**MPSouth – Construction, Safety, & Performance Management Meeting**

**‘Construction & Development schemes’**

**Thursday 21st July 2016 (10:00 – 13:00)**

Unit 203, Bedford Heights, Manton Ln, Bedford, MK41 7PH

**Dionne Room & Mission Room**

**Attendees:**

1. Ken Simmonds Chair/Divisional Director   Highways England
2. Cali Gill Business Manager Highways England      M25 J10/J25/J28, A2BE, M20J10a
3. Jon Horrill     Associate Director WSP
4. Ian Cook Divisional Director  Jacobs
5. Alan Perkins CIP Group Leader            Highways England
6. Chris English HS&E Manager Balfour Beatty A21 Tonbridge, M3 J2-4a SMART
7. Steve Bilson CIP H&S lead                   Highways England
8. Eamonn Colgan Tech Workstream Lead Highways England       LTC
9. Wayne Brice        Head of H&S & wellbeing Skanska
10. Jason Letts         H&S Champion Highways England       A14 Cambridge to Huntingdon
11. Tom Selby          Assistant PM                Highways England M1 Brent Cross & A21 Tonbridge
12. Graham Link       Programme Manager      Highways England        A34, M3J9, M271/A35, M27, M2J5
13. Lizzie Pauling Project Manager Highways England   M25J30
14. Mark Lamport     Tech Director & PD Arcadis                          A2 Bean & Ebbsfleet, M4
15. David Blackstone PD Lead, H&S advisor Mott MacDonald            A21 Tonbridge, M25 J30
16. Phil Morris          Assistant PM                   Highways England        A27 Chichester + other A27
17. Austin Adkins Asset Delivery Manager Highways England
18. John Rowland     Project Manager              Mace       A14 Cambridge to Huntingdon
19. Chris Griffin         Project Manager             Highways England         A14 Cambridge to Huntingdon

Apologies:

Shah Hussain     Project Manager             Highways England         M40 J12

Adriana Chirovici                Assistant PM                    Highways England          A27

Nick Balsdon                     Senior Construction H&S Advisor   Highways England

Oma Panton                      Programme Manager Highways England M20 Lorry Park

Bogdan Schiteanu              Associate                         WSP         A27 Arundel Bypass & A27 Worthing-Lancing

Graham Hemmings            Principal Designer         WSP        A27 Arundel Bypass & A27 Worthing-Lancing

