



HBF HEALTH AND SAFETY FORUM

5TH MAY 2016 @ 9AM

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

PRESENT

| | | | |
|-------------------------|----------------------------------|------------------|----------------------------|
| Paul Haxell (Chair) | Park Health & Safety Partnership | Steve Dudman | Westleigh Partnerships LTD |
| Matthew Stubblefield | Croudace | Dave Hickman | Miller Homes |
| Martyn Price | Crest Nicholson | Craig Donelan | Keepmoat |
| David Bolton | Morris Homes | Mark Dyche | Safety for Design |
| Joe Yardley | Larkfleet | Barry Oliver | Berkeley Group |
| Ian Viveash | Berkeley Group | Matthew Bostwick | Kier |
| Darren Sitrup | Galliford Try | Greg Johnston | Stewart Milne |
| Matt Jarvis | Lovell | Ed Woods | Taylor Wimpey |
| Dave Ford | Redrow | Michelle Shani | Countryside Properties |
| James Locker | Bloor Homes | Diana Parums | Story Homes |
| Tracey Taylor | Bellway Homes | Steve Acaster | Persimmon |
| Stuart Hosegood | Cala Group | Greg Ward | Strata |
| Vicky Bilsbury-Robinson | McCarthy and Stone | Steffan Groch | DWF |
| Simon Longbottom | HSE | | |

IN ATTENDANCE

| | | | |
|---------------|-----|------------|-----|
| Dave Mitchell | HBF | Ruth Scott | HBF |
|---------------|-----|------------|-----|

APOLOGIES

| | | | |
|-------------------|---------------|----------------|-------------|
| Vince Coyle | Barratt Homes | Steve Foley | Avant Homes |
| Ian McNally | Bovis Homes | Garry Rapson | Croudace |
| Vernon Cunningham | Strata | Darryl Hammond | Lovell |
| Bryan Loftus | William Davis | Ray Cooke | HSE |
| Richard Theaker | Gleeson | | |

MEETING NOTES

1. Welcome and Introductions

PH opened the meeting and welcomed everyone. Apologies were accepted from those listed above. The group were asked to introduce themselves.

2. Notes of previous meeting including Action Log update

Meeting notes accepted.

HSE (RC) await final calculations from the HBF in order that HBF Template for a Scaffold Specification review can be concluded.- VC to forward revised details.

Action: VC

Following discussions over the Scaffold specification document, it was confirmed that when published it is to be clearly identified as guidance only. The main purpose and objective was to provide members with guidance on some of the key items that could be included in their respective scaffolding specifications and that members can adopt in its entirety, or can use it as the basis of a higher company standard as individual members see fit.

3. Sentencing Guidelines – Steffan Groch

SG attended the meeting to update the group on Sentencing Guidelines.

A presentation on 'New Sentencing Guidelines' Fine Review' from Steffan Groch was distributed to the committee.

It was made clear that with the implementation of these guidelines there is an expectation that million pound fines will become common place for health and safety offences. The nature of Construction as a high risk sector, in conjunction with the turnover of many of the member organizations, indicates that the most significant fines would be applied in the sentencing process.

4. Dust in Construction latest – Dave Hickman

DH gave a presentation on 'HSE wood dust exposure survey' which has been sent out the group.

Miller Homes assessment of exposure to wood dust report has also been circulated to the group.

An illustration the survey picked up dry sweeping was still common practice even when vacuum tools and equipment where available on site.

Indicative Task Results:

Dry sweeping:

Min: 12 minutes using extraction

3.8 mg/m³ total dust & 2.3 mg/m³ (TWA) wood dust

Max: 25 minutes dry sweeping

27.6 mg/m³ total dust & 18.6 mg/m³ (TWA) wood dust

This would indicate that as an activity a focus on moving the sector away from dry sweeping would be very beneficial in improving the health hazard exposures for many of our personnel.

The use of a TWA(Time Weighted Average) masks different exposures between tasks and potential high peaks.

Whilst the correct RPE(Respiratory protective equipment) is on site often operatives have been face fit tested it is still worn incorrectly in many instances.

Work with Health in Construction Leadership Group to highlight the safety side issues and make sure Housebuilders are more involved in the group. Next forum 21st January 2017.

DH tabled details of vacuum equipment manufactured by V-TÜF. V-TÜF are providing HBF members with 50% off the UK RRP prices. The V-TUF DUSTEX - 50% HBF DEAL Hybrid info paper has been distributed to the committee.

