



**Record of meeting**

Project Name:  
DIOHAS

Meetings  
No.67 10<sup>th</sup> May 2011  
No. 68 14<sup>th</sup> June 2011  
No. 69 19<sup>th</sup> July 2011

**Distribution:**  
All Other DIOHAS members  
Location:  
Scott Brownrigg  
Date: various  
Time: 8:30-10am

No.	Item	Comments/Actions	Who
	<b>Date of Next DIOHAS Meeting</b>	<b>Tuesday 20<sup>th</sup> Sept, 8:30am-10am at Scott Brownrigg Offices, 77 Endell St, WC2H 9DZ Subject -Kier- Fire Risk Assessments Fermi and Price &amp; Myers attending</b>	
<b>0</b>	<b>Agenda</b>	Use previous notes as an evolving Agenda.	
<b>1 .0</b>	<b>Notes &amp; Actions disseminated to members</b>		
1.1	<b>Aims &amp; Objectives - DIOHAS OUTPUTS:-</b>		
<b>a</b>	<b>Design Risk Assessment</b> Diohas Website launched 14 <sup>th</sup> June 2011 Thanks to Andy Jobling for setting this up.	Various Risk Assessment techniques posted on website <a href="http://www.diohas.org.uk">www.diohas.org.uk</a>	
<b>b</b>	<ul style="list-style-type: none"> <li>List of <b>Significant Risks</b>?</li> <li><b>Unusual Risks</b>? NOT TRIVIAL ones</li> </ul>	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, etc	PB
<b>c</b>	<b>Membership database to be updated</b> <ul style="list-style-type: none"> <li>National Standing - Do we have this?</li> <li>E-mails &amp; notes sent to a reasonable list. But variable attendance with meetings? Can this be improved eg. Timing, location?</li> </ul>	Becoming recognised Mike Stowell -Northern Branch? Video Conferencing of meetings? Many new members . Early morning suits most people.	AJ
<b>d</b>	<ul style="list-style-type: none"> <li>Revealing the Diversity of Solutions - there is not just one solution to most issues.</li> </ul>	Professional team judgement on each case on its own merits.	All
<b>f</b>	<ul style="list-style-type: none"> <li>Every member around the table asked to take on an initiative and report back on it eg.</li> <li>SSIP</li> <li>Giles Meredith (HSE) issued PAS 91 Report</li> </ul>	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
<b>g</b>	<ul style="list-style-type: none"> <li>CSCS Cards.- Bob Keenan advises</li> </ul>	PQP Card still exists. White and Yellow. Most appropriate for architects.	BK
<b>h</b>	<ul style="list-style-type: none"> <li>Tower Cranes-Oversailing issues, how far does the designer have to go? Case Study?(CIRIA)</li> </ul>	Need for one? Early decisions influence design of structure.	PB
<b>j</b>	<ul style="list-style-type: none"> <li>What can designers influence at design stages - what can contractors then deal with, and what are the responsibilities of individual tradesmen?</li> </ul>	Paul's Case Studies. "Designers do not need detailed knowledge of construction" (ACOP)- Trade expertise of contractors and trade subcontractors. NBS workmanship clauses would be ideal.	PB
<b>k</b>	<ul style="list-style-type: none"> <li>Strategies for identifying hidden Site Constraints/Site Services , etc</li> </ul>	Case Studies, UXB's, Subscan- Clients to be encouraged to provide or design changes or costs affected, as well as safety	PB
<b>l</b>	<ul style="list-style-type: none"> <li>Maintenance Access- How far need a designer go with information at Concept Stage?</li> </ul>	Martin Touska BS 8650 WAH issues well developed	MT PB
<b>m</b>	<ul style="list-style-type: none"> <li>Scaffolding Design- NASC- HSG 150</li> </ul>	What does a designer really need to know at Initial Design. Is it necessary? Restraining points and width only? Bob Kempton egs.	PB
<b>2.0</b>	<b>DIOHAS Communication to others</b>		

