



Record of meeting

Project Name:
DIOHAS

Subject:
Meeting No.65

Present:

Paul Bussey - Scott Brownrigg (Chair)
Martin Touska - Rolfe Judd
David Sedgefield-
Terry Whybrow - Self
Bob Keenan-Shepard Robson
Giles Meredith-HSE
Andy Jobling - Levitt Bernstein (Sec)
Mike Pauley- Scott Wilson
Richard Wilson -ARUP Consultants
H&S Group/Guest

Apologies

Jim Campbell-Self
Harry Grillo (LDY)
Steve Parncutt HSE
Neville Pinter
Jonathan Hall (AHMM)
Philip Willis- HCD
Stuart Barlow-3D Reid
Mike Kirby Chapman Taylor

Distribution:

Peter Caplehorn (CIC Chair)
All Other DIOHAS members
Location:
Scott Brownrigg
Date: 26/1/2011
Time: 15:30-17:30

No.	Item	Comments/Actions	Who
1	Agenda	Used previous notes as an evolving Agenda.	
2.0	What does DIOHAS bring?		
2.1	Mutually Beneficial Discussions & H&S Meetings	All members to advise of other events	
	Completed		
1.	Coniac - Working Group on CDM 2007	Awaiting Feedback from HSE/CONIAC	PB/PC
2.	Ciria "Catastrophic Events" Steering Group	HSE and CIRIA Reports -Apr 13 th Launch	PW/PB
3.	HSE Health Forum 1 st Feb Rose Court 2 nd Meeting -	Positioning Paper meeting required 29 th March at Rose Court- What are the key objectives	PB
4.	HSE Dust Forum- meeting in Bootle Feb 2 nd - Minutes awaited- No representation	Respiratory issues /CIC representation Dust Case Studies issued to HSE. NBS Specification notes to be produced DONM to be confirmed	PB
5.	HSE Supply Chain Forum 7 th Feb-	Diohas presentation submitted as Proportionate & Practicable tailored APS and ICE also represented	PB
6.	RIBA /HSE Ten Top Tips for Architects- Cardiff and Bangor 2 nd March	Oxford Architects Case-Study and CDM-C and Architects views. DIOHAS views presented	PB/PC
7.	BS 8560 Designing for WAH Committee 4 th March	Text production ongoing and drawings now being prepared. Target Publish in Nov. 2011	PB/AJ
8.	APS/DIOHAS Client issues 10 th Feb. 2011- 6:30pm- 8pm at Scott Brownrigg	Astra-Zeneka, -Alliancing and the benefits of Teamworking to H&S. Very well received . Presentation available on request	PB
9.	Consultants Health & Safety Group (CHSG)	Jan 25th DIOHAS Mtg - Richard Wilson (Laura Hague abroad) Notes attached	PB
10	LU Safety SIG Forums- Feb. 8 th 2011	Ongoing meetings- Rail Case Studies issued to LUL & Tubelines	PB
11	IOSH Meetings at Olympic Delivery Park 15 th Feb Building On, Closing Out	H&S Management issues rather than Designer issues. H&S File . Is this part of the O&M's or Vice Versa? Need for DIOHAS to meet with IOSH again	PB
	Forthcoming		
12	LU Safety SIG Forums- Mar 7 th 2011	Rail Case Studies with LUL & Tubelines Designers guide to references	PB
13	HSE Slips/Flooring Forum Bootle-	Awaiting update and dates	PB
14	RIBA /HSE Ten Top Tips for Architects- Crawley,	Oxford Architects Case-Study and CDM-C	PB

	Exeter, and others to be advised	and Architects views	
15	APS/DIOHAS Contractor issues 10 th Mar. 2011 at Swiss Church 6:30pm-8pm, Bob Kempton	Urban Edge- Buildability and What H&S information a Contractor actually needs from designers in this regard	PB
16	Design Best Practice/ Astra-Zeneca Meeting Mon. 28 th March at Alderley Edge, Macclesfield- H&S Groups Networking Day	DIOHAS Committee members invited . Names to be advised	PB,AJ
17	APS Autumn Conference in London- 8 th Sept- Southbank	APS London /DIOHAS could assist	??
2.2	DIOHAS Communication to others		
a.	Website Options	Andy Jobling- pursuing domain www.diohas.org.uk host only nothing yet uploaded (BLD to help)	AJ
a.1	Information for website	All to send to Andy for uploading	All
b	Industry Guidance Client /Contractor/Designer-link	Astra-Zeneca-Case Studies -Guidance	PB
c	APS	Regional events, website guidance	PB
d	RIBA	Knowledge Communities/CPD	PC/PB
e	HSE	Case Studies ?	GM
g	BK of Sheppard Robson	UCL Part 3 talks on CDM	BK
3.	Key is Notes & Actions disseminated to members		
3.1	Aims & Objectives - DIOHAS OUTPUTS:-		
a	Design Risk Assessment 1. Checklist throughout project:- 2. Simple Risk Register? 3. Traditional Risk Assessment? 4. Notes on Drawings? 5. Risk Management Log+ CDM Reviews Any or all have and could be used depending on preferences.	AJ version Simplified version- SB Assessing risks in most suitable way Examples of techniques.-SB AJ	AJ/PB PB PB AJ
b	<ul style="list-style-type: none"> List of Significant Risks? Unusual Risks? NOT TRIVIAL ones BUT No Website case studies? Limited Dissemination at present? 	Paul to expand database with examples from all architectural and interior design companies. RAG's, 10 Top Tips for Architects, Do's and Don'ts, HSE Links, UWE link Seagulls, Drug resistant superbugs, bird guano.	PB
c	PB (or team/committee) to update <ul style="list-style-type: none"> National Strategy - Do we have this? E-mails & notes sent to a reasonable list. But variable attendance with meetings? Can this be improved eg. Timing, location? 	Mike Stowell -Northern Branch? Video Conferencing of meetings 3 new members .	PB
d	<ul style="list-style-type: none"> Revealing the Diversity of Solutions - there is not just one solution to most issues. 	Professional judgement on each case	All
e	<ul style="list-style-type: none"> Andy Jobling - Domain Initiative £ per Company 	£60 Registration of Domain	AJ
f	<ul style="list-style-type: none"> Every member around the table to take on an initiative and report back on it e.g. SSIP, Giles Meredith issued PAS 91 Report	SSIP-Bob Keenan -reports that many LA's and Govt.Depts are signing up to PAS91 - H&S Statement will be acceptable. Questions relate to Contractors not consultants?	BK
g	<ul style="list-style-type: none"> CSCS Cards. 	PQP Card now changed to? TBC	BK
h	<ul style="list-style-type: none"> Tower Cranes-Oversailing issues, how far does the designer have to go? Case Study (CIRIA) 	Need for one? Early decisions influence design of structure.	?
j	<ul style="list-style-type: none"> What can designers influence at design stages - what can contractors then deal with, and what are the responsibilities of individual tradesmen? 	Paul's Case Studies. "Designers do not need detailed knowledge of construction" ACOP	PB
k	<ul style="list-style-type: none"> Strategies for identifying hidden Site Constraints/Site Services , etc 	Case Studies, UXB's, Subscan- Clients to be encouraged to provide or design changes or costs affected, as well as safety	PB
l	<ul style="list-style-type: none"> Maintenance Access- How far need a designer go with information at Concept Stage? 	Martin Touska BS WAH issues well developed	MT PB

