



**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 12th JANUARY 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres	-	L B Bromley	(Chairman)
George Furmanski	-	L B Greenwich	(Secretary)
Brian Dobson	-	L B Newham	(Treasurer)
Colin Palmer	-	L B Redbridge	

APOLOGIES

John Peck - L B Havering

MINUTES OF THE STEERING GROUP MEETING HELD ON 10th NOVEMBER 2005

The minutes were agreed and accepted as a true record.

They can now be e-mailed to all ASELB members by CP.

Action - CP

MATTERS ARISING

Reported under subject headings.

FINANCIAL REPORT

BD reported the following –

Current Account balance – On 30th December 2005 (date of last statement) there was £2,878.81 at the bank. This figure does not include recent deposits or cheques paid but when these are taken into account the balance will be £2,786.87

Outstanding Associate Members' invoices – of the four invoices issued for Associate Members at the Autumn Seminar only one remains to be paid. One of the invoices was cancelled as it was issued in error

Invoices for the 2006 annual subscription have been issued to the 26 member boroughs. All were for £70 except two which were for £140 as they include the £70 subscription arrears for 2005.

The accounts for the year ended 31st March 2005 remain to be audited and the end of the current financial year is fast approaching. Steering Group agreed that the accounts for both financial years are audited as soon as possible after the end of March 2006 following receipt of the bank account statement to 31st March 2006.

2006 SPRING SEMINAR

BA has booked the ISE room for Friday 7th April 2006.

Steering Group agreed the final draft of the agenda tabled by BA.

One of the presentations would be by JP on the results of the structural checking questionnaire for which only 12 replies were received. GF said that many Members like himself do not work in Building Control or undertake checking for them and so they would not have had the required information to hand at the seminar to fill in the form. JP to ask outstanding boroughs to get their Building Control sections to fill in the form and return it back to him.

Action – JP

BA suggested that it may be beneficial to have an independent person present at the seminar to give feedback. Possibly someone from BRE, SCOSS, CROSS. Steering Group to consider. **Action - All**

Members were asked for feedback nearly two years ago. GF to review comments. **Action - GF**

ASELB REPORTS

ASELB WEBSITE

CP reported that because of the recent large scale update and tidy up no action was required.

BA would e-mail the Spring Seminar agenda for CP to post it on the web site. **Action – BA, CP**

BUILDING REGULATIONS AND FOUNDATIONS

Nothing to report but the structural sufficiency questionnaire results would be discussed at the Spring Seminar.

EUROCODES & STANDARDS

BA is attending the ISE Eurocode meeting next week. BA advised that one of the key drivers for the implementation of the structural Eurocodes in the UK will be the Government's Public Procurement Directive.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

Nothing to report but there will be a technical presentation at the Spring Seminar.

HEALTH AND SAFETY

BD handed out copies of two the HSE publications, "The RIDDOR Incident Contact Centre" and a guidance note on "Working Platforms on Forklift Trucks".

The CDM Regulations are being amended. There will be a more powerful role for the Planning Supervisor and there will be more onus on designers to design risks out.

There will be a new card scheme for visits onto construction sites, BD to obtain details. **Action - BD**

SUSTAINABILITY

Nothing to report but there will be a technical presentation at the Spring Seminar.

LOTAG

BA handed out the agenda of the last meeting for information. The next meeting will be held on 11th April 2006

ISE

BA asked if ASELB should mark the Institution's centenary in 2008. Steering Group to consider.

Action – All

ANY OTHER BUSINESS

BA has received an e-mail from a firm of consulting engineers in India requesting membership of ASELB. BA has replied informing them that we are an Association for London Local Authority structural engineers only.

CP was thanked for arranging the room and refreshments for today's meeting.

NEXT STEERING GROUP MEETING

Thursday 16th February 2006 at 1.00 pm in Room 72 Lynton House, 255/259 High Street, Ilford.

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 16th FEBRUARY 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres	-	L B Bromley	(Chairman)
George Furmanski	-	L B Greenwich	(Secretary)
Colin Palmer	-	L B Redbridge	
John Peck	-	L B Havering	

APOLOGIES

Brian Dobson	-	L B Newham	(Treasurer)
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MINUTES OF THE STEERING GROUP MEETING HELD ON 12th JANUARY 2006

The minutes were agreed and accepted as a true record.

They can now be e-mailed to all ASELB members by CP.

Action - CP

MATTERS ARISING

The hand written minutes of the Autumn seminar were received by GF from SD. Typed minutes have subsequently been e-mailed to members by CP.

JP has to finalise his questionnaire results.

Action - JP

Seminar feedback – BA will raise this at the Spring Seminar.

Action - BA

Members' feedback – GF tabled the results of the April 2004 survey.

Trussed rafter advice sheet – BA suggested that maybe MB could be approached. However, we are still awaiting communication article for ISE from MB.

Seminar agenda – has been sent by BA to CP.

New site visit card scheme – BA said BD has obtained details.

FINANCIAL REPORT

Written report was read out by GF in BD's absence. Summary of report follows -

Current Account balance – On 31st January 2006 (date of last statement) there was £3,398.81 at the bank.

This figure does not include recent deposits of £490.

Outstanding Associate Members' invoices – of the four invoices issued for Associate Members at the Autumn Seminar one invoice was cancelled as it was issued in error. Payment has now been received from the other three boroughs.

Invoices for the 2006 annual subscription were issued to the 26 member boroughs on 3rd January 2006.

All were for £70 except two which were for £140 as they include the £70 subscription arrears for 2005.

