

Asbestos Liaison Group Minutes		ALG/MIN/01/2013	
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Asbestos Liaison Group (ALG)	
Minutes of the 37th meeting of the Asbestos Liaison Group held on 10 January 2013 at HSE's office, Mallard House, Kings Road, 3 Peasholme Green, York	
Present (HSE) Philip White, Head of Construction Division Greg Haywood, ALU Rob Hirst, FOD Construction Martin Gibson, Occupational Hygiene Craig Bell, Asbestos Policy Billie Wilson, ALU	TAs/TUs Greg Brown, APS Susan Murray, Unite Terry Slater, ACAD Andy Jackson, ATAC (replaces Jonathan Francis) Richard Morgan, GMB Steve Sadley, ARCA Bob McIntyre, EA Peter Wilson, UCATT Terry Barker, UKATA Colette Willoughby, BOHS Toby Comley, NFDC John Richards, RICS
Apologies David Couldridge, Royal Borough of Kensington and Chelsea Rick Statham, NASC	Guests
Asbestos Liaison Group (ALG) web pages are available at: http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm	

Item	
1	Introduction, apologies, welcome, etc (Philip White)
1.1	Philip White welcomed everyone to the meeting. Apologies/deputies were noted as detailed above.
2	Minutes of the 36th meeting held on 21 September 2012 (Philip White)
2.1	The minutes of the meeting were agreed and are on the ALG webpage on HSE's website at http://www.hse.gov.uk/aboutus/meetings/committees/alg.index.htm
3	Matters arising from the minutes
3.1	All items on previous minutes were on the agenda for today's meeting.
4	Asbestos Policy Issues – Craig Bell
4.1	Proposals will be agreed by HSE's Senior Management Team and Board before public consultation, this is likely to be in March/April, ALG will also be asked to comment in parallel to these processes. ACoP – length will not be governed by 32 page limit but it will be governed by what is appropriate. Consistent language will be used – refer to>NNLW – cross references will be made to other pages on the website using flow charts and diagrams. The contractors' guide will be updated and consideration is being given to publishing this as a hard copy and not just on the website.

	<p>Analyst Guide – ongoing to include soil inspection – this may be ready by the end of May for comment. Martin to send out for public consultation prior to publication.</p> <p>There was a discussion on Regulation 10 and the focus on what compliance looks like.</p> <p>Europe – MEP initiative report – not agreeable to their amendments – decision to recommendations in March. Craig to provide link to European website for circulation to ALG. Timetable to be attached to Craig’s message.</p> <p>Hidden Killer Campaign – ongoing.</p> <p>Actions: 1) Craig to provide link to European website – attach timetable 2) Martin to send out Analyst Guide for consultation when it is available</p>
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5	Technical Working Group Update – Martin Gibson
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5.1	<p>The Technical Working Group meeting scheduled for November had been cancelled and will now take place on 6 February.</p> <p>The Soffit memo has been published and this is now on the website.</p> <p>The working group is now working on producing guidance for servicing/ maintenance of DCUs and “quill” blasting.</p> <p>HSL is awaiting the final report on ventilation rates in enclosures – due end January. This will eventually be made available on HSE’s website.</p> <p>Asbestos surveys memo – work is ongoing.</p>
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6	Handling Asbestos Waste – Greg Haywood
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6.1	<p>A memo on “Handling asbestos waste from licensed asbestos work” is currently being drafted (see previous minutes). ALG members were asked for comments by the next ALG (Thursday 2 May).</p> <p>Bob McIntyre said that the duty of care does not end once waste is handed over. Bob to provide link to EA website and information on duty of care for circulation to ALG. .</p> <p>All ALG comments to Greg Haywood – plan to have a final draft for agreement at the next ALG.</p> <p>Action : 3) Comments on memo requested for 2 May meeting 4) Bob McIntyre to provide link to EA website 5) Bob to send draft for circulation to ALG 6) Bob to send DEFRA link</p>
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7	ALG Workplan
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7.1	<p>Leadership – An update was provided on the Asbestos Removal Management Institute (ARMI)</p> <p>A formal agreement and proposals are due to be finalised by 11 January and then registration will take place at Companies House.</p>
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7.2	<p>Worker Involvement</p> <p>This is part of the ongoing Leadership events. Peter Wilson to provide feedback on recent research on active workforce involvement at the next ALG.</p> <p>Action : 7) Peter Wilson to provide working group feedback at the next ALG meeting</p>
7.3	<p>Competence and Training</p> <p>A scheme will be written which requires Licensed Asbestos Removal Competency Scheme (LARCS) to carry out competency assessments which:-</p> <ul style="list-style-type: none"> • Identify the competencies that need to be assessed • Ensure that the competence expectations are realistic • Establish assessment criteria and competence standards, including the level of performance evidence required • Establish the methods of assessment required to acquire evidence of competence • Identify the qualifications and expertise assessors need to be credible and competent • Identify where performance needs to be reassessed more frequently than annually, such as where work methods change, the type of equipment used to control exposure changes or the type of work carried out changes significantly • Identify what methods of reassessment are needed. <p>The ALG subcommittee on Training and Competency is currently looking at the baseline measurement for competency – if work changes then training may be needed to ensure skills and competency within the industry.</p>
7.4	<p>Occupational Health Provision</p> <p>No issues</p>
7.5	<p>Client Actions</p> <p>No issues</p>
7.6	<p>HSE/LA Co-operation</p> <p>No issues</p>
7.7	<p>Analysts</p> <p>No issues</p>

