

## Workshop for Construction Quality Knowledge

**Held at:** Chartered Quality Institute, 2<sup>nd</sup> Floor, Chancery Exchange, 10 Furnival St, London, EC4A 1AB

**No.:** 62

**Date:** Wednesday, 29<sup>th</sup> May 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Peter East	ISG		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### **Future Planned Meetings:**

26 Jun 2019                                      18 September 2019                                      11 December 2019  
24 July 2019                                      16 October 2019  
21 August 2019 (To be Confirmed)      13 November 2019

### **Useful Links:**

ConSIG: [www.consig.org](http://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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<b>1 Governance: a) Strategy b) Roles &amp; Responsibilities c) Meeting arrangements etc.</b>
[No Change]
<b>2 Update from Chairperson on key matters from Steering Committee</b>
The main matter that holds sway presently is the relationship between the Working Group and the CIOB. The Chair of the CIOB has been in contact with John Adshead and Vince Diamond to see how the Institute can contribute to the CIOB Code on Quality. The draft was returned with comments. A meeting has been arranged.
<b>3 Update from Chairperson on key matters relevant to the Chartered Quality Institute</b>
No update It was noted that the ConSIG now has 1800 members. There may be an update on this from the Steering Committee. The governance of SIGs is being updated.
<b>4 Update from other CWG Workstreams</b>
This section is no longer appropriate as there is only one workstream being looked after by the Working Group and will be deleted from the next minutes.
<b>5 Update from other ConSIG Working Groups</b>
5.1 <b>WG-01 “Cost of Quality”:</b> No update
5.2 <b>WG-02 “Common Defects” .</b>
5.2.1 Their work continues. MB has spoken again with Vasil Nedev about using the ConSIG Website for the Common Defect Booklet. Vasil has set up a common defects website that has gone out for limited review. It is hoped that it will be in fit condition by the next meeting and will be tagged from the Working Group website.
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. [No change]  KH has met with Mike Duff of Network Rail who hopes to join the working group for the July 24 <sup>th</sup> meeting. KH to link Mike Duff with David Whiteside who is managing the Common Defects website and to discuss an Article Guide for Rail with Mike Duff. <b>[ACTION KH]</b>
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’) [No change]
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 10 <sup>th</sup> of April. [No change] <b>[ACTION IM]</b>
5.2.5 Measuring Quality Performance Working Group (GIRI) [provided by GA]  The main issue is to determine a rigorous definition of “error”. GIRI have not formulated one yet. The intention is to report errors in a similar manner to that used for reporting safety issues.
5.3 <b>WG-04 “Contract Quality Standards”:</b>  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.  [25 May 19] There has been no response from John Elliott yet.
5.4 <b>WG-05 “Construction Quality Professional Training”.</b>  The work group have been given the authority to continue developing the objectives and related requirements for the first two days of the Introductory Course, so that a specification can be presented to potential training providers for costings for a pilot course in October 2019.
<b>6 Events Information</b>
6.1 The Events Programme still to be finalised. No further events have been currently confirmed, other than the Annual General Meeting, for which a date is to be confirmed.
6.2 EFQM Excellence Model video: Caroline Whitson (CQI) is obtaining assistance from CQI to edit the video. [25 May 19] Assistance is still required. There was good feedback from the EFQM event. Information from the event is on the website.  Further consideration is being given to running events outside London/South East.