Payment has been received from 14 boroughs.

At the last Steering Group meeting it was agreed that the accounts for the last two financial years are audited as soon as possible after the end of March 2006 following receipt of the bank account statement to 31st March 2006.

2006 SPRING SEMINAR

BA has booked the ISE room for Friday 7th April 2006.

Agenda now on web site.

BA has invited Dr John Menzies (former Secretary of SCOSS) to the seminar to review and provide feedback to the Steering Group.

CP to send out seminar invitation on or about 10th March 2006.

Action - CP

Lunch venue booked.

ASELB REPORTS

ASELB WEBSITE

CP reported nothing has changed since last meeting. Spring seminar date and agenda have been posted on the site.

CP asked GF to send him the minutes of last year's Steering Group meetings and seminars. **Action -GF**

BUILDING REGULATIONS AND FOUNDATIONS

JP reported the case of a Building Control department being named in a court case dealing with heaving piled foundations. Apparently, the contractor, architect and structural engineer are all no longer trading so insurers are trying to sue the Building Control department.

Progressive collapse – many queries arising from submissions.

New BS5628:Part 1:2005 – Use of Masonry – includes new classes 1, 2A, 2B for disproportionate collapse. New Part L (Consvn. Of fuel and power) out at the end of April.

EUROCODES & STANDARDS

BA advised that the withdrawal of the existing British Standards is now 2010. Only two of the ten national annexes have been published so far.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

BA has contacted SD regarding the high profile of this topic at the forthcoming Spring Seminar.

HEALTH AND SAFETY

Nothing to report.

CP handed out a newsletter from his borough about H&S issues which may be applicable to other Local Authorities.

SUSTAINABILITY

New Parts L and P due out on 6th April 2006.

LOTAG

Nothing to report.

ISE

Nothing to report.

ANY OTHER BUSINESS

BA has downloaded some good information from BISON floor slabs showing tying details to satisfy disproportionate collapse tie requirements.

CP was thanked for arranging the room and refreshments for today's meeting.

NEXT STEERING GROUP MEETING

Thursday 11th May 2006 at 1.00 pm in Room 76 Lynton House, 255/259 High Street, Ilford.

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 22nd MARCH 2007
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres	-	L B Bromley	(Chairman)
George Furmanski	-	L B Greenwich	(Secretary)
Jaspal Sehmi	-	L B Newham	(Treasurer)
Colin Palmer	-	L B Redbridge	
Steve Davis	-	L B Enfield	

APOLOGIES

None.

MINUTES OF THE STEERING GROUP MEETING HELD ON 25th JANUARY 2007

The minutes were agreed and accepted as a correct record.

MATTERS ARISING

Reported under the various headings except for the following.

New members – JS reported that City of London have agreed to join ASELB. Tower Hamlets have indicated a wish to join but recent e-mails from JS have been unanswered. JS will telephone for a final try. Islington member has left the borough, e-mail has been sent to their District Surveyors department.

FINANCIAL REPORT

JS reported the following :-

Current Account balance – On 28th February 2007 (date of last statement) there was £3,139.27 in the bank. Since then a further sum of £500 in respect of 2007 annual subscriptions has been deposited leaving a balance of £3,639.27 in the bank.

2006 Autumn seminar invoices for the Associate Members – all payments have been received.

2007 Annual Subscriptions – Payments have been received from 19 member boroughs. An invoice has now been sent to the new member, City of London.

There has been no response from the three boroughs regarding outstanding payments for the 2006 annual subscription despite repeated reminders. Steering Group agreed not to pursue this matter anymore because no expenditure was incurred by ASELB since the three boroughs did not attend the two seminars held in 2006.

2007 SPRING SEMINAR

To be held on 27th April 2007.

BA handed out copies of the final agenda.

GF to e-mail CP minutes and attendance list for the 2006 Autumn seminar.

Action - GF

ASELB REPORTS

ASELB WEBSITE

CP had nothing to report.

BUILDING REGULATIONS AND FOUNDATIONS

BA reported that the new Part B (Fire) is now out. A few changes have been made such as for loft conversions where door closers and escape windows in the roof can be omitted subject to additional safeguards being provided in the building.

EUROCODES & STANDARDS

BA is involved with the drafting of the ISE guidance manual covering EC0 and EC1 (actions and wind loads). Should be ready mid-2008. BRE are writing the manual.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

SD reported that BRE have finally responded to his many phone calls and e-mails about the PII project. He was told that the work is currently "in the air" due to a lack of funding. An over-spend occurred on the first phase of the work and a recent bid for more funds was not successful. Barry Reeve and Stuart Matthews will meet to discuss the way forward.

HEALTH AND SAFETY

JS advised that the new CDM regulations come into effect on 6th April 2007 and the ACoP has just been published.

SUSTAINABILITY

SD circulated a technical brochure on a new weight-saving insitu concrete product called "Bubbledeck". Spheres are used as void formers in concrete slabs.

BA asked if any member was familiar with Screwfast piles. A discussion took place and it was noted that as no material arisings had to be taken off site these piles appear particularly useful on contaminated sites. It was agreed that this piling method could be a possible presentation at a future seminar.

LOTAG

BA advised that LOTAG members have recently held a one day workshop to look at raising their profile nationally in the Highways field.

LDSA appear to be under similar pressure following the formation of the newly re-branded LABC company.

ISE

The invitation from ICE's Thomas Telford Ltd to become a Eurocode Expert Content partner was discussed. The EEC's new manager has e-mailed BA asking if ASELB wish to join. It was agreed that Steering Group meet the manager to discuss matters before ASELB make a decision. Notwithstanding this aspect ASELB members' views will be sought at the Spring seminar before a decision is taken by the Steering Group.

