

Minutes

In attendance:	Robert Speakman Karl Dunstan Andrew Eggesden Phil Hines Kenneth Henderson Nick Thomas Brian Watson Colin Williams Phil Matthews Colin Newman Ian Riley Brian Hill Joseph Forsyth Andrew Davison Simone Jones James Blackwell Desmond Hanrahan Dean Page Jon Mayman	Aarsleff (Chair) Abbey Pynford Bachy Soletanche Bachy Soletanche BAM Ritchies Bauer Technologies Bauer Technologies BBGE Cementation Skanska Central Piling Expanded FK Lowry JRL Civil Engineering Keller Keller Martello Piling/ Franki Foundations Murphy Rock & Alluvium Roger Bullivant Ltd.
Present:	Ciaran Jennings Aimee McDermott	FPS Secretariat FPS Secretariat

No.	Topic	
1.	Apologies Malcolm O'Sullivan, Steve Ako, Niall Simmonds, Richard Nicholls, Alan Turner, Lee Cain, Allan Smith, Peter Kerr	
2.	Approval of the Minutes of the meeting held on the 16th May 2019 Bob Speakman asked those who previously attended the Plant Group to let him know of anything still of relevance left from their minutes. Colin William and Simon Jones seconded the Safety and Training minutes.	
3.	Introduction to FPS Safety, Plant and Operations Group Phil Hines introduced the group and explained why changes have been made to the structure of the Safety & Training and Plant Committees. He explained that the lack of operations people within both committees had been commented upon and that it was important for these people to be at the meetings. Phil advised that the new reformed group has been created to bring all disciplines together on key issues and to help make the FPS and the industry a safer place. Phil noted that associate members had not been invited to the first meeting, however the intention is to involve them and that their input will be welcomed once the group establishes its aims. Phil emphasised that this is a working group and that the expectation is that all who attend participate in discussion and the workings of the group. He also advised that the structure has been set up to be flexible, allowing members to rotate who they send to the meetings and ensuring a good selection of individuals have the opportunity to contribute.	

	<p>Phil also noted that the previous groups had been successful in what they achieved, but that the slow transmission of topics between working groups and quarterly meetings led to a lack of progress. He advised that he hopes the new formed group will be the solution to this.</p> <p>It was also emphasised that the FPS does not compete on safety, and that discussions during meetings would remain confidential.</p>	
4.	<p>Matters Arising (not covered elsewhere)</p> <p>a) Learning and Development Forum</p> <p>Ciaran Jennings reported on the Learning and Development Forum. He advised that John Chicks survey results summary has been circulated and that he was looking to map training within the industry for different occupations, with view to filling present training gaps as well as looking to what may be required in the future. Ciaran noted that John is now waiting for a steer on next steps for this from the MDs.</p> <p>Phil Hines added that John is also driving several other initiatives, including the Early Careers Working Group. This group is being piloted by David Major, an early career professional. The aim of this group is to encourage understanding of the industry and the work the FPS carries out. Phil noted that David has pitched his ideas which have been taken forward to MDs and that the first meeting of this group is set for December.</p> <p>Phil advised that John is also working on addressing the skills shortage at both operative and professional level.</p> <p>Simon Jones noted that this would be of interest to the EFFC Health and Safety Working Group as they are also looking at Early Careers and engaging with universities throughout Europe to highlight the industry and the careers available within it.</p> <p>Ciaran Jennings noted that there is also a degree apprenticeship under review, details of which will be circulated once released.</p> <p>b) CITB Training Standards</p> <p>It was noted that there has not been any recent contact regarding this.</p> <p>Phil Matthews advised that some of the courses are now on CITB and that Cementation Skanska are about to run a Temporary Works Coordinators course which has a few spaces left.</p> <p>Colin Williams noted that he had met with NOCN the previous week and that there were some CITB representatives there. He noted that restructuring within the CITB may have led these training standards to be overlooked and advised it would be worth contacting CITB to see who is currently handling this.</p>	C Jennings
5.	<p>Service Strikes: FPS Response to HSE re: HS2 and FPS Permit to Dig</p> <p>Bob Speakman reported that some of the group had attended a presentation on service strikes that morning.</p> <p>Bob also reported that he has been attending meetings with the AGS (Association of Geotechnical and Geoenvironmental Specialists) and the BDA (British Drilling Association) setting up a Joint Industry Working Group (JIWG) regarding service strikes. The group are aware that PAS128 '<i>Specification for underground utility detection, verification and location</i>' is currently being reviewed with publication in early 2020. The main change is likely to be the inclusion of a Clients guide. This will allow the client to better understand the need for sufficient ground investigation, with aim to raise the standards of current processes and clearly set out contractors' expectations.</p> <p>Bob advised that he has another meeting with the JIWG in the coming weeks and that they are looking to formalise any outcomes in line with the launch of the PAS revision. He noted that once a draft becomes available it will be passed onto the Safety, Plant and Operations Committee for comment. Bob also explained that the commitment of the three bodies, FPS, AGS and BDA, to improving this process will allow for great publicity and make a big impact in the industry.</p> <p>There was some discussion about using technology to discover services. It was noted that the presentation that morning had focused on using current</p>	

