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**MINUTES OF THE FPS QUARTERLY COMMITTEE MEETING**

**Date:** Friday16th October 2020

**Time:** 9.30am – 12.30pm

**Location:** Webex Meeting

**PRESEN**T: Mark Pennington BBGE

Bob Thompson Keller

Cliff Wren RBL

Darren Brockett Rock and Alluvium

James Blackwell Martello / Franki

Michael Jones Bauer Technologies

John Chick Expanded

David Major Expanded

Sam Pyper FK Lowry

Paul Kelly Dawson WAM

Malcolm O’Sullivan Van Elle

Phil Hines Bachy Soletanche

Andrew Waghorn Murphy

Stuart Norman Keltbray

**In the Chair:** Steve Hadley Central Piling

**In Attendance:** Ciaran Jennings FPS Secretariat

Melissa Bramley FPS Secretariat

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| **No** | **TOPIC** | **ACTION** |
| **1** | **APOLOGIES FOR ABSENCE** |  |
|  | Apologies were received from: Robert Speakman (Aarsleff); Steve Wilson (Abbey Pynford); Mark Sheridan (BAM Ritchie), Jamie Dunbar (Skanska), Matt Love (JRL Civil Engineering); Alasdair Henderson (BAM Nuttall) |  |
| **2** | **MINUTES OF THE MEETING HELD ON 23rd July 2020** |  |
|  | The minutes of the meeting held on the 23rd July 2020 were approved and accepted. |  |
| **3.** | **FPS STRATEGIC PRIORITIES 2020-2021 – ACHIEVEMENTS & DISAPPOINTMENTS** |  |
|  | **Achievements**  **HSQE and HR​**  ​   * Produced Occupational Health and Wellbeing Charter​ * Launch of Fatigue Science project​ * Partnership with Mates in Mind formed​ * Audit process for steel reinforcement suppliers set-up​ * Produced guidance for splicing of reinforcement cages and mechanised handling of drilling tools​ * Educated our people through creation of new Early Careers Group, apprenticeship scheme, courses including bearing pressure calculations, CPD events and carbon calculations​ * **Early Careers Group**   Steve stated the Early Careers group has been a brilliant initiative, and the Group had a growing number of Members. David Major provided an update on activities later in the meeting.   * **Increased member engagement through new media such as socials, webinars, blogs and podcasts**   Steve noted there had been a distinct increase in Members Engagement in the last twelve months, with more messages than ever before sent.  Collectively the Executive Committee, The Forum Court team and Debbie from Jooce have been extremely active on Social Media. The next step is to consider further options to reach individuals in site-based roles.  Steve also mentioned he had set a commitment of writing a blog each month and hoped his blog has provoked thoughts on the topics raised.  The latest podcast with Ruby Wax and Mates in Mind will be available shortly. Steve Hadley noted podcasts are low cost to produce, and are also sponsored, with approximately 300 listeners per episode, many of which are from overseas.  **Technical and Commercial​**   * **Used our membership of Build UK and Ground Forum to lobby for action, receive and distribute information on Brexit, COVID and other industry concerns​**   Steve reported Build UK have offered useful messaging through COVID and the FPS have been able to use the messaging and provide feedback during this time.  The FPS is also a member of the Ground Forum and this can be used as a lobby for action. Steve confirmed he represents the FPS at Ground Forum Meetings, and also is a Member of the Diversity and Inclusion Group.   * **Held discussions with major project client teams including HS2 and Heathrow Airport​** * **Influenced industry publications such as revision of EC7 through our representatives​** * **Promoted FPS by speaking at events for CIRIA, Tunneling Festival and Basement Conference**   **Disappointments**   * **Failure to improve accident statistics despite activity to address this​**   Steve mentioned the Accident Statistics demonstrate a distinct failure in relation to lowering the number of accidents, despite activity to address this, and despite the hard work that takes place at Committee Level. Steve urged everyone to be introspective about why accidents are still occurring, and stated there are processes and items that can be changed but as Members of the FPS, everyone must be more open about what occurs happens in the worst case scenarios, and where it is not apparent what went wrong.   * **Declining order numbers in most sectors pre-Brexit and since COVID​** * **Restriction in face to face activity including cancellation of social events​** * **Struggle to find volunteers for some FPS initiatives​**   Steve noted further volunteers are always required, especially as the FPS has a wide-ranging list of priorities. Steve stated there are more than enough people within the industry, and asked if all FPS could mobilise volunteers, the FPS can be an enormous power for good   * **Dissatisfaction regarding perceived failure to address concerns of smaller members and associates**   Steve stated there has been dissatisfaction regarding perceived failure to address concerns of smaller members and associates, and Steve felt this criticism had been taken on board, with the Strategic Objectives, to address these issues as much as possible, but urged to continue to get in touch to highlighted any issues occurring.  **Commercial Activity**   * The FPS represents approximately 80% of the piling market by value​ * Continuing decline in overall activity levels​ * Highpoint annual orders 2015 at £586M​ * Financial crisis 2009 low point £246M​ * Analysis of PLC data and companies house information show a reduction in profit margins​ * Increasingly competitive to win work at all levels​ * Smaller companies entering market due to less barriers to entry​ * Global companies looking to penetrate UK as safe haven and for growth potential​ * More frame contractors offering piling in-house * Annual FPS infrastructure orders currently circa £100M​ * Significant reduction in value of large diameter (35%) and retaining wall work (45%) from 2015-2019​ * Infrastructure expected to grow to around £500M PA over next three years​ * ONS figures show half of lost construction output has now been recovered​ * Growth areas appear to be infrastructure, logistics and medium to high rise housing​ * Decline in commercial work and low rise housing​ * North of England indicating larger growth trends in contract awards than the South according to Barbour ABI data​ * CPA predicting 18% increase in construction activity overall in 2021 but still 6.4% lower than pre-COVID |  |
| **4.** | **FPS STRATEGIC PRIORITIES 2020-21 - Updates** |  |
|  | Steve Hadley reported that the discussions at the last FPS Quarterly meeting helped the FPS Executive form priorities below.   1. **Health**  * **Labour only best practice guidance**   Martin Pedley has volunteered to look at this and lead the group.   * **Dust suppression guidance**   Steve noted silicosis and asbestosis is still causing a large amount of fatalities a year (approximately 5,000 individuals) across the industry, due to the use of cement and working on sites that occasionally become dust bowls. The FPS intends to look at whose legal responsibility it is to maintain the dust.  **Action: Volunteers are required to lead this project – please send nominations to the FPS Secretariat.**   * **Fatigue management best practice**   This three-month data collection project came to an end on 20th September. The Fatigue Science team hosted a reporting session on 8th October, where they noted that only 8 of the 10 companies used the bands. Encouragingly, the data showed a 7% decrease in fatigue levels between the start/end of the project. It was deduced that this is likely due to increased fatigue awareness. They are now looking to produce a further breakdown of the data, as requested at the reporting session. Participating companies will receive their company data in due course. From this data the group are looking to create a best practice guidance document on the effects of fatigue. The Fatigue Science team are putting together a quote for any FPS member companies who may wish to continue/start collecting fatigue data.  It was reported that the research project with Fatigue Science has been slow to start due to the Coronavirus lockdown. Bob Thompson reminded the Quarterly Committee that members need to be careful when referring to working hours and that the project should be directed to improving wellbeing. Malcolm agreed a better work and home life balance should be an objective of the work in this area.  Michael Jones from Bauer has volunteered to lead the group to see how the project can be developed, and the guidance can be issued as a result.   1. **Safety**  * **Concrete Pumping Guidance**   Two separate step by step process documents are in production, one centered on ‘Blowing out Concrete Lines’, and the other on ‘Dealing with Blockages’. The Working Group are reviewing submissions from organisations who have existing processes to deal with these issues.   * **Rig Operator Training**   Simulators will be arriving in the country, via Bachy Soletanche. The FPS will make funds available for addition simulators to ensure users gain experience off site in a controlled environment.   * **Restricted Zone implementation**   A document has been circulated, but everyone is experiencing an issue with the implementation of the guidance, and a better understanding needs to be gained of the resistance to the implementation, so it can be addressed and a rubber stamp can be gained from the HSE. A further document will be circulated in the forthcoming months.   * **Minimising manual handling**   It was noted the guidance is being published but work still needs to be done by members to adopt mechanical methods and to look at the areas where mechanical means are difficult to use.   1. **Quality**  * **Update to FPS Audit**   A Group of volunteers are undertaking a review of the FPS Audit schedules to streamline, and address Diversity, Environmental Sustainability, Occupational Health, Drugs & Alcohol policies, plus Mental Health provisions, to ensure the continued promotion of the raised quality standards an FPS Member is able to provide.  Ciaran noted the audit process may be pushed back, and the audit window rationalised. CJ stated the audit window needs to be rationalised, as previously all audits have taken place in a 14-month window.   * **Scorecard for best value procurement**   The Technical Committee have debated the best way in which to educate customers about the quality value proposition that FPS Membership endorses. The Committee recognises the underlying challenge is to educate those setting the procurement questions and the management above them and that the scorecard concept may be of limited value. No firm strategy or approach has yet been determined.   1. **Environmental**  * **Increase awareness of sustainability**   Stuart Norman stated he had agreed at the previous Executive Committee meeting to become a lead of a new Environmental Sustainability Working Group, which will focus on best practice and raise awareness in relation to emitted and embodied Carbon– and all the ancillary items around the piling. The Group will review the FPS Sustainability Charter as well as finding functional easily measurable targets to benchmark embodied carbon.  There will be a call for Volunteers for the Group imminently.  Steve stated it is key to gain representatives from every organisation, and the individual must be someone who is passionate about Environmental stability, and has the ability to play a role in these issues and raise the issues within their organisation.  Steve stated Building and Construction produce 40% of Carbon Emissions in the world, although the industry in which the FPS sits is a big part of the problem, the FPS can be part of the solution as well.  **Action: All to encourage Volunteers from their organisation to express their interest**   1. **Human Resources**  * **Mentoring and internship scheme**   Steve stated the key aim of the scheme is to improve the diversity in the industry. At a leadership level within the industry there is a distinct lack of diversity, which is not right. Steve urged all FPS Members to take action to improve the situation and stated less than 1% of individuals working on sites are women.  The Mentoring scheme has been designed to target Undergraduates and BAME students to progress into the industry. There is an attainment gap, and missing transition point from student to industry. Getting the link with industry is key.  The scheme will enable 40 students to take part, with the mentors facilitating site visits, helping to provide internships, and supporting the individuals to find opportunities.  Steve stated the Scheme has been adopted by the Ground Forum to ensure it is available to a wide section of the industry.  The Institution of Structural Engineers and the Construction Industry Council have both expressed an interest in the scheme.  Steve urged everyone to facilitate opportunities going forward and reiterated that it is important to make structural changes to improve opportunities for everyone.   * **Establish Level 6 Degree apprenticeship**   The FPS has been involved in producing a Level 7 ground engineering apprenticeship degree, which is moving forward on a geological front.  The Level 6 Civil Engineering Degree Apprenticeship needs more support, and it’s aim is to educate the FPS Membership as to the opportunities that come with the apprenticeship.   * **Trailblazer apprenticeship**   The apprenticeship is live, and active. The numbers will no doubt increase due to HS2.   * **Increased Member engagement** –See the achievements section. * **FPS Podcasts**   The FPS has launched a series of podcasts and webinars, Malcolm O’Sullivan commented that he thoroughly enjoyed the podcasts and has shared them with younger graduates.   * **Value**   Steve stated the FPS is more active than ever. The FPS name provides a strong brand, representative in what as a collective we all bring to the industry The FPS can be a great way of giving back, particularly through corporate social responsibility.  Costs – have come down, the social levy has been removed. The membership fee shows excellent value.  Steve thanked everyone for their support.   * **Rig Operator Training**   Ciaran made a request for volunteers to review the Rig Operator Training guidance created by Colin Williams, specifically, individuals who are well versed in Rig Operations.  Jon Chick volunteered.   * **Dust Suppression Guidance**   Steve asked if there were any volunteers to lead the project. Ciaran noted the Ops Committee had sent two volunteers, and GSS Piling have a dust suppression process that Members might be able to benefit from.  **Action: Call for volunteers.**   * **Audit Committee**   Steve stated volunteers are required from all the FPS Committees, to work with Steve and Martyn Bills. Ciaran noted volunteers were specifically needed from the Technical & Commercial Committees.  **Action: Ciaran J to send a request to Committee Members for Volunteers**   * **Scorecard – Best Value Procurement**   Malcolm O Sullivan has been investigating a number of versions of internal scorecards, and will speak to Mark Sheridan. | **All**  **All**  **All** |
| **5.** | **MATTERS ARISING** |  |
