as not guidance produced but offered GJ to present and seek comment from members outside of the meeting.</p> <p>5.6 Concerns about the practical use of EM3 How to build a mini-enclosure for minor [non-licensed] work with AIB. (GJ) – Discussion was had as to how this is actually used, e.g. to gain access for initial checks in the event of an emergency such as a burst pipe. SL advised she</p>

	would ensure that this concern was raised as part of wider internal discussions on NNLW and Control Limit currently being held as part of WPSC recommendations.
5.7	What Regulations apply to the management of wastewater from a DCU (SS) – TWG agreed to have a look into this and bring to next meeting as AOB
6	Date of Next Meeting
	24 th April 2024 via MS Teams

Appendix Guidance Documents Status Update (Feb 2024)

Appendix Title	Lead Author	Proposed Completion Date	Current Status	Addition AN resource required on T&F basis?
Visual Inspection and Handover of enclosure for 4SC	Rob Southall (ATAC) and Nick Garland (Assure 360)	Apr 24	July 22 - Scope and content agreed by TWG to also include handover form and systematic procedure for undertaking visual inspection including equipment needed, what to look for etc. and aligning with equivalent guidance for analysts. Sept 23 - SS to get update from Rob on progress Oct 23 – draft received and circulated for discussion	Nick Garland and Rob Southall
Skip Design for Asbestos Waste	GW	Apr 24	Initial draft and scope agreed in April 21 and circulated to TWG for initial comment Oct 21 – Put on hold to allow work on other appendices to be completed. Feb 23 – SL to circulate final draft to HSE colleagues for final comment before sending out to TWG for finalisation at April 23 meeting. April 23 – put on hold as priority given to personal monitoring appendix Oct 23 – SL to send re-drafted version with photos to TWG	No
Licensed removal with no enclosure	SS	Aug 23	Feb 23- SL to confirm the position set out by HSE Inspector has not changed and that written advice from an HSE inspector to be used as the basis of a draft Appendix.	No
NPU Connection & Disconnection	SS	ON HOLD	Amends to photos etc to be completed by end of June 22 for final approval by TWG	

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			Sept 22 – HSE comments to be incorporated into Appendix for discussion at Nov meeting	
Abrasive Blasting Removal Systems – revision only	SL	ON HOLD	Amends discussed at Oct 21 meeting, SL to check how different the version is and consider if justification for re-issue. March 22 - Members to provide details of current use of abrasive blasting including intel on dry ice systems. July 22 – Needle scalars to be included in the revision – intel being gathered.	
Calculating NPU airflow – revision only	SL	ON HOLD	July 22 - Revision to include additional guidance for LARCs on selection and use of an anemometer.	
Independence of Analysts	SL	ON HOLD	Drafting to start in August 22 – scope to include issues of DCU certs not being issued to LARCs if they are not appointed by them and also Personal Monitoring on behalf of the LARC	
Use of Glovebags	GW	ON HOLD	Scope and content to be agreed by TWG in Sept 22 Sept 22 – GW to send out draft for comment by TWG	
Selection and Use of Encapsulants	SW	ON HOLD	Scope and content to be agreed by TWG in Sept 22 Initial draft discussed at Nov 22 meeting	
Equipment to measure differential pressure	SL	ON HOLD	Intelligence being gathered from LARCs who use this equipment by SS and SW.	