<b>2.1</b>	<b>Members Actions requested</b>		
a.	Website Launched- softly -perhaps we target a better launch later	<b>Andy Jobling- www.diohas.org.uk</b>	Done
a.1	Information for website	All to send relevant guidance to Andy for uploading	All
b	Industry Guidance Client /Contractor/Designer-link	Astra-Zeneca/DBP-Case Studies -Guidance -weblink	AJ
c	APS	Regional events, website guidance link	PB
d	RIBA	Knowledge Communities/CPD	PC/PB
e	HSE	Case Studies ? Still pending legal checks. Infoline is shutting down due to cutbacks. Central team for FAQ's	GM
h	SID- relaunching in October	Website link to be added	<b>AJ</b>
j	BS WAH Matrix- Icons use rather than text	Post/Circulate to members for discussion/use	<b>PB</b>
k	Mike Kirby-Chapman Taylor -Leeds WAH Team-Glass Domes over malls	Good lessons learnt to be captured	MK
h	Lofstedt Report and Red Tape Challenge contributions	All members to respond individually	All
<b>2.2</b>	<b>Future Positioning of DIOHAS</b>		
a	Is there a need to change further or not?	Aims and Objectives adequate Keep doing what we do well. Website crucial.	<b>ALL</b>
b	Is DIOHAS becoming increasingly irrelevant? Are we obsolete?	What can be done to improve membership? Make a valid contribution to the CDM debate. Not just protecting interests. Communication with other groups essential	<b>All</b>
<b>3.0</b>	<b>Mutually Beneficial Discussions &amp; H&amp;S Meetings</b>	<b>All members to advise of other events</b>	
1.	Coniac - Working Group on CDM 2007 DIOHAS comments on too much bureaucracy, information overload, Disconnect in Industry on what CDM really is!	Feedback from HSE/CONIAC Working Group to be reconvened on 11 <sup>th</sup> May2011 .Deferred until Lofstedt Report issued.	PB
2.	CONIAC - Steering Group Meeting 13 <sup>th</sup> July	Open meeting Visitors to apply	PB/PC
3.	Ciria "Catastrophic Events" Steering Group	HSE and CIRIA Reports -Apr 13 <sup>th</sup> Launch APS Evening CPD at Scott Brownrigg with Alastair Gibb of Loughboro.Univ.12 <sup>th</sup> May. PB to prepare Catastrophic Events Guidance	PB
4.	HSE Health Forum -Ian Strudeley	Health Working Group 12 <sup>th</sup> Oct	PB
5.	HSE Dust Partnership mtg. at Bredbury-	Respiratory issues /CIC representation Dust Case Studies issued to HSE./Option Matrix NBS Specification notes to be produced	PB
6.	HSE Supply Chain Forum 6 <sup>th</sup> Oct Next Meeting- Palestra -11-2:30pm	Diohas presentation submitted as Proportionate & Practicable tailored APS and ICE also represented	PB
7.	RIBA /HSE Ten Top Tips for Architects- MK, Cardiff and Bangor , Exeter, Reading, Crawley Tips revised with HSE and AECOM 10 <sup>th</sup> Oct. Bristol	Oxford Architects Case-Study and CDM-C and Architects views. DIOHAS views presented as Proportionate & Practicable	PB/PC
8.	BS 8560 Designing for WAH Committee Next Meeting 7 <sup>th</sup> Oct	Text production ongoing and drawings now being prepared. CIRIA ,HSE,CWCT cross references with visual figures and diagrams. Target Publish in Early 2012 Public consultation Nov 2011	PB/AJ
9.	APS/DIOHAS - Joint meetings held monthly	Astra-Zeneka, -Alliancing and the benefits of Teamworking to H&S. Contractors View - March (Bob Kempton) Invasive and Protected Species (April) Catastrophic Events (May). Cannon Place (July) Presentations available on request	PB
10	Consultants Health &Safety Group (CHSG)	Jan 25 <sup>th</sup> DIOHAS Mtg- Richard Wilson (Laura Hague abroad) Follow up presentation to CHSG would be interesting to set up	PB