|  | * + 1. **CIRIA Piling Good Practice Guidance**   Steve stated the FPS has been in discussions with Kieran Tully. There were previously three booklets, which Ciaran confirmed they are now looking to condense these into one guide that covers the main areas of concern. A review group of which there are 4 representatives to sit on a steering committee. Kieran Tully is interviewing these individuals to find out what they are looking to achieve from the guide.  Ciaran confirmed £25k has been committed by the FPS and will be paid in thirds and agreed by Kieran Tully.  Mark Pennington stated there are three members of the Technical Committee, and all the individuals have been interviewed. The scope of the guide will be driven by those on the committee and the funders. A draft was issued within the last week. He stated there is the ability to influence the content.   * + 1. **Build UK Response to Coronavirus issues facing construction industry**   The updates have slowed now, the approach on sites. An update to the SOP will be issued shortly to bring inline with the government advice on face masks, when in close proximity inside. This will be circulated when it becomes available. (Post meeting note – this was sent out on 23rd October.)   * **Early Careers Group Update from David Major**   David Major updated the Committee as follows:  Over the last six months there have been meetings every two months, with sessions from:   * Keller – Grouting * Jon Ball, who delivered the results from the SI survey and * Mark Sheridan on Commercial Good Practice   David stated each session has had approximately 20-25 members attendees, and the events had all had very positive feedback.  Members of the group range from those with 4 years to 15 years experience.  David stated upcoming events include a visit to Bauer Equipment in December, where Steve will meet the group, and an event with Ebenezer Adenmosun on Diversity, which has been put on hold but will be rearranged shortly.  David mentioned he had given a presentation at the EFFC AGM about the FPS Early Careers Group, and stated some federations also have similar early in career groups (Netherlands, Germany and France).  A discussion ensued on the Bauer Equipment December event in reference to COVID. David stated he has been monitoring the situation and if the guidance changes in line with government guidance.  Post meeting note: The visit has now been postponed to 2021.  David thanked all FPS Members who have given support to the Group. |  |
| **6.** | **QUARTERLY ORDER STATISTICS** |  |
|  | Steve noted the orders for Driven Pile statistics are higher and invited participants to share their views.  Michael Jones (Bauer) noted the last quarter had been extremely busy pricing infrastructure jobs. Michael noted the next quarter and beyond look positive from an infrastructure perspective, and the next half year could see a real increase, with their tender department exceptionally busy. Michael noted operations wise things had been on a low ebb, but they were surviving, but it was going to be very busy going forward.  Steve responded, stating this represents the projections he had mentioned previously going forward, in reference to HS2.  Steve invited Sam Pyper to present his view. Sam mentioned FK Lowry were approximately 35% down on turnover, pre-covid there were a number of large schemes. Covid has had a massive impact on residential schemes, and commercial office space. Sam felt it would probably take 2/3 years for the market to rebalance.  Steve stated at Central Piling there had been a reduction in orders, as a consequence of a falling number in enquiries in the Spring, however now numbers of orders are increasing. Steve stated there is a geographical difference across the UK.  Steve invited James (Jim) Blackwell for an insight. Jim noted Martello have been busy doing larger rotary bored piling, however across the business, orders are down compared to previous years.  Steve invited Bob Thompson to respond. Bob noted there had been a significant drop in enquiries and awards, however the CFA work for HS2 taking place.  Steve stated HS2 will be a real catalyst for growth, and the FPS needs to push through associations to ensure HS2 and major infrastructure schemes to ensure there is sustained activity over the next few years.  Steve invited Paul Kelly from Sheet Piling to present his view. Paul mentioned they had probably their busiest year, with 60% sheet piling, big infrastructure work for example smart motorways and HS2. Paul stated they would not be in a position to be looking for further work until March / April 2021. Paul mentioned further concrete work would be beneficial, and that sheet piling work has been on the increase over the last 12 months.  The FPS Secretariat added that there has been a query on the quarter one numbers which needs to be followed up with a member – this query is still ongoing.  **Technical Committee**  Mark Pennington stated there were four main items the Technical Committee have been working on:   1. **CIRIA Guides:**   Mark clarified the Steering Committee representatives, who are as follows:  Andy Heathcote (Keller), Andy Bell (Cementation), Chris Benyon (JRL), Chris Barker (ARUP), and Tony Suckling (A2)  Steve noted a comment from Cliff Wren, who asked if CIRIA had defined the target audience for the guide. Mark Pennington noted the original guide was well used in the 70s/80s to understand technical aspects around piling and the audience is primarily people involved within the industry to educate new people coming into the industry as to best practice processes.   