5. Occupational Health & Wellbeing questionnaire results

MS produced a survey, which some members contributed too, this survey was distributed to the committee. The results of the survey show wellbeing is generally poorly addressed. However, it was noted that a clear definition of “wellbeing” may be useful

A few member companies have formed a sub group on wellbeing, if you wish to join this sub group or find out more information about it please contact MS michelle.shani@cplc.com. This is a sub group of our Health in group.

The group will provide an update at next meeting together with both terms of reference and an outline program of activity for the sub group..

Action MS

6. A) Statistics update (Reportable Injuries and Dangerous Occurrences/Fire Incidents/Fee for Intervention) including annual report update an update on collection of data & injury comparison with other industries

Q4 results being collated, once all results have be submitted, the annual written report for 2015-16 will be produced.

The HBF's Health and Safety Focus Group have suggested that we should be looking to highlight the good work that the industry does in relation to Health and Safety on site. Therefore HBF are looking at creating a booklet that will take school children (but also others that may read the content) on a journey through a site, with each step explained as to what H&S procedures employees have to go

through and why. That will then be complemented with case studies of two or three outstanding H&S employees from within the industry. This can create a positive image for the sector and also help with the current skills issues we are facing.

B) Data collection

DM told the group that there will be a meeting on the 26th May at HBF which will involve volunteers from both H&S Committee and the Qualifying the Workforce group, to discuss both sets of figures the HBF produce.

Please let RS know if you or a colleague wish to attend this meeting. An email explaining the aim of the meeting was sent to both groups, on 17th May.

7. Guidance/Sub Group Updates:

a. Contact list

Any changes to contact details to be sent into RS. DM to be copied in.

b. Health and Safety Charter

HBF H&S Charter signatories are now categorised as 'practitioners and supporters'. HSE have provided HBF with some wording to be shown on the Health and Safety Charter to show their support of it. Looking for more companies e.g. utility companies to support the Charter.

c. Charter Action Plan

Charter Action plan and action log are now combined to make sure there is no duplication.

d. CDM sub-group

CONIAC has established a working group to collect and collate case studies and illustrations of good practice under CDM 2015.

If you have a case study on this put a paper together and forward to DM.

SA to get in touch with Kevin Fear (CONIAC Group lead).

Action All/ SA

Subject to the response from the Committee to provide/ share illustrations of good practice, it is likely that the activities of this group will be concluded at the next meeting.

e. Roof trusses

A draft document has previously been developed based in part on the work performed by Keepmoat. This has been shared with the Committee, and little feedback received.

Work by Taylor Wimpey has also been undertaken and will be provided such that it can be integrated into the current draft. Ed Woods to share TW details; CD to update Sub Group Guidance for review at next meeting

Action: EW/CD

Roof truss group needs support to look at documents, if interested contact Craig craig.donelan@keepmoat.com

8. Falls from vehicles – David Ford

A member encountered problems with a major brick/block supplier and is looking for support from other members to contact them, in regards from falls from vehicles.

HSE to take up the problem directly with the brick/block supplier. Problem has been addressed by DM and a short synopsis of the conversation had been sent out with the meeting papers.

9. Update from CONIAC

CONIAC being reformed, there is a place on the group for a HBF member to sit on this. PH to send a brief summary to the group of what is expected.

Action PH

CONIAC have recently formed a new working group for small and micros builders in order to improve communications with them. The group is headed by Rob Gutteridge (FMB CONIAC representative). Any member interested in supporting/ contributing to the group should contact DM. **Action All**

10. Staircase installation review

The BWF Stair Scheme Installation Guide had been circulated with the meeting papers, EW wanted to confirm if contractors use this and if the group were aware of it.

A further 3 more pdf's were sent to the committee:

Installation of Stairs 3 Storey House

Installation of Stairs 2 Storey House and

Installation of Stairs [2 storey winding].

These documents will be forwarded separately to Committee members.

11. CITB Forum – Steve Acaster

With GE700 containing a chapter on Home building there is an opportunity to review/develop annual updates, and also an opportunity to influence CITB training to ensure that it accurately reflects the needs of our sector. CITB to attend future meetings if any agenda items are relevant to them. PH to advise.

Action: PH

12. Meeting dates

- Thursday 7 July
- Thursday 6 October

13. Any other Business

- a. MS to send DM info about CPCS (A17C)
- b. A member asked 'is there general guidance on play areas that members should be using?'
- c. Land use planning app on the HSE website
<http://www.hse.gov.uk/landuseplanning/developers.htm> which gives advice for developers.
- d. Gas meter boxes haven't been installed to the correct standard, GTC have produced guidance and the final standard will be available at the end of the year.
- e. A member suggested getting a manufacture into the next meeting re technical guidance on SuDS pond design.