

## MINUTES OF THE FPS QUARTERLY MEETING

**Date:** Friday 19<sup>th</sup> October 2018

**Time:** 2.00pm

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

**PRESENT:**

Martin Stanley	Bachy Soletanche
Richard Garland	BAM Ritchies
Malcolm O'Sullivan	BBGE
Mark Pennington	BBGE
Steve Hadley	Central Piling
Gary Johnstone	Dawson-Wam
Michael Molloy	Dawson-Wam
John Chick	Expanded
Yvonne Ainsworth	JRL Civil Engineering
Jim De Waele	Keller
Stuart Norman	Keltbray
Darren Brockett	Rock & Alluvium
Cliff Wren	Roger Bullivant
Mark Cutler	Van Elle
Mick Mason	Van Elle

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

**In Attendance:** Ciaran Jennings      FPS Secretariat  
Katie Kennedy      FPS Secretariat

No	TOPIC	ACTION
1	<b>APOLOGIES FOR ABSENCE</b>	
	Kevin Hague (Aarsleff), Niall McGill (FK Lowry), Andrew Waghorn (Murphy Ground Engineering), Paul Gwynne (Martello) and Matt Walpole (Westpile).	
2	<b>MINUTES OF THE LAST MEETING</b>	
	<p>The minutes of the last meeting held on 19<sup>th</sup> July 2018 were approved. Phil Hines discussed the actions from the previous minutes:</p> <ul style="list-style-type: none"> <li>Ciaran Jennings explained he sent out a pro-forma letter for the Retentions Response to Members to send on to their MPs. Phil noted that he had not received an update from Martin Blower regarding his meeting with his local MP to discuss retention.</li> <li>Ciaran agreed to recirculate the strategic priority document.</li> <li>Phil noted the last Plant Committee meeting was well attended and thanked the group for the higher attendance.</li> <li>Ciaran explained that he will look into quotes for a FPS video and alternative quotes for the audit ahead of the next Executive meeting.</li> <li>Ciaran explained videos are to be uploaded on the FPS website.</li> <li>Phil explained that a leaflet has been designed about the benefits of using FPS members. Any comments on the leaflet are to be sent to the FPS, otherwise the leaflet will be finalised.</li> <li>Phil explained that he is yet to send the letter on the Early Payment Scheme on behalf of the FPS to Kier.</li> </ul>	<p><b>FPS Secretary</b></p> <p><b>FPS Secretary</b> <b>FPS Secretary</b></p> <p><b>FPS Secretary</b></p> <p><b>FPS Secretary</b></p> <p><b>All</b></p> <p><b>Phil Hines</b></p>
3	<b>MATTERS ARISING</b>	
i.	<b>Piling Apprenticeship and NOS Review</b>	

