

Imperial College London

Safety, Health and Environment Leadership Team (SHELT)

Friday 24th February 2017 - 10:00am – 12:00pm

Room 3.01E,
ROYAL School of Mines Building,
South Kensington Campus

Minutes

Present: Denis Murphy – Chair – Head of Health & Safety, Estates Development & Projects (DM)
Michael Lytrides – Director of Estates Development & Projects (ML)
Tom Gilman – ISG (TG)
Fadwa Ouslimane – ISG (TO)
Simon Phun – ISG (SP)
Bob Barnett – Russell Cawberry Limited (BB)
Grant James – MSL (GJ)
Sam Booth – Logan (SB)
Michael Stanton – Richardson Hill (8Build) (MS)
Mark Baker – 8Build (MB)
Richard Byrne – LOR (RB)
Duncan Edwards – Lowebuild (DE)
Bernie Mead – Elecra (BM)

Apologies: Dean Trigg-ICL
Sara Muir- ICL
Stephen Hughes-ICL
Surrinder Johal – ICL
Patrick Hailstone-Willmott Dixon
Paul Campbell - Kier
Nigel Walker – Halsion
Lee Hutchinson – Mace
Sean Black - Vital

	<u>Agenda Item</u>	<u>Action</u>
1.	<p><u>Welcome, attendance and apologies</u></p> <p>DM welcomed everyone to the February SHELT meeting and hoped everyone had enjoyed the Christmas break and looking forward to the challenges of 2017.</p> <p>Post meeting note-It has been noticed that Kier and Willmott Dixon were not represented at the meeting. This is especially disappointing as both contractors are undertaken significant projects on our South Kensington campus.</p>	
2.	<p><u>SHELT review 2016</u></p> <p>i. DM reminded everyone that the College had committed to the outcomes from the 2016 Health Summit held in January 2016 and had agreed with our contractors group through SHELT, to step up and drive the health agenda through a rigorous application of the principles set out in our agreed Noise, Dust, Vibration and Manual Handling policies.</p>	

	<p>ii. SHELТ had also agreed that the role of the Supervisor was paramount and in 2016 we had continued with Supervisor Communications training, to provide the skills and confidence necessary for Supervisors to deliver the health and safety messages and to engage meaningfully with the workforce. The intention was to continue this training through 2017.</p> <p>iii. Park Health and Safety had delivered a positive health and well-being programme through 2016 and the intention was to continue with this focus this year. The SHELТ attendees in December had agreed to fund an expanded programme. The details of the monthly programme will be attached to the minutes.</p> <p>iv. The reason for our continued work and commitment to a healthier construction industry-</p> <p style="padding-left: 40px;">100 times more people die from ill health related diseases caused by working in construction, than for any other reason.</p> <p style="padding-left: 40px;">3000 workers each year are suffering unnecessarily with breathing and lung problems caused by working in construction.</p> <p style="padding-left: 40px;">3700 workers are dying each year from occupational cancers as a consequence of working in construction and</p> <p style="padding-left: 40px;">Of the 2.2 million days lost working last year, 1.2 million days were attributed to musculoskeletal injuries.</p> <p>v. DM asked the members for examples of where they are improving working practices, as a consequence of the SHELТ policies agreed in 2016.</p> <p>vi. BB advised that Russell Cawberry have decided that disposable masks are no longer good enough and are specifying "half face" masks as a minimum control measure for reducing exposure to dust. BB suggested that this type of mask did not require to be face fitted.</p> <p>RB of LOR disagreed and advised that all masks are required to be face fitted.</p> <p>A discussion followed and it was generally agreed that all masks would be face fitted.</p> <p>Some members asked why, if disposable masks were permitted to be used for some construction activities, why contractors should pay for more expensive masks?</p> <p>DM reminded members that as a concerned Client, we had taken a decision to specify "Best Practice" in our construction activities and that required a positive response from our contractor partners.</p> <p>DM stated that we cannot continue as before if we want to make a positive contribution to a healthier construction industry and reminded SHELТ members, that Imperial College gave a firm commitment to driving improvements to the health agenda, at the 2016 Health Summit.</p> <p>MB raised the issue of board sizes and wondered if the Client should specify 900mm x 600mm plasterboard, for example, so that designers would have to factor this into their designs.</p> <p>DM and ML both agreed that we did not want to get into specifying particular components, from a health and safety perspective. We believe that all designers, including contractors in a D&B setting, had the power and opportunity to make these decisions through the project team consultation</p>	DM
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	<p>process, thereby underpinning a key driver emanating from the 2015 CDM Regulations.</p> <p>As Client, we would support decisions that eliminated, or reduced health and safety risk, including where those decisions impacted on cost and/or programme.</p> <p>vii. SHELT for Designers was established in 2016 with the aim of encouraging designers to give serious consideration to health and safety in design. The opportunities are there for designers to make a significant difference, by identifying significant risks and working through the design to eliminate, or reduce these risks and provide the environment for contractors to construct in a safe and healthier manner.</p> <p>It was our intention to continue to promote SHELT for Designers in 2017.</p> <p>viii. NEC revised form of contract</p> <p>ML advised SHELT members that ED&P were rolling out a revised and simplified NEC form of contract. This revised form would clarify roles and responsibilities for all parties and remove any ambiguity regarding the quality of service required.</p> <p>ML advised that supply chain partners would then be measured and scored against the associated metrics and outcomes, noting that those suppliers who did not measure up to our expectations, would be removed from our approved list.</p> <p>DM advised that the role of Principal Designer (PD) was defined by the HSE as a “coordination” role and should not be considered as the replacement for the CDM Coordinator. The PD is not expected to review every design, but is required to ensure that all designs are coordinated, from a health and safety perspective and that designers are taking their role seriously and identifying and dealing with, significant risks.</p> <p>The PD is expected to establish a risk register and work through it with the designers and project team, to achieve positive outcomes.</p> <p>ix. Park Health Well-being Programme was discussed and DM advised that both staff and workers provided positive feedback. The Health MOTs were particularly well received, especially by those workers who do not have time to visit their GP.</p> <p>SHELT had agreed to fund an expanded well-being programme for 2017 and this was now in place and being managed once again by Park Health.</p> <p>Post meeting note-The Body Basics event on musculoskeletal issues, held on 23rd February, was not well attended, even though DM had sent reminders.</p> <p>Mental health-We commenced the conversation about this matter and agreed that it was important to break through the stigma surrounding mental health and stress related issues and get staff and workers talking about it.</p> <p>This issue was prompted by the 2016 Health Summit focus around the Mates in Construction charity set up in Australia to deal with high levels of suicide amongst young men in the construction industry.</p> <p>DM reported that the Health in Construction Leadership Group were working with Build UK and others to consider a similar scheme for UK construction.</p>	<p>All</p>