ANY OTHER BUSINESS

1. SD circulated three publications about CPD linked to on-line construction related programmes run by en-power. Site address is www.en-power.co.uk/localauthority.

2. JS asked members' opinions on the use of gallows brackets. General views were that preferably they should not be used in lieu of a steel beam, but if they are used they should be located outside the sides of the chimney breast where the brickwork will not have been affected by the heat and gases from the flue. It is also prudent to check if any adjoining property has an "opposing" breast on the other side of the party wall as a back-to-back layout will present a worse case. Party Wall Act will need to be complied with.

3. MACE school buildings system – GF’s borough have at least three MACE schools and he is seeking information on the system. The ISE library has given him a number of sources of information. He will draft a short article and send to CP for posting on the web site. **Action - GF, CP**

4. Disproportionate collapse – CP and BA informed that some consultants have approached their Building Control sections and asked what their requirements are for complying with Part 2A. It was agreed that it is not the LA’s responsibility to tell consultants what to do, the rules are laid out in the relevant British Standards for achieving robustness and providing adequate horizontal ties. Other ways include carrying out a risk assessment and using key elements.

5. CP was thanked for arranging the room and refreshments for today’s meeting.

NEXT STEERING GROUP MEETING

Thursday, 24th May 2007 at 1.00pm in Room 77, Lynton House, Ilford



**MINUTES OF THE ASELB SPRING SEMINAR
HELD ON FRIDAY 7th APRIL 2006
AT THE INSTITUTION OF STRUCTURAL ENGINEERS**

1. PRESENT

- 1.1 26 Engineers from the member boroughs, 3 Honorary members, 1 guest, 4 guest speakers.
The attendance list is attached.
- 1.2 Apologies were received from John Yiangou (Haringey).

2. CHAIRMAN'S OPENING ADDRESS

- 2.1 Chairman (Barry Ayres – Bromley) introduced himself and welcomed the members present.
- 2.2 Chairman welcomed the guest speakers who would be giving the technical presentations and Dr John Menzies who is an independent engineering consultant and past secretary of SCOSS and who did such a good job of writing the ICE guidance document on multi-storey car parks. He is here today to provide support and direction for ASELB.
- 2.3 Chairman commented that it was reassuring to belong to ASELB where members can pool information, share problems, network, and communicate through the ASELB website.
- 2.4 Chairman informed members that the ISE is celebrating its centenary in 2008. Amongst ideas being developed, an exhibition, commemorative stamps, media events and much more. It is an excellent opportunity to be part of the celebrations and raise the awareness of ASELB. Members are asked to let the Steering Group know of any event they consider ASELB can be part of.

3. MINUTES OF THE AUTUMN SEMINAR HELD ON 7th OCTOBER 2005

- 3.1 The minutes were accepted as a true and accurate record of the meeting after the attendee for Lewisham was changed from Malcolm Smith to Mike Payami.

4. FINANCIAL REPORT

The Treasurer, Brian Dobson (Newham), reported as follows –

Current Account Balance

On 28th February 2006 (date of last statement) there was £4,378.81 at the bank. Since that time a further £140.00 has been banked.

Outstanding members' invoices

For the 2006 Annual Subscriptions, 24 invoices of £70 and two invoices of £140.00 (these being for two boroughs in arrears) were issued on 3rd January 2006 for which 20 payments have now been received.

For the 2005 Autumn seminar, 3 invoices were issued on 8th November 2005 (for a total of £100) for which all payments have now been received.

Outstanding receipts and payments due

There are no outstanding receipts or payments due at this time. However, there will be various payments made and invoices issued in connection with this seminar.

Auditing of Accounts

The accounts for the year ending 31/3/2005 and 31/3/2006 will be audited shortly.

5. ASELB BUSINESS

Points of Contact reports were provided as follows :-

Website

Colin Palmer (Redbridge) has updated the website recently. Colin requested members to send details of interesting schemes (pdf format) including photographs for inclusion onto the site. Any information should be sent to the Chairman for Steering Group approval before being put on the web site.

Health and Safety - Brian Dobson (Newham) reported as follows.

At meetings of the Steering Group, Health and Safety matters have been discussed and as he has reported before, he has endeavoured to find helpful web-based guidance which can be of benefit to ASELB members and their staff. The following topics have been discussed and he recommends their consideration by members.

1. Working Platforms (non-integrated) on Forklift Trucks

The relevant web address for this publication is -

<http://www.hse.gov.uk/workplacetransport/pm28.pdf>

This guidance advises on the manner in which forklift trucks may be used to support working platforms at height.

2. The RIDDOR Incident Contact Centre

For further information see - <http://www.hse.gov.uk/pubns/misc310.pdf>

The HSE has advised that they have set up an Incident Reporting Centre as a "one-stop" reporting service for work related health and safety incidents.

3. Personal Protective Equipment at Work Regulations 1992

The appropriate link is as follows – <http://www.hse.gov.uk/pubns/indg174.pdf>

This includes recently published concise guidance which is a useful summary of what equipment should be provided by employers.

Eurocodes – John Peck (Havering) reported that EC2 (concrete) is with us including the national annexe. It appears very complicated, a recent one day seminar was not enough. He foresees major difficulties with its use, he was informed that it would be mandatory by 2008. Duncan Groom (Havering) was also on recent course and said that you need six separate documents to design to EC2. It will be very unwieldy and probably costly.

