

In the Chair:	Simon Jones (SJ)	Keller
In attendance:	Robert Speakman (RS) Phil Hines (PH) Malcolm Mearns (MM) John Christie (JC) Brian Watson (BW) Daniel Hatcher (DH) Rob Cannon (RC) Colin Newman (CN) Richard Nicholls (RN) Alistair Revie (AR) Michael Keaveny (MK) Brian Kellaheer (BK) Matthew Ovens (MO) Alan Turner (AT) Ellen Barrett (EB) Desmond Hanrahan (DHan) Kenny Peters (KP) Julia Hill (JH) Paul Smith (PS) Nick Dewey (ND) William Longhurst (WL)	Aarsleff Bachy Soletanche Bachy Soletanche BAM Ritchie Bauer Technologies Bauer Technologies BBGE Central Piling Expanded FK Lowry Foundation Piling Keller Laing O'Rourke Martello Piling Murphy Murphy Murphy RBL RBL Rock & Alluvium Rock & Alluvium
Present:	Ciaran Jennings (CJ) Isabel Jennings (IJ) Melissa Bramley (MB)	FPS Secretariat FPS Secretariat FPS Secretariat

No.	Topic	
1.	Apologies for Absence: Andrew Eggesden (Bachy Soletanche), Hugh Sloan (RBL)	
2.	Approval of the Minutes of the meeting held on the 4th March 2021 The minutes were approved by the Chair and Members of the Committee.	
3.	<p>Matters Arising</p> <p>i. Welcome from the Chair</p> <p>The Chair mentioned Lee Cain would be stepping down as Vice Chair of the meeting, and thanked Lee for his support in his role as Vice Chair.</p> <p>ii. Fatigue Science</p> <p>CJ mentioned the report from Fatigue Science was still outstanding, which was due to contain best practice guidance on fatigue management and were awaiting further information from companies that had participated in the study.</p> <p>iii. Reinforcement Suppliers</p> <p>CJ stated he was still chasing Reinforcement Suppliers to understand their willingness to be audited with a view to becoming Associate Members of the FPS.</p>	

CJ asked if there was anyone who would be interested in participating as an Auditor to let him know.

iv. Rigging & De-rigging Training & Assessment

RC mentioned Colin Williams was leaving BBGE, and Rob would be taking over from Colin, and would report back when he had further information to impart.

v. Working Platforms

PH stated recent worrying trend where at least four rigs that had come close to, or had overturned. PH said the incidents were not occurring due to the platform being wrongly designed or constructed, but other failings in the system, and was concerned the Working Platform certificate was being seen as another piece of paper. PH asked whether enough questioning was taking place around what had actually happened, for example:

- Where a site had been upfilled, a lack of quality control in the material being used underneath the Working Platform
- Where on a previously certified Working Platforms, a backfill had taken place, but had not taken into consideration the original design assumption, with holes being filled following an obstruction being hit
- Knowledge of the extent of the platform e.g. how far past the edge of last pile

PH stated he wished to raise awareness with Principal and Specialist contractors, and asked for more challenge, care and attention to take place, stating Members had a duty of care to employees to assess what is done and what is specified on the system in relation to testing.

PH stated this was a critical issue and needed to be brought to the forefront of thinking, and an article would go live shortly.

Post meeting note – an article has been published

JH asked if videos, discussed at the quarterly would be created on key issues such as working platforms.

PH stated he hoped video content of this, along with other issues, would grow more awareness, and the conclusion at the Quarterly Committee was a series of videos should be created.

PH stated volunteers will be needed to create snippet videos (the cost of which would be funded by the FPS) and urged the committee to participate and confirm the subjects that would be helpful to Members and the Industry.

MM mentioned an issue with the awareness of temporary works, and the procedures expected, raising awareness around project teams. SJ seconded this and reported on the follow-on work from the restricted zones procedure.

A focus on Piling Safety Video was mentioned, which was created for the Olympics and needs to be updated.

Action: CJ to send a link, for all to view and feedback

vi. Quarterly Meeting update

PH stated some key subjects raised at the quarterly meeting, which took place on 29.4.21:

Timewise – a consultation will be taking place on flexible working in the coming months.

Skilled Worker Visa – due to Brexit regulations there are complications in bringing, for example, Piling Rig operators into the UK, as they do not appear on the skilled worker list. Businesses are relying on and engaging on Build UK and major infrastructure providers to assist with visas.

