

Asbestos Network Technical Working Group (ANTWG)			
Minutes of the meeting of the AN TWG held on the 16th April 2021 via video conferencing			
Present: Sam Lord (SL) (HSE/Chair), Colette Willoughby (CW) (BOHS/minutes), Steve Watkins (SW) (Industry), Graham Warren (GW) (ACAD), Steve Sadley (SS) (ARCA), Gareth Jones (GJ) (UKATA)			
Note: <i>These minutes are a note of the discussions had on the date of the meeting. Some items will be discussed over a number of meetings. Taking one set of minutes in isolation may not reflect the final position and readers need to be aware of this. As and when a final position is reached this will be made clear within the relevant minute item.</i>			
1.0	Introductions, apologies and welcome:		
	Sam welcomed all attendees to the meeting and confirmed that we had a busy agenda which had gone through a number of variations at short notice.		
2	Minutes of ANTWG meeting (No.28) and acceptance:		
	A slight amendment was made to the title of the environmental clean appendix and then the minutes were accepted as finalised.		
	Action: finalised minutes to be circulated (CW)		
3.0	Matters/actions arising from meeting No.28		
	ITEM	ACTION	UPDATE (15/04/21)
	2	Minutes of ANTWG meeting (No.27): 1) Finalised minutes to be circulated (SL)	Circulated to AN
	2b	Minutes of ANTWG meeting (No.28) and acceptance: 1) Finalised minutes to be circulated (CW)	Circulated for acceptance on 16/4
	3.0	Asbestos Cleans 1) Document to be updated and circulated to the group for publication (SL) 2) Document to be sent to AN members (SL)	Complete
	4a	Appendix 2/21 Gas and Electrical Safety in DCUs including need for Earthing Spikes 1) Document to be updated and circulated (GW)	Circulated to HSE Electrical Specialists for final comment Agenda Item 4i

	4c	Exposure and Health Records 1) Personal monitoring to be discussed with licensing section and feedback provided (SL)	SL and GW progress review meeting on 30/3 Agenda Item 4b
	4d	Decontamination Procedures 1) Review document and provide feedback to SS (ALL)	Agenda Item 4c
	4e	NPU Connection and Disconnection – draft method 1) Update the document and circulate (SS)	Agenda Item 4d
	5.0	Roving heads to improve air management – draft method 1) Set up a number of test scenarios and provide video/photographs to the group (SS)	Agenda Item 4e
	7.0	Asbestos Waste Skips 1) An appendix document to be produced using details from the presentation (GW)	Agenda Item 4g
	8.0	Appendix 6/17 – Abrasive Blasting Removal Systems 1) Appendix document to be updated (CW)	Agenda Item 4h
4b	Health & Exposure Records The document has been updated to include more information on personal monitoring along with a variety of parameters such as the ACM being worked upon, the activity and the fixing. Information on exposure has been included but would benefit from having a little more on health records and possibly how to include the person’s dose. Perhaps additional information is required on personal monitoring. The document will have further updates and be circulated for comment. Action: 1) Document to be updated and circulated for comment (GW)		
4c	Decontamination Procedures A document which provides issues and suggestions for decontamination was put forward and discussed. Possible other options were discussed and it was agreed that everyone would review the document and provide feedback. Action: 1) Review document and provide feedback to SS (ALL)		
4d	NPU Connection and Disconnection – draft method The document was updated to include photographs to provide a useful visual aid. There were also suggestions to include photographs of situations where this may occur e.g., enclosures on scaffold where NPU cannot be positioned at height. Further discussions were had regarding an approach for re-use of the trunking. Action: 1) Update the document and circulate (SS)		
4e	Roving heads to improve air management – draft method		

	<p>SS provided two videos which considered air movement within two small enclosures, with and without the use of pre-filters to allow air flow. The use of a pre-filter caused issues with the ability to provide air into the enclosure. Further tests will be carried out using different sized enclosures but also worth considering the use of other options rather than a pre-filter.</p> <p>Action: 1) Set up additional test scenarios and provide video/photographs to the group (SS)</p>
4g	<p>Asbestos Waste Skips – draft method</p> <p>A first draft of this Appendix was circulated and it was agreed to extend the scope to include Van Waste Compartments, Temporary waste storage on site, bonded waste skips, their covers and wrapping and waste movement on site. A number of questions were raised and TWG members asked to review and provide feedback and further content.</p> <p>Action: 1) Document to be reviewed and feedback provided to GW (ALL)</p>
4h	<p>Abrasive Blasting Removal Systems</p> <p>SL and CW had provided initial comments. TWG asked to suggest from experience what options are available for sheeting such that enclosure integrity is maintained in vicinity of blasting – the use of correx sheets, hardboard, scaffolding mona flex sheeting and heat shrink polythene were all mentioned. Intention is to finalise this Appendix as part of the next meeting.</p> <p>Action: 1) Document to be reviewed and finalised at next meeting (ALL)</p>
4i	<p>Gas and Electrical Safety</p> <p>GW circulated amended copy to AN and also advised that he had this week confirmed that HSE Gas and Electrical specialists were happy to review the final Appendix. Clarification was sought regarding arrangements for DCUs powered by a generator and how common this was. Clarification was sought regarding gas bottle storage during use i.e., inside storage cupboard or outside in open, but paragraph clearly advises importance of ventilated storage in the event of a leak (as well as inspection of connections etc.).</p> <p>Action: 1) Final amendments to be made and document sent to HSE Specialists. (GW)</p>
5.0	<p>New Member Requests</p> <p>The TWG Chair (SL) had been approached by 3 AN members requesting to join the TWG. The current ANWTG TORS (Jan 2019) makes no provision for additional permanent members as it was felt that the group had sufficient expertise and knowledge to cover the main industry issues. The TORS do however state that other AN members and other personnel will be invited to attend meetings to address specific issues or matters. SL asked those who were leading on specific existing Appendices to consider if the any of the 3 that had made the requests could assist and that at the start of each new Appendix this be considered. It was also stated that</p>

