

## TERMS OF REFERENCE

### EIC - CL:AIRE Joint Industry Working Group

#### Asbestos in Soil, Made Ground and Demolition Materials

##### Purpose

The Joint Industry Working Group on Asbestos in Soil, Made Ground and Demolition Materials (JIWG Asbestos in Soil for short) was established in November 2011 after The Environmental Industries Commission (EIC) and Contaminated Land: Applications in Real Environments (CL:AIRE) formerly joined forces and then invited a wide range of both private and public sector organisations that are all looking to work together to meet the challenges posed by asbestos in soil. The JIWG project will be working alongside the CIRIA research project ensuring that the two projects complement and link with a co-ordinated approach.

##### Aims

The aims of the Joint Industry Working Group are:

To bring together the asbestos management, occupational hygiene and brownfield management sectors with the aim of promoting the development of a consistent and harmonised approach to the regulation, investigation, analysis, assessment and management of asbestos in soil.

- To develop practical practitioner guidance on asbestos in soil that provides a consistent approach for UK industry, stakeholders and regulators.
- To promote the development of the relevant industry professional qualification framework for asbestos in soils for the brownfield and asbestos management sectors, building on the existing professional qualification framework for the management of asbestos in buildings, and relevant statutory requirements.
- To engage with the principal regulatory bodies for asbestos – the Health & Safety Executive, the Environment Agency and representatives of Local Authority Contaminated Land Officers - with the aim of promoting a consistent, unified and transparent regime for the regulation of all aspects relating to the remediation of land contaminated by asbestos.
- To promote and develop an improvement in public and stakeholder awareness of relevant issues, including *inter alia* health & safety, public health, technical, legal and insurance, related to the occurrence of and investigation and remediation of asbestos in soil.
- To promote the work of the Asbestos in Soil – Joint Industry Working Group to ensure all organisations are fully informed of its activities.

##### Organisation

- The working group will be chaired by EIC .
- The working group will aim to meet quarterly with additional meetings scheduled by teleconference when required.
- CL:AIRE will perform the secretariat duties for the working group.
- Membership of the working group will be by invitation to specific organisations, such invitations being reviewed as appropriate (see table below).
- All members of the JIWG will be required to play an active role in the work of the JIWG on a voluntary basis. Members not willing to play an active role may be removed and/or replaced at the discretion of the Chair/Secretariat.
- Only one representative of each member organisation will be permitted to attend the JIWG meetings. Deputies may be appointed in advance by agreement with the Chair/Secretariat.
- All members of the JIWG will be required to work in the best interests of the JIWG

in fulfilment of its aims and objectives. Members unable to abide by these aims and objectives may be removed and/or replaced at the discretion of the Chair/Secretariat.

- Sub-groups with a remit to look at specific issues will be formed as necessary by majority agreement of the working group, and will report back to the working group. Composition of the sub-groups may include organisations which are not members of the main JIWG and will be invited by agreement of the JIWG.
- The outcomes of the meetings will be reported openly and fairly, and that where appropriate, elements of discussion may be held under “Chatham House Rules” to promote open and frank discussion.
- Minutes summarising discussions will be published on the CL:AIRE website ([www.claire.co.uk/asbestos](http://www.claire.co.uk/asbestos)) and links will be provided to other industry groups.
- Dissemination of the aims and objectives of the JIWG and progress on the production of the Code of Practice by the JIWG to the wider industry, by means of press releases, editorial, presentations, seminars, etc., will be carried out by EIC and CL:AIRE to ensure consistency of message.

<b>Organisation Represented</b>	<b>Name of Representative</b>
Environmental Industries Commission (EIC)	Steve Forster
Contaminated Land: Applications in Real Environments (CL:AIRE)	Nicola Harries
Society for Brownfield Risk Assessment (SoBRA)	Simon Cole
Health and Safety Executive (HSE)	Craig Bell
Environment Agency (EA)	Trevor Howard
Soil and Groundwater Technology Association (SAGTA)	Tracy Braithwaite
A Local Authority Representative	Lee Brownsword
Association of Geotechnical and Geo-environmental Specialists (AGS)	Seamus Lefroy-Brooks
Asbestos Testing and Consultancy Association (ATAC) and Asbestos Removal Contractors Association (ARCA)	Rob Blackburn
Institute of Occupational Medicine (IOM)	Alan Jones
British Occupational Hygiene Society (BOHS)	Colette Willoughby
Balfour Beatty Major Civil Engineering	John Ferguson
Construction Industry and Research Information Association (CIRIA)	Joanne Kwan
Homes and Communities Agency (HCA)	Richard Boyle
Federation of Demolition Contractors (FDC) and Civil Engineering Contractors Association (CECA)	Barry Menzies
Health Protection Agency (HPA)	George Kowalczyk
United Kingdom Accreditation Service (UKAS)	Kate Brooks