Building Regulations and Foundations – Chairman reported that Parts L1, L2 and F came into force yesterday. Disproportionate collapse queries particularly related to masonry to be sent to the former ODPM. Horizontal and vertical ties in existing buildings are problematic due to factors such as existing tenants, different owners.

Chairman handed out copies of his written report to the LoTAG Group 2 meeting held on 9th May 2006.

Sustainability – John Peck (Havering) advised that to undertake a new building project it has to comply with the new Part L of the 1984 Building Act regulations. These new rules were brought in to help the government meet their CO2 emission targets and basically if one cannot demonstrate certain fixed parameters such as insulation, efficiency of building services plant, solar gain, ventilation, air leakages, etc., the building should not be built.

6. TECHNICAL PRESENTATIONS

Topic - Building Regulations - Part A questionnaire results and conclusions

Speaker - John Peck – LB Havering

John Peck read out the results of the survey and then issued copies of the same. Steering Group will consider the results and decide on what to do with them, possibly approach SCOSS.

BA read out letter from SCOSS to Sue Doran about the implementation of the Eurocodes.

Topic - Management of ageing assets- Multi-storey dwelling blocks – Pii Project results and conclusions

Speakers - Stuart Matthews and Barry Reeves - BRE

The speakers gave an interesting and informative presentation. The assessment of large concrete panel structures was started with Ronan Point in 1968. There has been no guidance since the 1987 report and guidance. Recent BRE research undertaken into the structural behaviour of two LPS systems using three buildings, 2 No. BISON WALLFRAME and 1 No. REEMA. Gas explosion loads were achieved with hydraulic jack loads onto wall panels. One reason for these guidance investigations is to extend the blocks' useful life.

New LPS guidance document to be issued by BRE later this year and it will include LPS assessment methodology.

Topic - Sustainable construction – A case study of the “Monet” bridge

Speaker - Chris Shaw – Chartered Structural Engineer

The speaker gave an interesting and informative presentation on this topic.

Topic - Structural engineering – Much success and some failures

Speaker - Frank Weare – Chartered Structural Engineer

The speaker gave an interesting and informative presentation on this topic.

7. CHAIRMAN'S CLOSING REMARKS

Chairman thanked the four guest speakers for their excellent presentations. If possible copies of the presentations will be made available.

He reminded members to visit and make use of the ASELB web site. The next seminar will probably be in early October 2006 and will include the election of a new Steering Group.

Chairman thanked fellow Steering Group members for organising this Spring seminar and thanked all present for attending.

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Association for Structural Engineers of London Boroughs

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 11th MAY 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres	-	L B Bromley	(Chairman)
George Furmanski	-	L B Greenwich	(Secretary)
Brian Dobson	-	L B Newham	(Treasurer)
Colin Palmer	-	L B Redbridge	
John Peck	-	L B Havering	

APOLOGIES

None

MINUTES OF THE STEERING GROUP MEETING HELD ON 16th FEBRUARY 2006

The minutes were agreed and accepted as a true record.

They can now be e-mailed to all ASELB members by CP.

Action - CP

MATTERS ARISING

Reported under the various headings.

FINANCIAL REPORT

BD reported the following -

Current Account balance – On 28th April 2006 (date of last statement) there was £3,915.66 at the bank.

This figure does not include a recent deposit of £100 or the venue payment to ISE for the Spring seminar.

Outstanding Members' invoices – Invoices for the 2006 annual subscription were issued to the 26 member boroughs on 3rd January 2006. All were for £70 except two which were for £140 as they include the £70 subscription arrears for 2005.

Payment has been received from 23 boroughs.

Four invoices were issued on 21st April 2006 for Associate Members who attended the recent 2006 Spring Seminar, three for £25 and one for £100. Payment of the £100 invoice has been received.

Auditing of the accounts for the years ending March 2005 and 2006 is now overdue.

2006 SPRING SEMINAR

Steering Group agreed it was a good seminar. Good feedback was received on the day from attendees.

GF to draft the minutes.

Action - GF

2006 AUTUMN SEMINAR

Provisional date is Friday 6th October 2006. BA to check with ISE for room availability.

Steering Group elections must be held. GF to draft ballot paper.

Members to be e-mailed and asked if they have an interest in joining the Steering Group.

Action - GF

Possible technical topics – Eurocodes, BISON for disproportionate collapse tying details.

ASELB REPORTS

ASELB WEBSITE

CP has updated the site after comments and feedback following the Spring seminar.
Presentation notes from the seminar to be posted on the site when received.

Action - CP

BUILDING REGULATIONS AND FOUNDATIONS

First draft of letter to SCOSS issued by JP for comment.

Action - All

EUROCODES & STANDARDS

BA issued a Eurocode update schedule.

JP advised that the drafting committee for the EC6 masonry manual has probably met for the last time.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

LPS seminar presentation to be put on the web site.

Look forward to the full report from BRE.

Action - CP

HEALTH AND SAFETY

BD handed out copies of the HSE bulletin detailing the new timetable for implementing the revised CDM Regulations. Implementation has been postponed from 1st October 2006 to Spring 2007.

SUSTAINABILITY

Nothing to report.

LOTAG

BA handed out copies of his report given to the LOTAG meeting on 9th May 2006.

ISE

Nothing to report. Do ASELB want to contribute to ISE's centenary celebrations.

Action - All

ANY OTHER BUSINESS

BA handed out details of BRE seminars in May, June, July on aspects of the Building Better Schools programme.

