

Construction Leadership Group Meeting

Tuesday 28th April 2020

Date: Tuesday 28th April 2020 – Zoom meeting

Attendees: Sophie Cannon (*Balfour Beatty*), Jesse Putzel (*BAM*), Leila du Toit (*Canary Wharf Contractors*), Emer Murnaghan (*GRAHAM*) Eugene Meehan (*O’Neill & Brennan*), Andy Fulterer (*Lendlease*), Mark Gane (*NG Bailey*), Sarah Chatfield (*Osborne*), Stephen Watson (*Willmott Dixon*), Iain Casson (*Kier*), Trevor Harlock (*VINCI*), Warren Edwards (*Laing O’Rourke*), Michael Bootman (*HE Simm*), Emma-Jane Allen and Sophie Coyle (*Supply Chain Sustainability School*)

Apologies: Steve Poole (*John Sisk & Son*), Matt Nichols (*Reconomy*), Tom Finnegan (*Kilnbridge*), Sarah Ross (*Advanté*), Kirsty Dunne (*Osborne*), Paul Reeve (*Electrical Contractors’ Association*), Andrew Rainbow (*Bouygues UK*), Cara Palmer – Maternity Leave (*Wates*), Adam Ritchie (*Morson*), Amelle Mestarie (*Bouygues E&S*), Alice Hands (*Sir Robert McAlpine*), Lucy Neville (*TfL*), Neil Mant (*VINCI*), Bob Wolstenholme (*Bovis Homes*), David Holmes (*Galliford Try*), Emma Ward (*VolkerWessels UK*)

Please note these meeting notes are to be read in conjunction with the agenda and final slide deck as circulated to all.

Meeting notes

1. **Welcome & introductions**
2. **Agree minutes of last meeting and review actions**

An update was provided on progress on actions in the actions log. For full details please review the updated action log. Key points were:

- Update on the work of the People Matter Charter. Construction Partners encouraged to consider signing up and joining the [webinar](#) on 28th May 10.00-12.00.
- The School has developed some new resources that will soon be added to the School resource library:
 - Guidance - How to set up your site to combat modern slavery
 - Modern Slavery due diligence prevention checklist
 - Modern Slavery statement evaluation criteria
- Each Partner can benefit from 5 workshops per year (for supply chain or colleagues). These can be virtual events or face to face (post COVID-19).
- All leadership group meetings until Sept 2020 will be virtual.
- SC (*Balfour Beatty*) spoke to Aaron Reid about presenting their new carbon strategy and will get back in touch should they wish to take this forward and if the opportunity emerges again.

The previous meetings minutes were agreed.

ACTIONS:

- **Partners** to view the [Charter and the roadmap](#) on the School website and contact helen@actionsustainability.com for more information (*Ongoing*)
- **Partners** to contact SC to organise other workshops for their colleagues or supply chain (*Ongoing*)
- **Partners** to send SC their updated priority supplier lists to upload on their dashboards (*Ongoing*)

3. School response to coronavirus

3.1 Impact on 2020-2021 business plan & budget

EJ Allen outlined the School response to coronavirus, scenario planning for the School and how this will affect Construction priorities for 2020-21. Key points were:

- Scenario planning outlined, assuming delivery of all outputs committed to through restricted funding, for 20% reduction in Partners and 40% reduction in Partners, as agreed at the AGM in March 2020.
- The School's income stream has been diversified, so we are not just reliant on CITB funding or just Partner fees.
- There will budget savings from meeting rooms, events spaces and travel which will go back into the contingency budget for this year.
- Government have encouraged those who are furloughed to complete CPD training, which is a positive for the School.
- Discussion on how this would influence the Construction priorities for 2020-21 and agreement that these would not change. We are monitoring engagement on the School regularly. Key activities could continue virtually. KPI's will need to be reviewed and send out suggested changes where necessary.
- Key priorities can continue:
 1. Drive and capture impact in the School – can continue virtually and an opportunity to develop
 2. Maximise Partner value and engagement in the School – can continue virtually
 3. Engage more clients – check back to Action Log, on hold for now
 4. Raise the profile of the School the construction industry - The School is a finalist in the Construction News Awards under the Supply Chain Excellence Category

