

Workshop for Construction Quality Knowledge

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

No.: 59

Date: Wednesday, 6th March 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Berni Daplyn	VVB		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Faria	Heathrow 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 checked="" type="checkbox"/>	<input 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	Qualitas Consulting		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Future Planned Meetings:

03 April 2019

24 July 2019

13 November 2019

01 May 2019

21 August 2019 (To be Confirmed)

11 December 2019

29 May 2019

18 September 2019

26 Jun 2019

16 October 2019

Useful Links:

ConSIG: www.consig.org

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

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

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

<p>Section 1: Governance: a) Strategy b) Roles & Responsibilities c) Meeting arrangements etc.</p> <p>a) 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. [No Change]</p> <p>b) A new Group has been set up to examine and develop professional training for Construction Quality Professionals.</p> <p>c) It was agreed that the Article Guide would be used for all new articles. [No Change]</p>
<p>Section 2: Update from Chairperson on key matters from Steering Committee</p> <p>1) The Steering Group has been focussed on CPD events. There had been good feedback from the most recent event (see below).</p>
<p>Section 3: Update from Chairperson on key matters relevant to the Chartered Quality Institute</p> <p>1. There was no formal update from the CQI.</p> <p>2. The London Branch will be holding an event at the CQI in Furnival Street on Thursday 21 March starting at 18:30. The topic is "The Importance of Information Security and How it Can Reduce Business Risk".</p>
<p>Section 4: Update from other CWG Workstreams</p> <p>1) No update.</p>
<p>Section 5: Update from other ConSIG Working Groups</p> <p>1) WG-01 "Cost of Quality": The Group is still looking for organisations who undertake long-term maintenance and have experience in collecting data on defects. Insurance companies have also been approached.</p> <p>2) WG-02 "Common Defects".</p> <p>a. Their work continues to correlate various organisations' "Common Defects Books" to form one single book that can be accessed by all companies on line. A reference to their output will be placed on our website in due time. [No Change]</p> <p>b. CIRIA are to set up a book of defects related to concrete. There is a Contractor undertaking the task has pulled out. CIRIA may be looking to the CQI for support. They are also looking for support from the Concrete Institute (among others). MB to provide introductions, where appropriate. [ACTION MB]</p> <p>c. Network Rail have set up a working group to consider how to compile a book of defects related to the rail industry.</p> <p>3) WG-04 "Contract Quality Standards": This is a new working group that will concentrate on methods for introducing standard wording into construction contracts with respect to quality management.[No Change]</p> <p>4) WG-05 "Construction Quality Professional Training". Several workshops have been held, the results of which are to be presented to the Steering Committee today (06 Mar 19). The training will be in modular form, so that participants can pick and choose the ones that are relevant to their development.</p> <p>Four levels have been tentatively set—Foundation, Intermediate, Advanced and Expert. These have been correlated with PCQI, MCQI and FCQI professional status. It should be noted that these modules will either be replacements for, or additions to, the existing CQI qualifications.</p> <p>The training will also aligned with the criteria stated in the CQI Competence Framework. To date, the Group has concentrated specifically on the Intermediate and Advanced levels. This is as agreed with the Steering Committee as it is recognised to be priority need.</p> <p>It was noted it is believed the MCQI criteria do not specify the number of years that are required for admission, although a minimum of two years is commonly expected.</p> <p>The Foundation one- or two-day course will provide a Construction Quality-centric orientation and is designed for those entering the profession.</p> <p>It was noted that the earlier levels were more related to the practical aspects of Quality, whilst the upper level courses covered the management / leadership of Quality, together with the softer aspects of management / leadership. More senior persons moving from an industry outside construction would probably consider joining these upper levels, picking the modules that they would need in their new role.</p>
<p>Section 6: Events Information</p> <p>1) The Events Programme is to be discussed further during the next ConSIG Steering Committee. [No Change]</p> <p>2) The event (<i>EFQM Excellence Model in Construction</i>) that took place on 13th of February 2019 at the Balfour Beatty building in Canary Wharf received good reports through feedback. MB to put relevant information on the website. [ACTION MB]</p>

POST MEETING NOTE: A copy of the presentation slides and Slido output has been added to the website. MB is awaiting receipt of the video for the event which is planned to be made available in due course.

