

<b>Present:</b>	Robert Speakman (In the Chair)	Aarsleff
	Andrew Carpenter	Bachy Soletanche
	Phil Hines	Bachy Soletanche
	Colin Williams	BBGE
	Phil Matthews	Cementation
	Roger Cox	Central Piling
	Ian Riley	Expanded
	Brian Hill	FK Lowry
	Tracy Pyatt	Keller
	Simon Jackson	Keller
	Charlie Kilkenny	Keltbray
	Dean Page	Rock and Alluvium
	Gary Levers	Van Elle
	<b>In attendance:</b>	Ciaran Jennings
Aimee McDermott		FPS Administrator

No.	Topic	Action
1.	<p><b>Apologies</b></p> <p>Desmond Hanrahan (Murphy GE), Alan Turner (Martello Piling), Simon Jones (Keller), Monika Lewis (Cementation Skanska), Peter Kerr (Dawson Wam), Carl Hassell (RBL), Nicholas Thomas (Bauer) and Lee Cain (Keltbray).</p>	
2.	<p><b>Approval of the Minutes of the meeting held on the 6<sup>th</sup> September 2018</b></p> <p>Andrew Carpenter proposed and Brian Hill seconded the minutes of the last meeting.</p>	
3.	<p><b>Matters Arising (not covered elsewhere)</b></p> <p>a) Cage Supplier Safety Issues</p> <p>Phil Hines updated the group on the Cage Supplier Safety group. He advised that a meeting has been held and that the group are working on a standard for the loading and unloading of cages. The group plans to meet with suppliers and ask them to become Associate Members and then set up an audit system with them. Phil noted that there is a Thames Tideway standard available and that this document is being used as a template and adapted by Nick Thomas at Bauer into an audit schedule with hopes it will be established in a few weeks.</p> <p>Phil also noted that a joining of cages working group is in process and that they hope to meet up in the next quarter. Phil advised that both groups currently have enough volunteers.</p> <p>b) Manual Handling H&amp;S campaign</p> <p>Phil Hines advised that Andy Eggesden will be leading this group and that they are waiting for a Van Elle representative. Phil reminded the group that automating manual handling wherever practicable was a key aim for the FPS and that all MDs had agreed to this. Phil noted that currently there is no document regarding this in existence and that a solution is needed.</p> <p>c) Learning and Development Forum</p> <p>Ciaran Jennings reported that John Chick had relayed his vision for this forum at the previous Quarterly Committee meeting. Ciaran advised that a fairly lengthy but quite simple questionnaire will be issued to members for completion. He noted that</p>	

	<p>it includes questions on formal/informal training, as well as the future needs of the industry.</p> <p>Ciaran advised that from the questionnaire results John is hoping to map the training needed by the industry and identify any gaps.</p> <p>d) CITB Training Standards meeting</p> <p>Ciaran Jennings advised that this is something the CITB are still working on.</p> <p>Phil Hines explained that the CITB had had a meeting about the provision of plant training in the industry and that he is awaiting feedback from Carl Hassell. Phil noted that the general direction is that the CITB are reviewing their role in the accreditation process and that there are some other organisations that are at the point where they can accredit Plant training. Phil advised that there will be others than CITB and CPCS and the question is who will be setting the standard and which ones will be the most appropriate to use.</p> <p>Ciaran Jennings added that the short course standards developed previously are effectively CITB standards and that the aim is to have an online directory with all available grant funded training that can be reviewed and training selected from it. This system will primarily be for short courses, so it will be unlikely to see an NVQ on there.</p> <p>e) HAVS- Hand-Arm Vibration Syndrome and Whole Body Vibration</p> <p>Charlie Kilkenny advised that Keltbray have a tool which can measure vibration on tools and can be programmed to find accurate magnitude levels and can record data. This has enabled the collection of a wide database of information on HAVS and whole body vibration. He noted that with the levels of vibration present on the powered tools used on site, they could only be used for 34 minutes a day.</p> <p>Simon Jackson reported that Keller uses a system called Reactec to measure this.</p> <p>f) Australian Piling Fatality</p> <p>Ciaran Jennings reported that he had not heard any more on the Australian Piling Fatality. He noted that this may be due to the on-going investigation and noted that more information about this may be made available in the next year.</p> <p>Colin Williams recalled that an incident had occurred 20 years ago on a Junttan involving the auxillary line when the mast was raked back and it came under stress. A visual standard was developed and he believed that the line is now generally hooked behind the gate on the rig. They tend to use large cable ties that will break if the line comes under tension so that it does not whip out and injure someone.</p> <p>Bob Speakman advised that members look back at the slides issued with the initial report on this and think at the best way to use this for their businesses.</p>	All