3.2 Virtual events – progress & future plans

Sophie Coyle outlined the marketing and comms plan for Q1 and introduced the 'Lockdown Learning' programme of virtual events. Key points were:

- All webinars are now CPD accredited and will be uploaded onto the website resource library as recordings. They are relevant for the whole School, across a range of sustainability topics.
- School team have completed virtual facilitation skills training, and training on how to use different platforms including Zoom, Click Meeting, Teams, Mural and Kahoot.
- Very positive feedback received so far from the School's Lockdown Learning. No show rates (% of those who book onto a virtual event, but don't join the session) are lower than face to face events, currently at an average of 25% across all events.
- Resources accessed, user logins and individual assessments completed have increased substantially since the new website launched and are much higher in comparison to this time last year. In the period since coronavirus these numbers have remained consistent.
- Assessment of website statistics will be continually reviewed by the marketing team.
- The School are looking at ways to reach out to furloughed staff and engage new people, and to increase website use.
- Partners can access all the charts and reports shown in the slides e.g. most popular resources, downloads of resources, assessments etc through their partner dashboards. Lockdown Learning programme features webinars for partners on how to make the most of your partner dashboards.

ACTIONS:

- **Partners** to encourage colleagues and the supply chain to join School events and training through the new Lockdown Learning Schedule (*Ongoing*)

Construction Leadership Group Meeting

Tuesday 28th April 2020

- **Partners** to suggest to SC any key topics of interest for a virtual event and consider possible speakers from their organisations (*Ongoing*)

3.3 What more can the School do to help?

The School asked the Group how we can support them through this current period and the challenges as a result of the COVID-19 pandemic. Key points were:

- This current period is helping to demonstrate exactly what the School is there to do and the value it has. The biggest issue is taking the opportunity whilst it presents itself to get people using the online resources. Online learning was already on the School's agenda, how do we get people to use it?
- Important to continue monitoring statistics throughout this period.
- Are the procurement learning pathways still happening and when are they going to be launched? Plan to launch them in June and the School will run engagement sessions on how to use these.

ACTIONS:

- **School** to continue monitoring the website and online learning statistics (*Ongoing*)
- **School** to keep Partners updated on the launch on the learning pathways (*June*)

4. 2019-2020 Impact Survey results

They key stats from this year's Impact Survey were outlined by EJ Allen. More detail can be found in the AGM recording or on [the website](#). Key points were:

- 1,100 members completed the impact survey, compared to 800 in 2019-2020.
- Modern Slavery and FIR (Fairness, Inclusion and Respect) continue to be the topics where the School has the biggest impact.
- Only 37% of responding members reported reductions in carbon emissions in 2019-2020 (up 3% on last year), however the % of those who said the School had helped them achieve this has increased by 11% to 69%. It is expected that with the School's focus (in all School markets) on carbon in 2020-2021, and the work of the School's climate action group, these figures should be significantly higher next year.
- As part of the focus on carbon in 2020, and the work of the carbon SIG, there will be opportunities to work with SCSS partners to upskills the supply chain on carbon and climate change, and improve knowledge around the various targets to net zero carbon etc
- The School's impact on members' business performance, cost savings and collaboration is high and a major benefit that both the School and Partners should share more widely.
- Why do member organisations site 'retained talent' as a benefit being part of the School? _ It could be due to the work of the FIR programme, but the School are going to investigate this figure for further information.
- The number of corporate assessments reduced this year, but likely due to Partners/Members wanting to wait for the new website launch before actively promoting the School to their supply chain. The individual assessments and reassessments increased dramatically which can be attributed to the new website and diversifying of users.
- 58% increase in resources accessed in 2019-2020 compared to 2018-2019. Since the launch of the School platform in October, there has been an explosion of website activity and resources accessed.
- 12,500 downloads of e-learning in 2019-2020, and over 15,000 hours of face to face CPD training.

Construction Leadership Group Meeting
Tuesday 28th April 2020

ACTIONS:

- **School** to investigate figures from the Impact Survey more deeply for information on findings, especially regarding the 'retains talent' figure (*End June*)
- **School** to share idea for a 'carbon campaign' on targets with the Carbon SIG and look at scope for this (*May*)

5. AOB & date of next meeting

Next meeting to be 11 June 2020, 10.30am -12.30pm as a virtual meeting on Teams.