

**20<sup>th</sup> UKAS Asbestos**  
**Technical Advisory Committee Meeting Minutes Summary**

**Wednesday 24<sup>th</sup> February 2016**  
**UKAS Office – 2 Pine Trees, Chertsey Lane, Staines-upon-Thames, TW18 3HR**

**Attendees:**

Sue Burbeck – Adams Environmental, (SB, Chair)  
John Abbiss – UKAS (JA)  
Louise Wainwright – UKAS (LW)  
Helen Ratcliffe, Health & Safety Executive, Asbestos Policy Unit (HR)  
Martin Gibson, Health & Safety Executive, HM Principal Specialist Inspector (MG)  
Laurie Davies – Health & Safety Laboratory/ Independent technical assessor (LSTD)  
Colette Willoughby, British Occupational Hygiene Society (BOHS)/Independent Technical Assessor (CW)  
Rob Blackburn – Asbestos Removal Contractors Association (RB - ARCA)  
Arran Cobley – Hampshire County Council (AC)  
John Richards – Royal Institution of Chartered Surveyors (JR - RICS)  
Steve Platkiw – ATaC (SP)  
Gerald Hudd – Independent Technical Assessor (GAH)

**Apologies**

Garry Burdett - Health & Safety Laboratory (GB)  
Craig Bell - Health & Safety Executive (CB)

**Guest Speaker:**

Richard Burton – RSPH (RB – Qualifications)

**1. Welcome**

The Chair welcomed all attendees to the 20<sup>th</sup> meeting of the UKAS Asbestos TAC meeting. First TAC meeting for both LW and RB and first meeting for JA as new Agri-Food, Life Sciences and Asbestos Section Head.

Richard Burton departs after Agenda point 5 to allow the following points from the Agenda to be discussed whilst maintaining confidentiality.

**2. Minutes from 19<sup>th</sup> Meeting on Wednesday 19<sup>th</sup> August 2015 (SB)**

No comments identified.

**3. UKAS Update / Introduction (JA)**

The move to the new Staines office has been successful and facilities are much more functional.

## Structure

It was previously recognised that a single CLO team was not ideal as different sized organisations were receiving the same service. This has been rectified in the new UKAS restructure and this is broken down into the 3 service delivery models:

- Enterprise – smaller organisations, often with less sites and a limited amount of staff
- Core – medium sized organisations
- Corporate – large organisations, often international with many sites globally and complex staff structures

Restructure Benefits: Better use of staff skills with varied roles. Aim for reduction in non-conforming work, with improved customer satisfaction

Assessment Managers may have customers that span across the 3 service delivery models as all cover a wide range of technical areas.

## Section Update:

There continues to be a steady flow of applications for asbestos

It may be appropriate to discuss whether it is possible to notify industry, stakeholders, HSE, etc. when an organisation is suspended. Currently schedules are updated and revised accordingly to reflect the scope of accreditation but the suspended organisations are responsible for making all parties aware of changes and this assessed by UKAS. All aspects of assessment are undertaken in confidence and sharing any details could be a breach of this confidentiality.

## **4. HSE Update (HR)**

There have been internal changes at HSE but this should not greatly affect the way HSE interfaces. A post implementation review of the Control of Asbestos Regulations is to be given to ministers by 2017. This is to review whether the regulations are achieving their intended effects and what improvement actions to take if this is not the case.

HR said there was an invitation to feed into the review via a link on the main asbestos webpage on HSE's website. (The PIR feedback phase is now closed - Dec 16)

## Update on analysts project – MG

There is a delay in the publishing of the analyst project document – there is no date set for publication

## **6. BOHS Update (CW)**

There is no structural change in BOHS but there is a change in the application process. Applications for those taking the Certificate of Competence can now be undertaken on line which has improved efficiency. There is also more guidance for candidates – this change does not affect UKAS.

## **5. ATaC Update (SP and RB – Qualifications)**

No changes to ATaC.

## **RSPH Level 4 Certificate in Asbestos Laboratory and Project Management (All)**

SB gave an outline of the current status of the qualification. The qualification launch aim is May 2016.

RSPH is an awarding body that works to award organisations a range of qualifications, mainly in the public health sector. The qualifications are referred to as 'awards' not certifications as this is tightly regulated.

It was agreed that course content and on-going experience and training are the most significant aspects to ensuring appropriate knowledge.

Importantly at the meeting, there was a **discussion over** previous concerns over 'equivalence' of the new qualification against that of existing qualifications under BOHS **and that this was not relevant**. It should be considered on its merits rather than by comparison. The **outcome** was that the proposed qualification will provide the necessary support for competence requirements as defined in Clauses 8.1.1 & 8.1.2 of LAB 30 Edition 3.

It was also agreed that Lab 30 is appropriate at this time although revision will be necessary going forward and to be agreed post UKAS discussion, although changes will not occur until publication of HSG248 to take into account of changes as required. Interim changes can be reflected within a Technical Bulletin as required.

It was agreed that feedback and comments on RSPH Qualification is to be provided back to TAC as per action raised, as well as all points raised by Bill Sanderson. All attendees are to send any further comments they may have regarding the qualification to secretary by 26<sup>th</sup> February 2016 which will be added to Bill Sanderson's feedback.

No Comments for feedback have been received.

Feedback and discussion outside of this meeting to be undertaken to determine acknowledgement of qualification by UKAS.

### **6. HSG 248- public consultation and consideration for future assessments by UKAS (MG)**

There are some changes in the new analyst guidance which seek to make analyst procedures more transparent and some costs due to the photography that is needed. Some Analysts already carry out these activities. Finalising of guide is not yet complete and dates of publication is unknown.

The changes aim to seek a greater assurance of the 4 stage clearance being carried out accurately and to encourage organisations towards fuller illustrated timed electronic record of the clearance work.

The timescale for organisations to transition to the new analyst guidance has not yet been set but further communication to labs will be required once known.

## **7. AOB**

### Website/New Agreement

There is a new agreement for UKAS customers to sign. This can be found on the UKAS website in the news and events section.

### Recruitment

UKAS are currently recruiting for Asbestos Assessment Managers and Technical Assessors.

### Assessment Effort

The new restructure within UKAS, has prompted discussions relating to on-going expectations for assessments and discussion over these aspects have been covered during this meeting by the TAC. Current levels and frequency of assessment are deemed appropriate.

Asbestos TAC 21<sup>st</sup> Meeting – Date TBC.