

## HEALTH AND SAFETY EXECUTIVE

### Construction Industry Advisory Committee (ConIAC)

Draft minutes M1/2016 meeting  
held on  
Wednesday 17 August 2016 at 10:00  
Room 3.02 Rose Court, London

#### Present

Peter BAKER  
Simon LONGBOTTOM  
Ian STRUDLEY

#### Organisation

HSE, ConIAC Chair, Chief Inspector of Construction  
HSE, Head of Construction Sector  
HSE, ConIAC Secretary, Head of Construction Policy

Steve ACASTER  
Richard ASH  
Peter CAPLEHORN  
The Reverend Kevin FEAR  
Edward FENDT  
Rob GUTTERIDGE  
Clive JOHNSON  
Alan MUDDIMAN  
Susan MURRAY  
Tony PUTSMAN  
Jason ROWLEY  
Phil RUSSELL  
John SCOTT  
Dan SHEARS

Home Builders Federation  
Engineering Construction Industry Association  
Construction Industry Council  
CITB  
Specialist Engineering Contractors Group  
Federation of Master Builders  
Construction Clients' Group  
Civil Engineering Contractors Association  
Unite  
Construction Industry Council  
Build UK  
National Federation of Builders  
National Specialist Contractors  
GMB

#### HSE Officials

Russell ADFIELD  
Sue BRANDRICK  
Elaine JORDAN  
Abbie LEA-O'MAHONEY  
Lucy McDONNELL  
Harjit TIARA

HSE, Head of Construction Management Unit  
HSE, Construction Policy Team  
HSE, Construction Divisional Support Team  
HSE, Construction Divisional Support Team  
HSE, Construction Policy Team  
HSE, Construction Policy Team

#### HSE Observers

Melanie BEARD  
Judith BOTWOOD  
Arabella McNEILL

HSE Insight Team  
HSE Inspector, Birmingham  
HSE Insight Team

#### Summary of actions:

**Item 3.2 Actions:** ConIAC Members to feedback information relevant to their representative industry affiliations on the Industry Risk Profile categories to Russell Adfield (RA) by end of October 2016. To help inform this RA to provide an explanatory note on the type of data requested.

**Item 3.4 Action :** ConIAC members invited to forward examples of commitments made by their trade and professional bodies in support of HGBWW themes to [HSE.WorkWell@hse.gov.uk](mailto:HSE.WorkWell@hse.gov.uk)

**Item 4 Action:** ConIAC members to further consider, and give any additional views on: future committee constitution, terms of reference and representative membership nominations. It was agreed to revisit this topic at the November 2016 meeting. Secretariat is to continue discussions with individual members and their representative bodies about the future of ConIAC and its role in supporting the strategy HelpGBWorkWell.

**Item 6 Action 1 :** ConIAC members asked to provide offers of support via Secretariat to help form new WWT group and run events where there is currently no activity in Kent/Sussex/Surrey area.

**Item 6 Action 2 :** ConIAC members invited to make offers to Kevin Fear to help resource filming activity and to provide storyboards for case study video clips

### **1 Welcome and Chair's introduction (Peter Baker)**

1.1 Peter Baker (PB) began by informing members of the sad news that HSE colleague Anthony Lees had been killed in a road traffic accident and asked those present to stand and join him in a minute's silence. Anthony was well known to ConIAC members from his policy work with HSE, most recently on the CDM2015 package.

1.2 PB welcomed Phil Russell of the National Federation of Builders (NFB) to ConIAC. He replaces David Parsons, ConIAC member since March 2013. He also welcomed Steve Acaster to his first ConIAC meeting as Paul Haxell's replacement on behalf of the Home Builders Federation (HBF).

1.3 Apologies were received from Kevin Minton (CPA), Kevin Williamson (UNITE) Peter Wilson (UCATT) and Terry Boniface (BEIS).

1.4 Six members of the public and three further HSE officials came to observe the meeting.

### **2 Agreement of Agenda and Matters Arising (Peter Baker)**

2.1 Members agreed the agenda for the meeting.

2.2 Minutes from 16 March 2016 were agreed as a true and accurate record with a minor amendment to Item 3, HelpGBWorkWell (HGBWW). PB noted that all actions from the March meeting had been completed.

### **3 Developing ConIAC Strategy for the future (Russell Adfield)**

3.1 Russell Adfield (RA) gave a presentation on how HSE's Construction Strategy aligns with HGBWW , and described the six strategic themes. HSE is asking all

industries to consider what they are doing, and can do, to help HGBWW and to commit to specific actions in contributing to the six HGBWW themes by Oct 2016.

