

Asbestos Liaison Group Minutes		ALG/MIN/03/2014	
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Asbestos Liaison Group (ALG)	
Minutes of the 42nd meeting of the Asbestos Liaison Group held on 30 October 2014 at HSE's Office, Mallard House, Kings Road, 3 Peasholme Green, York	
<b>Present (HSE)</b> Simon Longbottom, Head of Construction Policy Sector Archie Mitchell, Head of ALU Annette Leppla, ALU Jon Dry, ALU Kirsty Hirst, FOD Construction for Rob Hirst Martin Gibson, Occupational Hygiene Craig Bell, Asbestos Policy Sector Billie Wilson, ALU (Minutes)	<b>TAs/TUs</b> Graham Warren, ACAD Richard Wilks, APS Eddie Strong, UKATA John Richards, RICS Mark Winter, IATP Susan Murray, Unite Jim Caldwell, NFDC Peter Wilson, UCATT Andrew Jackson, ATAC Steve Sadley, ARCA Richard Morgan, GMB Paul Johnson, BOHS for Colette Willoughby Clive Johnson, Land Securities
<b>Apologies</b> Rob Hirst, HSE Colette Willoughby, BOHS	<b>Guests</b> David Tucker, Land Securities
Asbestos Liaison Group web pages are available at: <a href="http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm">http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm</a>	

Item	
<b>1</b>	<b>Introduction, apologies, welcome, etc (Simon Longbottom)</b>
1.1	Simon thanked everyone for attending the meeting and introduced Jon Dry who has recently joined ALU, Clive Johnson who has joined ALG to represent clients and David Tucker. Apologies/deputies as noted above.
<b>2</b>	<b>Minutes of the 41st meeting held on 21 May 2014 (Simon Longbottom)</b>
2.1	The minutes of the meeting were agreed. All minutes, meeting papers, etc are available on HSE's website at: <a href="http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm">http://www.hse.gov.uk/aboutus/meetings/committees/alg/index.htm</a>
<b>3</b>	<b>Matters arising from the minutes</b>
3.1	Competency Framework – final draft sent to ALG on 27 October 2014 for discussion at the meeting. See item 4.6.
3.2	Agree methods of communication to the industry regarding CSCS qualification requirements – clarify what is acceptable. On-going.
3.3	Progress on ALG work-plan delayed due to other work commitments. On-going.
3.4	Issue of agreeing alternative methods of communicating ALG information and advice, specifically ALG memos. It was noted that the review of the Licensed Contractors' Guide was on-going but the final version would probably include most of the information and advice contained in the ALG memos currently available on the website (provided the information did not go beyond what was required to achieve compliance with the law). It was hoped a version of the Guide might be ready for comment next summer but this depended on resources and time available to those undertaking the work. Agreement still being sought on how to communicate future ALG information and advice to the industry.

