

Homebuilders Health and Safety Forum Action Log



Area/Project:	Meeting Action Log - 7th May 2015	Colour	Status	Count
		RED	Due	0
Distribution	All members of the Homebuilders Health and Safety Forum	AMBER	Open	12
		GREEN	Done	1
		Date:	2nd June 2015	

Ref	Issue	Action	Resp.	Due	Status	Comment
1	Dust in Construction	Strategy, Information pack and guidance to be issued for implementation by members	DH/EW	30-Jun-15	Open	Presentation pack required for employees to compliment guidance already issued
2	London Best Practice Guide Dust and Emissions	Guide to be issued to members	VC	30-May-15	Done	Issued on 2nd June 2015
3	Review extraction equipment with Hire Association Europe	Hold meeting with HAE, to establish what extraction equipment is available and limitations/advantages.	DH/EW	02-Jul-15	Open	Further review with HAE required and additional detail provided on available extraction equipment - Consider if membership of HAE will provide benefits to the forum
4	Guide to a Scaffold Specification	Final document to be issued following amendment	VC	30-Jun-15	Open	Final review required with HSE and scaffold designers and document to be issued
5	Review Passive Fall Protection with HSE	Meeting to be held with HSE on use of passive fall protection measures such as soft landing systems	EW/SA	02-Jul-15	Open	HSE to provide further feedback following a review with suppliers
6	Injury Stats	All members to review accuracy of data and collection methods - Data to be issued on time	All/MP/DM	02-Jul-15	Open	Data for 2014/15 to be reviewed by all for accuracy and annual report to be provided for the July meeting
7	HSE Data	Review if collation of HSE activity on homebuilding sites should be collated	All/VC	30-Jun-15	Open	VC to issue note on a private and confidential basis requesting that members comment on whether the collection of data is appropriate
8	Health and Safety Charter	Charter to be reviewed, including company logo's and issued	All	30-May-15	Done	Charter updated and approved. VC to issue to all members - Issued 1st June 2015
9	Charter Action Plan	Action Plan to be reviewed and updated and actions projected through to 2016	VC	03-Jul-15	Open	Plan updated but further consideration given to 2016 objectives
10	Safe Installation of Roof Trusses	Consideration given to methods of safe installation of roof trusses	CD	03-Jul-15	Open	Feedback on current installation methods to be provided to CD. Presentation on findings to be provided at the next meeting

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11	CDM	Review impact CDM 2015 will have on the homebuilding Industry	SA	30-Mar-15	Open	Further review of impact of CDM to be undertaken by the sub-group in June. On review it appears that the members have developed their own in-house systems and the NHBC/HBF seminars have provided further focus. It was therefore agreed to postpone the sub-group meeting pending further discussion at the July forum meeting
12	Consortium Agreement	Agreement to be updated to reflect changes in CDM	VC	07-May-15	Done	Agreement updated and issued to members in April 2015. If members have not received a copy they can contact VC or DM for a further version
13	Slips/Trips Posters	Examples of appropriate Slips/Trips posters to be provided which could be used for HBF campaign	MP	03-Jul-15	Open	No examples provided by members. MP agreed to coordinate the provision of revised posters/campaign on behalf of the group
14	Multi-Storey Structures	Members requested to provide support for project via CONIAC on health and safety in multi-storey structures	ALL/BO	30-May-15	Done	Members to provide nominations to support the project to Barry Oliver
15	Impact wrenches for scaffold fittings	Review current guidance on the use of impact wrenches for tightening scaffold fittings	VC/HSE	03-Jul-15	Open	HSE to review if there is any specific guidance that they can provide. NASC to be contacted by VC to establish what their current guidelines are
15	Timber Frame Structures	Feedback to be provided following discussions at the Forum on the HSE letter to the Structural Timber Association on controls for construction of timber frame units less than 600m2	DM	30-Jun-15	Open	
		END - insert new lines above here				