	<p>technology more effectively, and had provided members with more knowledge on what to ask for. Ground penetration radar (GPR) was also discussed. The presentation had highlighted that GPR does have limitations and that it is most effective when employed alongside GENNY and CAT.</p> <p>There was agreement that using all the available tools is important when detecting services. It was also acknowledged that educating clients and principle contractors on the needs of ground engineers is vital when looking to raise standards on this important issue.</p>	
6.	<p>Plant Sub-Groups</p> <p>Phil Hines explained that these three groups had been the result of discussions in the Plant group regarding cage supplier safety issues, restricted zones and mechanisation of manual handling. Phil noted that the aim was to improve the situation regarding the frequency and severity of accidents caused by these issues.</p> <ul style="list-style-type: none"> - Cage Supplier Safety Issues <p>Phil Hines explained that Yvonne Ainsworth has worked with a small group to produce a document on cage supplier issues as most members have experienced problems when unloading cages. Phil noted that the FPS wants to bring cage suppliers closer and work with them to audit the process.</p> <p>Phil advised that Yvonne would like some feedback on her document before it is published. Ciaran Jennings explained that there are three parts Yvonne wants input in.</p> <p>It was noted that the document is very comprehensive and sets out the options for what is available. The purpose of the document was not to identify the best system but to highlight what is currently available. Phil asked that if members identify any systems in the document that do not work then these should be highlighted. There was a consensus that the document was very thorough and set out a good base for exploring the options available.</p> <p>There were some comments on tip testing. However, it was noted that the FPS Technical Group have argued that tip testing and sonic logging are not the same thing. Phil asked that anyone with strong views on this topic speak to their technical committee representative.</p> <p>There was some discussion on the Cage Suppliers document. Some noted that it is a good reference for designers and a good descriptor of what is available and how to use it. Phil advised that the aim of the document is to be published as a guidance document for what is available.</p> <p>Phil asked the group if there is a need to define best practice when joining cages. It was noted that improvements in technology are needed in order to keep hands out of this process. Phil asked that members send in comments on this and that those who have sonic pipe issues circulate the output from this. This can then be used for discussion at the next meeting when talking about a solution.</p> <p>Ciaran asked for a volunteer to help Yvonne with the final missing sections of the document. Colin Williams agreed to find someone who could assist.</p> <ul style="list-style-type: none"> - Exclusion Zones <p>Charlie Kilkenny reported on the exclusion zones document produced by the group led by Lee Cain. Charlie noted that the group are aiming to use consistent terminology with these zones and believe that restricted zones is a better term for the area than safe zones. Charlie added that having consistency across sites in regards to the name for this area is important, particularly for agency workers who are moving around frequently. There was agreement from the group that it is important for temporary workers to have a unanimous understanding across sites. Charlie asked for any comments on the document to be sent in for consideration.</p> <p>There was some discussion about whether the guide would be just for use by FPS members or if it would be shared amongst the whole industry. Charlie noted that not all companies will be able to align with the entire guide, however there is a line included stating the minimum expectation.</p>	<p>All</p> <p>All</p> <p>C Williams</p> <p>All</p>