John Towndrow                H&S Lead                          Atkins

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| 1. | **Introductions** | 10:00 |
| 2. | **Major Projects’ Performance Overview**  Summary Schedule – external audits – 9 inspections, 11 red observations, 15 amber, 196 green which is great. Looking at reds & blue stars by exception only. Points that stood out.  **Blue Stars** – M5 – LED lights charged by solar panels during the day to make visible at night. KS –How does this get shared? Phil Farrar puts it on the hub page.   * **ACTION: JH to send Cali the link to hub page for blue stars** * **ACTION: How does a blue star get turned into raising the bar? It’s assumed it’s a general agreement and to adopt when it’s possible. Can it be written into the contract? Ask for information from Sandy Gill how it’s implemented..**   KS - It’d be great to have lessons learnt from other companies in terms of utilities – external industry sectors we need to learn from.  Question was raised in terms of inspections and the cross sharing of reports to learn between MP and OD from monthly H&S Audits and safety tours. This doesn’t appear to be happening at grass-roots level   * **ACTION: KS to speak to Catherine Brookes re this**   Knutsford – comprehensive briefing document is prepared each day, Jon H thought it was a great document, weather report etc. the question was raised as to whether it added quality in terms of visual learning and was it time efficient to get the information across. EC advised Costain briefed in Polish & Indian and CE advised that Thames tideway is looking at implementing a translation test and an English test for their workers. CE – Balfour Beatty advised this is in their 5 year plan too.  M6 J16 – good TM, occupational health pod on site. Balfour Beatty looking at value engineering and lean management. It was raised and reiterated by Ken on how important it is to get that communication into the design community. At present we don’t engage contractors soon enough in the process, we need to appoint contractors sooner to drive the designer. Perhaps change the way we procure…?  **ACTION: Everyone to think about how to implement this…**  ML – Has to go for a more conservative solution sometimes due to constraints by the DCO. Is the survey data the best? Press for more survey data. How do we capture the lessons learned to feed back on the DCO? There’s a lack of topographical data. There are helicopter and drone surveys which can give topographical data, however vegetation cover is still a challenge.  **Red Status** – It was raised that perhaps a lack of planning was contributory to the red status. It was put that maybe it wasn’t the lack of a plan, but perhaps the wrong plan? Who looks back and does a critical review? – is it the right plan? Is there an element of complacency?  CG gave an example of where he had to stop a job where they work people were sitting in a 3m excavation trying to sort a problem. Why? There needs to be contingency plan written into the plan and flexibility. It appears to be that people take risks due to time constraints, however all companies say if you’re not happy with what you’re about to do, stop work with no risk to your job, but the culture seems to still be there. It’s people’s perception of what they can do and what they can’t, JH – it’s not lack of training, it’s trained learning, people been doing it that way for years, so continue. Have to have continual learning to change behaviours.  **ACTION: Please can all do a climate survey on workers behaviour anonymously and bring back the results in September for the next meeting.**  Safety Zone breached – M3 J2-4a – CE went to director of Assets to find a solution for temporary safety barriers on M5. He influenced the manufacturer to find a design solution to the barriers – easy to install – great work. If it works, will roll it out to the other schemes for Balfour Beatty.  **ACTION: Feedback news of temporary safety barriers and how it’s going**  It was noted there wasn’t enough space to mark out the safety area, so it was suggested it should have been designed into the scheme at planning stage, however the lack of DCO meant they couldn’t acquire more land for M25 J30. Need to get a balance on safety – What is right and necessary versus what is desirable. | 10:05  JH/PF  JH  KS  ALL  ALL  CE |
| 3. | **Previous Actions**   * 21 Jan 16 - AK to look into the competencies of utility companies – Tom Beasley to take it forwards * **A14 C2H** - The ‘Validate System’ (passport scheme) will be adapted to obtain best use of this system. W Brice will feed back at the next CSPM meeting how this system is working. WB advised Skanska isn’t using it. Still using the Mosaic system and will be looking at it again in 18 months time. **ACTION: The Passport System/Validate Cards – feedback from the forum is that the existing CSCS can already provide the information that HE are specifically seeking to be held with the Validate Cards. To investigate with Catherine Brookes as to the purpose and benefits.** * **LTC** - The LTC is happy to share it’s learning gained from the public consultations. E Colgan to organise a presentation at the Guildford/Bedford offices. * S Bilson to contact Chris Taylor regarding setting up specific and regular knowledge sharing meetings between the projects within CIP, and also the wider business. – The first meeting was in June which went well, disseminating info between 3 projects. More feedback to follow… * VMS / display signs including journey times; N Balsden to obtain more information about the VMS – how is the information updated? Cali to forward info | 10:10  TB  WB  KS  EC/CG  SB  CG/SB |
