

Safety, Health and Environment Leadership Team (SHELT)

28th November 2014

Denis Murphy (ICL)

Agenda

1. Attendance, Apologies and Agree Previous Minutes
2. Terms of Reference
3. Behavioural Based Safety Training (BBST)
4. Occupational Health Programme
5. ICL Environmental Policy Update
6. Noise, Dust & Vibration Policy for SHELT
7. Contractor's Monthly Statistics
8. Lessons Learnt
9. AOB
10. Next Meeting

Attendance, Apologies and Agree Previous Minutes

- New Attendees – Introductions
 - Adam Cannon – 8Build**
 - Colm Finnegan – Laing O'Rourke**
- Apologies received from:
 - Michael Morrison and Craig Middleton – SPIE/ICL**
 - Carl Raison – 8Build**
 - Richard Byrne – Laing O'Rourke**
 - Danny Hine - ISG**
- Can we confirm that the minutes from the previous meeting on 31st October 2014, can be agreed?

Terms of Reference

Terms of Reference (TOR)

The following contractors have returned their completed TOR:

8Build Ltd, Lowe Build Ltd, Russell Cawberry Ltd, Quest Interiors, Willmott Dixon Interiors, Bouygues UK, ISG Plc, Longcross Construction Ltd, Halsion, LX Engineering (South) Ltd, Mechanical Services Ltd, Laing O'Rourke, Balfour Beatty, Electro and W&L Installations Ltd.



**The following contractors are yet to return their completed TOR:
Skanska and Morgan Sindall.**

Behavioural Based Safety Training (BBST)

Behavioural Based Safety Training (BBST) was held on 5th, 6th & 7th November 2014.

Attendees from the following companies were at the training – Lowe Build, Russell Cawberry, Quest Interiors, MSL, Electro, Halsion and Imperial College.

- 05/11/14 - DWI1 Risks, Benefits & Consequences – 09:00-12:15 (12 attendees) and 13:00-16:15 (10 attendees)
- 06/11/14 - 'In Safe Hands' – 09:00-16:00 including de-brief and plan (10 attendees)
- 07/11/14 - 'In Safe Hands' – 09:00-16:00 including de-brief and plan (11 attendees)

W&L Installations Ltd and 8Build were unable to attend the BBST and are in the process of arranging. Can they provide an update in regards to this.

Behavioural Based Safety Training (BBST) – Feedback

Your feedback regarding the benefits of the BBST and what actions you intend to take as a consequence of your attendance.

Targets to be set for 2015 policy changes and implementation programmes.



Occupational Health Programmes - Discussion

Targets to be agreed for implementing company occupational health schemes in 2015.



ICL Environmental Policy Update – Feedback

Imperial College Environmental Policy (Construction)

Imperial College London is fully committed to undertaking construction work in a responsible manner that strives to maintain the highest environmental standards.

We recognise that we need to continue to improve our environmental performance. Therefore our policy is structured around eight key focus areas aligned to ISO 14001. Compliance with relevant legislation, codes of practice, specific industry requirements and our own cardinal rules is the minimum acceptable level of performance.

However, the College is committed to achieving construction excellence in every aspect of our construction activity and as a consequence, the Directors and Senior Managers will provide visible leadership in Environmental matters and consider environmental protection as an integral part of the business.

To do this the College will:

1. Identify priorities and set appropriate environmental objectives and targets for construction.
2. Establish a structure, procedures and programme to implement the policy and achieve the objectives and targets.
3. Define responsibilities and provide resources for planning, control, monitoring, corrective action, auditing and review activities, to ensure that the policy is complied with.

The College will assess its activities in construction to prevent pollution and minimise impacts from significant environmental aspects including:

- Waste
- Releases to water
- Contamination of land
- Nuisance and amenity
- Emissions to air
- Carbon emissions
- Archaeology and local history
- Biodiversity

All members of the Estates Projects team will be actively encouraged to engage in environmental training and awareness programmes.

Contractors' capability and competence in environmental matters will be assessed and continually monitored.

Targets will be reviewed and set annually.

Improvement plans will be developed, implemented and monitored to support this policy and drive continual improvement.

Performance will be reported, measured and reviewed against targets to identify deficiencies and make the necessary changes.

Incidents and near misses will be reported through Salus and CSM.6 Monthly Accident/Incident Reports. Incidents will be analysed/investigated and lessons learnt, used to feedback improvements.

