



## HBF HEALTH AND SAFETY FORUM

09.00HRS – THURSDAY 23<sup>rd</sup> JANUARY 2014

LEA MARSTON HOTEL,  
HAUNCH LANE, LEA MARSTON,  
SUTTON COLDFIELD,  
B76 0BY

### Meeting notes

#### PRESENT:

Steve Foley	Avant	Vince Coyle (Chair)	Barratt
Tracey Murphy	Bellway	Barry Oliver	Berkeley Homes
Ian Viveash	Berkeley Group	Andrew Locker	Bloor
Paul Haxell	Bovis Homes	Ken Millar	CALA Group
Dave Hudson	Countryside	Martyn Price	Crest Nicholson
Matthew Stubblefield	Croudace	Tim Mason	Davidsons
Steve Allix	Fairview	Paul Howarth	Galliford Try
Steve Errington	Kier	Joe Yardley	Larkfleet
Dave Hickman	Miller	David Bolton	Morris Homes
Chris Epps	NHBC	Steve Acaster	Persimmon
Dave Ford	Redrow	Mark Dyche	RFS Consultancy
Simon Hughes	Simian Risk Management	Lee Mills	Stewart Milne
David Sanderson	Story Homes	Ed Woods	Taylor Wimpey
Steve Dudman	Westleigh	Greg Ward	

#### IN ATTENDANCE

Dave Mitchell      HBF

#### APOLOGIES

Darryl Hammond	Lovell Partnerships
Simon Mantle	NHBC
Silvio Petrasso	Stansted Environmental Services
Vernon Cunningham	Strata

## **1. Welcome and Introductions**

VC opened the meeting and welcomed everyone. Apologies were accepted from those listed above.

## **2. Notes of previous meeting**

These were taken as read with the following comments on items not in today's agenda.

Item 3 membership fees – still some outstanding – note to be sent round to member companies re this. VC to implement.

Item 4 – public health responsibility deal – construction launch.

Note to be dropped round to members re this with link to website. VC to implement.

Item 9 – Entry into roof spaces. – This requirement will not now take place.

Item 12 working well together – need to support this and drive it forward through suppliers.

Item 14 – Drugs and Alcohol Testing – Dhi to pass note through regarding this.

Item 15 – CSCS scheme changes – Peter Roberts's letter can be sent out to suppliers. SA to forward copy of this letter onto VC

VC talked to the group at this stage about letter from CPCS letter re medical fitness of plant operators within construction seeking support. Discussions took place around this and CSCS cards with a view of combining. This presents issues as one needs renewing every 3 years and the other every 5 years.

DHud to send info to VC re this for sending out along with link to guidance

VC to go back and talk to the author of the letter

Agenda Item next time - CPCS to be asked to come along to present.

## **3. Priorities for House Building from 2014 – Simon Longbottom - HSE**

SL gave a presentation to the group surrounding the HSE's priorities for house builders in 2014.

Priorities for occupational health and safety management including manual handling. HSE looking at house building again due to growth in the industry. HSE's approach to site visits was explained. Discussed constructional dust partnership and eliminating risks involved through monitoring and supervision. Also talked about manual handling issues. The second half of the presentation centred around leadership and worker involvement, seeking views on issues and working on resolving these. Preventing accidents – top ten killers list was looked at. HSE can provide workshops to help facilitate work in these areas.

Short Q and A took place with members after presentation. Soft landing issue was discussed and as a result VC will drop note to SL surrounding this issue.

Copies of presentation will be made available to the group.

#### **4. Guidance/Sub Group Updates:**

a. Contact list

Members asked to check that the correct details are shown on the contact lists.

b. Health and Safety Charter

This will be updated with additional signatories included.

c. Charter Action Plan

The nine items within the action plan were looked at.

VC to produce a list on the makeup of the sub groups assigned to the actions outlined in the action plan.

Action plan to be updated accordingly.

This is in the process of being updated with the latest progress and dates etc; revised where necessary.

d. Installation of Roof trusses

Leaflet circulated with meeting papers discussed. Good system but has cost associated to it. Only in prototype form at present. VC to send out link to all systems currently available.

e. Scaffolding

Circulated draft to have minor modifications. This will then be ready for issue.

f. Telehandler Working Party

The report from this working party is in its final draft.

g. Hot Topics (Incident Updates/Bulletins)

- Boilers DM explained the background to this.
- Fireplaces – this is to be the next hot topic

**5. Statistics update (Reportable Injuries and Dangerous Occurrences/Fire Incidents/ Fee for Intervention)**

HBF Health and Safety Statistical Analysis Annual Report 2012-2013 v2, rolling stats from April 2012-2013 v2, Quarter 1 stats April 2013-June 2013 draft and Quarters 1 & 2 stats April 2013-2014 were issued with the meeting papers to the group.

DM/VC/MP gave the group an update on stats.

New format introduced in April appears to be an improvement on the previous model – thanks to MP for his work on this.

Rolling annual injury incidence rate on page 10 of the Quarters 1 & 2 stats April 2013-2014 is starting to show an upward trend. This needs further examination although with the increase in building activity we are seeing more personnel on building sites.

Discussion around benchmarking was discussed. DM explained that the HBF board had agreed with the committee's view that this should be done as a percentage of dwellings built. This would be produced at the end of the year when it is easier to get the figures required.

**6. Engaging with the Workforce – DH**

DH talked to the group around the Miller Group H & S worker engagement programme – building a safer workforce.

Copies of presentation to be circulated to the group.

**7. Insurance Claims – Review - AL**

AL present to the group around insurance claims

## **8. Update from CONIAC – PH**

Next CONIAC meeting is in March - content will be entirely about health. Sectors being asked for feedback.

CDM 1015 – no clear date as yet for consultation – probably around March/April time for implantation in 2015.

There is a clear intent to simplify the structure within CDM.

Principal designer to replace CDM coordinator (CDMC)

## **9. Temporary Works – SA**

This item was covered under action plan discussions earlier.

## **10. TG20:13 – Presentation by Simon Hughes**

SH presented to the group around TG20:13

Announced in AGM in November ‘a comprehensive guide to good practice for tube and fitting scaffolding.’

In 4 parts operational guide, design guide, user guide and e guide.

SH talked about scaffold types that are compliant

Copies of presentation to be circulated to members

SH handed out copies of Simian Risk Management brochure to members

## **11. CDM Consultation - PH/SA**

This item was covered under action plan discussions earlier.

## **12. Use of Trestles – EW**

This item was covered under action plan discussions earlier.

## **13. Dates for 2014**

- **Thursday 1 May - Innovation Centre, Coventry University**
- **Thursday 3 July - Hilton, Brindley Place, Birmingham**
- **Thursday 9 October - Suggest Lea Marston Hotel, Sutton Coldfield**