	<p>At the last meeting, Ciaran Jennings reported that the Government have a registered list of apprenticeship providers (RoATP). Ciaran explained that it is a difficult process to get accredited on the RoATP. It was noted an organisation needs to be on the list before they can deliver the apprenticeship. Ciaran explained the easiest route is for one of the FPS member companies, which has training facilities to look at becoming a training provider. It was noted that RBL and Van Elle already have training facilities. If a Member company is unable to go on the register, then the alternative option is for the FPS to either apply to go on the register or create an agreement with CITB. However, there will be a 6 apprentice cap on the number of apprentices in one year, if the FPS decide to create an agreement with CITB.</p> <p>Ciaran explained the FPS could start a SAP, but when the Trailblazer goes live, then the SAP ceases to exist, so it would be difficult to start a SAP in January and then start the Trailblazer in February and the FPS want to avoid this situation.</p> <p>It was noted the RoATP is currently closed for new organisations to register but it should be opening again before the end of the year.</p> <p>Mick Mason explained the RoATP opened about six months ago, but only allowed specific trainers to register.</p> <p>Mick further explained that Van Elle are in talks with Sheffield College to provide the training. Mick noted they have a meeting with Sheffield College on 24<sup>th</sup> October to finalise logistics. Mick explained Van Elle are hoping to register ten apprentices on the scheme by January. It was noted that Van Elle are hoping to register as a training provider as soon as the RoATP opens and Sheffield College would become the sub-contractor.</p> <p>Ciaran reported he had spoken to PROCAT, who are keen to provide training, however they have no piling expertise nor piling equipment.</p> <p>Malcolm O’Sullivan asked whether it going to be next spring before apprenticeship starts and Ciaran explained that this will be likely, adding that the need is there and the industry requires the apprenticeship to run.</p> <p>Jim De Waele questioned the funding for the SAP, Ciaran noted there is funding until 2022, but there has been no intake this year and there are people who have missed units from last year who need catching up.</p> <p>Phil Hines suggested to try and get a SAP started as soon as possible, which would mean taking a risk on funding and switching to Trailblazer. John Chick added that CITB are not getting behind the delivery and there have been issues with other training courses.</p> <p>It was agreed for Phil Hines, Mick Mason and John Chick to have conference call to evaluate going forward.</p>	<p>Phil Hines / Mick Mason / John Chick</p>
<p>ii.</p>	<p><b>Cage Supplier Standard</b></p> <p>Phil Hines explained that this item has not moved forward since the last meeting.</p> <p>Ciaran Jennings noted that Nick Thomas from Bauer has offered to do the audit check list. Phil mentioned that it would be good to get Associate Members involved but for them to not be attached to one committee, though they would be invited to the Associate Members AGM.</p> <p>The intention is to audit cage suppliers and share the audit information among Members. This will be a benefit for Members and suppliers as it will reduce the amount of audits they go through. If they meet FPS standards, this will allow them to be identified by FPS as a quality supplier. It was noted that the FPS cannot insist that Members only use them as suppliers. It was noted that audit information will be shared and volunteer auditors are required to handle the audit process. It was agreed to develop the scheme on this basis. It was noted part of the discussion will include joining of cages, the different options available, transport of cages, the joining of sonic tubes and how to make them safer and more efficient.</p>	<p>All</p>

	It was noted more volunteers are required from the group to set the standards.	
iii.	<p><b>EFFC Officer</b></p> <p>Phil Hines explained there were a couple of volunteers to be the EFFC Officer. The Executive Committee have agreed for Bob Thompson from Keller to be the EFFC Officer. It was noted Bob Thompson will be attending EFFC meetings and the FPS Quarterly meetings to provide the link between the organisations.</p>	
4.	<b>FPS STRATEGIC PRIORITIES 2017/18</b>	
i.	<p><b>Harm Reduction: Manual Handling</b></p> <p>Phil Hines explained the key strategic targets include cage issues, automation of manual handling of cases, rods and augers. It was noted that companies who use rigs need to be included in the discussion. The aim is to automate the process and remove the manual handling element. It was noted there have been discussions at the Safety and Training and Plant Group meetings about exclusion zones as there have been a number of serious accidents and near misses. It was noted the vision is to create something similar for working platforms. It was noted for the small working groups to work quickly, gather information from members and work together to create a common standard.</p> <p>It was noted that anyone interested in joining the working group should email the FPS. The aim is for the working group to be efficient and get to a conclusion.</p>	<b>All</b>
ii.	<p><b>Occupational Health</b></p> <p>Steve Hadley explained that occupational health is an area that as an industry, companies are not looking after their employees well enough. Steve noted that Build UK have been working on it, but the progress has been slow. Steve explained that the FPS should set some benchmarks for the industry. Steve gave a presentation to the group to discuss a range of different potential measures and a summary of what the complete document could cover including items to be audited and the culture.</p> <p><b>Key items from Steve's presentation</b></p> <p><b>Aims/Charter</b></p> <p>The FPS should:</p> <ul style="list-style-type: none"> <li>• Eliminate occupational factors and conditions hazardous to health and safety at work</li> <li>• Develop and promote healthy and safe work, work environments and organisations</li> <li>• Enable workers to conduct socially and economically productive lives</li> </ul> <p>Steve explained the FPS need to create a Charter, which will aim to:</p> <ul style="list-style-type: none"> <li>• Show leadership commitment to our people and stakeholders</li> <li>• Build a culture of health and wellbeing,</li> <li>• Set minimum standards for health surveillance to be audited against,</li> <li>• Initiate a working group to discuss working and driving times, also identifying areas for flexible work,</li> <li>• Address problems pertinent to non-salaried workers</li> </ul>	

- Engage workers to ensure ownership and continuous improvement.

