

**MINUTES OF THE HSE MEETING HELD AT
Overbury plc, 77 Newman Street, London W1T 3EW AT 12.30AM ON
Wednesday 13 August 2015**

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| Present: | Ray Cooke | HSE | (RC) |
| | Gavin Palmer | Astins Ltd | (GP) |
| | Paul Howarth | Beck Interiors | (PH) |
| | Gary Bennett | Brookfield Multiplex Europe | (GB) |
| | Tony Turner | Collins Construction Ltd | (TT) |
| | Richard McPherson | Como Interiors | (RM) |
| | Clive Gemmell | Faithdean plc | (CG) |
| | Mike Till | Fourfront | (MT) |
| | Graham Haigh | Hire Station Ltd | (GH) |
| | Carl Huntington | Hire Station Ltd | (CH) |
| | Ian Purchon | Mace Ltd | (IP) |
| | Victoria Mothersole | Mitie | (VM) |
| | Edward Fendt | Mitie | (EF) |
| | Ged Maye | MPG Contracts | (GM) |
| | John Scott | Overbury plc | (JS) |
| | Neil Pike | Overbury plc | (NP) |
| | Peter Barlow | Parkeray Ltd | (PB) |
| | Nick Tagliarini | Pexhurst Services Ltd | (NT) |
| | Charles Wandrag | Selectaglaze Ltd | (CW) |
| | Richard James | Service Graphics Ltd | (RJ) |
| | Justin Gates | Skansen Group Ltd | (JG) |
| | Nadia M Benea | Stanmore Contractors Ltd | (NMB) |
| | Carly O'Sullivan | Styles & Wood | (CO) |
| | Vaughan Chopping | Target Shopfitters Ltd | (VC) |
| | Andy Tustin | Willmott Dixon Interiors Ltd | (AT) |
| In attendance: | David Frise | FIS | (DF) |
| Apologies: | John King | BW Interiors Ltd | (JK) |
| | Neil Penn | ITC Concepts Ltd | (NP) |

| | Action by: |
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| Ray Cooke RC Health & Safety Executive of the Health and Safety Executive gave a presentation on the new CDM regulations 2015 and the latest HSE campaign focussing on refurbishment. The slides are attached for reference | |
| 1. RC pointed out the advice available on the HSE website including; <ul style="list-style-type: none"> • L series guidance • 6 CONIAC industry guides • CITB smartphone app best used for small projects • HSE template for larger projects | |
| 2. Refurbishment Initiative from 14 September to 9 October. The focus will be on causes of accidents and ill health; work at height, carcinogenics, manual handling, noise and vibration. There will an emphasis on wood dust. | |
| 3. FIS have been asked to coordinate the sector response on completion of the initiative; <ul style="list-style-type: none"> • How many members were visited? • How many were issued with non-compliance notices? • What plans have they in place to rectify the position? | |

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| • What does FIS plan to do highlight the issues raised to the sector? | |
| 4. Ray suggested that last year 35% of enforcements in the refurbishment initiative on health issues. He stressed that this was not well-being and lifestyle but occupational health on site. Companies should manage the health element of H&S as you would safety. | |
| 5. DF thanked RC for his presentation and it was agreed to meet again in six months to get feedback from the campaign and update members on any new issues. | |
| 6. DF briefed the group on progress with the 900mm plasterboard campaign. The sector wants to reduce the size of plasterboard down to 900mm to reduce the number of muscular skeletal in operatives. This was gaining momentum and had gained the support of Skanska. A meeting was set up with the major manufacturers to look at the viability of the project. A consultation paper will be published at the FIS conference on 7 October and a conference for all stakeholders in January 2016. DF thanked Gavin Palmer of Astins and Andy Measom of Measoms for driving the campaign. | |
| 7. DF also raised the increasing focus on indoor air quality and in particular VOCs Volatile Organic Compounds. The latest research was suggesting the risk is much greater to health than previously thought from exposure. Exposure had been increased as we make buildings more energy efficient and seal them. The EU were consulting on new directives. Members can expect VOCs in particular to start moving up the agenda. | |
| 8. Prior to the meeting starting members discussed the increasing requirement for operatives to have the correct CSCS card on site. Concerns were raised by all about forged cards, both standard and smartcards. | |
| 9. DF agreed to carry out a survey of group members to establish the scale of the problem and issue guidance for members. He will also invite Graham Wren CEO of CSCS to the next meeting to discuss the subject. | |
| 10. Dates for diary <ul style="list-style-type: none"> • Wednesday 7 October – Marriott Forest of Arden, Warwickshire, Maxstoke Lane, Meriden, CV7 7HR. • 16 September BIM4Health and Safety conference at the building centre – David Frise is Chairing the event. Details will be issued to members shortly | |
| 11. DF thanked Overbury for hosting the meeting. Any member would who would be prepared to host the next meeting please contact DF or Robert Barker | |