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Asbestos Liaison Group (ALG)

Minutes of the 21st meeting of the Asbestos Liaison Group held on 27th September at ARCA House, Burton on Trent

Present (HSE)

Barbara Healey, Chairperson
 Greg Haywood, Head of ALU
 Colin Seditas, ALU
 Matthew Ramsey, ALU
 Martin Gibson, Scotland Specialist Group
 Kevin Walkin, Cancer & Asbestos Unit
 Liz Standen, ALU
 Mike Williams, FOD Construction

TAs / TUs

Terry Jago, ARCA
 Peter Wilson, UCATT
 Mike Keeligan, ATPWG
 Richard Morgan, GMB
 Robert Greenfield, GSH Group
 Paul Dolan, Kitsons Env Europe Ltd
 David Couldridge, Royal Borough of Kensington Council
 Gill Ross Jones, EA
 Grant Beglan, ARCA
 Mike Wilkes, ACAD
 John Harris, NFDC
 John Richards, RICS

Apologies

Michelle Aldous, CBH Ltd
 Peter Austin, ACAD
 Jean Prentice, ACAD
 Susan Murray, TGWU
 John Horsfall, ATAC

Presenters

Item (no .5) - Kevin Walkin

Item	
1	Introductions and apologies, welcome, etc (Barbara Healey)
1.1	Barbara welcomed John Richards to the meeting. Apologies received on behalf of Michelle Aldous, Peter Austin, Jean Prentice, Susan Murray and John Horsfall.
2	Minutes of meeting held on 24th May 2007 (Barbara Healey)
2.1	The minutes were agreed.
3	Matters arising from the minutes (Barbara Healey)
3.1	(Item 4.1 DTM Standard Life Event) Liz Standen, Greg Haywood and Robert Greenfield all reported good feedback from event, which included a large magazine article in FM World.
3.2	(Item 4.2) Robert Greenfield informed the group that the message regarding DTM was getting out to the industry.

3.3	(Item 5.1.1 Audit Schemes) Mike Wilkes informed the group that ARCA and ACAD had exchanged checklists for audit schemes. He will report further developments at the next ALG meeting in January 2008. Action: Terry to report on at next meeting
4	Terms of Reference
4.1	Liz Standen thanked all for the feedback she received. Meetings will be held quarterly and not six monthly as previously thought. Slight tweaks have been needed and these will be agreed and formerly adopted via correspondence. Revised Terms of Reference attached
5.	“Duty to Manage” asbestos
5.1	Campaign update
5.1.1	Kevin Walkin gave a presentation to the group showing how the last DTM campaign was received and the ideas that have been generated for another pilot next year. He asked the group if they would be willing to take part in a wide-ranging survey relating to DTM. The results of would be analysed by HSL. Action: Kevin to send out power point presentation to ALG members and all ALG members asked to forward ideas and suggestions regarding useful sources of objective data to aid the evaluation.
5.2	Stakeholder issues
5.2.1	Robert Greenfield will be arranging a meeting of stakeholders soon and will feed back at the next meeting. BIFM has reported a poor level of awareness of the DTM among Chartered Institution of Building Services Engineers (CIBSE) clients.
6	ALG occupational health subgroup update
6.1	Liz Standen and Greg Haywood informed the group that the next meeting will take place week commencing 1st October. A distinction was drawn between the historical purpose of statutory asbestos medicals and principles of occupational health. Feedback from ALG members was requested with regard to the detail of “fitness for work” medicals. Post meeting note: The sub group propose to consider the use of Constructing Better Health (CBH) in developing occupational health programmes for asbestos workers, and include a fitness to work element when the statutory medical is carried out. The CBH “Occupational Health Standards” document and the “Health Assessment Matrix” can be downloaded from the CBH website at http://www.constructingbetterhealth.co.uk/ Action: Any comments by members to be given by the end of November and a further subgroup meeting is proposed in January. A progress report will be given at the May ALG.
7	Training
7.1	Update from TPWG (UKATA)
7.1.1	Mike Keeligan reported that 41 out of 50 training providers have agreed to join the trade association. A meeting was held at ARCA house on the 6th September where the aims, objectives and membership requirements were discussed. A mandate was established. The following categories were established for training providers: 1) All training courses provided 2) Limited to non licensed work 3) Asbestos Awareness courses only