Environment & Sustainability Working Group has been established, which will produce a way forward to improve the environmental impact as an industry.

HS2 – Impact on the industry, particularly the availability of skilled workers.

**FPS
Secretariat**

	<p>Areas of focus for Incident reduction</p> <p>The overarching item discussed was how the FPS could influence organisational safety culture, with a large number of injuries taking place due to individual decision-making processes. The item was clearly seen as a key issue to consider.</p> <p>Restricted Zones implementation</p> <p>The discussion focused on how this could become the common standard on site.</p> <p>Commercial Committee: A refresh will be taking place and a refresh of the Committee's purpose, for example, the differentiators on using an FPS Member.</p> <p>vii. Silica Dust Guidance:</p> <p>SJ reported Gary Levers had completed a document, which would be made available shortly.</p> <p>Safety Alerts</p> <p>SJ reminded all to send any Health & Safety alerts to the FPS Mailbox, which would then be distributed amongst FPS Members and shared with the EFFC.</p>	
4.	<p>Plant Sub-Group Updates</p> <p>i. Safe use of Concrete Pumps – Task group update</p> <p>SJ thanked those who had responded with feedback on the pumping process documents, and hoped to re-distribute the edited documents soon.</p> <p>ii. Rig Operator Training – Task group update</p> <p>PH stated a level 1 Simulator Training standard had been created which was discussed with CITB, and a proposal had been put forward to the CPCS to implement a trainee rig operator card, to be issued when a number of steps had been worked through following the Level 1 Simulator test. Following a meeting with CPCS, the CPCS decided it was not their duty to follow this initiative through and felt the introduction of another card would confuse the industry.</p> <p>PH mentioned Build UK had been engaged with and CJ had engaged with the watchdog for CPCS to investigate if they would be able to assist.</p> <p>PH hoped HS2 would be able to provide project recognition that this would be a valid and acceptable training route, thus convincing CPCS that this would be the right way forward. PH hoped HS2 would be able to convince CPCS this would be the right way forward.</p> <p>PH mentioned there was a grab simulator and a rotary simulator near Birmingham for HS2 and the aim was to make these widely available and was working with Bauer to get a CFA module produced get a module together. PH hoped following the 21st June (projected end date to current COVID restrictions) would warrant an invite to see the simulators in operation, and would aid in pushing through the standard.</p> <p>iii. FPS Audit Task Group update</p> <p>RS and SJ had an initial meeting to look at the Audit Safety scorecard and had put some initial ideas together.</p> <p>CJ stated he needed to pull together a task group of committees together and was anticipating an update on audit schedules in the autumn, with the next audit round starting at the end of 2021, or the beginning of 2022.</p>	
5.	<p>Training</p> <p>i. Engagement with the Early Careers Group</p> <p>SJ had invited Julia Hill, Chair of the Early Careers group to present on the current initiatives being worked on by the group.</p> <p>JH shared a presentation for the Early Careers group and talked through the Early Careers strategy, in particular the outreach strand of the strategy.</p>	