<p>3.</p>	<p><u>2017-The Year Ahead</u></p> <p>The strategy for SHELТ must be to-</p> <p>Focus on the causes of ill-health in design and construction processes.</p> <p>Identifying these risks at the design stage presents opportunities to eliminate and/or reduce the potential for ill-health outcomes, when the construction work commences.</p> <p>Contractors should send experienced design managers to participate in the SHELТ for Designers forum, to add important practical knowledge and experience.</p> <p>Contractors must make adequate allowance in tender returns to comply with SHELТ policies on noise, dust, vibration and manual handling.</p> <p>Supervisor Communications training needs to be stepped up this year, to fully utilise this important resource. The Client is willing to assist with this, but contractors should take the lead.</p> <p>Park Health and Safety (PHS) will be rolling out an expanded health and well-being programme this year. It has been agreed with SHELТ members to provide monthly Health MOTs and a monthly well-being session. The programme was produced by PHS and agreed with SHELТ members at a special meeting in December. A copy will be attached to the minutes.</p> <p>Mental Health awareness will also be a focus for 2017. Section 4.0 refers.</p>	<p>All</p> <p>All</p> <p>All</p> <p>DM</p>
<p>4.</p>	<p><u>2017 Health Summit Report</u></p> <p>The second health summit was held in London on 26th January and was attended by 150 CEOs and senior representatives from UK contractors and Client organisations. As last year, representatives were asked to pledge their support for driving forward the health agenda.</p> <p>Speaker after speaker emphasised the important work that each organisation could undertake, when addressing the health in health and safety. Policies need to change to reflect this commitment, with more focus on ill-health tasks, where noise, dust, vibration and manual handling risks are involved.</p> <p>The British Occupational Hygiene Society, supported by the Institute Of Occupational Safety and Health (IOSH) attended and provided useful information on the industry’s Breath Freely Campaign.</p> <p>The summit also decided to focus on mental health awareness and one speaker described his journey through early life. Depression and lack of self – esteem robbed him of any joy in his life until, in his mid-20s, he was introduced to the right programme and received the appropriate help from a team of experts.</p> <p>The outcome was that he has turned his life around, got back into his job as a carpenter and can now look forward to a useful and fulfilling career in construction.</p> <p>To move mental health up the agenda, “Mates in Mind” was launched at the summit on 26th January 2017.</p> <p>This is the UK’s version of the Australian construction industry’s Mates in Construction, which was created to deal with a serious crisis amongst young construction workers, who were found to be attempting suicide in significant numbers.</p>	