| 4. | **Project Team representative and construction representative of projects at construction stage:**   * **A21**   Tom S – June eventful – 3 minor injuries, fence panel, injured ankle, strimmer   * M3 J2-4a SMART – no representative * **M25 J30**   Not a lot to report, still waiting for feedback from cable strike. UK power network. Opened up a discussion regarding power cables. CE mentioned an incident where the master services report was incorrect by utilities, there were 4 intervention points in which someone could have picked up that the cable was in the wrong place and questioned the master drawings, but nobody did. Trying to understand what went wrong? There needs to be contingency built into the plan. KS advised to go back and look at your RAMS. Does everyone re-visit these? CG opened up a conversation with the diversion team and how utility info will be inaccurate – how do we share with regards to utility records? SB suggested should the raising the bar document have a line in it saying all utilities maps should be considered incorrect until checked?  **ACTION: CG & CE speak to resolve utility issue**  Good feedback on the vibration monitors. A question was raised as to whether they’re automatic turn on/off as some types weren’t giving correct data due to human error in not turning them off.  **ACTION: Check whether they were automatic turn off?**  Someone knocked by vehicle reversing low speed, pedestrian hit – not harmed – still waiting on results of investigation   * M40 J12 A14 – no representative | 10:20  CG/CE  LP |
| 5. | **Project Team representative and design representative of projects in development stage:**   * **A14 Cambridge to Huntingdon**   Regarding land works, Geo tech inspection works there were no welfare facilities. Skanska were using Causeway who get the job done, but perhaps there needs to be re-education there  Address RAMS – where’s the welfare unit detailed there? WB will look at re-education on the smaller jobs.  Again question was raised – how do we get into Tier 2 & 3 to change behaviours – as a client we need the same level of scrutiny as a construction supplier. WB raised a discussion with utilities regarding access to land/grey area re ownership of land that we haven’t acquired yet. KS – When commissioning surveys, design community should take the same approach as the principal contractors – same level of accountability & responsibility. ECI – fluidity of contractor and procipal designer.  **ACTION: Presentation to the group on how you got the engagement going with the Principal Designer.**  Spoke about suncream – different companies have different policies – do we issue it? If we do are we accepting liability for if the workers get skin cancer? Some sun creams could be deemed to cause cancer too!? JH - A couple of cancer survivors gave a talk to workers to create awareness of the issue.   * **Lower Thames Crossing**   Lots of notices   * M1 Brent Cross – no representation * **A2 Bean Ebbsfleet (SR13 scheme)**   Last reported March – still at Stage 1 so not a lot changed risk wise. Ongoing discussions with UK power network to pin down constraints. In early dialogue with Carillion regarding the buildability report. There’s a temporary bridge at Bean too which could pose risk.   * **A27 Chichester (SR13 scheme)** – stakeholder meetings   PM - Would like more detailed thought from the contractors in the design phase. Received an email stating that they’re still in preliminary design so nothing has changed – generic risks. Would like to see a change in thinking and for them to demonstrate understanding of safety going forwards.   * M20 J10a (SR13 scheme) M27 Southampton (RIS 1 scheme) – no representation * M20 Lorry Park – at public exhibition * M271 / A 35 Redbridge roundabout (RIS 1 scheme) * A31 Ringwood (RIS 1 scheme) * M3 J9 * **A34 Technology Enhancement**   GL – Would like to see more contractor involvement at early stages. KS – suggested; does it need money to have a conversation. Surely it benefits contractors to have some input and influence in the design for tender purposes?   * A27 Arundel – at Stakeholder meetings * A27 Worthing / Lancing – at Stakeholder meetings * A27 East of Lewes – at Stakeholder meetings * M2 J5 | 10:40  WB |
| 6. | **H&S Construction (PMs’ Inspection Audit) Checklist**   * A21 * M3 J2-4a SMART * M25 J30   Audit – questions to the plant suppliers on their checks on vehicles – could we influence them to do more regular checks?   * M40 J12 | 11:10 |
| 7. | **Safety Alerts**   * Lizzie – Ardleigh Green Bridge – faulty hydraulic pump – question to A-Plant – how and when do you check your vehicles? * Cali – Incident at Paddington, Communication error/language barrier – moved machinery upwards rather than forwards. Cali suggested hand signals like in Scuba Diving. Skanska and Balfour Beatty are looking at English tests and translation tests. | 11:30 |
| 8. | **Key Learning Points**   * Early engagement with contractors * Behavioural change | 11:45 |
| 9. | **Review Action list**  Minutes will be passed around | 11:55 |
| 10. | **AOB** | 12:00 |
| 11. | **MISSION ROOM VIEWING**  **ACTION: Send Cali information on Anomaly and SMART TV system to distribute** | **12:15**  WB/NH |
| 12. | Q&A on Mission Room | 12:45 |
| 13. | CLOSE | 13:00 |
| 14. | **Next meeting:** Thursday 29th September 2016  **Location:** Mace office, 155 Moorgate, London // Maybe M3 - TBC |  |
| 15. | **USEFUL H&S information links:**  **Zero Harm information:**  (H&S Excellence Wheel, Safety Commitments, H&S Briefings, RoWSaF etc);  <https://www.gov.uk/government/collections/roadworker-safety-highways-agencys-aiming-for-zero-programme>  **Hub Raising the Bar guidance;**  <https://www.gov.uk/government/collections/health-and-safety-for-major-road-schemes-raising-the-bar-initiative>  **Safety alerts:** <https://www.gov.uk/government/publications/highways-agency-safety-alerts> it is slow to be updated so they’re put on here as well ; <http://www.highwayssafetyhub.com/alerts.html>  **Passport scheme:** <http://www.highwayssafetyhub.com/safety-passport-proposal.html> |  |