	<p>JH said the outreach objective, an educational initiative going out to schools, colleges and university to highlight careers initiatives and ensuring students are able to make an informed decision at GCSE level.</p> <p>JH asked if members of the committee would be interested in assisting, and for input. JH said Lorenzo Alessi had volunteered his assistance in highlighting job roles and asked if the Safety, Plant and Operations group would be interested in having a member of the Early Careers group as a Member of the committee.</p> <p>JH stated she had asked the FPS Secretariat to map up the offices of FPS Members to understand where to recruit from, in response to a question of working with the armed forces and individuals leaving.</p> <p>Dan Hatcher offered to assist with ex Force contacts. Malcolm Mearns suggested he may also be able to assist.</p> <p>JH asked if the group wanted an Early Careers group representative.</p> <p>SJ mentioned there may be a case for a sub-group which would be useful, for example the Rig Operator Training, which would be helpful to have an EC representative on, which would be more focused.</p> <p>SJ mentioned at the previous meeting there had been a lot of discussion on training and invited input from the Committee on anything they wished to discuss.</p> <p>BW referred to the simulator training and the card and asked how the lack of access to the simulators would affect the Trainee Rig Operator card. PH responded by stating the FPS could invest in some way by placing the simulators in a location where they would be able to be booked for use by Members. A discussion took place on how training currently takes place, and the requirement of Build UK Members to have a CPCS red card to work on their sites, which could not be gained without working on site.</p> <p>PH stated the practical test for piling requirement is to build permanent works. and stated this was simply a route to allow training to sit in the rig going forward which has been a common issue for a number of members for a long time, not changing the training standard, but giving people the opportunity to have the training.</p> <p>PH continued to say Build UK will not leave the CPCS card requirement and are looking to use the PSRO the Plant Sector Representation Organisation. PH stated NOCN have been fully involved in the process and the committee came to the conclusion they did not wish to take it forward. PH stated he was unsure the logic of CPCS going forward.</p> <p>PH mentioned he had investigated the similarity across other machinery, for example Tunnel Boring Machine operators and Road Planers, who obtain the training in a training centre environment. PH stated he would reach out to Eurovia for the Road Planers and was seeking a further organisation to reach out to in relation to the Tunnel Boring Machine.</p> <p>PH asked what the FPS can do to help and asked what the safety issues are on site.</p> <p>PH asked what Members of the Early Careers group think are the safety issues on site that need to be addressed? JH stated she would follow this up with the group.</p>	
6.	<p>FPS Website</p> <p>i. NGR Supercatch system – MM stated he was not an expert in this and the NGR section that needs further reviewing by the group. FCA Secretariat to circulate the document following the meeting.</p>	
7..	<p>Quarterly Accident & Environmental Statistics (Q1 1st January – 31st March 2021)</p> <p>IJ shared the data stating there was rolling Accident Frequency Rate (AFR) graph which now showed a trend line, which showed the AFR was on a downward slope, and shared a Quarterly Rolling Lost Time & RIDDOR rate graph too, which, with new FPS Members joining showed there had been a movement and whether the graph in previous years reflected peaks in work.</p>	