<p>James Blackwell noted that there are a few techniques not included in the guide for example Vibro and Driven piling. Charlie asked that members let them know any that are missing so these can be added in. Members discussed how the diagrams within the guide could be blown up and used as posters on site, highlighting the zones for everyone to be made aware of.</p> <p>There was some discussion about policing the edge of the red zone. Phil Hines stated that the ideal would be a universal FPS standard to have barriers in the same place on site regardless of company. There were some comments about the issues with this, including time lost by having to move barriers which clients can be difficult about. However, it was agreed that this is an important issue that the FPS should seek an optimum standard for, regardless of client difficulty.</p> <p>Colin Williams noted that there needs to be a definition somewhere of activities that are permissible in the zones and what “authorised persons” are authorised to do. He also noted that the diagrams in the guidance document all highlight where the position of safety is.</p> <p>Nick Thomas added that the diagrams assume there is a lot of room to work around the rigs, however this is not always the case. He suggested that the zones are made site specific on a principle recommendation basis; then if unable to achieve the standard this can be assessed and an alternate system found.</p> <p>Phil agreed that an FPS standard would never be able to cover every situation. Karl Dunstan commented that the guidance should be used in conjunction with risk assessments.</p> <p>There was some discussion about the different types of barrier, including halo and caterpillar systems. The general agreement was that these barriers are far down the priority list when onsite due to commercial pressures and the slow-down of production due to barriers.</p> <p>Nick Thomas advised that at Bauer Technologies if barriers are not put in place then people’s bonus’ get deducted. He noted that he doesn’t feel the use of barriers has slowed them down. Nick added that the FPS needs to stand together to make this the norm. Colin Williams noted enforcing this will take a lot of commitment but that if members are consistent and stand together then clients will come on board as safety adds value.</p>	<p>All</p>
<p>Bob Speakman noted that there are six weeks until the next meeting. He asked that members send their comments to Charlie prior to this so that the group can split up into smaller discussions at the next meeting.</p>	<p>All</p>
<p>Colin Williams asked that all members come to the next meeting with photographs of what good looks like on their sites for discussion.</p>	<p>All</p>
<p>Bob asked that the group working on the restricted zone guide are invited to the next meeting.</p>	<p>FPS Secretariat/ Lee Cain</p>
<p>Phil asked that members send in their suggestions of what good looks like for CFA and LDA piling for Lee and the group to assimilate into a diagram for the next meeting.</p>	<p>All</p>
<p>- Manual Handling</p>	
<p>Andy Eggesden presented the Mechanised Tool Handling document. He explained that the it was challenging to create a document to answer all the problems, however the group have managed to highlight some key areas. He also advised that Casagrande and Soilmec had contributed to the document.</p>	
<p>Andy noted that the heaviness of products was a surprising factor- with some products coming in at hundreds of kilos yet still being handled manually. Andy noted that this emphasises the need for mechanised handling and the question of how to select the right lifting accessories. He explained that the group are open to comments and suggestions on this.</p>	
<p>There was some discussion about the document. It was commented that the document is a good reference for what is available but that there is no single solution. Andy agreed that this is an issue and that although there are a number of great solutions available, they aren’t necessarily being picked up.</p>	
<p>Phil Hines reminded the group that all Member MDs had agreed to the automation of manual handling wherever reasonably practicable, however this was still not happening. Phil asked that the group bring examples of jobs that fill</p>	

