

**REPORT OF THE DIRECTORS AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018
FOR
THE FEDERATION OF PILING SPECIALISTS**

THE FEDERATION OF PILING SPECIALISTS

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For The Year Ended 31 December 2018**

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THE FEDERATION OF PILING SPECIALISTS

COMPANY INFORMATION
For The Year Ended 31 December 2018

DIRECTORS:

J Chick
S P Hadley
A Henderson
P J Hines
M M O'Sullivan

SECRETARY:

Forum Court Associates Limited

REGISTERED OFFICE:

Office 205
Devonshire House
29-31 Elmfield Road
Bromley
Kent
BR1 1LT

REGISTERED NUMBER:

01296219 (England and Wales)

AUDITORS:

Crane & Partners
Chartered Accountants & Statutory Auditors
Leonard House
5 - 7 Newman Road
Bromley
Kent
BR1 1RJ

THE FEDERATION OF PILING SPECIALISTS

REPORT OF THE DIRECTORS

For The Year Ended 31 December 2018

The directors present their report with the financial statements of the company for the year ended 31 December 2018.

REVIEW OF BUSINESS

The FPS continues to be a proactive and strong Federation for its Members. Through our independent audit scheme we ensure that all Members are upholding rigorous standards of quality across safety, quality management, technical capability, training and sustainability. We continue to seek to make this a differentiator for our Members in the market and it gives us credibility when speaking to wider industry bodies and the governmental authorities.

Current Status

The Federation has 20 full Members with a number of expressions of interest in joining from both geotechnical contractors seeking full membership and companies in the supply chain seeking Associate Membership.

The FPS continues to

- uphold quality standards and expectations
- collaborate on health and safety and the sharing of information
- maintain its position as a technical authority in producing guidance in the field of geotechnics
- play a role as a consultant and partner to outside organisations: Build UK, CPCS, BSI, EFFC and Ground Forum.
- Offer training in support of Members' needs
- Provide leadership on key industry issues via the Committee system
- Be an active voice in promoting industry issue
- Remain in good financial health

2018 Strategy & Activity

The FPS identified five key themes for 2017/18 and has pursued them through the year:

1. Harm Reduction

The FPS will continue to raise the bar in reducing accidents through identification and analysis of FPS accident data. We will collaborate to address the common problem areas through seeking common solutions and promotion of awareness of good safe practices. We will continue to promote our safety practices to the EFFC.

Areas for action:

- Hands and arms require a specific focus to reduce the amount of manual handling on site. This will involve developing and sharing knowledge on common tools, approaches and methods
- Run a campaign to promote awareness of the issue on site and nationally.
- Support route cause analysis training and preparing organisational response to incidents (e.g. via EFFC training course)

2. Occupational Health and Wellbeing

The FPS will take a lead in the industry by agreeing a minimum standard that can be promoted to the wider industry via Build UK. This will be integrated into the Membership audit. The Federation will collaborate to work towards a common understanding and ultimately best practice around challenging issues such as working hour practices and mental health. As part of the focus on working hours, opportunities to widen participation in the industry should also be addressed as shift patterns and length can limit participation in the industry.

Areas for action:

- A minimum standard will be produced that covers the common practices Members already carry out, e.g. drugs and alcohol testing.
- Developing a consensus around working hours and mental health policies to be explored with Members.
- The FPS will align with relevant external campaigns such as Heads Together.

REPORT OF THE DIRECTORS

For The Year Ended 31 December 2018

3. Technical standards and digital construction

The FPS will provide proactive input into the technical standards relating to ground engineering. We will also work to engage with designers and contractors to inform specifications and designs. We will continue to advance digital construction (BIM) internally and externally uphold Members' interests.

Areas for action:

- Promote the FPS e-Pile Schedule as the industry format for providing design information
- Work via AMs and contacts with clients (HS2, Crossrail etc) to raise design issues

4. Learning and development - attracting new people

The FPS will promote a career in the industry to school leavers, graduates and older people transferring into industry. We will look to widen participation via encouraging flexible working practices and conditions. We will look at training pathways and create courses where necessary to ensure appropriate training is available and ensure that there are clear, supported routes for people to develop through their career. We will address labour agencies and how to improve their work forces, ethical working practices and training provision.

Areas for action:

- Develop the industry strategy for training, qualifications and standards
- Continue to support the development of the Trailblazer piling apprenticeship
- Develop an NVQ in Geotechnical installation
- Investigate
- Define and promote the career paths available within the industry via the FPS website, Build UK and CITB.

5. Commercial Good Practice

The FPS will continue to promote responsible commercial practices that encompass both the interests of the specialist contractor and the client. We will work to lead on better practices and respond to poor industry practices that our Members encounter.