<p>PH urged everyone to consider the timings of spikes and the trend lines and asked whether reviewing these statistics as an industry with the historic stats was the measure of progress.</p> <p>IJ stated the anonymised individual lost time and RIDDOR rate information had changed significantly since the last meeting, though the company numbers have stayed the same.</p> <p>IJ mentioned thirteen accidents, five of which were high potential incidents, had been reported this quarter, with Tuesday and Wednesday afternoons showing as peak times for incidents to occur.</p> <p>IJ stated there had been two incidents reported past the deadline for the previous quarter, which had increased the incidents that had occurred in 2020 to 40.</p> <p>IJ mentioned the two RIDDORS that had occurred both happened on a Thursday.</p> <p>IJ stated the activities, and roles were more varied than they had been previously, but the injuries were mainly to fingers, thumbs and wrists.</p> <p>JC asked what the ‘.’ And ‘N/A’ indicated within the graph “Body part injured”. IJ stated she believed the former was either an indication of a fatality that had occurred, and the latter perhaps related to a HIPO incident. IJ felt there needed to be clarity on reporting HIPO’s, particularly in relation to the information needed and to clarify whether agency workers were to be included within statistics, on the basis that everyone who is at risk on the site is included.</p> <p>RS stated he had provided some guidance previously.</p> <p>Action: IJ to review guidance</p> <p>IJ stated the provision and maintenance of plant, tools, equipment was the highest cause of incidents this Quarter.</p> <p>Dan Hatcher reached out following a Safety Alert issued with a Highways England banner, in reference to a swan neck, and said thank you for the feedback he had received from FPS Members. DH mentioned there was quite a difference in variations on vehicle maintenance and wondered if a standard measure could be put in place. DH wondered if this should be considered, or whether it should state “as to individual requirements” as it states currently.</p> <p>CN stated the testing regime had not been stipulated and was down to individual companies.</p> <p>Action: SJ to add to the agenda for the next Concrete Pump WG to discuss at the plant group meeting if the pumping group.</p> <p>MM mentioned an incident in January where a split pin failed on the top of the mast, and Bachy Soletanche had attached tags to the pins, to make it easier to inspect the pins in the pre-use inspection. MM also mentioned a central bar detachment incident which they have resolved with a new frame where the central bars are now connected above the pile.</p> <p>BW mentioned changing pins to those with a locking latch, following responding to the alert. MM mentioned there are other simple things that can be done, like issuing binoculars, for use when in the MEWP.</p> <p>RC stated he had a similar situation at the East Leeds Orbital route and would welcome an answer on, was when connecting central bars with couplers and the temporary condition of there being a theoretical side loading on the coupler as the bar bends, and whether the coupler had been designed for that. RC mentioned the suppliers have not quantified this as there isn’t the equipment to test this and what RC was conscious of eliminating risk was that a revised system of work be put in place, designing it out, but the risk is still not being eliminated. RC stated he was working with DYWIDAG to see if they could come up with a standard that would eliminate this risk.</p> <p>RC stated there was a recent incident where a third party was listed as a HiPO where operatives were standing next to an attendant excavator and starting work when they were in the restricted zone, which had created an ongoing theme of third parties working alongside the piling crews that have not had the same level of training or exposure to people plant interface training or how</p>	<p>IJ</p> <p>SJ</p>
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	<p>behavioural safety affects that will be an ongoing challenge, and upskilling may need to occur with the third party crews.</p> <p>SJ mentioned ahead of a video being available on restricted zones, Keller were working on some material that could be delivered as a toolbox talk, to ensure those working on site understand the risks of working around piling equipment.</p> <p>SJ shared an incident which had occurred with a Hutte 204, on a HS2 site, where the outrig of a leg had been positioned using a hydraulic ram where the injured party got his coat caught on the top of the outrigger leg and was dragged through the gap of the top of the outrigger leg and the safety cage. SJ mentioned there were lots of questions on why the IP's arm was anywhere near the outrigger leg, and why did the outrigger leg move, and stated the operator of the machine was endeavouring to move the outrigger leg to the right, and the outrigger leg moved to the left. SJ stated the investigation showed the nut that secures the rod through the piston, had been stripped off the rod itself, which then created a path for the hydraulic oil to work it's way through the piston and the ram extended. The object of the exercise was to move the this then worked its' way through the piston and the RAM extended. The object of the exercise was to move the ram so it was going to contract, but by applying pressure it extended, which was what resulted in the individual getting trapped. SJ stated it was an unusual failure, and Keller had engaged with Hutte and Casagrande and had discovered that both of machines failed in exactly the same way. SJ urged plant teams to check the hydraulic rams were functioning correctly. SJ mentioned there was a video showing the rig being tested, and the lack of restraint due to the failure in the ram itself.</p> <p>Action: SJ to share the video and document wider</p> <p>DH stated an incident regarding a jet wash where the operative sustained an injury to his foot, the investigation showed it was a direct response to the position the operative had placed himself in, where the jet wash penetrated through his boot to his toes, due to the operative not being able to maintain full control of the jet wash, as it was operating at 3000 psi. DH stated the operative had not identified the risk and behavioural side of the investigation that showed he had willingly put himself into the position.</p> <p>CJ shared details of a previous incident, and the use of pressure washers causing an issue. SJ mentioned a further previous incident, where the operatives were not fully trained or appreciating the implications of the use of pressure washers.</p> <p>Action: SJ to pass on the bulletin of pressure washing.</p>	<p>SJ</p> <p>SJ</p>
8.	<p>Associate Member Questions</p> <p>There were none. CJ stated he would contact Associate Members.</p>	
9.	<p>Innovation & Technology</p> <p>Michael Keaveny asked if anyone had anything to do with a company who cleaned hydraulic oils. Brian Kellahe mentioned this stated this occurred internally at Keller.</p>	
10.	<p>Safety Campaigns</p> <p>The group split into breakout sessions, to discuss any potential safety campaigns in the future, and ideas to pull into individual campaigns across the following areas:</p> <ul style="list-style-type: none"> • Behavioural Safety • Restricted Zones implementation • Mental Health Campaigns • Mid-week incidents <p>Behavioural Safety</p>	