CORUS are holding a free "Sustainability 2006" seminar on 28th June.

BA asked if ASELB's technical bulletins dated 1999 require updating.

CP was thanked for arranging the room and refreshments for today's meeting.

Action - All

NEXT STEERING GROUP MEETING

Thursday 27th July 2006 at 1.00 pm in Room 76 Lynton House, 255/259 High Street, Ilford.



Association for Structural Engineers of London Boroughs

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 29th JUNE 2006
AT THE INSTITUTION OF STRUCTURAL ENGINEERS, LONDON**

PRESENT

Barry Ayres	-	L B Bromley	(Chairman)
George Furmanski	-	L B Greenwich	(Secretary)
Brian Dobson	-	L B Newham	(Treasurer)
Jaspal Sehmi	-	L B Newham	
John Peck	-	L B Havering	

APOLOGIES

None

REASON FOR THE MEETING

The meeting was arranged following BD's news that he was leaving Newham next month and would therefore be resigning as Treasurer. BD's colleague, Jaspal Sehmi (JS), would become the Member for Newham and he was also willing to take over as Treasurer until the Steering Group elections in the Autumn.

Steering Group agreed that JS would be appointed the Treasurer at the end of this meeting and hold the post until the Steering Group elections in the Autumn.

TREASURER'S REPORT

BD will hand over to JS all the ASELB paper and electronic files and the cheque and paying-in books. BD has spoken to the bank about amending the signatories mandate and he has drafted a suitable letter to the bank. The three current signatories signed the letter, BD will send the letter to the bank.

2006 AUTUMN SEMINAR

Date is Friday 6th October 2006.

BA tabled a draft agenda, this now does not include a presentation from BISON because the speaker is unable to attend.

BA has had a meeting with John Carpenter of SCOSS about the structural concerns being raised by some Members, such as structural checking of calculations by Building Control departments and Approved Inspectors, boundary walls. John Carpenter advised that people can go to the SCOSS web site, download a form and send the completed form back to SCOSS. John Carpenter is willing to speak at the Autumn seminar. Steering Group agreed a revised agenda which includes a 30 minute presentation by John Carpenter. BA to contact all speakers and get them to confirm their attendance.

NEXT STEERING GROUP MEETING

Thursday 27th July 2006 at 1.00 pm in Room 76 Lynton House, 255/259 High Street, Ilford.

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 27th JULY 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

George Furmanski	-	L B Greenwich	(Secretary)
Jaspal Sehmi	-	L B Newham	(Treasurer)
Colin Palmer	-	L B Redbridge	

It was agreed that CP would chair the meeting.

APOLOGIES

Barry Ayres	-	L B Bromley	(Chairman)
John Peck	-	L B Havering	

MINUTES OF THE STEERING GROUP MEETINGS HELD ON 11th MAY and 29th JUNE 2006

The minutes were agreed and accepted as a true record.

MATTERS ARISING

1. GF reported that draft minutes of the 2006 Spring seminar were complete except for one section for which he required further information from JP. **Action - GF**
2. CP to check if notes of the technical presentations at the Spring seminar have been posted on the web-site. **Action - CP**

FINANCIAL REPORT

JS reported the following -

Current Account balance – On 31st May 2006 (date of last statement) there was £4,035.46 at the bank. This figure does not include a recent receipt of £25 and two payments of £141 and £72.95.

Outstanding Members' invoices – Invoices for the 2006 annual subscription were issued to the 26 member boroughs on 3rd January 2006. All were for £70 except two which were for £140 as they include the £70 subscription arrears for 2005.

Payment has been received from 23 boroughs.

Four invoices were issued on 21st April 2006 for Associate Members who attended the recent 2006 Spring Seminar, three for £25 and one for £100. One £25 invoice still to be paid.

Bank account signatories – Brian Dobson having resigned as Treasurer, needs to be replaced as one of the signatories. Forms have been obtained from the bank and partially filled in by BD.

Steering Group agreed to defer deciding on a new signatory until after the forthcoming Steering Group elections in October since no payments were due and both BA and GF are still authorised signatories.

Auditing of the accounts for the years ending March 2005 and 2006 – JS handed over to CP the financial paperwork for these two years. CP would forward same to the auditor.

2006 AUTUMN SEMINAR

Date is Friday 6th October 2006. Final draft agenda was agreed.

GF to draft ballot paper for the Steering Group elections.

Action - GF

New Steering Group members are needed. Members to be e-mailed and asked at the seminar if they have an interest in joining the Steering Group.

ASELB REPORTS

ASELB WEBSITE

CP has updated the site after comments and feedback following the Spring seminar.

BUILDING REGULATIONS AND FOUNDATIONS

Nothing to report.

EUROCODES & STANDARDS

On behalf of BA, GF asked for suggested questions on “what, why and when of Eurocodes” that require answers and could be printed in the ISE journal. Steering Group members to send any questions direct to BA.

Action - All

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

Nothing to report.

HEALTH AND SAFETY

Brian Dobson has resigned from the Steering Group and therefore nothing to report. New contact to be appointed after the Autumn seminar.

SUSTAINABILITY

Nothing to report.

LOTAG

Nothing to report.

ISE

Nothing to report.

ANY OTHER BUSINESS

CP was thanked for arranging the room and refreshments for today’s meeting.

NEXT STEERING GROUP MEETING

After the Autumn seminar unless a need arises to hold a meeting before the seminar.