4.	<p><b>Service Strikes: FPS Response to HSE re: HS2</b></p> <p>Bob Speakman reported that the FPS is still reviewing its response to the HS2 regarding service strikes. Ciaran Jennings advised that HSE had been told the FPS are currently devising a response to this. Ciaran noted that this had been investigated as a service had been struck during HS2 works which had then been highlighted to HSE. In response, HSE had approached several trade associations for a response to this.</p> <p>There was some discussion regarding ground investigation and how it is currently carried out. There was an overall consensus that there is a lack of information and awareness about service strikes and the importance of good ground investigation. It was noted that ground penetrating radar only extends to a few metres depth. In this instance the cable was 11m down and so would not have been detectable.</p>	
5.	<p><b>FPS Permit to Dig</b></p> <p>See item 4.</p> <p>A small working group has been established to review this topic area and come up with an FPS standard and awareness / publicity material to highlight issues members are facing.</p>	R Speakman /C Williams/G Levers
6.	<p><b>Exclusion Zone Working</b></p> <p>Phil Hines advised that a list of members for this group had been collected and that it will be led by Lee Cain from Keltbray. Phil noted that the aim of this group is to</p>	

	<p>establish a common standard for exclusion zone working and to decide how this will be implemented and understood by main contractors.</p>	
7.	<p><b>NVQ in Geotechnical Installation</b></p> <p>Ciaran Jennings reported that there has been some progress with the NVQ in Geotechnical Installation. He noted that a small working group will be run to look at this with Jim Shields from BAM Ritchies and that dates have been provided for this, as well as to get the CITB aligned with what is being done.</p> <p>Ciaran explained that this will be an NVQ to sit between land drilling and piling operations, and will formally train in grouting, installation of ground anchors, mini piling, soil nailing and load testing. He noted that there are a lot of geotechnical operatives that are internally trained but that there is no formal recognition for this. Ciaran advised that Alasdair Henderson at BAM Ritchies had initiated this a while back as part of his vision in opening a way for geotechnical engineers to become chartered to gain professional recognition as Engineering Technicians.</p> <p>Ciaran explained that George Swann at CITB is happy to support the scheme and that the group are currently looking for member companies that do these techniques to get involved and help set this up. Ciaran advised that there will probably be 2 or 3 meetings to discuss standards and to bring the right modules together.</p> <p>Simon Jackson advised that he sits on the BDA and that they are attempting to do a similar thing. He enquired if this is something that would benefit some collaboration on. He explained that John Christie is on board and it is looking at several NVQs. He noted that it would not be a specific grouting scheme but something similar to go between drilling operative and site supervisor.</p> <p>Ciaran advised that he will contact Keith Banton to discuss this and ask George Swann if he is aware of the BDA's scheme.</p>	<p><b>FPS Secretariat</b></p>
8.	<p><b>FPS Website – Published to the website</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p>Bob Speakman requested that Ciaran Jennings send him the schedule of existing documents that he had created prior to the last meeting.</p>	<p><b>FPS Secretariat</b></p>
9.	<p><b>Guidance / Position Papers</b></p> <p>a) Lifting Operations on Piling Sites</p> <p>Bob Speakman reported that he had a document on lifting operations on piling sites that Clare-Louise Lipinski had amended. He will issue this to the FPS Administrator for circulation.</p>	<p><b>B Speakman/ FPS Administrator</b></p>
10.	<p><b>Toolbox Talks</b></p> <p>Ian Riley noted that he had been asked by Expanded to collate some Quality toolbox talks and asked the group if anyone had any to share.</p> <p>Andrew Carpenter, Gary Levers and Brian Hill advised that they have some and will send them over for Ian.</p>	<p><b>A Carpenter/ G Levers/ B Hill</b></p>
11.	<p><b>Proximity Devices</b></p> <p>Phil Matthews advised that Cementation Skanska are currently doing a trial with an infra-red device that slows the machine down to a stop if movement is detected. He noted that it has audible aid and a traffic light system and can only be reset inside the cab.</p> <p>Ian Riley reported that Laing O'Rourke Australia have developed a toolbox spotter that uses cameras and artificial intelligence to identify people within the exclusion zone. They hope to bring this device to the UK within the next quarter.</p> <p>Colin Williams reminded the group that an exclusion zone should be physical and that people should not be entering the area. The group agreed that this is the focus and that proximity detection devices are just an aid in this and would not replace physical barriers.</p>	