We will carry out regular inspections to check compliance with our management systems.

Environmental records

Environmental risks arising from Estates activities are reviewed on a termly basis or when new risks are identified by the Risk Management Committee. Contractors will be expected to undertake project specific environmental risk assessments which identify and control the risks arising from their construction activities.

Sustainable Procurement in construction

The materials we use during our construction projects contribute to our environmental performance and as such we recognise the contribution sustainable materials make, to improving environmental performance. We will introduce initiatives and activities that reduce our use of virgin materials, to ensure they are sourced through responsible organisations that have established processes to validate that, the materials have demonstrable environmental credentials. In addition we will seek to minimise waste materials, by setting clear targets to increase the amount of construction waste material diverted from landfill, thereby improving our resource efficiency.

As such we will develop mechanisms to:

- Enhance employee awareness of relevant environmental and social effects of purchases through appropriate training.
- Provide guidance and relevant information to employees to allow them to select sustainable products and services.
- Give preference to products and services that can give value and can be manufactured, used and disposed of, in an environmentally and socially responsible way.
- Work with existing and potential suppliers to investigate and introduce responsible processes and products.
- Ensure that contractors can demonstrate a system that assesses the competence of their suppliers and sub-contractors.
- Develop sustainability criteria that can be included in specifications to suppliers, including the following
 - i) Health and Safety
 - ii) Environmental protection
 - iii) Quality management
 - iv) Equality & diversity
 - v) Ethical sourcing – including human and employee rights, corruption and competition
- Ensure that sustainability criteria are considered in the placing of orders.

Targets

1. Zero CAT1 & 2 pollution incidents.
2. From January 2016, only contractors operating to ISO14001 will be employed for contracts over £3m
3. From June 2015, all contractors will be expected to be implementing environmental policies that apply the spirit of ISO14001 and will be audited on that basis.
4. Minimise our impact on the local community by maintaining an average score of 35 on the Considerate Constructors Scheme.
5. Reduce waste to final disposal by achieving 90% of waste by volume diverted from landfill.
6. Continue to produce and implement SWMP's for projects with a value over £300,000
7. Contractors will be required to provide evidence that staff have undertaken appropriate training.
8. All Project Management staff to have completed an appropriate and recognised environmental awareness course, by the end of 2015.

The Directors will report on performance and review this Policy at regular review meetings.

SIGNATURE

Date:-

SIGNATURE

Date:-

Revised:-

Noise, Dust & Vibration Policy for SHELТ – Recap

The unacceptable statistics of Occupational Ill Health

- All sectors estimate over **12,000** deaths each year caused by past work-related health issues, mainly chemical and dust exposure.
- Over **3,700** occupational cancer cases are estimated to arise each year from past exposures in construction.
- **8,000** people a year die of work-related cancer.
- Nearly **half of deaths** from occupational cancer are in the construction industry.
- Almost **14,000** new cancer registrations each year are down to occupational exposure.
- **1.2 million** people who worked during the last year were suffering from an illness (long standing as well as new cases) they believed was caused or made worse by their current or past work. **551,000** of these were new cases.
- **29.3 million** days were lost overall (1.24 days per worker), **24.6 million** due to work-related ill health and **4.7 million** due to workplace injury.

Source: www.hse.gov.uk/statistics

Noise, Dust & Vibration Policy for SHELT – Recap

The unacceptable statistics within the construction industry

There have been significant reductions in the numbers and rates of injury over the last 20 years or more. Nevertheless, construction remains a high risk industry. Although it accounts for only about 5% of the employees in Britain it accounted for 31% of fatal injuries to employees and 10% of reported major/specified injuries.

The latest results in construction show:

