

1. Introduction, apologies and welcome (MG)

Present (remotely): Martin Gibson (MG) (HSE/Chair), Colette Willoughby (CW) (BOHS) – Partial, Steve Watkins (SW) (Industry), Graham Warren (GW) (ACAD/Minutes), Steve Sadley (SS) (ARCA), Gareth Jones (GJ) (UKATA)

**Note:**

*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.*

2. Minutes of last ALCTWG meeting (No 25) and acceptance (MG)

These were reviewed and agreed

3. Matters arising from the minutes not covered on main agenda (MG)

All covered within the main agenda

4. Corona Virus (COVID-19) issues (All)

Discussions were held around the impact of Covid-19 on the Licensed Industry in particular the concern around leaving part finished enclosures if sites shut down.

It was agreed that making safe, long term monitoring of paused enclosures and emergency works including those necessary to support UK essential roles should be prioritised.

5. Environmental Clean/Classification of small scale debris/Control requirements for removal of trace asbestos (MG/All)

MG advised the document is becoming too bulk so will share a shortened version round when workload permits.

6. Gas and Electrical Safety in DCUs including need for Earthing Spikes (GW/All)

GW to provide draft to manufacturers requesting them to raise concerns by the end of Jan 2020. Document then ready to be published.

7. Health Records (GW/MG)

GW brought the group up to date on the development of the health records appendices to minutes document that explains to contractors the level of detail required in a health records and also the management function these should support.

SS informed the group he has had discussions with AM/MG on this same topic and will share with the wider group too.

8. Measuring the Inward Air Flow of a Negative Pressure Unit (MG)

MG explained how the ISO method for measuring NPU performance produces a figure 30 to 40% lower than the BS widely used in the UK. MG advised that the matter was being investigated and it is likely that using either method will be acceptable in relation to enclosure air management calculations (For example an ISO measure of c.700CMH would equate to a BS measure of the 1,000CMH minimum ventilation rate).

## 9. NVQs &amp; Qualifications for LARCs (MG/SS/GW)

Mg to circulate analyst competencies (done following meeting)

SW raised a question on current HSE expectations regarding L4 manager qualifications.

HSE expectations are for Licence holders to meet the minimum requirements in ACOP. Client wanting higher tiers are outside of HSE's scope.

## 10. DOP Test Update (MG)

Isokinetic flow monitoring on NPU exhaust to ensure it matches incoming airflow. MG discussed the issue with ventilation specialist within HSE's Science Division who advised that the effect is not significant in NPU airflows.

FDEM method just about ready, MG producing summary document for comment and discussion to FDEM members. MG will discuss wider circulation of the report with FDEM.

## 11. Hire Equipment Technical Sheets (MG)

MG to circulate a template as an example format for future communications from the group.

## 12. RPE (MG)

Types of records to be kept to record user daily checks. General agreement about how to capture records. MG to circulate discussion document on how to capture records.

## 13. AOB

Scott Safety Proflow Vision mask (SW), An operative was found without filters in place as it is though filters can work loose particularly if an operative is working in a tighter space and the positioning behind the person limiting visual check by the user. Issues with respirators is of concern to HSE, SW to provide information to MG who will ask HSE RPE section to raise formally with Scott.

MG Polystar have provided test data for their new c.650g polythene to allow it to be compared against industry standard 1000gauge.

## 14. Date and venue of next meeting

Tbc around ALC meeting in September

<b>Memos Currently in Progress</b>
(This table does not intend to provide details of the stage at which each memo is but is just an overview of those currently being considered and worked upon)
Gas and Electrical Safety in DCUs

<b>Appendix Guidance Documents Currently in Progress</b>
(This table does not intend to provide details of the stage of each document but is just an overview of those currently being considered and worked upon)
Environmental Cleaning
Health Records
Measuring the Inward Air Flow of a Negative Pressure Unit