12.	<p><b>FPS Audit</b></p> <p>Ciaran Jennings advised that the audit schedule will be circulated shortly. He noted that most audits will be happening between December 2018 and March 2019.</p>	
13.	<p><b>Quarterly Accident &amp; Environmental Statistics</b></p> <p>(DISCUSSION of incidents that offer a learning opportunity - and any other incidents (whether causing injury or not) that highlight safety considerations. Representatives should familiarise themselves with accidents reported for their company in the <b>quarter ended 30<sup>th</sup> September 2018</b>)</p> <p>a) Accident Data  b) Environmental Incident Data  c) Service Strikes  d) Safety Alerts - issued since the last meeting</p> <p>Bob Speakman advised that the headings for the accident data had been amended and asked the group for their thoughts on this. Ian Riley clarified that the only accidents that need to be submitted are lost time accidents, RIDDORs and majors. He explained that this quarter had been particularly bad with 7 major accidents.</p> <p>Charlie Kilkenny explained that Keltbray track lifting related incidents and near misses and that these had spiked dramatically this time last year. He noted that there needs to be an investigation into why this happens. Colin William agreed that typically October is one of the worst times for accidents. Andrew Carpenter noted that Bachy Soletanche had looked for trends in accident data for several years and had not found any patterns.</p> <p>Phil Hines stated that he would like the collated data to show the total number of accidents for each quarter. He emphasised the need to focus on safety and noted how there has not been an improvement on the number of accidents. He noted that the challenge for the FPS is how to reverse this.</p> <p>There was some discussion about agency workers and whether they contribute more to accidents than employed workers. Ian noted that this is often what people think but that when investigated, employed workers are involved in just as many accidents as agency workers.</p> <p>There was some discussion about concrete blowing out and training for this. It was acknowledged that simulating a blow out is too dangerous in training but that procedures are available and should be being used. Ian noted that Expanded are happy to demonstrate their concrete blowing out procedure, at a cost, for anyone interested.</p> <p>Phil Hines brought the conversation back to the accident statistics data. He noted that the root causes are what the group wanted to look for. Bob Speakman commented that the work was done in a small group but now that some feedback has been made, he would like to meet with Ian and Andrew again to review the extra columns and their options. Bob asked for any input to be directed to the group.</p> <p>Colin Williams commented that one common issue shown by the statistics is that most of the root causes are behavioural. He noted it is quite clear that despite the work the FPS does on safety, the big challenge is behaviour which still needs to be acknowledged and dealt with.</p> <p>Brian Hill questioned whether the focus is too much on machines and tools and not enough on people. He suggested that there needs to be a change in the way employees are told to do things. He noted that this cannot be a top-down approach as the people at the top just look at the statistics. He also noted that people are the most complicated part of the health and safety process.</p> <p>Ian advised that Laing O'Rourke have introduced a new safety approach called Safety Differently which was devised by a man called Sidney Decker. He explained that this process turns current safety thinking on its head and is a more collaborative and positive approach to safety. He noted that the method is much more relaxed but compliance is still enforced. Ian also explained that the approach allows for insights into individual projects. Ian agreed to send in a video and link to the Safety Differently website for circulation.</p> <p>Colin Williams explained that BBGE use a system called Hotwash whereby they have briefings at both the start and end of a shift. At the end of a shift the team discusses what went well and what did not during the day. Colin noted that this is a team led system and that the supervisor just records the session and asks what</p>	<p><b>B Speakman/ I Riley/ A Carpenter</b></p> <p><b>I Riley</b></p>

