

Asbestos Liaison Group Minutes			ALG/MIN/01/2011
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Asbestos Liaison Group (ALG)	
Minutes of the 31st meeting of the Asbestos Liaison Group held on Thursday 3 February 2011 at HSE, 1 Hagley Road, Birmingham, B16 8HS	
<p>Present (HSE) Paul Stollard, Director Scotland Greg Haywood, ALU Rob Hirst, FOD Construction Martin Gibson, Occupational Hygiene Gillian McLean, ALU Sarah Mallagh, Asbestos Policy Billie Wilson, ALU</p> <p>Apologies Colin Seditas, ALU Rick Statham, NASC Susan Murray, Unite Dave Couldridge, Royal Borough of Kensington and Chelsea Mike L Smith, UKATA Grant Beglan, ARCA Jim Caldwell, NFDC</p>	<p>TAs / TUs Peter Wilson, UCATT Peter Robinson, UKATA for David Stanley Colette Willoughby, BOHS Richard Morgan, GMB Steve Stanley, ARCA Jonathan Francis, ATAC Dave Simpson, ACAD Howard Button, NFDC for Jim Caldwell John Richards, RICS</p> <p>Guests Martin Morrell, Construction Skills Alan Wemyss, Construction Skills</p>
Asbestos Liaison Group web pages are available at: http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm	

Item	
1	Introductions and apologies, welcome, etc (Paul Stollard)
1.1	Paul welcomed everyone to the meeting; Apologies and substitute attendees were noted, as detailed above. A particular welcome was extended to Martin Morrell and Alan Wemyss from Construction Skills who were attending to give a presentation on Specialist Apprentice Programmes – Item 6.3.
2	Minutes of 30th meeting held on 24 September 2010 (Paul Stollard)
2.1	The minutes of the meeting were agreed and are on the ALG page on HSE's website at http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm
3	Matters arising from the minutes
	Matters arising from the previous minutes will be covered under the relevant agenda item.
4	Asbestos Policy Issues (Sarah Mallagh)
4.1	Sarah Mallagh provided an update on current issues: Introduction to Asbestos package – examples of posters and pocket size information cards were

	<p>handed out at the meeting. This scheme was launched at the end of October 2010 and was well attended/received by relevant lecturers. It is free to download from HSE's website at http://www.hse.gov.uk/asbestos/learning-package/index.htm or from HSE Books.</p> <p>Hidden Killer campaign – the business case for an exemption on the Government freeze on communications spending with regard to this campaign is on-going. There will be further discussion at the Partnership meeting to be held on 24 March 2011. An initiative involving training providers (free training) will also be discussed at this meeting – but there appeared to be no problems in principle.</p> <p>CD's refurbishment campaign will begin on 14 February 2011 and will target refurbishment sites – focussing on asbestos surveys. Immediate action will be taken if no or inadequate surveys are found (notices served under CDM Regulations). Examples of inadequate surveys will be collated by Occupational Hygiene Specialists who will consider trends/patterns and appropriate follow-up action to be taken with the relevant survey companies. HSE and LA Building Control joint work – (domestic refurbishments). A Memorandum of Understanding has been signed. Sarah to send link to MoU on HSE's website to ALG. The outcome of this campaign will depend on the information received.</p> <p style="text-align: right;">Action: Sarah Mallagh to send link</p> <p>Analyst Guide – guidance will be printed once approved. The updated version will have refreshed photographs and there will be a complete revision of Section 7. The consultation process will begin in the spring with publication in late autumn.</p> <p style="text-align: right;">Action: Martin Gibson and Greg Haywood to revise Section 7</p> <p>Non-Licensed Guide – A meeting was held with training providers in November 2010 to discuss a range of issues which have been resolved. Regulation 3(2) will be more detailed with a clearer interpretation of what is licensed/non-licensed work. Sarah asked ALG members to provide feedback on the preferred format/content of the guide so that this information could be included in the on-going business case for publication.</p> <p style="text-align: right;">Action: ALG to provide feedback to Sarah Mallagh</p> <p>Watch Committee – considering the risks of low level exposure to asbestos. A final meeting will be held on 24 February to discuss the draft document which doesn't change the Regulations but clarifies the health position.</p>
5	Technical Sub-Committee (TSC) Update (Martin Gibson)
5.1	<p>Martin provided a TSC update:</p> <p>The TSC was set up to consider a range of technical issues in more detail away from the ALG. Two meetings have been held recently (3 November 2010 and 25 January 2011). It was agreed that there would be a Chair appointed annually (currently Martin). Current issues being discussed include hot working, bulk sampling, electrical/gas safety in DCUs and licensed work on soffits. Relevant reports will be finalised in the next few weeks for consultation and items could be included in ALG minutes and memos. Martin to provide TSC minutes to ALG secretariat for posting on the ALG page of HSE's website.</p> <p style="text-align: right;">Action: Martin to provide TSC minutes for ALG webpage</p>
6	ALG Workplan (Greg Haywood)
	<p>Greg said that a lot had been achieved however the current workplan needs to be revised/updated/rewritten. Greg asked ALG to discuss the document with their members and send ideas/comments to ALG secretariat to collate prior to the next meeting in May.</p> <p style="text-align: right;">Action: ALG to discuss with members</p>
6.1	Leadership (Steve Sadley)

