

Imperial College London

Safety, Health and Environment Leadership Team (SHELT)

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

Room G.05 Royal School of Mines Building,
South Kensington Campus, SW7 2AZ

Minutes

Present: Denis Murphy – Chair – Head of Health & Safety, Estates Development & Projects (DM)
 Michael Lytrides – Director of Estates Development & Projects (ML)
 Surrinder Johal-Director of Safety-Imperial College London
 Simon Phur – ISG (SP)
 Fadwa Ouslimane – ISG (FO)
 Nick Woodmore – ISG (NW)
 Bob Barnett – Russell Cawberry Limited (BB)
 Sam Booth – Logan (SB)
 Mark Baker – 8Build (MB)
 Daniel Owen- 8Build (DO)
 Patrick Hailstone – Willmott Dixon Interiors (PH)
 Richard Smith – MSL (RS)
 Ian Seabrook – LOR (RB)
 Nigel Walker – Halsion (NW)
 Sean Black – Vital Energy (SB)
 Duncan Edwards – Lowebuild (DE)
 Bernie Mead – Elecro (BM)
 John Callaghan – Kier (JC)
 Chris Powell – Powells (CP)

Apologies: Dean Trigg-ICL
 Sara Muir- ICL
 Stephen Hughes-ICL
 Michael Stanton-8Build

	<u>Agenda Item</u>	<u>Action</u>
1.	<p><u>Welcome, attendance and apologies</u></p> <p>Actions from the minutes- DM advised that FO of ISG has arranged a roadshow with MEP Hire for May. MEP will be showcasing access equipment like the PECO Lift, which has been modified to make it more user friendly. They will also be showcasing their own brand of site storage and cutting stations.(Ivan to provide date from notes)</p> <p>The roadshow will take place in Block C which is located on the new White City Campus. There is no parking at the campus, but White City Tube Station is only a 10 minute walk from the campus.</p> <p>A usable postcode for a Sat Nav is-</p>	
2.	<p><u>Construction Health Agenda-Best Practice on Site Review</u></p> <p>i. DM reminded everyone that the College had committed to the outcomes from the 2016 and 2017 Health Summits 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. 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>iii. 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.</p> <p>iv. PH advised that WDI had invested in a Havi Meters system for both the Dyson and Library projects.</p> <p>Following a discussion, 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 and 2017 Health Summits.</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, as Client, we did not want to get into that level of detail, as using larger board sizes might be necessary in some circumstances, to achieve a particular finish or standard.</p> <p>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 process, thereby underpinning a key driver emanating from the 2015 CDM Regulations.</p> <p>As Client, we would support decisions that eliminated, or reduced significant health and safety risks, including where those decisions impacted on cost and/or programme.</p> <p>v. SHELТ 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 SHELТ for Designers in 2017.</p> <p>vi. NEC revised form of contract</p> <p>ML advised SHELТ 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</p>
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	<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>vii. 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>viii Mental health-This was discussed and it was 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 reminded attendees that “Mates in Mind”, a system similar to “Mates in Construction”, was formally launched at the 2017 Health Summit, held in London on 24th January and that more information was available through the HSE website.</p> <p>DM Suggested that perhaps we should consider a stand down on all sites for 1 hour in May, to discuss mental health well-being and stress related issues.</p>	All
3.	<p><u>Dust Control</u></p> <p>A presentation by Eugene Buchner from V-TUF Solutions.</p> <p>The presentation was essentially a sales pitch offering contractors advice about the type of vacuum cleaners, including the appropriate HEPA Filters that should be used on construction projects.</p> <p>A copy of the presentation will be attached to the minutes.</p>	
4.	<p><u>Occupational Health</u></p> <p>A Presentation by Stephanie Martin-Hall from Park Health & Safety</p> <p>Stephanie’s presentation set out the guidelines for the best practice approach that employers should consider, for those employees regularly exposed to occupational health risks.</p> <p>The presentation also discussed when health surveillance should be considered and what health surveillance entails.</p> <p>A copy of the presentation is to be provided with the minutes.</p>	

5.	<p><u>Environmental Policy and Working Group Update</u></p> <p>a) Due to lack of time, the Environmental Policy discussion was postponed until the SHELТ meeting in May.</p> <p>b) Those members of the working group who attended, offered the CIRIA suite of toolbox talks available on the website. After some discussion it was agreed that the group would review the CIRIA toolbox talks and produce bespoke toolbox talks for both new build and refurbishment projects undertaken at Imperial College London.</p>	Group
	<p><u>Future meeting dates for information</u></p> <p>SHELТ for Directors Friday 28th April 2017 1000 to 1200-Room G05 Royal School of Mines.</p> <p>SHELТ Meeting Friday 26th May 2017-1000 to 1200-Seminar And Learning Centre Room 10 on Level 5 Sherfield/Library Buildings</p>	