	<p>the goals for the next day are. Colin advised that there has slowly been evidence that days work more efficiently using this system with fewer issues occurring.</p> <p>Phil noted that safety is often about having the right culture and noticing positives, not just concentrating on the negatives. Colin agreed but noted that there is a challenge with middle management as it is often left out in top down and bottom up approaches. He noted that those in the middle need support in order to deliver effectively.</p>	
14.	<p><b>Environmental Matters</b></p> <p>Colin Williams advised he found a video by Pirtek on hose inspection which he will send in for circulation.</p> <p>Charlie Kilkenny advised that Onsite Solutions have a new Plant nappy and that he will send in a link on this for circulation.</p>	<p><b>C Williams</b></p> <p><b>C Kilkenny</b></p>
15.	<p><b>Occupational Health &amp; Wellbeing in Piling</b></p> <p>Ciaran Jennings reported that Steve Hadley has been working on this and has produced a presentation that will be circulated.</p> <p>Ciaran explained to the group that the Steve had detailed three broad principles including creating an occupational health charter. This would introduce a minimum standard for health surveillance that FPS members would be audited against in three years time and be structured around what people are doing already.</p> <p>Another principle was driver working and driving times and how addressing shift patters could open up the industry to a larger pool of people and a more flexible workforce.</p> <p>The final principle was to look at ring-fencing a certain amount of FPS funds for training members to certain things such as mental health. Ciaran also noted that Steve had mentioned non-alcohol focused events for the FPS, for example charity fundraisers.</p> <p>Phil Hines noted that these principles were Steve's first thoughts on this topic and that not all things had been agreed by the Executive Committee yet.</p> <p>Phil advised that Bachy Soletanche had a person come in to talk about mental health in construction and that he could pass their contact details on for anyone interested.</p> <p>Andrew Carpenter added that Bachy Soletanche have introduced a lot of mental health training and that there has been a lot of interest in becoming mental health first aiders.</p> <p>Charlie Kilkenny advised that Keltbray had been told that colleagues are preferred as mental health first aiders over managers or supervisors. Phil agreed that the mental health first aiders need to be on site with colleagues and approachable.</p>	<p><b>P Hines</b></p>
16.	<p><b>Reports</b></p> <p>a) CPCS Management Committee</p> <p>Carl Hassell was not in attendance to report on this but had sent in an update to the FPS which Ciaran Jennings presented.</p> <p>Ciaran explained that NOCN are expected to take over CPCS on the 14<sup>th</sup> November and that NPORS now has equal statues to the CPCS and is endorsed by the CSCS logo. He advised that LANTRA, IPAF and ALLMI are also following this route and that as long as each scheme meets the CLC guidance they will get approval from CSCS to carry their logo.</p> <p>Carl had noted that the quality assurance for each card scheme is very different and that naturally some will be better than others. He had advised that there will be a major risk in the industry that individuals will search for and apply to the cheapest option card as all that is required is one with the CSCS logo.</p> <p>Carl had also advised that the NOCN do not want a management committee as they are operating commercially so have requested an advisory committee in its place. Carl had explained that the management committee would like to restructure</p>	

	<p>and through the CLC become an independent Standards and Policy Setting Body for all card schemes endorsed by the CSCS.</p> <p>Carl has asked whether the FPS support this move of the management committee. He noted that he felt the standard setting body should work under Ofqual rather than the CLC.</p> <p>Colin Williams agreed that this was a good route to follow as the CPCS management committee looks solely at CPCS activities, whereas there may soon be cards that cover other activities that CPCS does not. He also noted that Ofqual may be better than CLC as CLC look at other things as well as training standards, though did advised that whether Ofqual would take this on is another matter.</p> <p>Phil Hines commented that if CPCS can get into a more advisory role then they will have more say in what qualifies and the training standard.</p> <p>Bob asked the group if they supported Carl's statement. The group agreed.</p> <p>b) FPS Plant Group The FPS Plant Group were not meeting until the afternoon.</p> <p>c) Build UK Health &amp; Safety Committee Ciaran Jennings advised that no contact had been made from the Build UK Health &amp; Safety Committee. He noted that he had met with Build UK and they had explained main contractors are forming a committee to discuss H&amp;S issues which the FPS may be invited to.