	<p>Work on the trade association's website has been started and it will be up and running by the end of November, at which time the executive committee will be formed.</p> <p>Action: Mike to provide an update at the next meeting</p>
7.2	NVQs/CSCS (Terry Jago)
7.2.1	<p>Terry Jago provided a brief account of previous attempts to introduce the NVQ scheme in the industry. Previous efforts had failed because clients do not request, or insist on it for contractors bidding for work. The NVQ has again been revisited recently, but contractor's attitudes have not changed and the scheme was unlikely to be welcomed.</p> <p>Liz Standen stated that contractors needed to be able to demonstrate competence - and that completing training courses (as per Chapter 4 of the Contractor's Guide) did not do this. There are many means of assessing competence, and in ALU's view, the NVQ is a tried and tested example of such a tool.</p> <p>Greg stated that the asbestos industry was out of step with other construction industry trades in not adopting the CSCS cards. He emphasised that asbestos licences were not a replacement for competency assessments.</p> <p>Terry Jago suggested that he would investigate the potential for the industry developing an alternative scheme based on on-site assessment.</p>
8	Waste (Martin Gibson)
8.1	<p>Martin began by highlighting HSE concern regarding the use of vans for transporting asbestos waste. He is concerned about the potential for poor practice and the higher risks involved. Martin gave a few examples:</p> <ol style="list-style-type: none"> 1) Multiple handling – potentially greater exposure 2) Loading & unloading - asbestos dust remains on the outside of bags and there is a lack use of PPE/RPE; the use of van for other purposes; and poor segregation of bags and tools etc 3) Mixing of waste items <p>He put forward to the group that the use of vans to transport waste should be identified in the method statement and there should be correct systems in place for cleaning and testing the interior. Martin will be preparing an ALG memo on the subject and asked the group to provide comment once this was circulated.</p> <p>Terry Jago responded by saying that ARCA were aware of the problem and guidance had been issued to its members. This had focused on the usage of bulkheads and segregation. ARCA would have no problem with re-enforcing the issue with its members.</p> <p>Grant Beglan asked if there were any limits stipulated for carriage of waste in vans. Martin responded by highlighting the best practice and guidance found in the ACOP.</p> <p>Gill Ross-Jones confirmed that it was acceptable to re-use waste that contained less than 0.1% asbestos (though an appropriate waste licence may be required). Colin Seditas will circulate a new ALG memo, which makes reference to the re-use of waste, within the next 6 weeks.</p> <p>Action: Martin to update ALG on progress with memo relating to usage of vans.</p> <p>Action: Colin to send the re-use of waste memo to ALG.</p>
9	Local Authority Issues

9.1	David Couldridge had no new issues he wished to raise with the group
10	Analytical work
10.1	Licence holders acquiring UKAS accredited labs (Terry Jago)
10.1.1	<p>Terry reported to the group that a number of licence holders had been acquiring UKAS accredited laboratories. The clear split between client, analyst and contractor is therefore lost. Terry would welcome HSE's comments on this matter.</p> <p>Greg Haywood stated that he would expect all analytical work to be done in accordance with the ACoP. There is no law to prohibit such activities. However he would expect such companies to have the following values:</p> <ol style="list-style-type: none"> 1) Impartiality 2) Integrity 3) Independence <p>Ideally ATAC should draw up a 'Code of Conduct'.</p>
10.2	Stakeholder issues (RICS/BIFM/ATAC)
10.2.1	RICS informed the ALG that they are no longer part of the NIACS scheme.
11	ALU Update
11.1	HSE Complaints & ALU role
11.1.1	Colin Seditas told the ALG that ALU is often contacted by complainants regarding very serious and specific concerns (ranging from working without a licence, poor practices, poor equipment etc.). Colin pointed out that ALU is not an operational unit, and could not directly address such matters: complaints ultimately have to be dealt with by operational teams in local HSE offices. HSE offices welcomes such vital information, and has a structured complaint system in place, centred on the local HSE offices. Colin asked if ALG could inform members of this complaint system and advise them that it is the most efficient route to take concerns forward.
11.2	ALAG
11.2.1	Greg Haywood reported that management aspects of health and safety are being emphasised more strongly in revisions to the licence assessment process and ALAG. The final version should be ready by November.
11.3	RPE/SLH
11.3.1	Colin Seditas has recently issued two ALG memos covering RPE provision and supervisory licences.
11.4	ALG Memos
11.4.1	Colin Seditas will issue a further ALG memo on ancillary licences relating to the maintenance of extraction equipment. Action: Colin Seditas to circulate to members
12	AOB
12.1	MDHS100 (Martin Gibson)
12.1.1	MDHS100 is being revised by Martin Gibson. Action: Martin to distribute to members when completed
13	ARCA's Worker Registration Scheme
13.1	Steve Sadley gave a helpful demonstration of the Scheme to members. The Scheme is to

	<p>become compulsory for members in October. It is envisaged that the Scheme will be opened up to non-members in due course. The aim of the Scheme is to cut down on fraudulent documentation and to speed up checks made on new employees.</p> <p>Action: ALU to facilitate discussions between CBH and ARCA to link the system to the CSCS database.</p>
13	Date, time, location of next meetings
13.1	24th January 2008, 10.30am, Derby
13.2	22nd May 2008, 10.30am, HSE
13.3	25th September, 10.30am, ARCA, Burton-on-Trent