	<p>PH reported back from the group, and stated it was difficult to get drawn away from processes and controls and look at culture and behaviour, and there was not an agreement in the group about which was most important. PH stated what was clear was there was a belief there was a need for improving training and addressing issues in the short term. PH mentioned only half of the companies represented within the group discussion had behavioural safety programmes.</p> <p>PH stated the group discussed FPS Apprentices having a model on culture, but this would need to be enforced on joining a company. PH said the group hoped training to understand behavioural safety would be the first step. SJ agreed that putting material around this would be a good safety campaign Initiative for the FPS.</p> <p>Mental Health Campaigns</p> <p>MM reported back they had he looked various topics including communications training, and individuals in companies who had participated in Assist suicide intervention training, in how to respond and deal with an individual who had expressed the desire to end their life.</p> <p>MM mentioned they discussed physical campaigns on lifestyle, looking at sleeping patterns, eating exercise and each company had their own employee assistance programmes, and linking these with any FPS initiatives.</p> <p>MM suggested releasing standard messages from the FPS would assist if they were linked with existing individual company messages.</p> <p>MM also said the group discussed having arrangements to follow up with Mental Health First Aiders and asking how they are doing, MM said practical details around the intervention – and whether the Mental Health first aider needed any support.</p> <p>Mid-week incidents</p> <p>SJ reported there were questions raised on whether there was enough data to report there was a real issue, and whether there was a peak, or whether first more investigation should take place into these incidents – and were these associated with any particular type of incident, or plant and equipment.</p> <p>SJ said the group felt there was a link with the Fatigue Science work and stated the group had discussed holding end of day wrap ups, and/or close downs, or toolbox talk for resetting.</p> <p>Restricted Zones</p> <p>CJ reported back the discussion centered on a minimum standard for restricted zones being included in the Facilities & Attendances document. CJ mentioned one thing main contractors will respect due to the various legal regulations would be the minimum safe distances in the plant rig operating manual, and if this was included into the facilities and attendances document, this would give a basis to challenge the client on. CJ reported the group discussed whether guidance for Members on restricted zones should be filtered through the rams –and where can the client be pushed back, where situations arise on site, and the playbook for focused around amending facilities and attendances.</p>	
11.	<p>Environment and Sustainability Matters</p> <p>Luke Deamer, Keller was invited to present on the work being undertaken by the FPS Environmental Sustainability Group.</p> <p>LD said as well as introducing the group, he also hoped the groups' work would be of particular interest to the Committee. LD mentioned there were several task groups (Circular Economy, Pile Reuse, Water Use, Carbon Reduction & Metrics, Sustainability Charter) however he wanted to highlight the Plant & Biofuels group, which he believed would be particularly relevant to those in the Safety, Plant & Operations Group. LD stated the idea behind the task groups was to create action by collectively coming together, sharing best practice, with outputs of webinars and 'how to' guides. LD mentioned the group were also working in collaboration with the EFFC.</p> <p>LD stated for each of the key areas, a 'What, Why, How' approach was being taken to look at the key things that should be reviewed. He stated broadly, looking at:</p>	

	<ul style="list-style-type: none"> • What the current impacts were • Why the industry should care about this and look at biofuels for example • How –the industry could improve and implement these changes • What KPI's should be used to measure progress. <p>LD stated the task groups were being launched that day, and Safety, Plant & Operations group members would be welcomed at any of the task groups, particularly that of the Plant & Biofuels group. LD mentioned there was a great deal of participation across the task groups, with variation in company size too, which would aid the development of best practice guides.</p> <p>LD stated greater participation in the Plant & Biofuels group would be greatly beneficial to cross pollinate and ensure the ideas were feasible. LD stated the use of biofuels, insurance and other barriers would be helpful to understand.</p> <p>CJ mentioned he had asked the Plant Manufacturer Associate Members to ask if they would join the conversation.</p> <p>**Please note Luke's presentation was circulated with the minutes**</p>	
12.	<p>Working Group Reports</p> <ul style="list-style-type: none"> • CPCS – Colin Newman stated he would now be the point of contact going forwards, taking on the mantel from Colin Williams. • Build UK Common Standards Task group –It was agreed this could be removed from the agenda. • Build UK – CJ believed there was a Safety Group Main Contractors which he would investigate joining. • EFFC H & S working group <p>SJ stated the previous meeting had occurred recently, and the discussion had centred on the following:</p> <ul style="list-style-type: none"> - The webinar on 'What Health & Safety looks like in the Special Foundations Industry' which took place in April - Twelve golden rules promotion – which had been circulated previously for feedback with the committee, and the Quarterly Committee had also confirmed they were happy for support to be given for it's publication. SJ confirmed he had incorporated feedback ready for this to be publicised and adopted far and wide. 	FPS Secretariat
13.	<p>Any Other Business</p> <p>RS offered formal thanks to Gary Levers, Van Elle, for his contribution for the Committee who had moved from Van Elle for all his work.</p> <p>The Chair confirmed the next meeting of the Committee, in September will be taking place face to face in London – exact location TBC.</p>	
<p>Dates of 2020/21 Meetings</p> <ul style="list-style-type: none"> • Thursday 16th September 2021 - London • Thursday 11th November 2021 – Derby 		