m	<ul style="list-style-type: none"> Scaffolding Design- NASC- HSG 150 	What does a designer really need to know at Initial Design. Is it necessary? Restraining points and width only?	PB
3.2	Future Positioning of DIOHAS		
a	Do we change? Is there a need or not? What do we do well? Anything? Need for a constitution? Or what else? What is an "Initiative" ?	Constitution? Aims and Objectives adequate Keep doing what we do well. Website crucial.	ALL
b	Is DIOHAS becoming increasingly irrelevant? Are we obsolete? Few new members joining , others retiring.	What can be done to improve? Make a valid contribution to the CDM debate. Not just protecting interests Communication with other groups essential	All
4.0	Current Benefits /Involvement/ Representation		
	1. CONIAC - Main Committee and Working Group Rep plus other Forum groups 2. BS 8560 WAH - Chairman 3. APS London Branch - Committee Member/Vice-Chair 4. CIC Chairman - 5. RIBA H&S Representative 6. RIBA & APS - CPD providers. National or regional 7. CIRIA - Major Projects 8. Squared Circle DVD's 9. Other Institutions ICE, IstructE, ACE, CCG,CH&SG 10. HSE -WWT's, Dust, Blocks, Plasterboard, Slips & Trips, Supply Chain, Health Forum WG 11. LUL Safety SIG	Peter Caplehorn Paul Bussey Paul Bussey Peter Caplehorn Peter Caplehorn Paul Bussey Paul Bussey/Philip Willis Peter Caplehorn Various Paul Bussey Paul Bussey	PC/PB PB PB PC PC PC/PB PW/PB PC/BK PB/AJ Misc PB PB
5.0	As a Designers H&S Group- we need to :-		
5.1	Represent designers but primarily architectural , interiors and surveying companies . Engineers concerns are far more specific to structural issues.	Further Joint discussions with ICE, IStructE, ACE, IOSH to be set up.	PB
5.2	Sit on National and Regional "legislation writing committees"	Eg. BS Committee Design for WAH	All
5.3	Liaise with CDM-C's for mutual understanding not dispute	Further Joint CPD meetings with APS to be arranged?	PB
5.4	Liaise with other designers and dutyholders , committees	APS Council presence possible	All
5.5	Need to up our profile further	To discuss. More members to get involved. In a small way	All
5.6	Do we need a website or an area on another organisation's eg. APS, Astra-Zeneka, RIBA	AJ to update on progress	PB
5.7	Need to up our Agenda	This is evolving as above	All
5.8	Need to produce more useful output and not just be a talking shop.	Website development crucial or sharing	All
6.0	Future Proposals -	Post Meeting Note of Issues not raised	
6.1	Meeting Times are inefficient use of the day ie.11-1pm? Can 12-2pm , or 4:30 -6pm at Wren Offices be considered. Less travelling and better use of time pre- or post Wren Forum. HSE now London not Bootle.	Late pm. November meeting worked well January meeting at 3:30-5:30pm being trialled. Allows good use of day and proper feedback to WREN Forum next day. Reasonable attendance Scott Brownrigg to host for best use of IT and other resources (no lunches required)	All
6.2	APS have a Designers Register. Could we discuss ways of affiliating for mutual benefit?	All members to consider value/benefits?	All
6.3	DIOHAS Committee structure with other roles and portfolios to report into the meeting and then the Forum.	Roles to be allocated at future meetings	All
6.4	All representatives to present how they deal with CDM compliance workshops/design/methodology in their offices for mutual benefit and discussion.	Future meeting to be convened.	All
6.5	RIBA/ HSE Research Project- Sheffield Univ. Giles Meredith coordinating	Reporting Jan 2011. Teaching Risk Concepts to students of Architecture. Symposium Jan 27 th -	GM