1. **Minimum SI Requirements**   The FPS Technical Committee has been looking at the guidance on ’Minimum Standard for Site Investigation for Piling’ which is being led by Jonathan Ball. An SI survey from 2008 has been re-issued in order to get a clear opinion on quality of site investigation and see what change has occurred in the past 10 years. Jonathan Ball has reviewed the responses and has noted the industry is still well behind with regard to SI sufficiency as the results were more or less the same as in 2008. However there has been significant improvements to digital construction with the use of BIM. It was noted that Jonathan Ball recently presented to the FPS Early Career Group who have discussed how to disseminate the findings and raise awareness. It was noted that Julia Hill has joined the Technical Committee to represent the FPS ECG.   1. **Load Case Guidance**   Mark has recorded a Podcast which will be available shortly which raises the profile of the pile schedule updated.   1. **Tensar Plate Testing**   At the meeting in September the Committee agreed it would worthwhile producing a note with the key points and look to place this in the CIRIA guidance, which would have more impact than producing guidance for the FPS website.  Ciaran noted the DFI and EFFC have put together a guide to working platforms that points people at process of working platform certificate scheme. They are looking to update this and include more information around testing of platforms.   1. **Integrity testing** –   Mark Pennington noted the technical committee felt the guidance has not moved on since 2017, which showed the pro’s and con’s and tip testing cannot supersede sonic logging as there is no viable alternative. Ciaran asked for guidance on what testing methods should be used to steer away from sonic logging – Mark stated there is no viable alternative currently available. A discussion ensued on the safety of Sonic Logging, with Jon Chick presenting his view, asking why when there is no alternative the industry is still asking individuals to do something that puts people at risk.  Jon stated it would be wise to review historic records to see where piles have been sonically logged and asked if we really say there is no alternative.  Steve stated that the technical justification seems to be fairly weak, and if sonic logging was really key would this not be used on every pile. Steve asked if it was worth revisiting the conversation to discuss with the Executive Committee and Mark Pennington to establish a position on this.  Steve asked for volunteers to sit on a working group, who are outside of the technical committee.  Jon Chick confirmed Expanded would like to be involved, and Steve, Mark Pennington and Ciaran will develop the investigation of the issue further over the next quarter.  A discussion ensued as to how best to do gain consensus within the FPS, prove the case not to use Sonic testing, and influence the specifiers/consultants.  An agreement was made that a statement and a consensus will be created and placed on the FPS website, followed up by a more detailed guidance in the CIRIA document.  **Action: Working Group to be established for Integrity Testing – to be set up by FPS Secretariat**  **Safety, Plant & Operations Committee**  Phil Hines led the update from the Committee  **Piling Supervisor’s Site Safety Training Scheme (PSSSTS):**  Phil stated there is currently an issue delivering the course, due to the lack of trainers, and an alternative delivery strategy is being sought. Do Members have anyone to assist in the training? Phil stated Cliff Wren is working with CITA to progress.  **Action: All to let the FCA Secretariat know whether:**   * 1. **The course needs to continue?**   2. **Any FPS Members have any individuals who could assist in the training?**   **Restricted Zones**  Phil statedthis is a key issue, and the purpose of the zone is to protect Piling Employees. The zones must be in place to avoid serious injuries.  Phil urged everyone to look at and implement Restricted Zones, with photographic examples, but this will take time and personal involvement. It needs to be implemented on site.  Bob Thompson raised a question in relation to the comments on the Restricted Zones document, and whether these had been considered. In response, Phil stated the Working Group have an action to put together a ‘you said we did’ document, and have been challenged to come up with the optimum compromise to consider all the opinions.  **Concrete Pumping**  Phil stated the working group have been challenged to come up with story board type processes for the dealing with obstructions and the group will re-form to complete this work.  The Concrete Pumping guidance has been placed on to the FPS Members site.  **Rig Operator Training**  Phil stated there are two simulators in the UK, one grab and one rotary piling simulators from Bauer. Phil mentioned he is awaiting their location, and then hopefully the simulators will be available for others to use. Colin Williams is working with the Group to get a standard from NOCN agreed to recognise the simulator training as part of the Rig Operator training scheme process.  Steve stated Central Piling had been looking at fixing something to go onto the rear of machines – with plant managers currently reviewing what might be practical to ensure restricted zones are implemented.  **Committee Chair**  Phil stated he had further calls to make and an announcement would be made shortly.  Steve mentioned the Executive had agreed to change the way Committee Chairs are appointed in any role and any organisation to ensure fairness and inclusivity.  Steve stated Chair’s and Vice Chairs will have a two-year term vice chairs these will be assessed by the FPS Chair, the Executive Sponsor and outgoing Chair.  Phil stated he was conscious that initiatives take too long, and so meetings had been organised for the Chair, the Secretariat and Executive Sponsor in between committee meetings to move issues forward.  **Commercial Committee**  In Mark Sheridan’s absence, Ciaran updated the group, and stated there were discussions on four main items at the previous meeting.  The first was a review of the Quarterly Statistics including the use of labour agencies and their effect on the industry, especially with the uncertainty in the industry at the moment – there may be a drift to workers seeking security and seeking permanent employment.  There was a discussion on COVID issues – and Ciaran asked to pass issues to him, which he could raise with Build UK. The Committee wondered whether a ‘break the glass plan’ should be created, to ensure there is guidance captured should COVID or a future pandemic arise.  **Balanced Scorecard**  There was a long discussion relating to how the FPS can educate customers about the quality value proposition that Membership endorses. It was recognised that the underlying challenge here is to educate the people to setting the procurement questions and the management above them and that the scorecard concept may be of limited value here. More widely it was suggested that the FPS needs to find a way to align its messages regarding quality and value with the values of the customers that Members want to work with while also setting out the case for using Members where contractors and clients are only interested in cost and divesting themselves of risk. It was noted that there is a lot of variation in positions and attitudes different client organisations take corporately – e.g. housebuilders vs HS2 vs Heathrow Expansion vs commercial building owner. No firm strategy or approach has yet been determined.  **Collaborative working**  Discussion centred on the contractual models used in BIM projects and whether they facilitated collaborative approaches. The general feeling was that contractual models are lagging behind the reality of working on digital construction projects. Notably there could be differences in contractual attitudes from collaborative to co-operative behaviours (the latter being problematic). It was discussed whether the FPS facilities and attendences should be updated, but it was not seen what conditions or requirements could be added to improve the sharing of data and responsibility within a given project.    Steve asked those present what FPS Members would like to see produced by the Commercial Group?  Andy Waghorn Murphy Group has a layered Commercial Functional group and as it is a buyers market and the price point is proving very challenging and providing a great deal of stress, how could this be aligned.  Andy asked if the group can guide the wider industry on points we cannot amend and negotiate on?  Steve noted a piece of work which had been created last year on limitations on liability created for contracts.  Steve stated he would like to see experience and solidity within the business and to be able to sell this more to the industry, and asked how the group could be challenged to provide more deliverables.  Cliff Wren from stated RBL were under a lot more pressure from Clients at the moment, and things were presenting a mixed picture. Limits of liabilities continue to cause issue.  Bob Thompson mentioned working with Build UK to define a policy on the consideration of purely using FPS Members, or an endorsement to state they recommend the use of FPS. Ciaran Jennings and Steve will raise the issue with Build UK, and the standard organisations should expect from a Piling Contractor.  **Action – SH/CJ to raise the issue to Build UK**  SH mentioned he was asked by an Associate Member, James Binns from Byland a question in reference to PI levels. Professional Indemnity premiums have gone up bi-fold in the last ten years. James asked if there was anything that can be addressed as an industry in reference wider issues around PI (e.g. Grenfell) is there a way we can collectively make representation to insurance bodies to explain more about what we do?  Michael Jones from Bauer stated with PI it has been very difficult to find cover, and had to accept what was available. Michael stated he was unsure the leverage available. Bauer would back putting pressure on the insurance industry but there is a lack of interest in the piling industry.  Malcolm O Sullivan mentioned the Commercial Committee has done a great deal of work over the past years in terms of retentions, liabilities for example. Malcolm stated he will challenge the committee on PI Levels and Terms & Conditions and Malcolm will find a reinvigorated purpose for them.  **Action: Malcolm to take the points raised back to the Commercial Committee.** | **FPS Secretariat**  **All**  **SH / CJ**  **MoS** |