	<p>Asbestos Removal Management Institute (ARMI)</p> <p>Relevant changes to the articles of association were made and sent to solicitors to take forward. Cost of setting up ARMI is £2000 + VAT which ARCA is willing to lend to ARMI on an interest free basis. Steve Sadley to write formally to the relevant organisations (individuals not identified as yet) for approval.</p> <p style="text-align: right;">Action: Steve Sadley to write to organisations</p>
6.2	<p>Worker Involvement – Greg Haywood</p> <p>It was noted that leadership would be a large part of the Worker Involvement Assessment that will look at how operatives communicate concerns to management – fear of reprisals especially in non-unionised companies. Greg and Paul asked ALG to assure their members that complaints to HSE are treated anonymously if requested.</p>
6.3	<p>Competence and Training</p> <p>Martin Morrell and Alan Wemyss from Construction Skills gave a presentation on Specialist Apprentice Programmes (SAPs). The presentation can be found at http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm</p> <p>Steve said that ARCA had set up a competency scheme which involves 3 levels both written and practical – qualification expires after 5 years. This includes asbestos awareness, DCUs, RPE and is aimed at both operatives and supervisors. They hope to have several hundred fully qualified by the end of this year.</p> <p>Jonathan said that ATAC were developing a training course aimed at project management and analysts which will be rolled out in the next 3 to 4 months.</p> <p>Colette said that BOHS were developing a refresher training course.</p> <p>Dave Simpson said that ACAD still have funding in place (Train to Gain funding for candidates registered by the end of March 2011) for a specific Asbestos Hazardous Waste NVQ Level 2 (QCF format from 1/1/11 with Wamitab as the national awarding body). Currently 86 have registered an interest.</p>
6.4	<p>Occupational Health Provision</p> <p>Continuing to raise awareness through the assessment process.</p>
6.5	<p>Client Actions</p> <p>No issues.</p>
6.6	<p>HSE/LA Co-operation</p> <p>On-going.</p>
6.7	<p>Analysts</p> <p>Awaiting Analyst Guide in the spring.</p> <p>There was some discussion of a portable fibre check unit with research underway funded from Europe. It was mentioned that there are often problems with calibration.</p>
6.8	<p>Duty to Manage</p> <p>Sarah asked for volunteers from the existing Partnership Group to form a smaller team to specifically look at duty to manage and how this spans into property management systems.</p> <p style="text-align: right;">Action: Partnership Group to contact Sarah</p> <p>Colette said that there had been a lot of interest from LAs re P407 which goes live in March.</p>

7.	<p>ALU Update (Greg Haywood)</p> <ul style="list-style-type: none"> • There are currently 568 licensed contractors which is far less than this time last year. This coincides with the new inspection strategy. HSE now has 104 active trained asbestos inspectors and 22 NAPs. • There will be a new policy for granting/refusing/revoking licenses as the process takes too long at the moment. The new procedure will be fair but robust and totally transparent. • ALU are moving from their own database to HSE's national system. May cause some disruption initially but will not affect ALG.
8	Any Other Business
	No items.
9	Date, time, location of next meetings
9.1	The date of the next meeting will be 26 May, 2011 at HSE, Belford House, 59 Belford Road, Edinburgh, EH4 3UE