	<p>the criteria on the first page of the document to the next meeting, and if unable to then reasons why this is so.</p> <p>Nick Thomas asked if manufacturers are being approached about this. Andy explained that in conversation with manufacturers, they have proposals and have expressed an interest in coming up with ideas but they need FPS members talking to them and feeding back on these ideas to be sure they are steering things in the right direction.</p> <p>Andy asked that he be sent the FPS template for the guide to be formatted in.</p>	<p>ALL</p> <p>FPS Secretariat</p>
7.	<p>NVQ in Geotechnical Installation</p> <p>Ciaran Jennings reported on the NVQ in Geotechnical Installation. He noted that there was not much to report as little progress has been made. He noted that in order to push this forward there needs to be a strong commitment from FPS to supply candidates for the course. Ciaran asked that those who specialise in these techniques let him know how many people they could put forward. Bob Speakman requested that information regarding this is circulated to the group.</p>	C Jennings
8.	<p>FPS Website – Guidance due for Update</p> <ul style="list-style-type: none"> Emission Standards for Non-Road Diesel Engines <p>It was noted that the Emissions Standards for Non-Road Diesel Engines guidance needs updating as it was last reviewed in 2014. Jon Mayman offered to update the document.</p>	J Mayman
9.	<p>Proximity Devices</p> <p>Bob Speakman advised that this is a long-standing item on the agenda for anyone to report on new activities regarding proximity devices.</p> <p>Phil Matthews advised that Cementation Skanska are still trialling their sensors which slow down the slew of the rig and have a visual and audio warning. He noted he will send in a video of this for viewing at the next meeting.</p>	P Matthews
10.	<p>FPS Audit</p> <p>It was reported that this round of audits is nearly complete.</p> <p>Ciaran Jennings advised that there is some intent to introduce occupational health requirements to the next audit round. He also noted that anything significant that comes from the three plant guidance documents could be added into the audit. Ciaran reminded that the audit is a good tool for ensuring that standards are being upheld within the federation.</p> <p>Simon Jones asked for an update on the Build UK view on the FPS audit. Ciaran Jennings advised that the Quarterly committee reviewed this and the decision was made to put this on hold for now.</p>	
11	<p>Quarterly Accident & Environmental Statistics</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 quarter ended 30th June 2019)</p> <p>a) Discussion</p> <p>Ian Riley noted that the quality of information being submitted for the accident statistics is essential and asked that all ensure the information is checked before being submitted. He also asked that the group ensure the reports are being submitted on time to allow for the overall report to be processed in time for the meeting.</p> <p>There was some discussion about the report. It was noted that several accidents were a result of risky behaviour and there was discussion on how this can be hard to address.</p>	All

