

Asbestos Network Technical Working Group (ANTWG)			
Final Minutes of the meeting held on the 6th May 2022 via MS Teams			
<p>Present: Sam Lord (SL) (HSE/Chair/Minutes), Steve Watkins (SW) (Industry), Graham Warren (GW) (ACAD), Steve Sadley (SS) (ARCA)</p> <p>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></p>			
1	Introductions, apologies and welcome:		
	SL welcomed all attendees to the meeting. Apologies were received from Colette Willoughby (NORAC), Jonathan Grant (BOHS/FAAM) and Gareth Jones (GJ) (UKATA)		
2	Minutes of ANTWG meeting (No.33) and acceptance:		
	The minutes from Mar 2022 (No. 33) meeting were accepted. Action: Finalised minutes to be sent to AsbNet members via AsbNet Secretariat. (SL)		
3	Matters/actions arising from Meeting No.33 March 2022		
	2	Finalised minutes of Oct 21 meeting to be sent to AsbNet members via AsbNet Secretariat. (SL)	Complete
	4a	NPU Connection and Disconnection Appendix SS to complete by end of March 2022 with a view to providing a final version for the next TWG meeting.	Still in progress
	4b	Abrasive Blasting Removal Systems Appendix TWG members to find out what abrasive/energetic methods were being used a view to getting industry informed guidance on preferred applications e.g., removal of sprayed residues from metal vs pitted concrete, removal from calcified pipework.	Update postponed to July 22 meeting
	4c	Decontamination Unit Services (Gas and Electrical Safety) Appendix SL to confirm by e-mail to GW HSE interpretation of ACOP requirement at para 521 'Suitable hygiene facilities, whether purpose built on site or a transportable dedicated decontamination unit (DCU), must be provided on the site and be fully operational before any work (including ancillary work) starts.' GW to finalise and send round to TWG members for review at May 22 meeting.	Complete Sent with May 22 agenda

4d	Personal Sampling, Health & Exposure Records Appendix SL to complete a review and draft and discuss with GW with a view to issuing to TWG members for further consultation.	Update at May meeting
4e	Selection and Use of Differential Pressure Monitors Appendix TWG members to provide intelligence on the use of differential pressure monitors for measuring negative pressure in enclosures. Skip design for asbestos waste' Appendix GW advised that the 'Skip design for asbestos waste' appendix was near completion, and he will aim to send round to TWG members with the intention of finalising at the next meeting.	Intel still being gathered Agreed to update at July meeting
5.2	SL to send link to report when published TWG to draft an appendix to clarify this and to consider large baglocks and combined airlock/baglocks.	Complete To discuss at May meeting
5.3	SL to contact Chair of Equipment Manufacturers Working group to see if this is something they could address.	On Hold
5.6	SL to set up inaugural meeting with other AsbNet working group Chairs.	Not completed due to change / temporary absence of Chairs from 2 working groups
4a	Decontamination Unit Services (Gas and Electrical Safety) Appendix The final draft was discussed by members, and final changes made to text, layout etc. Action: GW to make changes as agreed and circulate to TWG members who were requested to provide final feedback by 27 th May.	
4b	Personal Sampling, Health & Exposure Records Appendix SL completed review and drafting suggestions, however document whilst comprehensive is very large. TWG will need to agree how best to package this to ensure suitable for intended audience of LARCs and Analysts . To be discussed with TWG members at July 2022 meeting as part of Appendix update.	
4c	The Appendix status table was updated (see page 4). Immediate Priority has been given to the DCU Services Appendix .	

5	AOB
5.1	<p>SL discussed with members whether the TWG could provide guidance for LARCs on the thorough visual inspection of the work area in preparation for the ‘handover’ of the site which is recorded in the new handover form now published in HSG248. TWG agreed that this would be very useful.</p> <p>Action: SL to add this to ‘Appendix table’ and agree who will lead on this at next meeting.</p>
5.2	<p>SS to discussed with members whether the TWG could provide guidance for LARCs surrounding the ‘independence’ of 4SC analysts. TWG agreed and SL volunteered to lead on this.</p> <p>Action: SL to add this to ‘Appendix table’.</p>
5.3	<p>Accepted packaging for Transport of Asbestos Contaminated Soil – this was raised at March meeting by SS and SL sent out the CAR SOIL guidance specifically pages 91-94 https://www.claire.co.uk/projects-and-initiatives/asbestos-in-soil</p> <p>Action: TWG members to review this guidance and feedback at next meeting with regards to suitability for LARCs or whether something else was needed?</p>
5.4	<p>The means by which NPU flow rate is checked on site prior to the start of works was again raised, as it was unclear what version(s) of the technical Appendix had been published in 2019 and consequently whether the guidance had recognised limitations in the method of using a vane anemometer.</p> <p>Action: SL to look into this in terms of the publication of the Appendices in addition to the technical aspects and provide an update at the next meeting.</p> <p>Action: SL to send TWG members a version of the ventilation guidance which she had drafted for HSE inspectors.</p>
5.5	<p>GW had previously raised a query on use of glove bags and had prepared some guidance which could be published as an Appendix.</p> <p>Action: SL to add this to ‘Appendix table’.</p> <p>Action: GW to send first draft to TWG.</p>
5.6	<p>SL asked the TWG if they would agree to draft some guidance on encapsulants, different compositional types and applications. This was a result of a query which raised concerns about their use and stability, particularly those which were subject to damp or excessive heat. TWG agreed and SW volunteered to lead on this.</p> <p>Action: SL to add this to ‘Appendix table’.</p>
6	Date of Next Meeting
	12 th July 2022 via MS Teams