**MINUTES OF THE ASELB AUTUMN SEMINAR
HELD ON FRIDAY 6th OCTOBER 2006
AT THE INSTITUTION OF STRUCTURAL ENGINEERS**

1. PRESENT

- 1.1 21 Engineers from the member boroughs, 1 Honorary member, 3 guest speakers.
The attendance list is attached.
- 1.2 Apologies were received from David Rumsey (Ealing), Logi Logitharajah (Haringey), Tim Dungate (Sutton), Manohar Bhavra (Honorary Member), Doug Pittam (Honorary Member).

2. CHAIRMAN'S OPENING ADDRESS

- 2.1 Chairman (Barry Ayres – Bromley) introduced himself and welcomed the members present and the guest speakers who would be giving the technical presentations.
- 2.2 Chairman read through the agenda and spoke briefly about the Steering Group elections to be held. All members were eligible for election onto the Steering Group.
- 2.3 Chairman informed the meeting that since the Spring Seminar there has been a change to the Steering Group, Brian Dobson has resigned because he has left Newham Council. He was pleased to report that Steering Group agreed to Brian's proposal that Jaspal Sehmi (Newham) take over the Treasurer's role until the Steering Group elections today.

3. MINUTES OF THE SPRING SEMINAR HELD ON 7th APRIL 2006

- 3.1 The minutes were accepted as a true and accurate record of the meeting.
- 3.2 Matters Arising
 - 3.2.1 Item 2.2 - John Menzies's attendance at the seminar has led to the SCOSS presentation today.
 - 3.2.2 Item 2.4 - ISE centenary in 2008 – members are asked to send any ideas to the Steering Group.

4. FINANCIAL REPORT

The Treasurer, Jaspal Sehmi (Newham), reported as follows –

Current Account Balance

On 31st July 2006 (date of last statement) there was £3,846.51 at the bank. This figure does not include a recent payment of £160.00.

Outstanding members' invoices

For the 2006 Annual Subscriptions, 26 invoices were issued on 3rd January 2006. Payment has been received from 23 boroughs.

2006 Spring seminar - 4 Associate member invoices were issued on 21st April 2006, three for £25 and one for £100. One invoice for £25 still to be paid.

Outstanding payments due

There are no outstanding payments at this time.

Auditing of Accounts

The accounts for the years ended 31/3/2005 and 31/3/2006 were audited on 29 July 2006. It is the Auditor's opinion that the accounts, as prepared, correctly show the receipts and payments to ASELB for these two financial years.

5. ASELB BUSINESS

Points of Contact reports were provided as follows :-

Website

Colin Palmer (Redbridge) has updated the contact list. He has added a couple of links on Eurocodes which are downloadable in small elements, design of columns and beams with worked examples.

He asked for photographs of interesting schemes/work (pdf format) which could be included on the web site. Any information should be sent to the Chairman for Steering Group approval before being put on the web site.

Eurocodes

A technical presentation on the current position of the new Eurocodes will be given by Dr Susan Doran (IStructE) later in the seminar.

John Peck (Havering) who is on the working party for EC6 (Masonry) reported that a manual is being prepared for this Eurocode.

Chairman reported that ISE have published a manual for EC2 (Concrete). He is on the working party for EC1 (Accidental actions). These manuals stand alone and the Eurocode is not required.

Building Regulations and Foundations

John Peck (Havering) reported that the disproportionate collapse requirement is currently having problems with PCC planks bearing on walls. Horizontal ties are required and these ties compromise the sound insulation requirements. BDA provide details of how to achieve tie and sound insulation. Problems also arising where existing four storey buildings are having an additional storey put on, the change from four to five storeys goes into the next category. He asked members to send him information of similar problems encountered when checking or designing.

Steve Davis (Enfield) suggested posting these problems on the ASELB website.

Building Regulations questionnaire - John Peck will be sending the results to SCOSS.

Chairman mentioned the problem of rising ground water levels under London which, if not controlled, could adversely affect structures in London. He has asked Trevor Pennell (Enfield) and Doug Pittam (Honorary Member) to look at this subject.

Trevor Pennell reported that he has already obtained some information and has contacts at the Environment Agency (EA). He reported that the EA (Thames Region) produces an annual report on the state of groundwater levels in the Chalk aquifer beneath London. This aquifer is confined under most of London by London Clay which is up to 80m thick in places. The impermeability of the clay prevents the water table reaching the surface and causes artesian pressure to build up underneath the clay as levels rise slowly increasing the clay's saturation.

It is this re-saturation that could affect the stability of certain foundations and cause ingress of water into tunnels in the London Clay. The extent by which the stability of structures has been compromised has not been quantified.

The EA is monitoring nearly 200 boreholes across London and their "GARDIT" team have been set up to control water levels to maintain the integrity of underground structures in the London Clay.

Trevor Pennell suggested that Steering Group consider getting a speaker from the EA for the next Spring seminar.

6. TECHNICAL PRESENTATION

Topic - Eurocodes – the challenge ahead

Speaker - Dr Susan Doran – I StructE

By 2007 most European national standards design codes will co-exist with the new Eurocodes which by 2010 will be mandatory for all European public works.

Most of the Eurocodes have been published, remainder out this year. National Annexes due out by end of 2007 except for one due out in 2008.

ISE are looking at producing a suite of design manuals. First manual now produced for design of concrete building structures in EC2. Also have produced 3rd edition of the standard method of detailing structural concrete which is up to-date and compatible with Eurocodes.

Manual for EC1 (Actions) - work started recently

Manual for EC5 (Timber) - publication in 2007

Manual for EC6 (Masonry) - publication in 2007

Manual for EC8 (Seismic) - publication in 2008

Planned but not started is the manual for EC3 (Steelwork), problems of collaboration for funding at present.

