

HEALTH AND SAFETY EXECUTIVE			
CONSTRUCTION INDUSTRY ADVISORY COMMITTEE (CONIAC)			
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Update on recent activities of CONIAC's Working Groups

A paper by Anthony Lees, Secretary to CONIAC

Summary

1. This paper updates CONIAC on activities of its working groups for the period November 2013 to March 2014.

Background

2. CONIAC may establish Working Groups to further its aims. Currently, the following groups exist:

- Asbestos Liaison Group
- Safety Working Group
- CDM Industry Guidance Steering Group
- Working Well Together Steering Group
- Health Risks Working Group (information in relation to activities of this group is given in paper **M1/2014/1**)

Argument

3. CONIAC's terms of reference provide as follows: "Each Working Group shall have and, subject to its endorsement by CONIAC, carry forward a Work Plan. CONIAC shall monitor the activities of the Working Groups and hold them to account for delivery of their Work Plans. Reports from Working Groups shall be a standing agenda item for CONIAC meetings."

4. Updating information for each of the Working Groups (except the Health Risks Working Group) is set out in the **Annex** to this paper.

Recommendation

5. CONIAC notes the activities of the Working Groups.

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ASBESTOS LIAISON GROUP (ALG)

ALG met in York on 9 January 2014. Points of interest:

The minutes of the ALG meetings held on 11 September 2013 and 9 January 2014 will be available at <http://www.hse.gov.uk/aboutus/meetings/committees/alg.index.htm> together with all ALG and Working Groups papers.

Changes to ALG Membership

- Graham Warren is now a member – representing ACAD.
- Mark Winter is now a member – representing IATP.
- Terry Barker resigned from UKATA and is therefore no longer a member. Awaiting confirmation of his replacement.
- Greg Brown has resigned from APS and is therefore no longer a member. Awaiting confirmation of his replacement.

Asbestos policy issues

Asbestos ACoP – It was confirmed that the new ACoP was published on line on 19 December 2013.

Asbestos Campaign - Following on from the 'Hidden Killer' campaign a further campaign is under development with final approval expected in the spring. The possibility of HSE working in partnership with organisations to support the campaign is being considered.

Licensed Contractor's Guide – Work on revising the guide is planned with the aim of completion by the end of this year. ALG members could be involved in the revision process although the level of help and support is still to be agreed with industry representatives.

Technical Working Group Update – Minutes of the 8th, 9th and 10th Working Group (WG) meetings will be available from the end of February at <http://www.hse.gov.uk/aboutus/meetings/committees/alg/members.htm#Technical>

Current issues being discussed and agreed are: Technical WG advice covering removal of asbestos paper; NNLW and soils and electronic record keeping. Memos almost completed are Entrance of Other Trades in to Asbestos Enclosures and Employment Status.

Handling Asbestos Waste – The Environment Agency (EA) has circulated two documents – Managing Asbestos Wastes and Storage and Transfer of Asbestos Wastes (draft). EA are currently undertaking an audit of waste transfer sites. ALG guidance on asbestos waste is being tailored to dovetail with EA guidance.

ALG Workplan – Amended version of the workplan circulated prior to the meeting. Consideration to be given to the remit, reorganisation and membership of ALG. Final workplan, membership and any changes to WGs to be agreed at the May meeting.

Leadership – Asbestos Removal Management Institute (ARMI) – progress with ARMI is continuing. Eight applications received at the time of the meeting and 3 of those were now at the final interview.

Leadership – Events – 20 events have been held nationally. The final event will take place on 20 March 2014. Very positive feedback received.

Worker Involvement – A further sampling exercise involving workers in the north east is planned. ALG endorsement agreed.

Training and Competency – The WG will meet again on 11 February. Competency frameworks will be finalised and circulated to ALG.

Analysts – HSE’s project is aimed at checking that analysts carry out four stage clearances thoroughly and without putting themselves or others at risk. Information gathered through questionnaires completed anonymously – followed up with head office and site visits.

The next ALG will be held in York on 21 May 2014. The last meeting for this year is scheduled to take place on 30 October. Meeting dates for 2015 will be agreed shortly afterwards.