### **Leadership Commitment and Culture**

Ring fence 5% of FPS funds to train members on subjects such as; mental health, stress management, drugs and alcohol awareness and dietary issues. It was noted other organisations hold seminars on these subjects.

Non-alcohol focused events to form regular part of FPS calendar to include 5-a-side football tournament and a charity walk. Some social events which do not involve alcohol. It was noted 5-a-side football tournament and charity walk are a good way of engaging people who are not currently involved with the FPS and a great way to bond as a team.

FPS to set up benevolent fund similar to ICE that can support industry workers that have health problems and requirement financial support. It was noted there is the Lighthouse charity which support construction workers, but there is scope to open a FPS Charity as companies can find it difficult to pay workers when there has been an accident.

### **Health Surveillance**

Steve explained a questionnaire was sent to members.

A summary of the results includes; 7 out of 13 respondents felt FPS member employees should be provided with a health assessment annually, over 90% of respondents believe members should be audited for fatigue management of their workers, 70% of respondents believe the FPS should have a minimum standard for drugs and alcohol testing and 8 out of 13 respondents felt the alcohol limit for safety critical workers should be the Network Rail limit.

The recommendations for health surveillance are:

- Health surveillance to form part of the next round of FPS audits
- D&A testing and health assessment for all direct employees, on commencement and then annually
- Non safety critical workers alcohol limit to be Scottish drink drive limit
- Safety critical workers alcohol limit to be Network Rail limit
- Labour only sub-contractors to be D&A tested n commencement, then annually
- Fatigue management systems including evaluation of working and driving times required by all members.

### **Working and driving hours**

It was noted the working time directive allows 48 hours work in a week, however most employees opt out of this. Steve explained that members who indicate policy tend to defer to Network Rail limits that allow 72 hours work a week, 12 hours a day and 13 shifts in 14 days. Steve added that it should be a keystone of the Charter that discussion is required with members and workers about how the FPS may migrate to a more progressive and sustainable employment practices, as employees do not want to be working 8 hour days when they are working away from home, but it requires discussion.

### **Non-Salaried Workers**

Steve explained that many similar issues exist for employed weekly paid workers and agency works, but the Charter should commit to the following:

- No zero hour contracts for all directly employed workers
- Ensure temporary staff receive health surveillance

	<ul style="list-style-type: none"> <li>Engage with labour agencies to ensure longer notice periods for temporary staff</li> <li>Promote the use of permanent health insurance or accident, sickness and unemployment cover.</li> </ul> <p>Steve explained that he is in the process of putting together a paper to progress some ideas. Darren Brockett added that some companies are already signed up to similar schemes. Steve noted that the idea is to set a standard for FPS requirements for health surveillance and drugs and alcohol testing.</p> <p>Jim De Waele suggested a small working group is set up to set the standards.</p> <p>Steve noted the document will be drafted by the next quarterly meeting. It was noted by Yvonne Ainsworth that the health assessment could be similar to the Thames Tideway Standard. Martin Stanley offered to help with this.</p> <p>Martin Stanley noted that workers from Belgium think it is strange for UK employees to work a full day on Friday. As in Belgium, they finish earlier on Friday and start later on Monday morning.</p> <p>It was agreed for Steve to put all the information in a Charter for all FPS member companies to sign up to.</p> <p>Please <a href="#">click here</a> to view the full presentation.</p>	<p><b>Martin Stanley</b></p> <p><b>Steve Hadley</b></p>
iii.	<p><b>Learning &amp; Development</b></p> <p>John Chick explained a questionnaire has been drafted to include all the roles which could be involved in a piling company, the questionnaire will be used to find out the training required and external training required for each role. John explained there are a lot of questions in the questionnaire. John noted that he completed the questionnaire with Ian Riley and it took two hours to complete. John explained the questionnaire would be best completed by the person who organises the training within the company. It was noted the questionnaire is simple to complete but it is time consuming as there are repetitive questions for each role. It was noted the objective is to come up with the starting point on how training is provided currently for piling companies and for an explanation if the training is provided externally. John explained that ten roles in the business are likely to disappear over the years.</p> <p>Ciaran Jennings explained that he has worked with the FPS for four/five years now and this exercise has not been completed before.</p> <p>Steve Hadley asked about data on demographics, Ciaran noted there should be data for the next meeting.</p> <p>John noted that the questionnaire is the first step. It was agreed for the questionnaire to be sent out.</p>	<p><b>FPS Secretary</b></p> <p><b>FPS Secretary</b></p>
iv.	<p><b>Commercial Good Practice</b></p> <p>It was noted that Alasdair Henderson was not in attendance.</p>	<p><b>FPS Secretary</b></p>
v.	<p><b>Technical Standards</b></p> <p>It was noted this item will be discussed in item 9ii.</p>	
<b>5.</b>	<b>QUARTERLY LOAD BEARING STATISTICS</b>	
	It was noted that third quarter statistics were not good for orders. Steve Hadley added that the third quarter has been the most challenging quarter for the last ten years. Steve	