3.2 RA further outlined how ConIAC could participate in this work. He asked CONIAC members if they could assist HSE in refining the risk profile in the industry. While HSE receives intelligence through its operations and from reported incidents, information from a broader range of sources would help HSE and industry to more precisely identify and target priority areas. He proposed that collecting any numerical data members had for the last 3 years against a list of 27 risk issues. RA circulated the Construction Sector Strategy Development – Categorising risks table and explained the data will be used by HSE in developing the evidence base that will contribute to the Construction Sector Strategy from 2017 onwards. These risk categories will be known as Industry Risk Profile (IRP) categories. He asked ConIAC members if they could commit to this and provide this initial information by the end of October, so that HSE could provide some early analysis before the end of the year.

3.3 Members agreed to provide data on audits, key performance / leading indicators or any sort of qualitative information that could inform the overall picture. To enable members to engage their respective organisations and so contribute RA said he would provide a brief explanatory note what HSE was looking for. Russell also advised that he would be raising this initiative at the next Construction Clients Group meeting in September.

*To note, this has now been circulated to ConIAC members,*

3.4 In further discussion around the workplace strategy PB informed members that the new HSE Chair, Martin Temple, would be writing to all organisations that attended or engaged with the HGBWW launch events in 2015 asking for case study examples of how they are contributing to the Strategy.

**Action:** 3.2 ConIAC members to feedback on the Industry Risk Profile categories to Russell by end October 2016.

3.4 ConIAC members invited to forward examples of commitments made by their trade and professional bodies in support of HGBWW themes to [HSE.WorkWell@hse.gov.uk](mailto:HSE.WorkWell@hse.gov.uk)

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#### 4 Reconstitution of ConIAC (Ian Strudley)

4.1 Ian Strudley (IS) reminded members that this topic had been discussed at the last meeting, and that the committee's terms of reference advises that its constitution is reviewed every 3 years. Options included maintaining the status quo, or to look at ways of revising ConIAC's current structure. In considering this IS said the committee needed to reflect on future challenges, how it wished to contribute to HGBWW, and, by doing so, perhaps enhance its influence by e.g. developing a ConIAC 'brand'. PB used the example of QNJAC, the Quarries industry advisory committee to illustrate what might be done to further develop the aims of this group. IS said that he and his policy colleagues will continue to meet with members individually to discuss their views and aim to present a further iteration of this at the

November ConIAC meeting.

**Action:** ConIAC members to further consider future committee constitution, terms of reference and representative membership nomination, and give their views to the Secretariat who would also continue discussions with individual members and their representative bodies about the committee's future and its role in helping deliver HGBWW.

## **5 EU Referendum decision – impact on regulation of construction (Peter Baker)**

5.1 PB sought members' early views on what leaving the EU means for health and safety regulation of the construction industry and in particular how it might impact on their representative affiliations. Kevin Fear (KF) said that CITB had been using a predictive tool that identifies areas that they needed to address over the next five years. Peter Caplehorn (PC) said that CIC have constituted a number of member groups to look at the consequences of the EU exit and are analysing existing requirements but are waiting for some firmer government direction.

## **6. Recent activities of ConIAC's Working Groups**

### **Safety (Kevin Fear)**

Fragile Roofs Project – A task and finish sub-group has been set-up to drive this forward and is exploring what equipment is already available and in use for roof access and what test methods have been undertaken to verify their safety. Industry roofing organisations are being approached to assist the group.

Tall Buildings Group – New guidance aimed at larger contractors/clients and designers is currently being drafted and is anticipated to be ready for wider consultation by early 2017.

### **Health (Kevin Fear)**

The working group has most recently focussed on the framework of HGBWW and recognising that the key health priorities remain respiratory risks (particularly asbestos and silica dust), manual handling, and providing adequate welfare facilities. Specific work initiatives are being taken forward in relation to MSDs, raising welfare standards, reducing health risks by designing them out during the pre-construction phase, research on hazardous substances in painting and decorating and piloting the Construction Health Risks Toolkit (CHeRT). It is planned to discuss a draft strategy for how to further tackle ill health in the industry at the next meeting on 26 October.

Stress sub group – will concentrate on the prevention of work-related stress and this aims to complement the mental health initiative being taken forward by the Health in Construction Leadership Group (HiCLG). A draft remit of the sub-group has been circulated to its members for discussion and will be presented for sign-off to the Health working group at its next meeting in October.

