

Workshop for Construction Quality Knowledge

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

No.: 61

Date: Wednesday, 1st May 2019



Attendees:

Name	Company	CWG Role	Attended	Attended via Skype	Apologies	Not Attended
Mike Buss	Taylor Woodrow	Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Berni Daplyn	VVB		<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Colin Harley	KBR		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eric Loh	J Murphy and Sons		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Ian Mills	Balfour Beatty		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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"/>
Nicky Wells	EMICO		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Commented [TH1]: ?

Commented [KH2R1]: That was what was written. Is it an error?

Future Planned Meetings:

29 May 2019	21 August 2019 (To be Confirmed)	13 November 2019
26 Jun 2019	18 September 2019	11 December 2019
24 July 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>

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1 Governance: a) Strategy b) Roles & Responsibilities c) Meeting arrangements etc.
Following the introduction of a new Working Group that is considering training, the strategy for the forthcoming year has been changed to focus on one aspect only: Construction Quality Knowledge .
2 Update from Chairperson on key matters from Steering Committee
The ConSIG are working to build a relationship with CIOB. Vince Desmond and Jon Adshead met with Paul Nash (former President on the CIOB). Discussions are being held to arrange a joint event. Further details to follow as appropriate.
3 Update from Chairperson on key matters relevant to the Chartered Quality Institute
No update
4 Update from other CWG Workstreams
No update
5 Update from other ConSIG Working Groups
5.1 WG-01 "Cost of Quality": No update
5.2 WG-02 "Common Defects" .
5.2.1 Their work continues. MB has spoken with Vasil Nedev about using the ConSIG Website for the Common Defect Booklet. Vasil is to review the setup of the website and make recommendations. MB to provide Vasil with a login. [ACTION MB]
5.2.2 Network Rail have set up a working group to consider how to compile a book of defects related to the rail industry. It was noted that they are actively looking for members. It was reported that nothing had been produced to date. KH agreed to try to discover who holds responsibility for this in Network Rail with an intention to start collaborative working between the two working groups. [ACTION KH]
5.2.3 Once we have clarified how the set up will work for the Common Defects Booklet, it will be able to be determined how the roll out will work (e.g. 'drip-fed')
5.2.4 IM agreed to provide a summary of the output of the ICE meeting on "Getting It Right- How to improve productivity" slated for Wednesday the 10th of April. [ACTION IM]
5.2.5 Measuring Quality Performance Working Group (GIRI) [provided by GA] Rupert Shingleton reported on the Working Group's progress in developing a universal metric for measuring error performance: an "error free ratio" with a common language in the same way as AFR has become the norm for measuring health & safety performance. The Working Group is first looking at the design of a measurement method; it will then work up an implementation plan, a communication plan and also consider future-proofing. Design will have to be covered as well as construction activities, bearing in mind that the language used is different. After initial development of the metric, the Group will be asking GIRI members to test it on their existing data; part of the challenge is likely to be getting clearance for firms' data to be used, as was initially the case with H&S figures. Future-proofing will need to consider whether terminology will stand the test of time, and if data will end up in the public domain. Will results be applied to organisations, or to individual projects? Design and client activities are tricky areas, but GIRI should be well-placed to develop these. There might be an opportunity to collaborate with ICE's Project 13. The Working Group's aim is to get members' data in Q3 2019 for testing, and then report back in Q4 ahead of possible implementation in 2020.
5.3 WG-04 "Contract Quality Standards": CH has had an introduction to John Elliott. He is hoping that there will soon be a discussion on the place and content of statements on Quality in contracts. [ACTION CH]
5.4 WG-05 "Construction Quality Professional Training". The Group now recognise the modules that have to be developed. They are working with CQI Learning and development with a view to providing consistency with the existing module structure for non-construction persons. The most recent meeting was

