

## Workshop for Construction Quality Knowledge

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

**No.:** 58

**Date:** Wednesday, 6<sup>th</sup> February 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Luca Fiderio			<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 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	Stansted Airport		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ian Mills	Balfour Beatty		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Oliver Shadbolt	NG Bailey		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Graham Taylor	Quality Consultancy		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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](http://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 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.
- b) There was a discussion around the objectives. Last year, an objective of twenty articles was set. Only ten were published. It was decided to set a target of a minimum of one article published each calendar month.
- c) It was agreed that the Article Guide would be used for all new articles.

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

- 1) There was no formal update from the Steering Committee. The programme of events for 2019 is still in development. There was also a focus who are the main stakeholders for the ConSIG and how the Group can best collaborate better with them.

**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) No update.

**Section 5: Update from other ConSIG Working Groups**

- 1) WG-01 "Cost of Quality": Research on cost of quality focussing on latest defects post handover is continuing.
- 2) WG-02 "Common Defects". 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.
- 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.

**Section 6: Events Information**

- 1) The Events Programme is to be discussed further during the next ConSIG Steering Committee.
- 2) The main event has been diarised for the 13<sup>th</sup> 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 a third speaker external to the Construction Industry. Around 80 people have responded positively and the event has sold out.
- 3) It was noted that most events were sold out at least two weeks before the date of the event, with the non-CQI tickets selling out before those allocated to CQI members.
- 4) Concern was expressed that the events were London-centric.
- 5) Portacabin, located in York, have said that they are happy to host a party of 12 on a site-tour.
- 6) 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) The ConSIG would be happy to include information on events relevant to quality and request details are sent to Tony Hoyle.
- 3) MB updated the website with the new CQI logo once finalised.
- 4) The "bubbles" on the CQK page need to be updated to include a new one that reflects activities prior to contract let. This will be titled "Pre-Award" or "Pre-Contract"

**Section 9: Construction Quality Knowhow**

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

- 1) The detailed discussion around the categorisation of each of the articles listed in the tracker was completed. This will be reflected in the updated tracker that is to be published. [ACTION TH]
- 2) There was a discussion over the length of an article. It was generally accepted that more detailed subjects would require a longer article, but that they should not be over-burdened, over-detailed or over-long for the sake of it. Short articles hit the point quickly. Longer articles should have an executive summary that could provide an appropriate synopsis.
- 3) Actions were taken on the articles highlighted in red as follows:
  - a. Checklists. An Article Guide is to be developed at the next meeting (6/3/19)
  - b. Quality Culture and Behaviours. This is with the Steering Group for ratification.
  - c. Mechanical and Electrical Engineering. This has been returned to the author (BD) with comments for review and change as advised. To be sent to TH by 28 Feb 19 for panel review prior to the next meeting. [ACTION BD]
  - d. Cost of Quality. It was agreed the article produced by Dan Keeling provided a useful explanation for the activities of the Cost of Quality working group but did cover all aspects envisaged for the Cost of Quality article to be published by the CWG. It was therefore agreed the article would be used for the ConSIG website to provide an overview of the activities of the Cost of Quality working group. An alternative article will be produced which highlights the factors required by the CWG.. An Article Guide was therefore prepared during this meeting.
  - e. Building Control Regulations. A new author had to be identified and an article guide to be prepared (6/3/19).
  - f. Failure Mode, Effect and Criticality Analysis. This article is ready for panel review. The members of the panel are to be identified.. [MB]
  - g. Lean Construction. IM has identified Stuart Anwyl as a potential author. The article guide was prepared during the meeting. IM considered that the author had a significant amount of information available that could be condensed into an article. [POST MEETING NOTE: [Tony Blanch \(Costain Improvement Director\) has offered to review the article.](#)]
  - h. Fishbone Diagram (Cause and Effect): TH has prepared the article and will send it to MB as reviewer. [ACTION TH]
  - i. 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. [MB]
  - j. Benchmarking. This is a new article that requires an Article Guide at a future date (6/3/19)
  - k. 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 note: 1) [This book will be published by CRC Press on 12 Apr 19 under ISBN 9781138390829 - CAT# K399604 and should be available through other sources](#) 2) [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.](#)]
- 4) It was agreed the article on 5Ys should be published. It was noted that there is a list of articles on various tools is planned to be published.
- 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. [KH]
- 6) The article on "Auditing" is to be reviewed. The article has been drafted and has been reviewed, but was not progressed. [ACTION KH]

**9b: Article Guides**

- Article Guides were prepared for the following:
- Cost of Quality (Author (proposed): Alan Grogan)
  - Lean Construction (Author: Stuart Anwyl)

**9c: Update: Article Review**

The template of Quality Plans/Manuals was reviewed. The WG agreed this was a good document and should be made available via the ConSIG website. Some tidying up is required to make is more obvious where there was guidance, rather than suggested text. [ACTION KH]

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

- 1) No update to this topic

### Section 10: Any other business

- 1) 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. The amount of time is to be determined and circulated as above. [ACTION TH]
- 2) "Programme Management" is to be added as a topic for discussion at the next meeting.

**Next Meeting: the next meeting will take place on 06 Mar 19 (Ash Wednesday)**

Post-Meeting Note. This document has a reading age of 8 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 checked="" type="checkbox"/>	<input type="checkbox"/>