The Eurocodes will not be mandatory but British Standards will not be updated and may not cover current developments.

The activities of the Standing Committee dealing with the implementation of the Eurocodes are :-

1. BSI
2. Eurocode Expert website. This ISE/ICE site will be relaunched probably in Dec. 2006.
3. Public Procurement directive
4. Date for inclusion in Approved Document A
5. Articles for the Building Control community.

7. TECHNICAL PRESENTATION

Topic - Safety – Risk Management and Disproportionate Collapse

Speaker - John Carpenter – SCOSS Secretary

SCOSS is a safety review body set up after the 1960/70's major building collapses.

It uses a holistic safety approach. Structural safety in the design codes gives only 25% coverage, industry guidance also about 25% coverage, whereas hazard management covers the whole field or area.

Risk management can be broken down into challenges, opportunities, and the risks associated with the 3 Ps (people, processes, products).

Aids to good risk management are –
cultural change – education, learning by example
management support
simple advice – ISE booklet, designer and industry guidance

Disproportionate Collapse - do we need to consider:-

NIST (draft) report

Issues – Class 2A/2B buildings, Hybrids, consistency, Class 3

SCOSS can be contacted on their website, SCOSS.org.uk. The confidential site for reporting problems is CROSS.

8. STEERING GROUP ELECTION

Secretary handed out the voting paper to the thirteen members present and explained the voting procedure. The election officer was Chris Rajaratnam (Honorary Member).

The votes cast by members were as follows :-

Barry Ayres	(Bromley)	12 votes
George Furmanski	(Greenwich)	11 votes
Jaspal Sehmi	(Newham)	11 votes
John Peck	(Havering)	10 votes
Colin Palmer	(Redbridge)	10 votes
Steve Davis	(Enfield)	9 votes
John Waddington	(Croydon)	2 votes
Keith Sellwood	(Waltham F)	2 votes

David Rumsey	(Ealing)	1 vote
John Piggin	(Hillingdon)	1 vote
Brian Jolly	(Hounslow)	1 vote
Malcolm Smith	(Lewisham)	1 vote

In accordance with the Constitution and Rules of ASELB the persons receiving the six highest number of votes were elected onto the Steering Group. The new Steering Group will elect the Chairman, Secretary and Treasurer at their next meeting to be held later this month.

9. TECHNICAL PRESENTATION

Topic - Underpinning and piled house foundations

Speaker - David Postles – Abbey Pynford PLC

The speaker gave an interesting and informative presentation on some of his company's underpinning systems in particular their cantilever pile and beam, piled raft and jacked piles options.

For foundations for new housing they offer "Housedeck" and for new commercial developments they offer "Comdeck". A design and build service is offered up to DPM/DPC level.

Technical literature was handed out by the speaker at the end of his presentation.

10. CHAIRMAN'S CLOSING REMARKS

Chairman thanked the three guest speakers for their excellent presentations.

He advised members that he will be attending a SCOSS forum to discuss Class 2A/2B aspects of progressive collapse. Communicating any issues and concerns is important, members should use the ASELB website and contact the Steering Group so he can forward issues and concerns to the meeting.

Chairman thanked fellow Steering Group members for organising this Autumn seminar and thanked all present for attending. The next seminar is provisionally booked for 27th April 2007.

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 26th OCTOBER 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres	-	L B Bromley
George Furmanski	-	L B Greenwich
Jaspal Sehmi	-	L B Newham
Colin Palmer	-	L B Redbridge
John Peck	-	L B Havering
Steve Davis	-	L B Enfield

APPOINTMENTS

The following appointments were agreed –

Chairman	Barry Ayres
Secretary	George Furmanski
Treasurer	Jaspal Sehmi

It was also agreed that these three members would be the bank account signatories.

MINUTES OF THE STEERING GROUP MEETINGS HELD ON 27th JULY 2006

The minutes were agreed and accepted as a correct record.

MATTERS ARISING

Reported under the various headings.

FINANCIAL REPORT

JS reported the following -

Current Account balance – On 29th September 2006 (date of last statement) there was £3,686.51 at the bank. This figure does not include a payment of £619.15. If this is taken into account then there is £3,067.36 at the bank.

Outstanding Members' invoices – Invoices for the 2006 annual subscription were issued to the 26 member boroughs on 3rd January 2006. All were for £70 except two which were for £140 as they include the £70 subscription arrears for 2005. Payment has been received from 23 boroughs.

Four invoices were issued on 21st April 2006 for Associate Members who attended the 2006 Spring Seminar, three for £25 and one for £100. One £25 invoice still to be paid.

Reminders have been sent to the four boroughs for the outstanding payments.

There are no outstanding ASELB payments at this time.

The accounts for the years ended 31/3/05 and 31/3/06 were audited on 29 July 2006. It is the Auditor's opinion that the accounts, as prepared, correctly show the receipts and payments to ASELB for these periods. The audit fee was £160.00 for both years.

GF will send JS the attendance list for the Autumn seminar.

Action - GF

BA will contact Westminster and SD will contact Tower Hamlets regarding continued membership.

Action – BA, SD

JS will review ASELB income and expenditure for the next meeting so that a decision can be made on the 2007 Annual subscription.

Action - JS

2006 AUTUMN SEMINAR

Steering Group agreed that it was a good seminar. Must remember to send SCOSS our concerns about Approved Inspectors.

Action - All

Rising ground water table in London – BA advised that Doug Pittam (HM) has arranged for an Environment Agency representative to speak at the Spring seminar.