	<p>explained that margins were tight, however they are booked up for the next quarter, so there are positive signs for next year.</p> <p>Ciaran Jennings added the statistics includes all member companies including Murphy Ground Engineering, Dawson-Wam and Franki Foundations. This was in comparison to ten years ago when these companies were not within the membership.</p>	
<b>6.</b>	<b>SUSTAINABILITY – MARTIN STANLEY PRESENTATION</b>	
	<p>Martin Stanley explained that he attended the EFFF sustainability Committee meeting in September on behalf of FPS. Martin noted that Chris Harnan is chairing the Committee.</p> <p>Martin explained that Arup gave a presentation at the EFFF meeting which explained the 17 UN sustainable development goals/actions.</p> <p>It was noted there are political issues which are continent and countrywide including; Paris treaties, energy transition from coal, gas and oil to electricity, renewables, reduction of CO2 and reduction of NOX.</p> <p>The presentation showed the companies who have signed up to helping reach the targets. It was noted that young people coming into the industry are very sustainability conscious.</p> <p>Martin explained the targets have been allocated into three categories which are Economy, Society and Biosphere.</p> <p>It was noted the issues affecting the construction industry include design, equipment and people.</p> <p>Martin explained there are opportunities and challenges for businesses:</p> <p>Opportunities – new markets (carbon capture &amp; storage, flood prevention and energy piles), new type of workforce (more technical), energy piles, embedded technology, new materials and collaboration with academia.</p> <p>Challenges – material supply chain support, designers willing to accept new materials and methods and manufacturing sufficient new equipment.</p> <p>Martin asked the group if they are aware of and use the EFFF Carbon Calculator and whether clients ask for it.</p> <p>Steve Hadley noted that it is difficult to get the Carbon Calculator to work and needed training in its use.</p> <p>Mark Cutler added that Anglia Water want and collect the information.</p> <p>It was agreed to share the EFFF Charter to FPS Members. Please <a href="#">click here</a> to view the EFFF Charter. It was noted the EFFF Charter was written ten years ago. Ciaran Jennings noted the EFFF Charter is based on FPS Charter.</p> <p>It was noted information on the Carbon Calculator can be found on the <a href="#">EFFF website</a>.</p> <p>Martin gave a quick demonstration of the Carbon Calculator spreadsheet.</p> <p>Steve asked what happens to the information provided and Ciaran noted that the information is being collated with a view to using it for benchmarking or refining the accuracy of the tool. Phil Hines added that clients are not interested in the information currently. Martin noted that clients have their own calculators and Europe seem to be completing the spreadsheet apart from Germany.</p> <p>It was noted an FPS sub-committee on sustainability is not required as the topics are</p>	