Areas for action:

- Achieving neutral cashflow via fair certification, payment practices and management
- Promotion of caps on liability via Build UK and our own PR activity.
- Post Brexit business environment and access to overseas labour

STANDING OBJECTIVES

The Federation's strategy over the next five years is to continue with the good work that we deliver; specifically we will continue to:

- Provide leadership and best practice guidance on sector-wide issues.
- Provide a means of achieving together what can't be achieved by individual companies.
- Through our Registration Scheme
 - We will set standards and ensure compliance with a minimum standard.
 - Allow Members to benchmark themselves against their peers.
 - Provide a means of client or industry sector accreditation.
- Assist companies in meeting client demands.
- Represent the Members views to the Government, HSE, and other influential bodies via:-
 - NSCC/Build UK
 - EFFC
 - Ground Forum
 - Contacts with other bodies such as: Builders Profile; HSE; CECA; CPA; Coal Authority; Network Rail; Highways Agency, NHBC, BSI and CEN Committees.
- Disseminate information to members
 - Safety alerts
 - Quarterly reports
 - Safety days
 - Order Statistics
 - Accident Statistics
 - Tool Box Talks and other training aids (e.g. videos/DVD)
 - Ad-hoc circulations of relevant information

THE FEDERATION OF PILING SPECIALISTS

REPORT OF THE DIRECTORS

For The Year Ended 31 December 2018

- Members' website
- Deliver our work through our committees that
 - Facilitate the sharing of information and ideas
 - Promote best practice that members can take back to their companies
- Hold social events (Annual dinner; Summer Ball; Golf Day)

DIRECTORS

The officers throughout the year were as follows:

P J Hines	(Chairman)
S P Hadley	(Vice Chairman)
A E Henderson	(Immediate Past Chairman)
J Chick (appointed 26 April 2018)	(Junior Vice Chairman)
M M F O'Sullivan (appointed 26 April 2018)	(Junior Vice Chairman)

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

The auditors, Crane & Partners, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
P J Hines - Director

Date:

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE FEDERATION OF PILING SPECIALISTS

Opinion

We have audited the financial statements of The Federation of Piling Specialists (the 'company') for the year ended 31 December 2018 which comprise the Income Statement, Balance Sheet and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2018 and of its deficit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note six to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information in the Report of the Directors, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Directors has been prepared in accordance with applicable legal requirements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE FEDERATION OF PILING SPECIALISTS

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Directors.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.

Responsibilities of directors

As explained more fully in the Statement of Directors' Responsibilities set out on page four, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE FEDERATION OF PILING SPECIALISTS**

Use of our report

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Graham Atkin FCA (Senior Statutory Auditor)
for and on behalf of Crane & Partners
Chartered Accountants & Statutory Auditors
Leonard House
5 - 7 Newman Road
Bromley
Kent
BR1 1RJ

Date:

THE FEDERATION OF PILING SPECIALISTS

INCOME STATEMENT

For The Year Ended 31 December 2018

	Notes	2018 £	2017 £
TURNOVER		226,640	398,268
Administrative expenses		286,748	277,960
OPERATING (DEFICIT)/SURPLUS		(60,108)	120,308
Interest receivable and similar income		376	137
(DEFICIT)/SURPLUS BEFORE TAXATION		(59,732)	120,445
Tax on (deficit)/surplus		71	26
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u>(59,803)</u>	<u>120,419</u>

The notes form part of these financial statements

THE FEDERATION OF PILING SPECIALISTS (REGISTERED NUMBER: 01296219)

BALANCE SHEET
31 December 2018

	Notes	2018 £	2017 £
CURRENT ASSETS			
Debtors	3	174,896	271,892
Cash at bank		307,929	297,482
		<u>482,825</u>	<u>569,374</u>
CREDITORS			
Amounts falling due within one year	4	6,099	32,845
NET CURRENT ASSETS		<u>476,726</u>	<u>536,529</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>476,726</u></u>	<u><u>536,529</u></u>
RESERVES			
Income and expenditure account		<u>476,726</u>	<u>536,529</u>
		<u><u>476,726</u></u>	<u><u>536,529</u></u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on and were signed on its behalf by:

.....
P J Hines - Director

.....
A Henderson - Director

The notes form part of these financial statements

THE FEDERATION OF PILING SPECIALISTS

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended 31 December 2018

1. STATUTORY INFORMATION

The Federation of Piling Specialists is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

Income comprises levies from members, income from seminars and income from publications.

3. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Trade debtors	156,979	261,336
VAT	9,892	-
Prepayments	8,025	10,556
	<u>174,896</u>	<u>271,892</u>

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
Trade creditors	3,380	13,683
Corporation tax	72	26
VAT	-	16,776
Accruals and deferred income	2,647	2,360
	<u>6,099</u>	<u>32,845</u>

5. RELATED PARTY DISCLOSURES

The directors are all employees of member companies of the trade association. They receive no individual benefit from membership but their employing company receive benefits and pay levies on the same terms and conditions as all of the other members of the trade association.

6. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

7. ULTIMATE CONTROLLING PARTY

No single individual has a controlling interest over the company.

THE FEDERATION OF PILING SPECIALISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 December 2018

8. RECONCILIATION AND MOVEMENT IN MEMBERS' FUNDS

	£	£	£	£	£
	Balance B/Fwd	Income	Expenditure	Transfers	Balance C/Fwd
General Fund	98,263	155,926	(136,300)	(22,289)	95,620
Other Funds:					
FPS Summer Ball Fund	8,264	29,270	(21,173)	(8,097)	8,264
EFFC Fund	10,629	-	(6,579)	-	4,050
Legal Fund	10,000	-	-	-	10,000
Apprenticeship Scheme Fund	363,170	(895)	(32,135)	-	330,140
NVQ Fund	23,656	-	(15,375)	-	8,281
Training Fund	12,382	-	(814)	-	11,568
Golf Day Fund	6,272	3,776	(3,245)	-	6,803
Annual Dinner Fund	1,893	38,539	(51,897)	11,465	-
Rigtrack Fund	-	380	(746)	366	-
Registration and Audit Fund	2,000	-	(18,555)	18,555	2,000
Total Funds	536,529	227,016	(286,819)	-	476,726

The surplus on the Summer Ball (£8,097) was used to offset the Annual Dinner deficit, due to unusually high Annual Dinner costs this year.

£3,368 was transferred from the General Fund to the Annual Dinner Fund, as the costs had exceeded income generation.

£366 was transferred from the General Fund to the Rigtrack Fund, as the costs had exceeded income generation.

£18,555 was transferred from the General Fund to the Registration and Audit Fund, as the costs had exceeded income generation.

THE FEDERATION OF PILING SPECIALISTS

DETAILED INCOME AND EXPENDITURE ACCOUNT
For The Year Ended 31 December 2018

	2018		2017	
	£	£	£	£
Turnover				
Levies	128,978		132,370	
Levies - Associate members	14,315		12,880	
Supervisors' safety awareness	4,520		-	
Apprenticeship scheme income	(895)		127,250	
Summer ball income	29,270		23,270	
Annual dinner income	38,539		35,199	
Golf day income	3,776		3,020	
Donations	-		1,650	
Application fees	5,950		2,625	
Rig bearing pressure seminar	380		95	
NVQ lvl 3 2017	-		56,430	
Sales of publications - SPERWALL	1,807		3,479	
	<u> </u>	226,640	<u> </u>	398,268
Other income				
Deposit account interest		376		137
		<u> </u>		<u> </u>
		227,016		398,405
Expenditure				
Insurance	821		641	
Advertising and promotion	16,150		15,460	
EFFC subscriptions and levies	9,657		9,657	
European expenses	1,815		4,256	
Subscriptions	10,917		10,878	
Secretarial fees	71,787		69,900	
Printing, postage and telephone	2,718		2,793	
General expenses	88		50	
Travel expenses and meetings	17,004		9,711	
Website	1,951		12,315	
2 day supervisor awareness course	1,566		-	
PSSTS course	814		4,054	
Andrew Bond IEC7	5,968		5,000	
Apprenticeship scheme	32,135		33,438	
NVQ expenses	15,375		32,774	
Golf day expenses	3,245		2,722	
Summer ball expenses	21,173		26,553	
Audit fund expenses	18,555		2,048	
Annual dinner expenses	51,897		33,306	
Rigtrack pressure tool	746		-	
Platform seminar	1,096		1,125	
Auditors' remuneration	1,150		1,175	
	<u> </u>	286,628	<u> </u>	277,856
Carried forward		(59,612)		120,549

This page does not form part of the statutory financial statements

THE FEDERATION OF PILING SPECIALISTS

DETAILED INCOME AND EXPENDITURE ACCOUNT
For The Year Ended 31 December 2018

	2018		2017	
	£	£	£	£
Brought forward		(59,612)		120,549
Finance costs				
Bank charges		120		104
NET (DEFICIT)/SURPLUS		<u>(59,732)</u>		<u>120,445</u>

This page does not form part of the statutory financial statements