HCLG (Clive Johnson )

Plans are progressing for holding the third HCLG summit on 26 January 2017. A 'one year on' event, it is planned to invite back the CEOs who attended this year's first summit in January to discuss how their companies have contributed to '*Committing construction to a healthier future*'.

**WWT (Simon Longbottom)**

Since the start of 2016/17 work year, there have been 32 events. Seven were part of a series of Asbestos Awareness events solely funded by a WWT group and one was a CDM 2015 event arranged with the support of a regional health and safety initiative.

The WWT groups are looking to improve their use of online tools for booking events and their social media activity to expand their reach/audience penetration.

Work to expand WWT activity into the Cambridgeshire region is ongoing.

The East European Advice Centre has arranged a series of outreach events for members of the Romanian community in London between September 2016 and February 2017. HSE have been invited to these events to speak about workers health and safety rights/obligations with a focus on construction workers.

**Action :** ConIAC members asked to provide offers of support via Secretariat to help form new WWT group and run events where there is currently no activity in Kent/Sussex/Surrey area.

**Asbestos Liaison Group (Susan Murray)**

Organisational changes in HSE have resulted in the Asbestos Licensing Unit moving from the Construction Division to HSE's new Operational Services Division.

The Technical Working Group minutes on Quill blasting have been added to the Asbestos Community pages in response to concerns from Licensed Contractors. Minor revisions to HSG210 'Asbestos Essentials' have been completed and a draft document is now being reviewed by HSE's publication team.

CL:AIRE (Contaminated Land: Application in Real Environments) industry guidelines on asbestos in soil should be published this summer.

Reports from ARCA suggest that the quality of labour agencies and labour agency workers has dipped significantly since the labour agencies stopped being licensed. Licence holders still have the responsibility to ensure the competence of anyone they employ and this issue will be picked up in the new Licensed Contractors Guide.

**SME Task and Finish Group ( Rob Gutteridge)**

Rob Gutteridge reported that the group have agreed terms of reference and acknowledged that what is *not* needed is further explanatory guidance but more a better use of communication tools to convey the right message in the right way to the SME sector. The focus is on firms not affiliated to other organisations, gaining an improved understanding of who they are, where they get their information from, and

what informs their behaviours.

### **CDM Case Study Group (Kevin Fear)**

The Group has been reflecting on the strategy and how to better target SMEs and employers. Uptake of the CDM Wizard App has been good and CITB funding has been secured for a number of case study videos that can be placed on the App for viewing on smart phones and other mobile devices. The focus of these case studies will be on what has been done to reduce risks on site and what arrangements clients and designers have put in place to better manage risk. CITB aim to film a minimum of 10 video clips on site with people in real circumstances that reflect the whole of GB construction. There is no defined cost; as this will be determined by what assistance ConIAC members can also provide e.g. accommodation for film crews, where the sites are etc. KF asked members to help come up with pictures or storyboards for clips and for as many members as possible to contribute to this initiative.

**Action** : ConIAC members invited to make offers to Kevin Fear to help resource filming activity and to provide storyboards for case study video clips.

### **Item 8 Any other business**

#### **Kevin Fear – Apprenticeships**

KF reported that in accordance with the trailblazer initiative he is part of a group aiming to bring together a number of volunteer employers to develop an industry health and safety general apprenticeship scheme. He asked if members could ask canvass their representative affiliations and let him know if they can assist.

#### **Susan Murray – Drones**

SM raised the increasing use of drones as a point of interest and PB advised members that any issues regarding their safety in use is led by the CAA.

#### **Ian Strudley – Regulatory review of Control of Substances Hazardous to Health Regulations, Control of Lead at Work Regulations and Dangerous Substances and Explosive Atmospheres Regulations.**

As the meeting had overrun IS simply explained the background to a review to examine any opportunity of rationalisation of the requirements of COSHH, CLAW and DSEAR and said that the Secretariat would write out to members with further details of the review and advise them how to submit any comments to the policy team co-ordinating it.

*To note, advice on submitting comment have now been sent to ConIAC members.*

**Dan Shears** spoke on behalf of all ConIAC members and asked for their condolences to be passed onto Anthony Lees's family. PB gratefully acknowledged this and advised that he would pass on details of memorial arrangements to members in due course.

PB informed Members that the date of the next meeting is **Wednesday 16 November 2016** and will again be held at HSE's Rose Court offices, London SE1.

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