	<p>Mates in Mind is being managed as a UK Charity and is supported by the HSE, the British Safety Council and MIND, the leading mental health charity in the UK.</p> <p>The strategy involves:- Step 1--Taking action within organisations by providing regular opportunities for individuals and groups, to raise awareness on mental health and stress related issues. These opportunities should take place, not only in the organisation's offices, but on construction sites too.</p> <p>This is the first step in breaking the taboo around mental health and stress.</p> <p>Step 2-Encourage individuals within organisations to become "First Responders" and undertake the 2 day training to qualify as a "Mental Health First-aider".</p> <p>Mates in Mind intend to also offer other forms of training, to equip line managers and supervisors with sufficient knowledge to be of assistance to anyone seeking help for mental health and/or stress related conditions.</p> <p>These roles are crucial as the training includes awareness of the signs and symptoms of mental ill-health and stress and gives individuals the confidence and skills to listen and offer comfort and understanding and to offer advice for further assistance within the organisation's structure, if requested, or by reference to the individual's GP.</p> <p>Step 3-Getting the message out that mental health and stress related ill-health will be treated sympathetically, will permit individuals to seek support and to be able to continue working productively during and/or after treatment.</p> <p>Mates in Mind information is now readily available via the internet.</p>	
5.	<p><u>Building Site to Boardroom (BS2B)</u></p> <p>i. DM advised that Andy Dean and Dave Lee, the Directors of BS2B attended the Directors SHELТ in January and explained that their bespoke training on self-awareness and "mindfulness" was created as a consequence of their combined experiences in construction.</p> <p>Both recognised that a culture change is necessary in the industry, to break through the "macho" image of construction and encourage individuals to take action to deal with mental health and stress related issues.</p> <p>The presentation was well received and further information on the BS2B training is available at info@bs2b.co.uk</p> <p>ii. DM advised that he attended a mental health awareness event recently organised by ISG on the Imperial West site on Block C. The event was held in the site canteen and the site was "stood down" to allow everyone to attend. The presentation was undertaken by 2 former professional rugby players, under the heading of "States of Mind" and the stories were simple and hard hitting. Both individuals had been seriously injured and their lives had been radically changed. Both had lost hope for the future and refused to talk about their feelings and both considered suicide as an option.</p> <p>The breakthrough occurred when their families stepped in and encouraged them to talk about their feelings and to get professional help. Both had turned their lives around and travel the UK encouraging men to open up and talk to family and friends about issues in their lives that was causing them distress.</p> <p>The event was very well received by all who attended and ISG are to be congratulated for organising this event. It is our hope that other contractors will</p>	

<p>follow suit and get the conversation started on the rest of our construction sites.</p> <p>DM suggested that we should consider organising a “Let’s Talk about Mental Health” day, when all our construction sites stop work for 1 hour and hold similar events to that organised by ISG.</p> <p><u>6.0 Environmental Policy</u></p> <p>DM reminded everyone that we still need to sign off this policy and will ensure the policy is circulated to everyone for a discussion at SHELТ in March.</p> <p>DM requested a report in March from the group that volunteered to produce environmental toolbox talks</p> <p><u>7.0 Contractor Statistics for 2016</u></p> <p>1,359,598 hours worked during the year</p> <p>5 RIDDORS were recorded</p> <p>AFR for 2016 is 0.37 (AFR 2015 was 0.22)</p> <p>As 4 of the RIDDORS occurred on 1 site, it is important to recognise the excellent work and commitment from all of our contractors during 2016.</p> <p>Congratulations and well done to everyone involved.</p> <p>Fadwa from ISG advised SHELТ that an unfortunate incident had occurred this week at Block C. An M&E Engineer had dropped a steel pipe which caught the unprotected top of his foot and caused a fracture which will need to be reported as a RIDDOR.</p> <p>DM also advised that Willmott Dixon may also have to report an injury caused to a scaffolder who may have fractured a finger during work on the Library project.</p> <p><u>8.0 AOB</u></p> <p>DM and Fadwa from ISG had visited a plant hire depot belonging to MEP Hire Co Ltd and watched a presentation from the company manager about the work at height and site storage products they were offering the industry.</p> <p>It transpires that MEP are working closely with contractors like ISG to understand their needs and are responding by offering modified equipment that ISG are currently using on the Block C project.</p> <p>After the presentation they were shown a range of products available in the showroom. Examples of modified equipment included PECO Lifts with tool trays attached and cutting stations with integral power, lighting and provision for ventilation extract. Also available were lockable storage units for copper pipe.</p> <p>DM and Fadwa are considering the possibility of arranging a roadshow with MEP Plant Hire, possibly located at the White City campus. SHELТ members will be informed of the details when available.</p>	<p>All</p> <p>DM</p> <p>Group</p> <p>DM & FO</p>
<p><u>Future meeting dates for information</u></p> <p>SHELТ for Contractors Friday 24th March 2017 1000 to 1200 Venue: Royal School of Mines, Room G05, South Kensington</p> <p>SHELТ for Directors Friday 28th April 2017 1000 to 1200-Room G05 Royal School of Mines.</p>	

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