Appendix Guidance Documents Status Update (May 2022)

Appendix Title	Lead Author	Proposed Completion Date	Current Status	Addition resource required from AN on a T&F basis?
NPU Connection & Disconnection	SS	July 22	Amends to photos etc to be completed by end of Mar 22 for final approval by TWG	
Abrasive Blasting Removal Systems – <i>revision only</i>	SL	Sept 22	Amends discussed at Oct 21 meeting, SL to check how different the version is and consider if justification for re-issue. March 22 - Members to provide details of current use of abrasive blasting including intel on dry ice systems.	
Decontamination Services (Gas and Electrical Safety in DCUs	GW	July 22	June 21 - To be sent to HSE Specialists for review. Aug 21 - HSE AU to review before publication. Oct 21 – May 22 – review complete, final amends to be made.	
Personal Sampling, Exposure and Health Records	GW	Sept 22	Working draft discussed in April 21 Oct 21 - Revised draft to be completed and circulated for comment initially by SL and DW (AU) March 22 – SL/GW second review and draft complete	
Skip Design for Asbestos Waste	GW	July 22	Initial draft and scope agreed in April 21 and circulated to TWG for initial comment Oct 21 – Put on hold to allow work on other appendices to be completed.	
Equipment to measure differential pressure	SL	Nov 22	Intelligence being gathered from LARCs who use this equipment.	
Guidance for LARCs surrounding the 'independence' of 4SC analysts	SL	Sept 22	Drafting to start in August 22	
Selection and Use of Encapsulants	SW	Nov 22	Scope and content to be agreed by TWG in July 22	

Appendix Title	Lead Author	Proposed Completion Date	Current Status	Addition resource required from AN on a T&F basis?
Guidance for LARCs on thorough visual inspection of the work area in preparation for '4SC handover'	tbc	Sept 22	Scope and content to be agreed by TWG in July 22	
Use of Glovebags	GW	Nov 22	Scope and content to be agreed by TWG in July 22	

SUMMARY ACTION TABLE Meeting #34 (May 2022)

ITEM	ACTION
2	SL to send finalised minutes of Oct 21 meeting to AsbNet members via AsbNet Secretariat.
4a	Decontamination Unit Services (Gas and Electrical Safety) Appendix GW to make changes as agreed and circulate to TWG members who were requested to provide final feedback by 27 th May.
5.1	New Appendix Guidance for LARCs on thorough visual inspection of the work area in preparation for '4SC handover' . SL to add this to 'Appendix table' and agree who will lead on this at next meeting.
5.2	SL to add new Appendix Guidance for LARCs surrounding the 'independence' of 4SC analysts to 'Appendix table'.
5.3	TWG members to review CAR SOIL guidance specifically pages 91-94 https://www.claire.co.uk/projects-and-initiatives/asbestos-in-soil and feedback at next meeting with regards to suitability for LARCs or whether something else was needed?
5.4	Checking NPU Flow rate on Site Appendix 2019 SL to look into this in terms of the publication of the Appendices in addition to the technical aspects and provide an update at the next meeting. SL to send TWG members a version of the ventilation guidance which she had drafted for HSE inspectors.
5.5	SL to add new Appendix Use of Glovebags to 'Appendix table'. GW to circulate initial draft to SW for review
5.7	SL to add new Appendix Selection and Use of Encapsulants to 'Appendix table'.

SUMMARY ACTION TABLE Meeting #33 (March 2022) – actions ongoing

ITEM	ACTION	STATUS
4a	<p>NPU Connection and Disconnection Appendix SS to complete by end of March 2022 with a view to providing a final version for the next TWG meeting.</p>	<p>Still in progress</p>
4b	<p>TWG members to find out what methods were being used a view to getting industry informed guidance on preferred applications e.g., removal of sprayed residues from metal vs pitted concrete, removal from calcified pipework.</p>	<p>Intel being gathered</p>
4e	<p>TWG members to provide intelligence on the use of differential pressure monitors for measuring negative pressure in enclosures.</p>	<p>Intel being gathered</p>
5.3	<p>SL to contact Chair of Equipment Manufacturers Working group to see if this is something they could address.</p>	<p>On Hold</p>
5.5	<p>TWG members to gain data from LARCS to verify whether the 20 acph is being achieved and if this ensures negative pressure, particularly as there is a range of soffit designs and this could be used to provide further clarification for any future guidance on this.</p>	<p>Intel being gathered</p>
5.6	<p>SL to set up inaugural meeting with other AsbNet working group Chairs.</p>	<p>On hold due to change / temporary absence of Chairs from 2 working groups</p>