7.8	<p>Duty to Manage</p> <p>All individuals who hold the BOHS asbestos certificate of competency (CCP) qualification can become associate members of BOHS. Once they are an associate member they will be enrolled in the annual CPD scheme which is then a way of them demonstrating on-going competence. This helps to keep them abreast of things and developments within the industry as they will need to keep an update on this to support their CPD. For many years those who have attained the CPD felt there was nowhere for them to go as this is the ultimate asbestos qualification. However now as an associate member they can continue to develop and can provide evidence of this.</p>
8	<p>ALU Update – Greg Haywood</p>
8.1	<p>Update ALG Workplan – to be discussed at the next ALG.</p> <p>Activity:-</p> <ul style="list-style-type: none"> • There are currently 493 asbestos licence holders • From 1 April to date 1247 inspections have been carried out • 159 applications have been received • 7 applications have been withdrawn by the applicant • 16 applications have been refused • 12 formal licence review meetings – leading to possible revocation <p>There has been one Section 44 appeal which was refused.</p> <p>ALG memos – Some of these had either been deleted or merged with another memo. Employment Status memo is ongoing and needs to be linked to internal guidance being prepared by HSE’s Construction Division. Comments from ALG requested to Colin by the end of January.</p> <p>Steve to send paper electronically.</p> <p>Action : 8) ALG to comment on Employment Status memo by end January 9) Steve to send LARCS paper electronically</p>
9	<p>Any Other Business</p>
9.1	<p>Fee for Intervention – Invoices for work between October and December will be sent out to dutyholders towards the end of January. This will not involve licence holders where they are only undertaking asbestos work. However it will involve them should action be required by HSE when they are undertaking other types of work eg construction/demolition or on non-licensable work.</p> <p>It was noted that Greg would be moving post in April 2013. His replacement is unknown but an announcement will be made soon.</p>
10	<p>Date, time and location of next meeting</p>
10.1	<p>It was agreed that all future meetings will be held at HSE’s office, Mallard House, York.</p> <p>The date of the next meeting will be Thursday 2 May 2013 at 10.30am to 1.30pm.</p> <p>Note: The ALG meeting in September as been rescheduled and will now be held on Wednesday 11 September 2013 – times and venue unchanged.</p>

ALG ACTION TABLE – 10 JANUARY 2013

Item	Action
4.1	1) Craig to provide link to European website – attach 2) Martin to send out Analyst Guide for consultation
6.1	3) Comments on memo requested for 2 May ALG meeting 4) Bob McIntyre to provide link to EA website 5) Bob to send draft for circulation to ALG 6) Bob to send DEFRA link
7.2	7) Peter Wilson to provide working group feedback at the next ALG meeting
8.1	8) ALG to comment on Employment Status memo by end January – comments received – item discharged. 9) Steve Sadley to send paper electronically – paper received – item discharged.