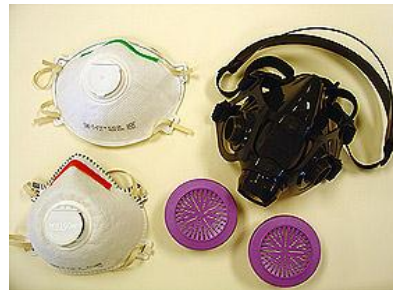
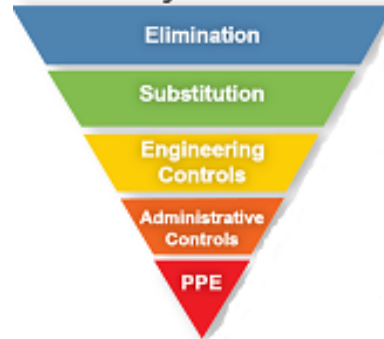
- there has been a substantial reduction in the number of fatal injuries in construction in the last 40 years;
- nevertheless there were **42** fatal injuries to workers - **14** of these fatalities were to the self-employed. This compares with an average of **46** over the previous five years – including an average of **17** to the self-employed (RIDDOR);
- there were an estimated **76,000** total cases of work-related ill health, of which **31,000** were new cases (LFS);
- an estimated **2.3 million** working days were lost in 2013/14, **1.7 million** due to ill health and **592,000** due to workplace injury, making a total of 1.1 days lost per worker (LFS);
- injuries and new cases of ill health resulting largely from current working conditions in workers in construction cost society over £1.1 billion a year.

Noise, Dust & Vibration Policy for SHELT – Recap

How can we help to reduce this risk?

We can ensure that preventative measures are in place when works take place.

Hierarchy of Controls



Noise, Dust & Vibration Policy for SHELТ – Feedback

- Initial feedback from the working groups agreed at the November meeting.
- Dust – Richard Byrne (Laing O'Rourke)
- Vibration – Mike Graystone (Skanska) and Richard Wilson (Lowe Build)
- Noise – Carlos Griffiths (Bouygues UK) and Danny Brittin (Longcross)
- Musculoskeletal Disorders - The term MSD covers any injury, damage or disorder of the joints or other tissues in the upper/lower limbs or the back. This occurs through manual handling and repetitive tasks.



Contractor's Monthly Statistics – ICL

ICL ESTATES PROJECTS SHE REPORT - OCTOBER 2014

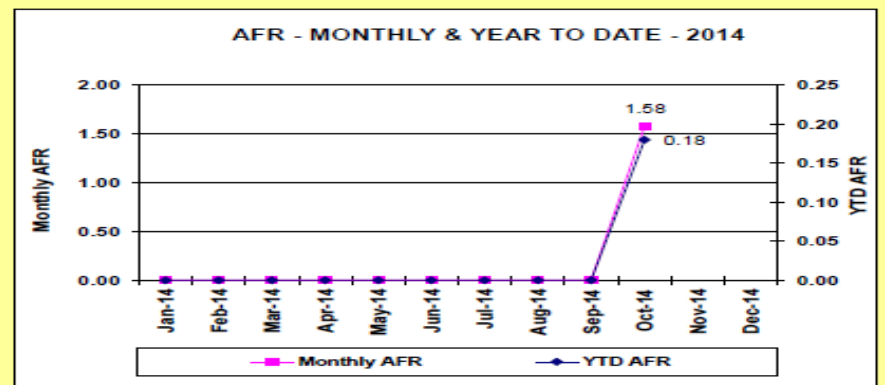
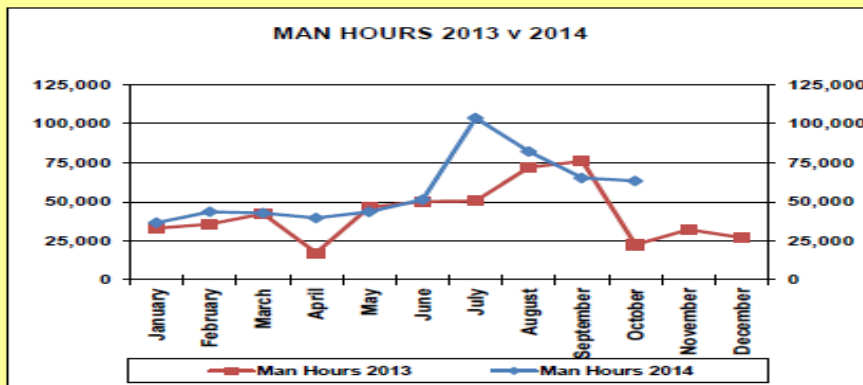
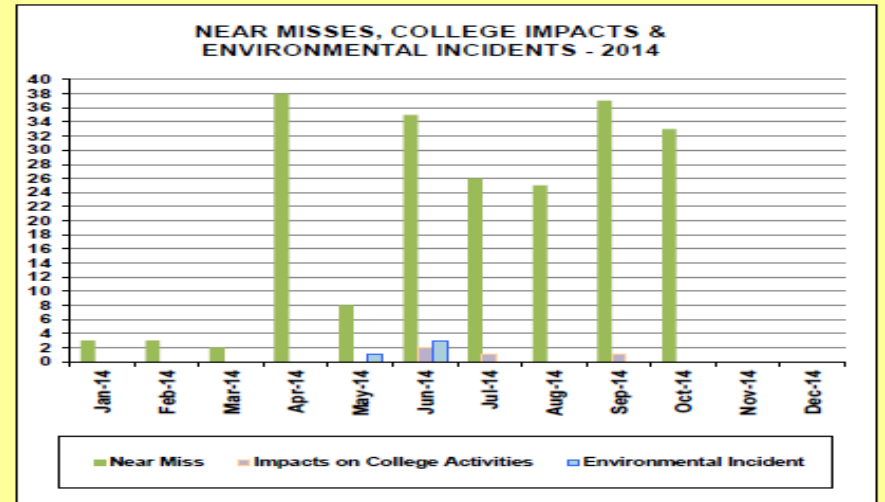
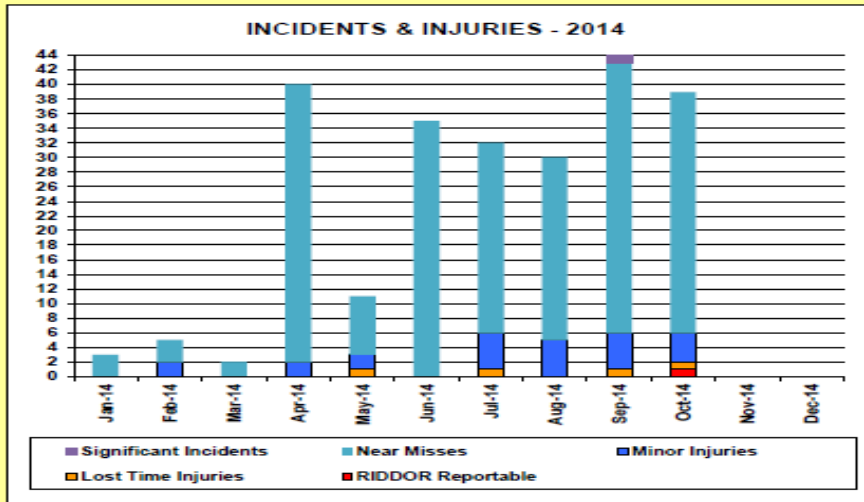
Month AFR
1.58

