

**MINUTES OF THE FPS QUARTERLY MEETING**

**Date:** Monday 24th April 2017

**Time:** 9.30am

**Location:** Hamilton House, Mabledon Place, London, WC1H 9BD

**PRESENT:** Chris Primett Aarsleff

 Martin Blower Bauer

 Malcolm O’Sullivan Balfour Beatty Ground Engineering

 Cameron Foley Cementation Skanska

 Craig Macklin Franki Foundation

 Andrew Waghorn Murphy Ground Engineering

 Jim DeWaele Keller

**In the Chair:** Philip Hines Bachy Soletanche

**In Attendance:** Ciaran Jennings FPS Secretariat

 Grace Hawkins FPS Secretariat

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| **No** | **TOPIC** | **ACTION** |
| **1** | **APOLOGIES FOR ABSENCE** |  |
|  | Apologies had been received from Alasdair Henderson (BAM Ritchies), Mark Pennington (BBGE), John Chick (Expanded), Niall McGill (FK Lowry), Alistair MacDonald (Franki Foundations), Stuart Norman (Keltbray Piling), John Hollingsworth (Martello Piling), Darren Brockett (Rock & Alluvium) and Ian Alcorn (Roger Bullivant). |  |
| **2** | **MINUTES OF THE LAST MEETING** |  |
|  | The minutes of the meeting held on the 26th January 2017 were approved; however, Chris Primett requested meeting papers were sent into the FPS Secretariat sooner to ensure earlier circulation. |  |
| **3** | **MATTERS ARISING** |  |
| i. |  **Piling Apprenticeship and NOS Review**Ciaran Jennings reported the Trailblazer has been approved and is working to go live September 2017, however if September is too early the FPS will revert to the existing SAP programme for the 2017 intake. There are currently discussions around the training provider to deliver training; Elizabeth Astill is talking to CITB. It is envisioned CITB will work how the FPS currently works; it will run to the same formula as the current. Ciaran noted one or two members have registered themselves as employer providers with a view to deliver the apprenticeship and skills development. There is also an issue of the external quality assurance process; the FPS is a training provider sourcing assessors from member companies, however CITB have made an offer to run the External Quality Assurance process. They are looking to partner with FPS to shape what the external process looks like. Ciaran added the Quarterly committee need to give approval to have this discussion to define how this programme will work. CITB will be administrating and this will be either low cost or no cost to the FPS. The FPS will continue to assess. It was stated CITB are looking to self-fund. Martin Blower requested FPS members be informed of this update via email. The FPS Secretariat agreed to send an update to members. | **FPS Secretariat** |
| ii. | **FPS Level 3 Occupational Work Supervison**It has been discussed to introduce an NVQ in Geotechnical Installation; Ciaran Jennings explained this will sit in between the two current NVQs. The FPS has asked CITB to provide a developer; however as the CITB are being slow to assign a developer, it was proposed that the FPS move ahead with defining the course content and structure. The view of the FPS Executive was to go ahead. Chis Primett noted the lack of Ground Engineering qualification.  |  |
| iii. | **Pre-augering of Large Casings**No update was reported under this item. |  |
| iv. | **Caps on Liability position paper** This paper has now been written and submitted to the FPS Executive meeting, in which Ciaran Jennings reported they are happy with it to be published. The changeover of the new FPS website has delayed upload as it currently costs the FPS to upload to website but the new website will be controlled by the FPS Secretary therefore it will be uploaded when it does not incur a cost. The EFFC are looking to adopt it as a European paper, however they want to add the subject of ground risk and will publish it. They are willing to support to the FPS on this issue as it is seen as part of the wider issue of appropriate sharing of risks. It will be promoted to FIEC as part of a drive to educate main contractors about the risks in the ground. It was asked why this was felt to be necessary by the EFFC; the Secretary explained that the risks associated with the ground are often pushed down to the piling contractor on the basis that they are the specialist contractor. Chris Primett added there seems to be more understanding within the industry recently; he has noted significant change in this. |  |
| v. | **Occupational health**There is a minimum standard and it was reported Plant will be looking to create a position paper to tackle issues that arise. |  |