<p>3.5</p> <p>3.6</p>	<p><b>Action: (1) Agenda item for future meetings to agree best ways to circulate/publicise ALG information and advice to the industry</b></p> <p>Production of short guide for clients engaging surveyors by John Richards. Item on-going but it was agreed that Clive Johnson and Craig Bell or Helen Ratcliffe should be included in this work.</p> <p>ARMI – new qualifications requirements have been agreed and will be publicised on its website. Item discharged.</p>
<p><b>4</b></p>	<p><b>Updates</b></p>
<p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>Work-plan</p> <p>On-going – see item 3.3.</p> <p>Asbestos Policy Update</p> <p>Asbestos Campaign – Thanks to ARCA for the information provided on asbestos waste disposal sites for the campaign. However, it had not been possible to develop a list that covered the whole country. It was agreed that ALU should contact licence holders (possibly as part of the licence renewal process) to ask them where they dispose of their asbestos waste. It was noted that criticism on some aspects of the campaign had been received and Craig wanted to clarify that the campaign was aimed at non-union sole traders and, after extensive research on how best to contact this type of worker, it had been agreed that this was the most effective way of conducting the campaign. 200,000 packs have been distributed through Tradepoint (B&amp;Q). One suggestion for a future campaign was to contact victims of asbestos related diseases to give them the opportunity to share their experience and the subsequent effects on their lives. It was noted that due to the latency of asbestos related diseases it is easy to forget the hazards. HSE intends to revitalise the Asbestos Partnership Group to continue awareness-raising and behaviour change activities after the campaign ends – Craig’s team is considering how best to take this forward with partners. Craig agreed to provide figures on how many people have accessed the available campaign information once evaluation, etc has been done.</p> <p><b>Action: (2) ALU to request information from licence holders on a voluntary basis re waste disposal sites</b>  <b>(3) Craig to research figures</b></p> <p>ALU Update</p> <p>Archie reported that Jon Dry has joined ALU. He also confirmed that the new electronic asbestos notification system was in operation (from 1 October) and seems to be working well. HSE now has access to notifications received by Local Authorities.</p> <p>Annette reported on the ALU statistics which were circulated at the meeting.</p> <p>Kirsty Hirst reported on recent enforcement action and prosecution outcomes which involved asbestos. Press releases giving further information are available on the asbestos web community.</p> <p>Technical Working Group Update</p> <p>Martin reported that the format of the minutes of the TWG meetings has changed. Minutes for meetings held in March and June to be sent to Billie for posting on the ALG webpage of HSE’s website. Martin also said that Colin Seditas has replaced Steve on the WG.</p> <p><b>Action: (4) Martin to send Billie March and June WG minutes</b></p> <p>Leadership and Worker Involvement Working Group Update</p>

4.6	<p>ARMI – review of qualification requirements – see item 3.6.</p> <p>Competency and Training Working Group Update</p> <p>There was a lengthy discussion on the draft competency framework paper which had been circulated shortly before the meeting. The paper is designed to provide a possible mechanism to assist asbestos licensees identify their businesses’ training needs to meet the requirements of the regulations, rather than specify particular training provision. For this reason when the working group was set up training provider representatives did not join. Members agreed that the framework provided a helpful step forward in improving competency in the industry. Some minor amendments and additions were also requested along with more time to review and comment.</p> <p>Mark Winters referred to the mention of qualifications within the ‘Competency Guidance’. He stated that IATP had developed a qualification through the Open College Network (OCN) which was equivalent to the NVQ and RSPH qualifications. It was agreed that if sufficient evidence was provided to support any qualification (whether current or developed in the future) their qualification would be mentioned alongside the NVQ and RSPH qualification.</p> <p><b>Action: (5) ALG to circulate the competency framework for comment. Replies to Secretariat by 15 December to collate for discussion at January 2015 meeting</b></p>
5	<b>AOB</b>
5.1	<p>The Pye Tait Consulting report – Competence in Construction to be circulated to ALG.</p> <p><b>Action: (6) Billie to send report to ALG – sent 11 November – item discharged</b></p>
6	<b>Date, time and location of next meeting (meetings in 2015)</b>
6.1	<p>The next meeting will be held on Wednesday 14 January 2015 at 10.30am at HSE’s Office, Mallard House, Kings Road, 3 Peasholme Green, York. The further two meetings next year are Wednesday 20 May and Wednesday 23 September – also in York.</p>

## ALG ACTION TABLE – 30 OCTOBER 2014

<b>Item</b>	<b>Action</b>
3.4	(1) Secretariat to include agenda item for future meetings – agreement on best ways to circulate/publicise ALG information and advice to the industry
4.2	(2) ALU to contact licence holders – where do they dispose of their waste? Information provided on a voluntary basis.  (3) Craig to provide figures when available – how many people have accessed campaign information
4.4	(4) Martin to send Billie March and June TWG minutes for posting on website
4.6	(5) ALG to circulate competency framework for comment. Replies to ALG Secretariat by 15 December to collate for discussion at January 2015 meeting
5.1	(6) Billie to send Pye Tait report – Competence in Construction – to ALG – report sent 11 November – Item discharged.