YTD AFR
0.18

Hours Worked for Month
63,276

Hours Worked YTD - 2014
571,037

Lost Time (Days)	
Month Total	45
YTD Total	53

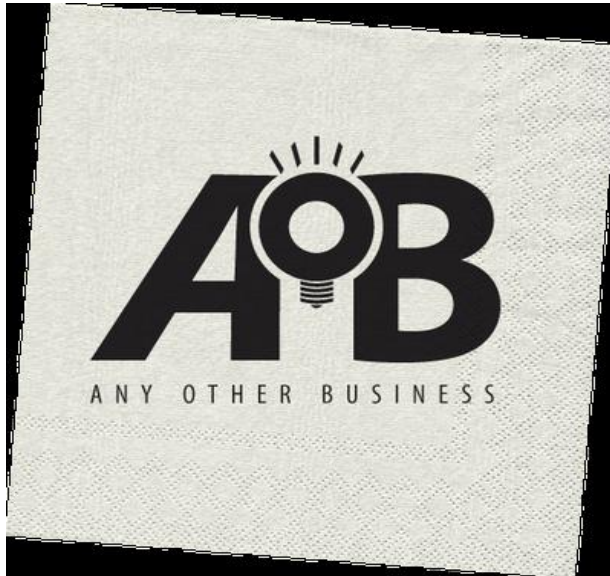


Lessons Learnt Presentations

- Further updates in regards to RIDDOR that occurred at Imperial West on 24th September 2014 (Laing O'Rourke).
- Any other presentations or sharing of knowledge to be presented.



Any Other Business (AOB)



Any other business

I would like to say something

If that's all right

That sounds good

That's probably about it

Anybody got anything else they
want to raise before we wrap up?

Next Meeting

- Next meeting will be on Wednesday 17th December 2014 at 09:00am.
- Venue: Huxley Lecture Theatre 144, Huxley Building, South Kensington Campus (meet at the Huxley entrance on Queen's Gate for escorting to the venue)