| vi. | **Tool and Rod Handling**Steve Ako presented to the Plant Group on Bachy Soletanche’s solution for mechanising the process of rod handling. It was explained that the process is quicker and that good 360 Excavator operators should be able to adapt to using the tool. Phil Hines expressed his support of the new system, acknowledging that it is a big step forward in terms of safety and it reduces the risks of miscommunication between the driver and the second man. Phil needs to create wording. It was noted members are still withholding on submitting information on accidents, Chris Primett suggested a junior contractor may not be sure what boundaries there are on what they can share; perhaps guidance is required. Phil suggested if a formal submit is not appropriate they should attend the meeting and share whilst asking the secretary not to minute on record, at least it can be discussed with the view to improve. Chris advised a strongly worded statement needs to be sent out asking company MDs to sign agreement to commitment to being open; the FPS Secretariat agreed to draft this and circulate asking for signatures. This will be discussed at the next Safety and Training meeting. | **FPS Secretariat** |
| vii. | **HS2 Delivery Schedule**Ciaran Jennings reported HS2 have approached the FPS; they want the FPS to provide data on Large Bored Piling Rigs owned by Members. Ciaran added the FPS has pushed back on this request and asked them for a deeper discussion on the delivery plan and the Framework capacity. There have been several issues on BSI. The issue is when the work is needed; members need to inform HS2.  |  |
| viii. | **Digital Construction**Ciaran Jennings reported John Chick put together a survey which was circulated to members with the intention to help shape an understanding of where the FPS is with Digital Construction at a strategic level then to inform the strategy from there. John Chick has advised the survey results indicate 80% of participants are pro BIM and the remaining 20% feel the cost of adoption hasn’t been worth it in terms of the benefits, it was suggested internal benefit has been greater than what has been seen out on site. There has been problems such as PDF format interrupting the data. The group agreed that their clients are not requesting or pushing for its use. It was noted the EFFC have the same view of the 20% of participants of the survey. |  |
| **4.** | **OFFICERS 2017** |  |
|  | The member who were present agreed consensus to confirm the proposed officers of 2017 as the following; Alasdair Henderson, Chair Phil Hines, Senior Vice Chair Martin Blower, Immediate Past Chair |  |
| **5.** | **QUARTERLY LOAD BEARING STATISTICS**  |  |
|  | It was reported the last orders were submitted on Friday prior to the meeting which caused a delay for circulation. The group observed the only sector improving from last year is Small Bored Piling, whilst everything else is static at present. |  |
| **6.** | **FINANCE** |  |
| i. | **2016 Accounts** Chris observed there was a large expenditure on social events; due to change of format and it being an awards dinner; it needs to be considered going forward. He noted there was £42,000 expenditure and only £32,000 was profited. This deficit of £10,000 needs to be addressed. Ciaran Jennings explained the venue will be scaled back; The Sheraton, Park Lane is due to host this year’s event. Ciaran highlighted the FPS has made a profit from the apprenticeship scheme; the new trailblazer scheme will change this. It was also added Sperwall will be a source of income from September 2017. Jim De Waele indicated he was happy to propose the appointment of the 2016 accounts and Chris Primett seconded this. The resolution being that the audited accounts for 2016 should be adopted |  |
| ii. | **Appointment of auditors**Phil Hines indicated he was happy to propose the appointment of the auditors and Cameron Foley seconded this.The resolution being that Crane and Partners should be appointed as auditors for 2017 |  |
| **7.** | **COMMITTEE REPORTS** |  |
| i. | **Executive Committee**At the last Executive Committee it was reported a document has been produced, which indicates the main areas of priority for the FPS to focus on over 2017. The aim is to wider the appreciation of what the FPS needs to achieve. Each FPS Committee Chair report needs to detail the progress on the strategic priority. Martin Blower asked the Quarterly group for agreement; the group was consensus of agreement. The FPS Secretary agreed to send a note to those not present. Phil Hines noted the Quarterly meetings present the reports and key issues; however the Committee should be more productive and forward looking. He suggested more of a discussion of key issues than a review.Alasdair Henderson has also suggested it would be a useful to collect data looking at the demographics of the industry to find out the diversity including the gender balance and it can then be looked at to be improved. Ciaran Jennings advised the data categories need to be defined. Martin Blower believes it will benchmark the federation as diverse.Jim DeWaele commented there is little ethnic diversity