6.3	The Portakabin event was held 12/4/19. The feedback was very positive. Jonny Montgomery will write a summary for the website. [ACTION JM]
6.4	'Raising the bar of quality compliance in construction across the midlands' is to be held on June 18 ( <a href="http://consig.org/events">http://consig.org/events</a> )
<b>7 Membership / Communications: Update from the Membership / Communication Secretary</b>	
No update.	
<b>8 Website Update</b>	
8.1	A link to the London Construction Excellence Club meetings is to be added. [ACTION MB].
8.2	The format of the website has been updated to provide easier access to the information on the committee members and on the articles to be added.
<b>9 Construction Quality Knowhow</b>	
<b>9.1 Article production</b>	
9.1.1	TH described the progress of article production
9.1.2	The status report showed that 25 articles have been published including 2 templates. The statistics can be found at the following URL: <a href="https://datastudio.google.com/u/0/reporting/1P3_DrRGkOBg3jCN1YuVve1kSvnVP-oZi/page/Q9XI">https://datastudio.google.com/u/0/reporting/1P3_DrRGkOBg3jCN1YuVve1kSvnVP-oZi/page/Q9XI</a>
9.1.3	Articles that have been Published The following articles have been published since the previous meeting: <ul style="list-style-type: none"> <li>a. <u>'Fishbone diagram' and 'FMEA'</u></li> <li>b. <u>Auditing</u>. The article is ready for publication, other than some formatting. The Building Design wiki will only allow a limited number of paragraph levels.</li> </ul>
9.1.4	Articles for Steering Committee Approval <ul style="list-style-type: none"> <li>a. <u>Digital Quality Management in Construction</u> (originally titled Digital Construction / BIM). The article has been written by Paul Marsden. There are concerns over the length of this article. It was agreed that it should be sent to the Steering Committee for their views. [ACTION TH] The working group would look at ways to make it more accessible, perhaps by splitting it into two or more sections. However, it was recognised that the amount of information and the depth of detail that was needed meant that the length was appropriate and that it may be better to publish it as is. A request was made for someone independent of the panel to review Paul Marsden's book.</li> </ul>
9.1.5	Articles with Comments following Working Group Review <ul style="list-style-type: none"> <li>a. <u>Quality Management Systems</u>. This article 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.</li> </ul>
9.1.6	Articles for Working Group Review <ul style="list-style-type: none"> <li>a. <u>Mechanical and Electrical Engineering</u>. Reviewer has sent comments to the author. Review panel to be CH/PE/KR/GT TH to facilitate the panel review [ACTION TH]</li> </ul>
9.1.7	Articles in the Pipeline <ul style="list-style-type: none"> <li>a. <u>Lean Construction</u>. In preparation (Stuart Anwyl writing, Tony Blanch to review). Nothing has been received yet.</li> <li>b. <u>Cost of Quality</u>. This article is in preparation. Alan Grogan writing, Luca Fiderio to review. This article is expected at the end of June. [ACTION AG/LF].</li> <li>c. <u>Defects Management/Control of Non-Conformity</u>. This article is still in preparation. This article is expected at the end of June. [ACTION MB/IM].</li> <li>d. <u>Checklists</u>. This is a new article that is expected at the end of June. Luca Fiderio to write and Keith Hamlyn to review. [ACTION LF/KH]</li> <li>e. <u>Benchmarking</u>. Author has been confirmed as Jon Adshead. MB to review. This article is expected by the end of July. [ACTION JAMB]</li> </ul>

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- f. Temporary Works Design. KR has been confirmed as author with KH as reviewer. The article is expected by the end of August. [ACTION KR/KH]
- g. Checking and Approval in Design. KR has been confirmed as author with TH as reviewer. This article is expected at the end of November. [ACTION KR/TH]
- h. Building Control and Regulations. TH to send guide to AT via GT with PJ as reviewer. [ACTION TH] This article is expected at the end of November.
- i. Rail. An article guide is required for review by the working group by the July meeting. KH to discuss this with Mike Buss of Network Rail to determine the topics that are to be covered. No completion date set yet. [ACTION KH]

### 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. [No change]
- 10.2 TH will retire from his role later this year. The hunt for a volunteer is still on-going. [No change]
- 10.3 CH gave a presentation on Alliancing which was instructive and well received. Please contact him for further information.
- 10.4 Funding has been provided for the development of the videos related to the articles as part of the second year of the budget. JM has set up the option to prepare the first two videos with MB. Inspection & Test Plans and Quality Cultures will be used as the pilots, as it is they are most popular article as shown in the statistics. The intention is to confirm the concept before calculating the overall costings with the sub-contractor. There will need to be a discussion around which articles should be the subject of videos. Ideally, all the videos will be filmed in one session to minimise set-up costs and then to publish them at a rate of one per month on the website. The order of delivery will be as per the tracker. It was noted that the article on Building Regulations is due in November, which suggests the potential date for filming and the first release in January next year.

**Next Meeting:** The next meeting will take place on 26 Jun 19.