| **7.** | **MEMBERSHIP MATTERS** |  |
|  | 1. **Membership Audit**   GSS Piling have joined as Members.   1. **Membership Applications**   Foundation Piling are currently undergoing their re-audit. Post meeting note: Foundation Piling have completed and passed their re-audit and will meet with the Executive Committee in January. |  |
| **8.** | **CONTACT WITH OTHER ORGANISATIONS** |  |
|  | 1. **Reports as necessary: Build UK, EFFC, CITB, Ground Forum, AGS**   **EFFC**  Ciaran raised the following points of note from the latest EFFC AGM:   * David Major attended the meeting and shared a presentation about the FPS Early Careers Group, which received very positive feedback. * Update on Working Platforms guide with EFFC. Jim de Waele is leading on this. The guide is getting headway / momentum via the DFI. There will be technical updates ahead * The Committee are looking for someone to lead an EFFC Drivers Rig Project. Estee from the Netherlands is going to lead this group. There is a commitment from the members to fund the project and seeking money from the EU to support the project. * There is an update occurring to the Working Platforms Guide. Jim de Waele is leading on it, and the guide is gaining momentum globally via the DFI, to ensure a good quality working platform is seen as an essential part of building foundations worldwide. * The Contracts working group are looking at developing an international BIM standard, potentially based on the German model to bring commonality * Safety – Webinars are going to be created on Specific Safety subjects, one of which will be on the topic of on ‘Root Cause Analysis’ process developed by Lorenzo Alissi. Let Ciaran know if any Members would like to receive * The initial work on the next DFI/EFFC Conference will be in Berlin in 2022 entitled – Smart Solutions in Foundations, including Sustainability, Digital Construction, and Better Ways of Working.   **CITB**  Ciaran said he would circulate powerpoint document on their strategy. The Levy is being adjusted to reference the economic pressure due to COVID, but they are also reducing the scope of what is funded to mitigate that.  The confirmation vote is being delayed as a result of the current pandemic.  **Ground Forum**  Steve stated he has been involved with the Ground Forum over the last three years. Steve mentioned the Ground Forum seems to be finding a role for itself in the industry, and that one of the current pieces of work is to gain representation from interest groups, AFBE now have a representative on the panel. Inter Engineering an LGBT group, INWED have been invited to have a representative too, because those traditionally who have been Members of the Ground Forum have not been particularly diverse in background. The Ground Forum wish to ensure there is diversity across the group, and Steve has invited Martin Griffin to represent on Disabilities. Steve stated the FPS should consider the views of wider demographics are representative within FPS Committees.  **AGS**  Steve stated the AGS has also been very active this year, and have held a series of Webinars. |  |
| **9.** | **SOCIAL EVENTS** |  |
|  | 1. **2021 Events**   Unfortunately, due to COVID all social events which were planned have not taken place. Steve stated events are provisionally lined up for 2021. Dates will follow on these in the new year.  Steve asked for feedback on the meeting format. |  |
| **10.** | **ANY OTHER BUSINESS** |  |
|  | **Construction Youth Trust**  Steve encouraged all the FPS Members to see if there is the potential to at least provide work experience to CYT Apprentices.  For reference, the Construction Youth Trust provides a training programme for young people, typically aged 16-30, to gain the Level 1 Award in Health & Safety in a Construction Environment and CSCS training and testing. The programme is currently delivered via Zoom webinars.  An ideal work placement scenario would be a week, minimum, (two weeks maximum) with lunch and travel expenses paid.  **Action: Please contact the FPS Secretariat if you have suitable opportunities**  **Time Wise**  Steve mentioned he had spoken to Time Wise, a flexible working consultancy, who work to understand and provide flexible working opportunities across industries. Steve stated the lengthy working hours within the Construction Industry preclude people from joining the industry and to ensure an agile talented workforce in the future we need to review opportunities on flexible working. Steve mentioned he has an upcoming meeting with Time Wise to understand how as an industry how Time Wise and the Piling Industry could work together.  **ICE – Ground Treatment Specification**  Ciaran mentioned he had beenapproached by the ICE Publishing Arm to see if the FPS wish to lead on an update on the specification for Ground Treatment. Does the specification need an update?  Bob Thompson stated he would be interested, and Cliff Wren mentioned the ICE are also planning on updating the two-volume manual on Geotechnical Engineering.  **Action: Please send the names of any Volunteers to Ciaran.** | **All**  **All** |
| **11.** | **DATES OF 2021 MEETINGS** |  |
|  | * + 11th February – Virtual (TBC)   + 29th April   + 21st July   + 15th October |  |