

Asbestos Liaison Group Minutes			ALG/MIN/02/2011
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### Asbestos Liaison Group (ALG)

Minutes of the 32nd meeting of the Asbestos Liaison Group held on 26 May 2011 at HSE's office, Belford House, 59 Belford Road, Edinburgh, EH4 3UE.

<b>Present (HSE)</b> Paul Stollard, Director Scotland Greg Haywood, ALU Colin Seditas, ALU Gillian McLean, ALU Craig Bell, Asbestos Policy for Sarah Mallagh Billie Wilson, ALU	<b>TAs/TUs</b> Peter Wilson, UCATT Richard Morgan, GMB Steve Sadley, ARCA Jonathan Francis, ATAC Terry Slater, ACAD Jim Caldwell, NFDC David Couldridge, Royal Borough of Kensington and Chelsea Rick Statham, NASC Susan Murray, Unite
<b>Apologies</b> Mike Smith, UKATA Martin Gibson, Occupational Hygiene Colette Willoughby, BOHS John Richards, RICS Rob Hirst, FOD Construction	<b>Guests</b> Jeanette Reuben, FOD Construction John Blackburn, FOD Construction for Rob Hirst

Asbestos Liaison Group web pages are available at:

<http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm>

Item	
<b>1</b>	<b>Introduction, apologies, welcome, etc (Paul Stollard)</b>
1.1	Paul welcomed everyone to the meeting. Apologies and substitute attendees were noted, as detailed above.
<b>2</b>	<b>Minutes of the 31st meeting held on 3 February 2011 (Paul Stollard)</b>
2.1	The minutes of the meeting were agreed subject to amendment below and are on the ALG page on HSE's website at <a href="http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm">http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm</a>  List of those attending – Steve Sadley not Steve Stanley.
<b>3</b>	<b>Matters arising from the minutes</b>
3.1	Item 4 – Asbestos Policy Issues – CD's refurbishment campaign – Sarah Mallagh has sent the link to the Memorandum of Understanding to ALG. Item discharged.  Item 6.3 – BOHS have developed refresher courses for the P modules for surveying, air testing, clearance testing and asbestos management which have had a good take up from candidates.  All other matters arising from the previous minutes will be covered under the relevant agenda item.
<b>4</b>	<b>Asbestos Policy Issues</b>
4.1	Craig provided an update on current issues:

	<p>Infraction – In February 2011 the European Commission advised Government that phrases contained in the European Directive had been omitted from the Control of Asbestos Regulations 2006.</p> <p>The methods for asbestos work will not change. Changes are only likely to affect the scope of work requiring notifications and medical surveillance. ALG comments to Craig within 10 working days.</p> <p>Legislation, ACoPs and any guidance will not be produced until the position is clearer and appropriate amendments have been made.</p> <p>The status of the “non licensed contractors’ guide” was discussed. As this is now on hold, because of the infraction, any ALG members preparing their own guidance were advised to continue, but only to deal with methods of work.</p> <p style="text-align: center;"><b>Action: ALG to send comments to Craig Bell</b></p> <p>The full review on health and safety is available on DWP website at <a href="http://www.dwp.gov.uk/consultations/2011/lofstedt-review-cfe.shtml">http://www.dwp.gov.uk/consultations/2011/lofstedt-review-cfe.shtml</a></p> <p>Review undertaken of the European classification of chrysotile (white) asbestos. Further information is available at <a href="http://www.bis.gov.uk/g-science/science-in-government/global-issues/health-and-environment/asbestos">http://www.bis.gov.uk/g-science/science-in-government/global-issues/health-and-environment/asbestos</a></p> <p>Currently awaiting clearance on bids to continue partnership working on the training pledge initiative and the Hidden Killer campaign.</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.</p> <p style="text-align: center;"><b>Action: Martin Gibson and Greg Haywood to revise Section 7</b></p>
<b>5</b>	<b>Technical Sub-Committee Update</b>
5.1	<p>Greg provided a TSC update:</p> <p>There has been no recent meeting of the TSC due to other work commitments. Greg to check current status with Martin and if appropriate send draft ALG memo on removal of AIB soffits to ALG for comment.</p> <p style="text-align: center;"><b>Action: Greg Haywood to send draft memo to ALG if cleared by Martin Gibson</b></p>
<b>6</b>	<b>ALG Workplan</b>
6.1	<p><b>Leadership – Asbestos Removal Management Institute (ARMI)</b></p> <p>Steve has written to ACAD and NFDC requesting meetings. No reply received to date. Jim and Terry to take forward.</p> <p style="text-align: right;"><b>Action: Jim Caldwell/Terry Slater</b></p>
6.2	<p><b>Worker Involvement</b></p> <p>ALG to provide information to Greg on good examples/case studies of worker involvement which can then be published on the ALG webpage.</p> <p style="text-align: right;"><b>Action: ALG</b></p>