BA is attending a meeting next week with SCOSS and representatives from concrete and timber construction to discuss various construction details and Approved Inspector concerns.

2007 SPRING SEMINAR

Date was agreed as Friday 27th April 2007 and the venue would ISE.

Technical presentation topics – Environment Agency rep. on rising ground water, JP will get a BISON rep. on tying details and disproportionate collapse, SD will get a rep. to speak on a new structural fixing which is expansive but has the advantage of resin types. BA would produce draft agenda.

Action – BA, JP, SD

ASELB REPORTS

ASELB WEBSITE

Domain and web site fees due to be paid shortly.

BA mentioned that at present 9 boroughs are not members. It would be good if someone could contact these boroughs and find the relevant person to ask if they wish to become members of ASELB. He asked if one of CP/JP/SD could be membership secretary and contact these boroughs, please could they consider this matter for the next Steering Group meeting.

Action – CP, JP, SD

BUILDING REGULATIONS AND FOUNDATIONS

JP's borough is holding an in-house seminar next month on the changes to the Building Regulations. He has noted an increase in his borough of subsidence incidents this year.

BA tabled an advert for a one day course on micro-piles by the International Society for micro-piles.

EUROCODES & STANDARDS

Nothing to report.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

SD confirmed that he has spoken to Barry Reeve's colleague at BRE, at present there are problems in completing the new assessment document. SD will be sent an update.

2012 will be the time for full appraisals of LPS high rise as it will be 25 years after the first report.

HEALTH AND SAFETY

JS will be attending a course on the new CDM regulations.

JP mentioned that communal aerials on high rise buildings can pose a H & S risk.

SUSTAINABILITY

JP advised that structural engineers have an input into the BRE Energy Assessment Management procedure.

LOTAG

BA advised that he will be attending a meeting on 14th November 2006 at TfL.

ISE

Nothing to report.

ANY OTHER BUSINESS

CP was thanked for arranging the room and refreshments for today's meeting.

NEXT STEERING GROUP MEETING

Thursday, 7th December 2006 at 1.00pm in Room 76, Lynton House, Ilford

**MINUTES OF THE ASELB STEERING GROUP MEETING
HELD ON THURSDAY 7th DECEMBER 2006
AT REDBRIDGE COUNCIL OFFICES, LYNTON HOUSE, ILFORD**

PRESENT

Barry Ayres - L B Bromley (Chairman)
George Furmanski - L B Greenwich (Secretary)
Jaspal Sehmi - L B Newham (Treasurer)
Colin Palmer - L B Redbridge

APOLOGIES

None

MINUTES OF THE STEERING GROUP MEETINGS HELD ON 26th OCTOBER 2006

The minutes were agreed and accepted as a correct record.

MATTERS ARISING

Reported under the various headings except for the following.

Membership – BA has contacted Hillingdon, Andy Perryman will be the new member. BA still trying to contact someone at Westminster. JS said Tower Hamlets may have a prospective new member.

GF has sent JS attendance list for Autumn Seminar.

Approved Inspector concerns to SCOSS – JP to send if not already done.

Action - JP

FINANCIAL REPORT

JS reported the following.

Bank account change of signatories form has been handed in to the bank. He awaits their letter of confirmation.

Current Account balance – On 24th November 2006 (date of last statement) there was £3,092.36 at the bank.

Autumn seminar invoices for the Associate Members have been sent out to four boroughs.

Outstanding Members' invoices – 3 boroughs still have not paid the 2006 annual subscription. It was noted that they did not attend the two seminars this year.

The only ASELB payment due is for the renewal of the ASELB domain and webspace. (£33.94).

2007 Annual Subscription – JS provided details of the income and expenditure for this year and the current surplus in the bank account. Following a discussion Steering Group agreed to reduce the annual subscription for 2007 to £50.00 per member borough and the Associate Member fee should remain at £25.00 per person per seminar.

2007 SPRING SEMINAR

BA has booked the ISE venue for 27th April 2007.

BA tabled a draft agenda, this will be agreed once attendance of proposed speakers have been confirmed by the relevant Steering Group member. **Action – BA, JP, SD**

ASELB REPORTS

ASELB WEBSITE

Domain and webspace fees due to be paid. CP received cheque from JS.
CP will update members list following the recent Autumn Seminar.

Action – CP

BUILDING REGULATIONS AND FOUNDATIONS

BA handed out copies of the decision by the Secretary of State for Communities and Local Government regarding compliance with Requirement A3 (Disproportionate collapse) of the Building Regulations in respect of building work to add a storey and lift shaft to an existing four storey block of flats in the London Borough of Bromley.

BA handed out copies of SCOSS's post workshop summary notes for the recently held workshop to discuss '2A/2B' aspects of progressive collapse.

EUROCODES & STANDARDS

Nothing to report.

ASSESSMENT OF MULTI-STOREY DWELLING BLOCKS

Nothing to report

HEALTH AND SAFETY

JS will review the new CDM regulations notes he received at a recent course. He will send a copy of the notes to Steering Group meeting.

Action - JS

SUSTAINABILITY

JP will report at the next meeting.

Action - JP

LOTAG

BA attended the last meeting on 14th November 2006 at TfL and submitted an ASELB report..

ISE

Nothing to report.

ANY OTHER BUSINESS

CP was thanked for arranging the room and refreshments for today's meeting.

NEXT STEERING GROUP MEETING

Thursday, 25th January 2007 at 1.00pm in Room 77, Lynton House, Ilford