- 3) Concern had been expressed that the events were London-centric. This has been alleviated somewhat by the event discussed in item 5 below.
- 4) Portacabin have agreed to hold an event in York on the 12th April 2019. Up to 30 people can be accommodated.
- 5) Other events are in the pipeline. It was suggested that events could include an element of site-visiting alongside the more normal format.

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

- 1) There is no update.

Section 8: Website Update

- 1) A link to the London Construction Excellence Club meetings is to be added. [ACTION MB/TH]
- 2) There has been no substantive change to the website in the past four weeks.

Section 9: Construction Quality Knowhow

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

- 1) The scheme for reviewing articles was discussed. Two stages were agreed:
 - a. The author and reviewer would come to a decision that the article was in a fit condition technically.
 - b. A Review Panel would examine the article for readability and sense from the point of view of the reader. Technical matters would not be questioned, unless they were obvious errors. The members of the Review Panel were not expected to be technical experts.
- 2) The status report showed that
 - a. 18 articles had been published, together with 2 templates.
 - b. Around 26,000 hits had been made on Designing Buildings Wiki.
- 3) TH will host the documents on the Google Drive and will provide access as necessary. Care will be taken to prevent two people accessing the same document at the same time to prevent parallel development.
- 4) Actions were taken on the articles highlighted in red as follows:
 - a. Quality Culture and Behaviours. This has been accepted by the Steering Committee and will be published [ACTION TH].
 - b. Mechanical and Electrical Engineering. This has been returned to the author (BD) with comments and is being re-written. BD will send to Oliver Shadbolt to review. To be completed prior to the next meeting. [ACTION BD and OS]
 - c. Cost of Quality. LF has agreed to review the article. [ACTION LF]. TH to put LF in touch with Alan Grogan, who has agreed to write the article by the end of June. [ACTION TH]
Lean Construction. IM has identified Stuart Anwyl as author. Tony Blanch (Costain Improvement Director) has offered to review the article.
 - d. Defects Management/Control of Non-Conformance. These two articles are to be combined. MB has started to prepare the article for target delivery 03 Apr 19. [ACTION MB]
 - e. Digital Quality Management. The article has been written by Paul Marsden and is under review. [ACTION GA] The WG proposed that a review of Paul Marsden's book on Digital Quality Management should be undertaken.
[Post-meeting notes from 06 Feb 19]:
 - i. This book will be published by CRC Press on 12 Apr 19 under ISBN 9781138390829 - CAT# K399604 and should be available through other sources
 - ii. JM raised this at the SC meeting held 6/2/19. It was agreed the book could be reviewed as a feature within Quality World. JM to liaise with CQI. [ACTION JM]
 - f. Temporary Works Design. This new article will require an Author's Guide. KR agreed to write the article with KH as reviewer.
 - g. Check and Approval. This new article will require an Author's Guide. KR agreed to write the article with TH as reviewer.

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h. QP/QM template. To be linked to the DBW article [ACTION TH].

5) The proposed article on Quality Management is to be reviewed against the existing article on the DBW with a view to developing the latter. [ACTION KH]

9b: Article Guides

Article Guides were prepared for the following:

- Checklists/: LF agreed to set timescale for this article and to write with KH to review. [LF ACTION]
- Building Control and Regulations: The author and reviewer are to be determined. The importance of the “Golden Thread of Information” was recognised.

9c: Update: Article Review

1) The Review Panel for the following four articles consists of CH, PE, GT and KR:

- a. FMEA
- b. Cause and Effect (fishbone diagram)
- c. Auditing
- d. Mechanical and Electrical Engineering (scheduled to be submitted within four weeks)

TH will make the initial arrangements [ACTION TH]

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

1) No update to this topic

Section 10: Any other business

- 1) The issue of ISO 9001 certification through non-UKAS (or equivalent) accredited parties was discussed, It was agreed an article should be prepared providing advice on the certification / accreditation process and parties involved.
- 2) TH is intending to retire from his role later this year and is looking for someone to take his place.
 - a. The role and responsibilities are to be sent to all members of the WG. [ACTION MB]
 - b. TH stated that he would expect to spend between 2 and 4 hours per week on the tasks that befell him. The actual length of time would depend on the number of documents passing through the system and the number of other tasks that might ensue.
- 3) Based on the outcomes from the meeting, the next meeting will include:
 - a. Production of article guide for Benchmarking.

Next Meeting: the next meeting will take place on 03 Apr 19