	<p>Peter asked Steve and Terry to provide contact details for volunteers to take part in a workers' survey.</p> <p style="text-align: right;"><b>Action: Steve Sadley/Terry Slater</b></p>
6.3	<p><b>Competence and Training</b></p> <p>Jonathan said that ATAC has developed a course for Analysts and Project Managers which was going well.</p> <p>Agreed that industry needs to move towards refresher training based on a training needs analysis/competency assessment. This would lead to the employer delivering ongoing competency assessments to decide what, if anything, should be covered at the annual refresher sessions.</p>
6.4	<p><b>Occupational Health Provision</b></p> <p>Steve said that ARCA would be sending out their annual declaration in June and would be able to report back at the next ALG.</p>
6.5	<p><b>Client Actions</b></p> <p>No issues.</p>
6.6	<p><b>HSE/LA Co-operation</b></p> <p>Ongoing but will become more difficult due to budget cuts.</p>
6.7	<p><b>Analysts</b></p> <p>Jonathan said that a new ATAC course for Analysts would run next month and again in October.</p> <p>Martin is collating good/bad quality surveys as part of the CD refurbishment project.</p>
6.8	<p><b>Duty to Manage</b></p> <p>Terry said that the Asbestos Partnership – Duty to Manage campaign was not going ahead due to funding issues but that it would be taken forward in other ways – partnership working.</p>
6A	<p><b>Future Delivery of ALG Workplan</b></p> <p>After general discussion it was agreed that some members of ALG would make up 3 separate working groups to take forward specific issues within the current workplan. These working groups would then report back to ALG at the quarterly meetings.</p> <ol style="list-style-type: none"> <li>1. Leadership and Management – take forward ARMI and Leadership Events.</li> <li>2. Training and Competency – take forward Item 6.3 above.</li> <li>3. Technical Sub Committee – now Technical Working Group.</li> </ol> <p>It was expected that significant progress would be made before the next ALG at the end of September.</p> <p><b>Action: Greg Haywood to identify a FOD Construction member for the Competency Working Group and email membership of Groups to ALG</b></p>
<b>7</b>	<b>ALU Update</b>
7.1	<b>(Gillian McLean)</b>

	<ul style="list-style-type: none"> <li>• As at 10 May 2011 there were 557 licensed contractors which is far less than this time last year. 285 licences were granted during the work year (27 reduced term renewals). 35 licences were refused following assessment. 2 licences were revoked and 7 licences were amended. The target of 1400 inspections for year 2010/11 was far exceeded with 1900 inspections being carried out. This coincides with the new inspection strategy. The number of notifications received has remained stable and the number of Notices issued has increased.</li> </ul> <p><b>(Greg Haywood)</b></p> <ul style="list-style-type: none"> <li>• There will be a new policy for granting/refusing/revoking licenses. At present each process is different. However, the criteria used for decisions, as set down in the ACoP, is the same. The new procedure will be streamlined to enable speedier decisions to be made but will be fair and transparent so that all applicants and licence holders understand the process. It will involve a new application form which includes a self assessment section. Information received after the formal assessment will be used for granting, refusing and revoking licenses. A revised guide to the new assessment process has been produced (ALAARG). There will be an appeals process in place through the Secretary of State and a Licence Review Board will be set up.</li> <li>• Labour supply – draft ALG memo – Greg to make minor amendments (para 6) then to be published on ALG webpage.</li> <li>• Numerous interventions have highlighted weaknesses in arrangements for face fit testing of RPE. There is HSE guidance on face fit testing and the competence of those carrying out quantitative testing – information can be found at <a href="http://www.hse.gov.uk/foi/internalops/fod/oc/200-299/282_28.pdf">http://www.hse.gov.uk/foi/internalops/fod/oc/200-299/282_28.pdf</a></li> </ul>
<b>8</b>	<b>Any Other Business</b>
8.1	HSE cost recovery – A trial is being planned in 2 areas during September, October and November this year and, following a consultation process, will start in April 2012. This will involve all interventions not just asbestos. Costs will be incurred if an intervention is required where a breach has occurred. An appeals process will be put in place. Discussion is ongoing on whether this will also apply to LAs.
8.2	Peter is developing a training package for safety representatives that covers workplace inspections and investigations.
<b>9</b>	<b>Date, time and location of next meeting</b>
9.1	The date of the next meeting will be Tuesday 27 September 2011 at 10.30am – ARCA training facility, Burton Upon Trent.