	<p>other AN members and other personnel were routinely consulted but not officially invited to attend meetings. SL to ask Archie Mitchell as Chair of AN to respond.</p> <p>Action:</p> <p>1) Speak to Archie Mitchell as Chair of AN to respond. (SL)</p>
6.0	AOB
6a	<p>HSG247 Asbestos Training Modules</p> <p>GJ stated intention to look at reviewing and amending these for the forthcoming review of HSG247. SS pointed out that the CAR ACOP is now used for the purposes of training requirements as this was bolstered in 2012. SL agreed to find out what the likely intentions for HSG247 could be with respect to training i.e., would it be similar to that set out in HSG248 – competence based, although the point was made that the ACOP didn't contain as much detail for Analysts.</p> <p>Action:</p> <p>1) Investigate what the intentions are for training within HSG247 (SL)</p>
6b	<p>Asbestos Cement Coating on Pipework</p> <p>SW showed a number of photos of a cement coating that was painted on MMMF lagging to pipework and queried whether this was insulation or asbestos coating i.e., whether it would fall under licensed work. The TWG concluded that it wasn't insulation as not performing that function as defined in CAR (Reg 2) nor was it likely to be asbestos coating based on appearance (more of a painted coating/sealant). GW advised a water absorption test would indicate if material was AC together with % asbestos content (it was stated to be chrysotile), SL suggested that analysis of the composition of the non-asbestos material may be helpful to determine product type if any doubt that it was AC.</p>
6c	<p>CfR where Scaffold Remains in Place for Further Non-Asbestos Works</p> <p>GJ requested clarification on the requirements for situations where a scaffold remains in place following clearance testing. SL brought up on screen the relevant paragraph of the new HSG248 which covers this area. CW had lost signal and left the meeting early but GJ advised that he would speak directly to CW on this matter.</p> <p>Action:</p> <p>1) Speak to CW for further clarification on the use of scaffolds after clearance testing (GJ)</p>
6d	<p>Lagging splashes (aka 'snots') – clarification sought on removal based on extent</p> <p>SW showed some photographs, it was clarified that the existing requirements under CAR would require lagging splashes to be removed as licensed work unless the work is short duration and the Control Limit and sporadic and low intensity (SALI) limit will not be exceeded. There was no need to amend Appendix 1a/21 as this was also clear.</p>
10.0	<p>Date of Next Meeting</p> <p>1.30pm-3.30pm Thursday 10th June 2021.</p> <p>SL noted that the meeting had overrun by 1 hour as the agenda was packed and that to avoid this happening – suggested it would be beneficial to the TWG to produce a programme for delivery of Appendices, this would allow those leading on multiple Appendices to spread their commitment over the year. SL sent out a draft programme which also included a column to</p>

	highlight if any additional support from other AN members was required. SL also agreed that the TWG should not start any further Appendices until others had been issued, but that ideas could still be submitted and recorded in minutes.
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Appendix Guidance Documents Status

Appendix Title	Lead Author(s)	Proposed Completion Date	Current Status	Addition resource required from AN on a Task and Finish basis?
Exposure and Health Records	GW/SL	June 21	Working draft discussed in April Final draft to be completed and circulated for comment	
Decontamination Procedures (SS)	SS	October 21	Discussion stage	
NPU Connection and Disconnection	SS	June 21	Working draft discussed in April. Final draft to be completed and circulated for comment	
Roving Heads to Improve Air Management	SS	August 21	Working draft in progress	
Equipment to measure differential pressure	SL	October 21	Not started	
Skip Design for Asbestos Waste	GW	August 21	Initial draft and scope agreed in April and circulated to TWG for initial comment	
Abrasive Blasting Removal Systems – revision only	CW	June 21	Initial discussions held at April meeting, members to provide comment and suggested additions	
Appendix 2/21 Gas and Electrical Safety in DCUs	GW	June 21	Final comments from TWG received at April meeting. To be sent to HSE Specialists for final review.	

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4b	Health & Exposure Records 1) Document to be updated and circulated for comment (GW)
4c	Decontamination Procedures 1) Review document and provide feedback to SS (ALL)
4d	NPU Connection and Disconnection – draft method 1) Update the document and circulate (SS)
4e	Roving heads to improve air management – draft method 1) Set up additional test scenarios and provide video/photographs to the group (SS)
4g	Asbestos Waste Skips – draft method 1) Document to be reviewed and feedback provided to GW (ALL)
4h	Abrasive Blasting removal Systems 1) Document to be reviewed and finalised at next meeting (ALL)
4i	Gas and Electrical Safety in DCUs including need for Earthing Spikes 1) Final amendments to be made and document sent to HSE Specialists (GW)
5.0	New Member Requests 1) Speak to Archie Mitchell as Chair of AN to respond (SL)
6a	HSG247 Asbestos Training Modules 1) Investigate what the intentions are for training within HSG247 (SL)
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