on site and it is majority male orientated. The group agreed however the statistics would need to be collected to focus on improving this. Malcolm O’Sullivan the FPS has the ability to define this through the apprenticeship and recruitment; the FPS need to collectively bring new people through. With regard to the issue of freedom of movement Jim there should be a view to get the shortlist register to be extended to geotechnical; It’ll be beneficial with HS2. Martin Blower is attending a Construction Industry Council Brexit meeting tomorrow to listen and influence the debate. Martin added the FPS recognises the problem and is a part of the Ground Forum and is part of the CIC. Ciaran Jennings advised the Ground Forum is looking at freedom of movement for the rest of the world including Australasia rather than just Europe. Phil stated as an industry Piling has a high number of UK contractors in place.  |  |
| ii. | **Technical Committee**Jim De Waele raised he was unaware there was intention for a workshop on Sperwall but would be happy to do this. Chris Primett asked what outcome was reached regarding the concerns of David Corke’s paper. His paper was published in the Ground Engineering publication; it was noted Alasdair Henderson came to an agreement with David with suitable wording.Andrew Bond presented to the Technical Committee on the evolution of Eurocode 7 as all Eurocodes are being revised and standardised. He has asked if the FPS would be able to fund his expenses for his involvement on EC7. Phil Hines explained the Executive will discuss with Mark Pennington whether the FPS should fund expenses. Are the EC7 aims worthwhile. It is speculated it will cost around 8k in expenses per year and what benefit will the FPS receive. Someone who is less critical and not a geotechnical engineer will be taking over should the FPS decide not to fund this. Chris added Andrew will need to represent the FPS’ best interests. Mark Pennington will confirm the benefit of Andrew’s involvement; The group agreed if there is a significant benefit the FPS can go forward with funding this involvement.**BIM Task Group** (Digital Construction)The BIM Task Group is looking at how Digital Construction is defined and is looking at bringing in piling data into the AGS Data Format. |  |
| iii. | **Commercial Committee**Mark Sheridan wanted to raise the topic of Project Bank Accounts; the Commercial Committee is ambivalent about their use, the result is quicker payment, but they are more under certified. It has been recognised there are issues around how they are set up which introduces delays. There has been thought to bring along younger peers in the industry to get them engaged with commercial topics. Ciaran Jennings reported that Build UK PQQ sent an update; they wish to incorporate Trade Association audit processes into it including the FPS. There will be one set of questions for lower risk and another for higher risk trades.It has also been advised they need to replace Vic Handley as the FPS representative now he is retired. There is a meeting on the 3rd May 2017. Build UK are proposing to consolidate PQQ into a single database; the idea is to save time and costs. The group agreed there needs to a clear advantage to being a member of Build UK. |  |
| iv. | **Safety and Training Committee**It was reported there is a plan to produce video tool box talks, members will create this but without company branding. The Committee believes the videos have more impact with onsite contractors. There was a recent fatality in Wimbledon, in reviewing FPS guidance the Committee agreed the wording is not strong enough on concrete pumping and should be reviewed. This will be ratified at the Quarterly meeting on the 20th October 2017.Ciaran added the Safety and Training Committee want to run a campaign on Manual Handling. In the past a “don’t go out on a limb” campaign took place. The group would like to see analysis of data and feed that into a plan to improving Manual Handling with a campaign potentially. Ciaran will talk to Debbie Darling and Colin Williams. |  |
| v. | **Plant Safety Group**At the Plant meeting the interaction with associate members and the advice they provide was discussed; it was noted suppliers need to comply. |  |
| **8.** | **MEMBERSHIP MATTERS** |  |
| i. |  **Membership Audit**Ciaran Jennings reminded the group the FPS Audit is due to start next year, he advised if the FPS wants to introduce new additions or change it, it will need to be discussed soon. The Executive must appoint, however Martin Builds has indicated he is happy to continue. It was noted John Patch has retired but is happy to continue also. Martin Blower suggested a request should be sent out for candidates, for the Executive to elect from. |  |
