

Workshop for Construction Quality Knowledge

Held at: Chartered Quality Institute, 2nd Floor, Chancery Exchange, 10 Furnival St, London, EC4A 1AB

No.: 57

Date: Wednesday, 9th January 2019



Attendees:

Name	Company	CWG Role	Attended	Attended via Skype	Apologies	Not Attended
Mike Buss	Taylor Woodrow	Chairperson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tony Hoyle	Retired	Deputy Chair: CQK	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karen McDonald	Skanska	Deputy Chair: QP Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Keith Hamlyn	Retired	Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jonny Montgomery	Shirley Parsons	Membership / Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gavin Avery	BAM		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Susannah Clarke	PMI		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Berni Daplyn	VVB		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Greenwood	Greenwood Consultants		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Luca Fiderio			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Colin Harley			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eric Loh	J Murphy and Sons		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Giorgio Mannelli	Nuvia		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carmen Musat	Multiplex		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Greg Faria	Stansted Airport		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ian Mills	Balfour Beatty		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Keith Lucas			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kevin Rogers	Mott MacDonald		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oliver Shadbolt	NG Bailey		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Richard Strugnell	HS2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Peter East	ISG		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Graham Taylor	Quality Consultancy		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Future Planned Meetings:

06 February 2019	26 Jun 2019	13 November 2019
06 March 2019	24 July 2019	11 December 2019
03 April 2019	21 August 2019 (To be Confirmed)	
01 May 2019	18 September 2019	
29 May 2019	16 October 2019	

Useful Links:

ConSIG: www.consig.org

Designing Buildings Wiki: <https://www.designingbuildings.co.uk/wiki/User:Consigcwg>

Twitter: <https://twitter.com/ConSIGCQI>

LinkedIn: <https://www.linkedin.com/groups/4698737>

Section 1: Governance: a) Strategy b) Roles & Responsibilities c) Meeting arrangements etc.

- a) The meeting diary for next year has been confirmed and is listed at the foot of the first sheet of these notes. The August date will be confirmed later in the year.
- b) The strategy for the forthcoming year was agreed to focus on two aspects: Construction Quality Knowledge and Construction Quality Professional Training. This was considered to be sufficient for this year.

There was a discussion around the objectives. Last year, an objective of twenty articles was set. Only ten were published. A target was not confirmed during the meeting. The following were noted:
 - The time taken from initiation through preparation, review and publication depends on the time available to the writer, the reviewer and the publisher. It was often difficult for those in full-time occupation to be able to meet strict milestones.
 - It is challenging to find authors and reviewers. These persons needed to have an appropriate knowledge for the subject and ability (e.g. time) to supply content. This relates to all aspects involved in the creation of articles, videos and case studies.
 - There was a need to clearly define the requirements for any topic. There is now an agreed list of articles to be completed. The Article Guide should enable the ConSIG CWG to define the requirements more closely without impeding the creative ability of the author.

Section 2: Update from Chairperson on key matters from Steering Committee

- 1) There was no update from the Steering Committee. More information should be available for the next meeting.

Section 3: Update from Chairperson on key matters relevant to the Chartered Quality Institute

1. There was no update from the CQI

Section 4: Update from other CWG Workstreams

- 1) Construction Quality Professional Training. A timetable for a series of meetings had been established. The group will be meeting once a month. They are setting up a structure/framework for the training.

Section 5: Update from other ConSIG Working Groups

- 1) WG-01 "Cost of Quality": There had been no update.
- 2) WG-02 "Common Defects". There were few attendees at the last working group meeting which is likely to be a problem sending out the invitation. Their work is to correlate various organisations "Common Defects Books" to form one single book that can be accessed by all companies. This, it is hoped, will help to reduce defects and the concomitant rework that follows. There is a potential for the working group to work collaboratively with CIRIA (MB to review with the Steering Committee.).

Section 6: Events Information

- 1) The Events Programme is to be discussed further during the next ConSIG Steering Committee.
- 2) An event is being planned with the BQF for the 13th of February 2019 at the Balfour Beatty building in Canary Wharf. The subject will be the EFQM Excellence Model with three speakers, Diane Dibley from the BQF on EFQM, a speaker from Siemens on EFQM in Construction and, hopefully, one on EFQM outside construction.

Section 7: Membership / Communications: Update from the Membership / Communication Secretary

- 1) There is no update.

Section 8: Website Update

- 1) MB demonstrated the updates that he made over the Christmas break. The following changes have been made:
 - a. The logos have been updated.
 - b. There has been a general tidying of the pages. The structural layout of the "events" page has been improved.
 - c. An "Additional Information" header has been added to the CQK section to provide leads to the NucSIG site, "Building" magazine, the Planning Portal and to "Standards for Highways".
- 2) Links have been added to the following reports to the web site:
 - a. The Independent Review of Building Regulations and Fire Safety: final report (The Hackitt report)
 - b. A Call of Action (GIRI Report)
- 3) It was noted that there was no internal search engine within the website. The Group considered that this, together with an A to Z listing of topics would be useful additions.

- 4) It was agreed that the approach taken with the website was appropriate. It was also noted that the Steering Committee had agreed to the format of the website, the Chair of the Steering Committee having reviewed it.
- 5) It was suggested that any topic should be reached within three clicks.
- 6) A test search on Google for "Inspection and Test Plan" brought the Group's article on Designing Buildings Wiki website third from the top. When "and" was replaced by "&", it came top. This is explained by the format of the title of the article.
- 7) Members are requested to provide the Chair with suggestions for additional information / links to be added to the ConSIG website.

Section 9: Construction Quality Knowhow

9a: Tracker: (a) Review of statistics b) Review of Programme c) Article List

- 1) There was a consideration of the categories on the front page of the website and their correlation with that on the tracker. A need was found to update those on the tracker. It would provide access to the articles correctly. There was considerable discussion over the stages of a project and the names to be given to each. A need was seen for a "Pre-Award" button to cover those topics that were related to the bid process and other activities by both Client and Contractor that took place prior to a contract being awarded. The categorisation of the articles sets the boundaries for its content.

There was a detailed discussion around the categorisation of each of the articles listed in the tracker. This will be reflected in the updated tracker that is to be published. [ACTION TH]

The updated tracker will be reviewed at the next meeting to confirm the categorisation for those articles discussed during this meeting and set for the remainder.

9b: Article Guides

- 1) Not guides were produced / reviewed.

9c: Update: Article Review

- 1) No articles were reviewed.

9b: Other items (e.g. feedback, updates required)

- 1) No update to this topic

Section 10: Any other business

- 1) There was no other business

Post-Meeting Note. This document has a reading age of 8.1 years!

Attachment Title	Rev Date	Issue Confirmation		
		General	Active members only	Not Issued
Action Tracker		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CQI BoCQK: Current Status	17/10/18	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CQK: Tracker 'Snapshot'		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>