	<p>already being issued within other items in the agenda.</p> <p>Ciaran noted the EFFC carbon calculator has been ahead of its time and a tool common to everybody for a level playing field.</p> <p>Please <a href="#">click here</a> to view the full presentation.</p>	
<b>7.</b>	<b>EFFC/DFI TREMIE GUIDE SECOND EDITION</b>	
	<p>A document showing the main changes for concrete testing was circulated. It was noted the feeling is that concrete suppliers are not agreeing with the FPS and there is a lack of data and understanding. The concrete suppliers are being urged to use the Tremie Guide when creating their specifications and understand the changes. Phil Hines commented that Slump Flow values were routinely being used when Slump Velocity is the critical value that should be followed.</p> <p>Mark Pennington noted that their experience had been that there had been inconsistency between the batches in from the initial trials and the ongoing programme.</p> <p>It was noted there is a resistance and reluctance to change from concrete suppliers. Phil explained the action is to get more data and move forward with concrete suppliers.</p>	<b>ALL</b>
<b>8.</b>	<b>FINANCE</b>	
	<p>i. Disposal of FPS Apprenticeship Fund</p> <p>Ciaran Jennings reported there have been no major suggestions on how to utilise the £340,000 in the apprenticeship fund. It was noted there will be around £20,000 of costs for the existing scheme. Phil Hines noted the FPS don't need to spend the money, however any suggestions on how to spend the money should be sent to FPS. It was agreed for Ciaran and Phil to look at putting the money into an investment account.</p>	<b>All Ciaran Jennings / Phil Hines</b>
<b>9.</b>	<b>COMMITTEE REPORTS</b>	
<b>i.</b>	<p><b>Executive Committee</b></p> <p>No report circulated due to elements being covered in other items.</p>	
<b>ii.</b>	<p><b>Technical Committee</b></p> <p>Mark Pennington explained the main target of the Technical Committee is to look at the guidance on minimum SI requirements. Mark noted that Derek Egan has not had time to lead the group, therefore they are looking for a volunteer to take the group forward. It was noted for any suggestions to be sent to Mark.</p> <p>Mark reported that EC7 is being revised and a presentation was given by Chris Raison at the last meeting. It was noted the next technical meeting will be a full day meeting, the meeting will take place in the morning and EC7 will be discussed in the afternoon.</p> <p>Mark explained that use of AGS data is expanding and HS2 have given support and backing. Mark noted that DFI UK is interested in joining the FPS to create a stronger voice on BIM and a joint meeting between FPS and DFI will be taking place at some point.</p> <p>Steve Hadley reported that BGA have approached him to discuss a collaboration. It was noted there are no contractors represented on BGA. It was noted the associate members of the FPS can have a positive influence. Steve also noted that they are looking to changing technical meeting to seminars on technical subjects as well as holding meetings on the committee work.</p> <p>Yvonne Ainsworth explained that the BGA agreement to approach FPS to be a member will mean the FPS will have no voting rights. Yvonne noted there are five Committee</p>	<b>All</b>

	<p>meetings a year. It was confirmed that Steve Hadley currently attends the Ground Forum meetings on behalf of FPS.</p> <p>Yvonne noted that at the BGA meetings, association bodies give their reports, the Rankin Lecture takes place, and there are conferences and feedback.</p> <p>It was suggested for FPS Technical events to be combined with the BGA.</p> <p>Mark confirmed he is happy for a Technical representative to attend BGA meetings and then report back to the Technical Committee. Steve noted the FPS should be a full member rather than associate member of the BGA.</p>	
iii.	<p><b>Commercial Committee</b></p> <p>Ciaran explained the Commercial Committee have been discussing early payment scheme and PQQ reformers.</p> <p>It was noted that an individual from CEMEX attended the last meeting.</p> <p>Jim De Waele asked for a brief revision for attendance and facilities to include dust.</p>	<b>FPS Secretary</b>
iv.	<p><b>Safety and Training Forum</b></p> <p>It was noted that Ian Riley has added to the returns in the Safety and Training statistics to create informed analysis regarding the causes of the accidents and events.</p>	
v.	<p><b>Plant Safety Group</b></p> <p>It was noted the Plant Safety Group discussed seat belts on piling rigs. The policy is if the rigs are fitted with seat belts, then they should be used. If the rigs are not fitted with seat belts, then it is down to company policy whether they should be retrofitted. It was noted the Soilmecc fit seat belts in their rigs.</p>	
<b>10. MEMBERSHIP MATTERS</b>		
i.	<p><b>Membership Audit</b></p> <p>It was noted that Foundation Piling are going through the audit process.</p>	
ii.	<p><b>Membership Applications</b></p> <p>It was noted that application was received from Foundation Piling and Reinforcement Suppliers are also wishing to apply.</p>	
<b>11. PR AND DIGITAL MARKETING</b>		
i.	<p><b>PR Activity Review</b></p> <p>Phil Hines noted that Debbie Darling is doing a good job with the FPS PR and marketing.</p>	
ii.	<p><b>FPS Website</b></p> <p>This item was not discussed.</p>	
<b>12. REPORTS AS NECESSARY</b>		
i.	<p><b>Build UK</b></p> <p>Ciaran Jennings explained that a Build UK PQQ meeting is coming up and a volunteer is required to attend the meeting who is involved with commercial and audit. It was noted Simon Jones from Keller previously went to a PQQ meeting. Mick Mason volunteered to attend the meeting and Ciaran agreed to send across the details.</p>	<b>Mick Mason / FPS Secretary</b>
ii.	<p><b>EFFC</b></p>	