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spent looking closely at the structure for Day One of the introductory course. Information that was written on flip-charts has now been collated to provide a presentation to the Steering Committee on the afternoon following this meeting. The primary objective is to make everything evidential through certification, so that it lines up with the existing CQI packages.	
6	Events Information
6.1	The Events Programme still to be finalised. No further events have been currently confirmed.
6.2	EFQM Excellence Model video: Caroline Whitson (CQI) is obtaining assistance from CQI to edit the video.
6.3	No further update has been received on the potential for holding events outside London or in collaboration with other SIGs. Consideration was given during the meeting to the benefits of the Working Group running events or visits to off-site organisations that operate in the supply chain. A supplier of curtain walling was suggested, as was suppliers of electronic equipment. It was noted that lessons were readily learned from other industries, particularly the automobile industry with its use of Lean techniques, such as KANBAN and the Toyota Production Method. It was suggested that it might be better to start with the construction industry. However, it was recognised that events are run by Branches and by SIGs at the higher level and that it may not be part of our remit. Development of ideas could arise from brainstorming within the Working Group with the results offered to the Steering Committee for their consideration.
6.4	The Portakabin event was held 12/4/19. The feedback was very positive. Jonny Montgomery will write a summary for the website. [ACTION JM]
7	Membership / Communications: Update from the Membership / Communication Secretary
No update.	
8	Website Update
8.1	A link to the London Construction Excellence Club meetings is to be added. TH to confirm that the link has been made. [ACTION TH]
9	Construction Quality Knowhow
9.1	Article production
9.1.1	TH showed the process map for the development of articles. This intimates that the whole working group is to review each article. The review panel idea has been trialled with some success, although each reviewer sent their comments individually to TH as co-ordinator. The comments were then passed to the author for incorporation and/or discussion. It was suggested that the best way to consolidate a critique of the article was to sit together as a panel, either in one location or individually. This might be enhanced if reviewers made their changes and comments on one copy of the article held in the Google Drive. Each reviewer could then see what the other reviewers had done. The author could also respond on the same document. The jury was out on this!
9.1.2	The status report showed that 23 articles had been published including 2 templates. Statistics from the Designing Buildings Wiki website were not available for April.
9.1.3	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.
9.1.4	The following actions were recorded: a. Articles for 'Auditing' and Fishbone diagram ready to be published [ACTION TH] b. Article on FMEA with the Steering Committee for approval to publish c. Mechanical and Electrical Engineering . Reviewer has sent comments to the author. Review panel to be CH/PE/KR/GT [ACTION BT] d. Cost of Quality . This article is in preparation. Alan Grogan writing, Luca Fiderio to review [ACTION AG and LF] . e. Lean Construction . In preparation (Stuart Anwyl writing, Tony Blanch to review) f. Defects Management/Control of Non-Conformity . This article is still in preparation. [ACTION MB/IM] g. Digital Quality Management in construction (originally titled Digital Construction / BIM) . The article has been written by Paul Marsden and is under review. It was recognised that the article was very comprehensive and lengthy. However, it was accepted that this was needed to cover the subject and that any review by the Working Group should be minimal. h. Temporary Works Design . KR presented the outline that he had prepared. Certain other points were added following a discussion and the framework agreed. TH agreed to front it with an Author's Guide sheet. [ACTION TH]

Commented [TH3]: I have changed the order to correspond more closely with the Status report and made a few amendments.

Commented [KH4R3]: OK

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	<ul style="list-style-type: none"> i. <u>Check and Approval in Design</u>. KR presented the outline that he had prepared. The outline covered the three-stage process of management, design and construction and is based on experiences from a Costain/Skanska collaboration. Certain other points were added following a discussion and the framework agreed. TH agreed to front it with an Author's Guide sheet. [ACTION TH] j. <u>Benchmarking</u>. Author to be confirmed (Jon Adshead?) MB to review [ACTION MB]. PE offered to take the article on, should this be deemed necessary. k. The article on Quality Management Systems is to be reviewed against the existing article on the DBW with a view to determining whether to replace the one in DBW or to combine elements of both. [ACTION GT]. KH to act on the decision as appropriate.
9.2 Article Guides	
9.2.1	Checklists: The Author's Guide is complete and has been submitted to the author <u>and reviewer</u> [ACTION LF & KH] .
9.2.2	Building Control and Regulations: GT has arranged for an author who will complete the article. A Reviewer is still to be identified. [ACTION GT]
9.3 Article Review	
	There were no articles for review this month.
9.4 Other items (e.g. feedback, updates required)	
	No update
10 Any other business	
10.1	The need to prepare an article around the use of non-accredited Registration Bodies has been placed on the Tracker with a view to writing it in due course.
10.2	TH will retire from his role later this year. The hunt for a volunteer is still on-going
10.2.1	The role and responsibilities are to be sent to all members of the <u>WGL</u> . [ACTION TH]
10.3	Based on the outcomes from the meeting, the next meeting will include:
10.3.1	Production of article guide for "Rail". This has been delayed until connection has been made with the <u>Network Rail Working Group</u> (see clause 5.2.1)
10.3.2	A <u>20 minute</u> presentation on programme management and alliancing. [ACTION CH]
Next Meeting: The next meeting will take place on 29 May 19	

Commented [TH5]: For the next meeting: do we need a separate section for Article guides? I think this is part of section 9.1.

Commented [KH6R5]: I agree. It seems nugatory. Let's propose it at the next meeting.

Commented [TH7]: Could it be attached to these minutes?

Commented [KH8R7]: I think that is an MB decision.....