</p> <p>d) Build UK Common Training Standards Task Group Bob Speakman advised that Clare-Louise Lipinski had been the FPS representative at this group and asked if Phil Matthews would take over. Phil agreed.</p> <p>e) Thames Tideway H&amp;S Transformation group Jonathon Pearson was not in attendance to present on this.</p> <p>f) National Specialist Accredited Centre Ciaran Jennings advised that nothing of relevance to the FPS had come out of NSAC recently.</p> <p>g) EFFF Health and Safety Working Group Ciaran Jennings reported that Simon Jones from Keller has volunteered to be the FPS representative for the EFFF Health and Safety Working Group. Ciaran advised that Lorenzo Alessi will be Chairing the group and that they are looking to set up expert guidance on a number of topics. Ciaran noted that this is a good opportunity for the FPS to share experience and information with the EFFF.</p>	
<p>17.</p>	<p><b>Training and Qualifications</b></p> <p>a) Two Day Supervisors Course Ciaran Jennings reported that the update to the Two-Day Supervisors Course has been completed. He noted that updated recognition from CITB is needed for this and that it needs to be put into the short course standards. Ciaran advised that any interest for this course is sent into FPS. Colin Williams advised that he runs the course and requested the group send any interest in as soon as possible in order for 2019 dates to be confirmed. Tracy Pyatt enquired about the course and what is received once complete. Colin advised the course is piling specific and candidates will receive a certificate once complete.</p> <p>b) NVQ Level 3: Occupational Work Supervision</p>	<p><b>All</b></p>

	<p>Ciaran Jennings advised that the NVQ Level 3 is also open to candidates and that a minimum of 6 are needed to run the course. Ciaran noted that the trainer for this course would like to commence it early 2019.</p> <p>Colin Williams explained that the course is a series of workshops where individuals put together portfolios with the help of NVQ supervisors. He noted that the course is developmental for site operatives that are stepping into managerial over site roles.</p> <p>c) One Day Safety Awareness Course</p> <p>Ciaran Jennings advised that the FPS no longer delivers this course and that it was run by CITA and Cementation Skanska.</p> <p>Phil Matthews advised he will check in Cementation are still running this course.</p> <p>Colin Williams noted that CITA would not be able to manage the demand for this course if it is the sole company running it, especially as HS2 may increase the need for training in the next year.</p> <p>d) Apprenticeship Scheme (including Trailblazer)</p> <p>- Trailblazer update</p> <p>Ciaran Jennings advised that the Trailblazer still needs a registered training provider on RoTAP. Van Elle and CITA are going to go on the open register but this requires some work and both companies need to show compliance with government rules including Ofsted and safe-guarding.</p> <p>Ciaran explained that Van Elle are waiting for the government to open the RoTAP register and will be looking to run a trial course with their own candidates from January. If successful they would then open this up to other companies. Ciaran advised that there is hopes for two providers to be on the RoTAP register and running the Trailblazer by the end of quarter 1 next year. He noted that this is currently not in the hands of the FPS, Van Elle, or CITA.</p> <p>Colin Williams commented that the issue of apprentices that were recruited this summer still needs to be addressed. Ciaran advised that the CITB have provided funding for only 16 candidates on the SAP but that there is the potential to get this increased.</p> <p>Ciaran also advised that there is some uncertainty about what happens to the SAP once the Trailblazer goes live and also issues with candidates being trained to different standards within the industry. He also noted that realistically an SAP will not be up and running until January which is the aim for the Trailblazer.</p> <p>Colin commented that funding should not be an issue as apprentices are costing money being onsite but unable to work.</p> <p>Phil Hines suggested that the FPS ask individual member companies how many apprentices they have for training and then should implement an SAP. He noted that if left to wait for the Trailblazer, the industry could potentially lose people who have been promised training that isn't being delivered. He advised that if a worthwhile number of candidates are available to start training then an SAP should be organised.</p>	<p>All</p> <p>P Matthews</p> <p>FPS Secretariat</p>
18.	<b>Any Other Business</b>	
19.	<p><b>Dates of 2018 Meetings</b></p> <p>All meetings will be held at the Derby Conference Centre, London Road, Alvaston, Derby, DE24 8UX.</p> <ul style="list-style-type: none"> <li>• Thursday 21st March at 13.00pm</li> <li>• Thursday 16th May at 10.00am</li> <li>• Thursday 19th September at 13.00pm</li> <li>Thursday 7th November at 10.00am</li> </ul>	