	<p>It was reported the EFFC AGM took place in Brussels in early October. Jim De Waele represented the FPS at the AGM. It was noted the EFFC are looking to produce a training standard for the rig operating licence scheme to be applied throughout Europe and a way of accrediting trainers.</p> <p>Jim De Waele explained the working platform group are looking at working platform initiatives through European EFFC members who do not have a scheme. It was noted the EFFC are working on a drilling fluid guide, similar to the Tremie Guide and the guide will be relevant to those in drilling and support fluids. Ciaran Jennings noted the first draft should be ready to review and comment at the end of the year.</p> <p>It was reported that Sabine Darson who chairs the group is moving on and a new Chair is being sought. However Chris Harnan shall continue as the Deputy Chair.</p> <p>The group were informed that the EFFC moving to involve associate members, two associate members have joined and the EFFC are hoping to have 8 associate members by the end of the year. The motive for associate members is driven primarily by finance.</p> <p>There was a discussion about working platforms of rigs. Yvonne Ainsworth explained that on a recent project, there have been problems with a cement bound working platform where the rig was leaning and therefore unsafe. Yvonne noted there was an issue with drainage on the working platform, she was not aware of cement in the ground and the requirement to protect it. It was noted there are risks of piling rigs going over and the knowledge should be distributed.</p> <p>Yvonne suggested she could summarise her knowledge and experience into a paper.</p> <p>Jim De Waele noted there is an issue about design and the Temporary Works Group have done some work on this.</p> <p>Malcolm O'Sullivan explained it would be good to share the information as he has not come across this issue.</p> <p>Phil Hines agreed to put Yvonne in touch with colleague from Bachy Soletanche who had same issue.</p> <p>It was agreed to look at what other FPS member companies do with cement stabilised platforms.</p>	<b>Phil Hines</b>
iii.	<p><b>CITB</b></p> <p>This item was not discussed.</p>	
iv.	<p><b>Ground Forum</b></p> <p>It was noted the last Ground Forum meeting which was due to be focused on Brexit was cancelled.</p> <p>It was agreed for the SI issue to be raised at the next Ground Forum meeting and ask Ground Forum to help.</p>	<b>FPS Secretary</b>
v.	<p><b>AGS</b></p> <p>It was noted the AGS are focused on their marketing and getting the message of their work out to the wider geotechnical and geoenvironmental industry.</p>	
<b>13.</b>	<b>SOCIAL EVENTS</b>	
i.	<b>Summer Ball – 8<sup>th</sup> June 2019, Hilton, Syon Park</b>	
ii.	<b>FPS Golf Day – 11<sup>th</sup> September 2019, The Nottinghamshire &amp; Country Club</b>	
iii.	<b>Annual Awards Dinner – 25<sup>th</sup> October 2019, Venue tbc</b>	
<b>14.</b>	<b>ANY OTHER BUSINESS</b>	
	Steve Hadley explained that he spoke to Nick Langdon from CGL, who are an FPS	

	Associate Member at the recent basement conference. Steve noted that Nick is keen to talk about improving diversity at a future FPS quarterly meeting.	<b>FPS Secretary</b>
<b>15.</b>	<b>DATES OF NEXT MEETINGS</b>	
	<p>Next meeting dates are as follows and will be held at Hamilton House:</p> <ul style="list-style-type: none"> <li>• 12 February 2019</li> <li>• 11 April 2019</li> <li>• 18 June 2019</li> <li>• 25 October (Awards Dinner) 2019</li> </ul>	