11	LUL Safety SIG Forums- Feb. 8 <sup>th</sup> 2011	Ongoing meetings- Rail Case Studies issued to LUL & Tubelines LUL Design at DBP Forum	PB
12	LUL Safety SIG Forums- Mar 7 <sup>th</sup> 2011 & 26 <sup>th</sup> Sept	Rail Case Studies with LUL & Tubelines Designers guide to references	PB
13	IOSH Meetings at Olympic Delivery Park 15 <sup>th</sup> 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? <b>Need for DIOHAS to meet with IOSH again</b>	PB
14	Design Best Practice/ Astra-Zeneca Meeting Tues 27 <sup>th</sup> Sept at Alderley Edge, Wilmslow- H&S Groups Networking Day <b>Next meeting - Web/VC/Telephone conferencing 10:30-11:30am 26<sup>th</sup> Sept ( PB not available AJ?)</b>	DIOHAS Committee members invited . Notes issued to all parties. Objectives to join up a Disconnected Industry with respect to "Buildability- Constructability, Usability, Maintainability"	PB,AJ MT,PC
15	APS Autumn Conference in London- 8 <sup>th</sup> Sept- Southbank	APS London /DIOHAS assist with Exhibition ?	??
16	<b>North West Contractors H&amp;S Group- Bob Scott (LOR)</b>	<b>Meeting being convened with DIOHAS since no equivalent in North/West region.</b>	<b>PB</b>
17	Mott McDonald- Risk Management H&S Conference- 17 <sup>th</sup> May -Oxford	Highways orientated	<b>PB</b>
18	Access Industry Forum -NEC Birmingham 17 <sup>th</sup> May	PC & PB to represent RIBA & DIOHAS (PB unable to attend due to above)	<b>PC</b>
<b>4.0</b>	<b>Current Benefits /Involvement/ Representation</b>		
	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 / National Council Representative 4. CIC Chairman - 5. RIBA H&S Representative 6. RIBA & APS - CPD providers. National or regional 7. CIRIA - Catastrophic Events Steering Comm.reps 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 12. DBP- Buildability Forum and Website 13.SID Design Guides-Chairman	Peter Caplehorn  Paul Bussey Paul Bussey  Peter Caplehorn Peter Caplehorn Paul Bussey/ Peter Caplehorn Paul Bussey/Philip Willis Peter Caplehorn Various  Paul Bussey  Paul Bussey P.Bussey, P.Caplehorn,A.Jobling,M.Touska Paul Bussey	PC/PB PB PB PC PC PC/PB PW/PB PC/BK PB/AJ Misc  PB  PB PB/PC PB
<b>5.0</b>	<b>As a Designers H&amp;S Group- we need to :-</b>		
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, but target meetings with <b>ACE, IOSH, CH&amp;SG to be set up.</b>	<b>PB</b>
5.2	Sit on National and Regional "legislation writing committees"	Eg. BS 8560 Committee Design for WAH	<b>All</b>
5.3	Liaise with CDM-C's and other dutyholders for mutual understanding not dispute	<b>Further Joint CPD meetings with APS to be arranged?</b>	<b>PB</b>
5.4	Liaise with other designers and dutyholders , committees	APS Council presence possible. <b>PB now elected to APS Council</b>	<b>PB/PC</b>
5.5	Need to up our profile further	To discuss. <b>More members to get involved. In a small way.</b> Volunteers to be asked.	<b>All</b>
5.6	We need to link our website to other organisations eg. APS, DBP, RIBA, HSE, SID, Clients etc	AJ to update on progress	<b>PB</b>
5.7	Need to up our Agenda	This is evolving as above	<b>All</b>
5.8	Need to produce more useful output and not just be a talking shop.	Website development crucial to this . <b>Meetings to have a purpose not just reporting . Produce industry feedback.</b>	<b>All</b>
<b>6.0</b>	<b>Future DIOHAS Initiatives-</b>	<b>Post Meeting Note of Issues not raised</b>	
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	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	<b>All</b>

	pre- or post Wren Forum. HSE now London not Bootle.	attendance 8:30-10am trialled for May 10 <sup>th</sup> Scott Brownrigg to host for best use of IT and other resources (no lunches required) Suits best to date	
6.2	APS have a Designers Register. Discuss ways of affiliating for mutual benefit? Possible "Designer" affiliation to APS at small annual retainer as evidence of H&S/CDM awareness. Access to Bulletins and Information Sheets?	All members to consider value/benefits? Meeting held with Greg Brown and other APS 14 <sup>th</sup> July-Registration Committee- follow up required by PB. Notes awaited?	All PB
6.3	DIOHAS Committee structure - other roles and portfolios to report into the meeting and then the WREN 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. Delayed to April 2011. Teaching Risk Concepts to students of Architecture. Symposium Jan 27 <sup>th</sup> -ask HSE for report "Constructionarium" -virtual reality sessions. James Ritchie(APS) Leo Hare (Sheffield Uni)	GM
6.6	APS RIBA Student Awards 2011	Possible exhibition at Scott Brownrigg Drawing printed. Analysis of concepts?	PB
6.7	HSG 168- Timber Frame Construction, Fire Safety and Kier Fire Risk assessments	Paul Scott (Fermi Fire Consultants) to attend next meeting 10 <sup>th</sup> May at Scott Brownrigg Follow up mtg. proposed for 20 <sup>th</sup> Sept	All Note
<b>7.0</b>	<b>Special Interest Speaker and A.O.B</b>		
7.1	Additional contacts -Ilene Slater -Paul Davies Assocs.	Plus new attendees Data base to be updated	AJ
7.2	Wren Forum- Timber framed construction and fire issues. Kier Design Stage Fire Risk Assessment document	HSE - HSG 168. Report released. Trada and other vociferous responses (BK etc) How far can designers help? Needs discussion at future meetings.	AJ, BK, PB, PC
7.3	Oxford Architects Fine	Review of lessons learnt RIBA CPD to include via HSE links .PB has slides available if required. To put on Website.	PB/GM AJ
7.4	Institution of Interior Designers	Diversity of CDM interest. Many ABE members. PB/AJ to approach contacts?	?
7.5	Trips and Slips Designers Toolkit	New version trialled by HSE?? When is launch?	GM
7.6	Project Safety Risk Contingency Fund- identify costs where possible for certainty and have a mutually beneficial reserve for unknowns which prevent unsafe activities occurring due to "wrong tender guesses".	Concept from Astra-Zeneca and LOR at Cannon Place. Has some milage for future. Cost Impact Analysis? Low fees and tenders v value?	PB
7.7	BIM	What impact on CDM? Discuss at future mtgs.	All