| ii. | **Membership & Associate Membership**It was discussed an annual seminar was proposed to invite everyone, however in the meantime the focus has been taken off recruiting new associate members. Ciaran Jennings advised a strategy has not been defined but there is currently a discretionary basis on accepting membership. It was reported Vibromenard has shown interest in membership. |  |
|  | **PR AND DIGITAL MARKETING** |  |
| i. | **FPS Website**Ciaran Jennings reported the progress of redesign of the FPS Website; he showed the new features to the website and showed how the existing features have been included. On the home page, there is a looped video visual for a more interactive view for visitors. The new logo was presented on the banner. Ciaran advised the site will adapt its view to a mobile device. Existing log-ins will be used on the members’ area. Debbie Darling will have control over the news and press release area of the website, the FPS Secretariat will be training her on this. Video inclusion will increase google hits for the website. Ciaran will discuss with Redwire the new logo on the website being used across all FPS media. |  |
| ii. | **Public Affairs Committee** It was discussed at the last Executive Committee meeting if there should a public affairs committee created; it would look at how the FPS interacts with external media. It was agreed the Quarterly Committee didn’t support the context for the introduction of a Public Affairs Committee. |  |
| **10.** | **FPS MSc STUDENT PRIZE** |  |
|  | Ciaran Jennings reported on the MSc student prize; he relayed there are four candidates whose details have been circulated. The locality of the candidate is important to consider when placing them on a project and they will be invited to the FPS Annual Dinner so that they can network amongst FPS members. The FPS Secretariat will request members to look at the CVs in the next week to offer placements.  | **FPS Secretariat** |
| **11.** | **REPORTS AS NECESSARY** |  |
| i. | **Build UK**It was reported that Build UK have put together a proposal on the principles of a PQQ system and are now keen to look at how to incorporate Trade Association audit processes into it. The Secretary indicated that it has not been determined how the audit would be integrated. He speculated that it may be that the audit schedules are incorporated into the PQQ question set. They also contacted the FPS regarding the CITB status vote; we should confirm the FPS wants CITB to remain in existence. Martin Blower added the FPS need to be in position that each member with voting rights is in favour and to confirm to Build UK how many. FPS Secretariat to send request to membership.It was also reported the BEIS has published their guidance; however, Build UK are concerned about the Construction Act, where the government is consulting on retention and potentially looking to find ways to retain them via trusts or other mechanisms. There is a further meeting due to take place on the 24th May looking to be prepared for a consultation by BEIS; there is a move to reduce the burden of retention and suit main contractors. It was added coming up with a solution gives more solution to when the funds will be released. | **FPS Secretariat** |
| ii. | **EFFC**Chris Primett informed the group there was the EFFC Officers, Contracts and Executive meetings in February which took place in Amsterdam; the EFFC is focusing on similar issues to the FPS such as, health and safety, platforms and rig driver standards. They are also working on the Support Fluid Guide and sustainability; the DFI want to withdraw their support as they do not think it provides a benefit to them. Chris and Sabine Darson are looking at the group finishing research. However it has been noted Masschuteus University, USA are causing a delay. There is an Officers meeting due to take place in June in Paris. Chris advised the EFFC AGM will take place in October, in Madrid. |  |
| iii. | **Ground Forum** It was reported the next Ground Forum meeting will be taking place on the 17th May 2017. |  |
| **12.** | **SOCIAL EVENTS** |  |
| i. | **Summer Ball 2017**The FPS Secretariat reported the Summer Ball for 2017 will be taking place on the 24th June 2017; it will be held at Coombe Abbey in Coventry. The Member Tournament will have a medieval theme. |  |
| ii. | **Golf day 2017**The FPS Secretariat reported the Golf day will be taking place on the 13th September at The Nottinghamshire. |  |
| iii. | **Annual Dinner 2017**The FPS Secretariat reported the Annual Dinner for 2017 will be taking place on the 20th October 2017 after the FPS Quarterly Meeting; it will be held at the Sheraton Hotel. |  |
| **13.** | **ANY OTHER BUSINESS** |  |
|  | No other business was raised. |  |
| **14.** | **DATES OF 2017 MEETINGS** |  |
|  | Next meeting dates are as follows: 20th July 2017 held at Friends House20th October 2017 held at Hamilton House \*New Date\*  |  |