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SAFETY WORKING GROUP (SWG)

SWG has turned its attention from work at height generally to falls through fragile roofs. It has identified the need for very simple guidance aimed primarily at clients which sets out their responsibilities and relates them to complementary duties of those undertaking the work. The group is discussing a draft on its web community and working on a distribution plan. SWG wants to emphasise the need to develop a CONIAC “brand” to facilitate publication of guidance.

Additionally, the group is watching progress of the Strategic Forum for Construction Plant Safety Working Group on various pieces of guidance, including: plant operator competence (awaiting HSE clearance); managing ground conditions; and revised guidance on telehandlers.

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CONIAC CDM INDUSTRY GUIDANCE STEERING GROUP (IGSG)

1. CONIAC CDM Industry Guidance Steering Group's aim is to reduce accidents and ill-health in the construction industry; promote worker involvement and raise awareness of and increase compliance with the proposed revision to the Construction (Design and Management) Regulations.

2. The group's purpose is to deliver a suite of industry guidance aimed at smaller businesses, covering the roles of the:

- Client;
- Principal Designer;
- Designer;
- Principal Contractor;
- Contractor; and
- Workers.

3. The steering group's inaugural meeting was on 20 November 2013 and is made up organisations representing employers, workers and others – see below:

Kevin Fear	Construction Industry Training Board (CITB) and Chair of Steering Group
Russell Adfield	Health and Safety Executive (HSE)
Rob Gutteridge	Federation of Master Builders (FMB)
Paul Haxell	Home Builders Federation (HBF)
Richard Hulland	Consultants' Group
Clive Johnson	CCG
David Lambert	Institute of Civil Engineers (ICE),
Simon Longbottom	HSE
Susan Murray	Unite The Union
David Parsons	National Federation of Builders (NFB)
John Scott	UK Contractors Group (UKCG) and National Specialist Contractors Council (NSCC)
Dan Shears	GMB
Neil Stephens	HSE
Peter Wilson	Union of Construction, Allied Trades and Technicians (UCATT)

4. Each piece of guidance will aim to represent a practical and proportionate approach to help small construction businesses understand their regulatory obligations, highlight industry good practice and be consistent with the revised CDM Regulations.

5. The Steering Group has agreed an outline programme of work. On the basis of the current aim to bring the Regulations into force in April 2015,

the group is planning for the release of this guidance on 31 October 2014, and a final report will be presented to CONIAC on 19 November 2014.

6. The working groups are making good progress, having produced first working drafts for the five duty holders and sought an initial view from the HSE Publications Governance Group on 28 February.

7. An initial design for the guidance has been produced, and the final pdf format is being designed to be read on laptops and hand held devices, as well as print friendly formats.

8. There are a number of challenges facing the SG and the drafting groups e.g. time constraints. Once the public consultation commences, further iterations of the guidance will be needed to ensure it is consistent with the rest of the planned suite of guidance and the proposed CDM 'L' series publication. The IGSG intend on going back to PGG for further consideration and endorsement as the guidance is being progressed.

9. The group last met on 18 February and a further 4 meetings are planned this year for March, April, August and October.

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WORKING WELL TOGETHER STEERING GROUP (WWT)

1. Of the 69 Working Well Together (WWT) events planned for the 2013/2014 work year, 54 had been successfully delivered by the end of December 2013. While the widespread flooding across England and Wales early in 2014 caused a number of events planned for January/February to be rescheduled, WWT remains on course to meet its yearly target of 60 events.

2. The analysis of the evaluation sheets from WWT events in the 2012/2013 year demonstrated that WWT events delivered a high standard of performance (in terms of organisation, relevance and influencing change). Analysis of those evaluation sheets for 2013/2014 that have been received indicate that WWT continues to maintain this high standard of performance, i.e:

- 97% of the delegates rated the various WWT events good, very good or excellent.
- Approximately 61% of the audience at WWT events in the current year were attending events for the first time. Of these, 60% asked to be added to the mailing list to be informed of future events.
- 60% of delegates who have attended a WWT event said they were planning to make positive changes to work practices as a result.

3. Industry interest and offers of assistance remains high and as a result, discussions are at an advanced stage for establishing two new groups; one in London and the Home Counties and the other in Hampshire/Oxfordshire .

The funding bid for WWT events in 2014/2015 will reflect this. The WWT Steering Group will next meet on March 25, 2014 in Birmingham.