	<p>There was also some discussion about a potential category for mental health injury as these can contribute to lost time.</p> <p>Ian noted that there had been an incident resulting from concrete blowing out and advised that Expanded had experienced several of these, leading to the use of grout for blockages. There was some discussion about this and it was agreed that concrete blowing out and blockages should be added to the agenda for further discussion. Ian also advised he has a video that can be circulated.</p> <p>Ciaran Jennings noted that the FPS had received a cost for putting the form online and that this would be taken to the Executive for approval.</p> <p>There was also discussion about environmental incidents and how few get reported.</p> <p>b) Recording of HIPO incidents.</p> <p>Bob Speakman advised that the reporting sheet has been amended to allow members to include HIPO incidents. These incidents can be very serious and by sharing details, potential future incidents may be avoided.</p>	<p>FPS Secretariat Ian Riley</p>
<p>12.</p>	<p>Environmental and Sustainability Matters</p> <p>Ciaran Jennings explained that the EFFC (European Federation of Foundation Contractors) have created a Sustainability Working Group to look at defining sustainability for Piling contractors and to create a road map on how to transform the industry. He noted that this is an important topic and that the group are looking at Sustainability in terms of balancing the needs of people, the planet and profit.</p> <p>Ciaran explained that the group had met the previous week and received a presentation from FIEC, the European equivalent of Build UK. They had advised that there are two main areas of focus, one being carbon reduction and the other Digitalisation. For carbon reduction, the EFFC are researching low carbon concrete and electrified plant.</p> <p>Ciaran advised that as soon as there is anything of interest from this group he will circulate it to the FPS.</p>	
<p>13.</p>	<p>Occupational Health & Wellbeing in Piling</p> <p>Ciaran Jennings explained that this version of the Occupational Health and Wellbeing document had been reviewed by MDs who were happy with its content.</p> <p>There was some discussion about alcohol testing and the limitations being set to national rail standards and the requirement for medical appointments every three years. Ciaran advised that the MDs had discussed this thoroughly and were happy to commit to it.</p> <p>Ciaran also advised that an exercise examining fatigue in the industry was in the planning stage. He explained that a specialist fatigue company will be providing fitness style watches to individuals in a select few roles to examine the impacts of the working day and their lifestyles on their fatigue levels.</p>	
<p>14.</p>	<p>Reports</p> <p>a) CPCS Management Committee</p> <p>Colin Williams reported on the CPCS Management Committee. He explained he had attended a meeting on Tuesday and that the committee looks largely the same as it did previously. He noted that the CPCS management committee are no longer eligible to be the Plant Sector Representative Organisation (PSRO) and therefore they are looking for new individuals to be part of the PSRO and will be contacting industry bodies, including the FPS, for representatives to take this on. This is being led by Kevin Minton of the CPA.</p> <p>Colin also advised that the CPCS are going to be taking part in a roadshow with NOCN which will be visiting Oxford (date tbc), Manchester (21st November) and potentially Glasgow (26th November). Colin noted he has papers on this to be circulated.</p> <p>Colin explained that the CPCS cards will be increasing in price by £3/4. This is primarily due to the change to smart cards. Colin added that the role of</p>	<p>C Williams/ FPS Secretary</p>

	<p>validators has been removed from the card scheme so now when applying to renew cards individuals will not need to be signed off.</p> <p>Colin noted that they are also researching digital log books and want to talk to other countries going forward to ensure a consistent format with other schemes in Europe.</p> <p>Colin asked that an employer list is provided for NOCN so they can approach members with information rather than filtering through Colin at quarterly meetings.</p> <p>Colin noted that the NOCN is currently running 10 separate software packages and that they are looking to rationalise this.</p> <p>b) Build UK Health & Safety Committee Nothing to report.</p> <p>c) Build UK Common Training Standards Task Group Nothing to report.</p> <p>d) Thames Tideway H&S Transformation group Nothing to report.</p> <p>e) National Specialist Accredited Centre Nothing to report.</p> <p>f) EFFF Health and Safety Working Group</p> <p>Simon Jones noted that this meeting is not taking place until the next week so there is currently nothing to report.</p>	
15.	<p>Training and Qualifications</p> <ul style="list-style-type: none"> - Apprenticeship - Training Gaps to Identify <p>Ciaran Jennings advised that the Trailblazer is now running at CITA in conjunction with Stephenson College and that they have already started their first intake. He also noted that Van Elle are planning to run an intake as well and advised details on this will be circulated once provided to the FPS.</p> <p>Ciaran thanked those who had sent across assessors for the end-point assessment aspect of the Trailblazer. He noted that those put forward will be required to carry out a short training course to comply with standards.</p>	
16.	<p>Any Other Business</p> <p>Colin Newman asked if meeting locations could alternate between London and Derby for 2020. The FPS Secretary will issue a poll to determine if this is mutual across the group.</p> <p>Colin also asked that the website is updated to remove papers that are not relevant and add on papers for recent meetings.</p> <p>Colin also advised that any members using SEA concrete clamps check the cleavis pin as Central Piling had tested several and found that if they get caught on the trap they are more likely to swing open.</p> <p>Colin sent in a paper on CPA Guidance on Lifting with Excavators. He wanted to ensure everyone was aware of this paper and raise the need for possible discussion at future meetings as members use excavators on a daily basis.</p>	<p>FPS Secretary</p> <p>FPS Secretary</p>
17.	<p>Dates of 2019 Meetings</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"> • Thursday 7th November at 10.00am 	