

**Date:** Tuesday 12<sup>th</sup> March 2019, Speedy Hire, Tamworth

**Attendees:**

Helen Carter (Action Sustainability), James Cadman (Action Sustainability), Graham Edgell (Morgan Sindall), Alan Webb (Morgan Sindall), Richard Arnold (GAP Group) Martin Brawn (Volvo), Phil Wright (WP Group), Barry Collins (Speedy); Sam Westran (Speedy); Paul Whitehead (Highways England); Kulvinder Sandhu (Highways England)

**Meeting notes:**

Group Actions & Notes		
No	Action	Responsible
1	<p><b><u>Supplier Day – 22<sup>nd</sup> March 2019</u></b> The process and schedule were outlined for the supplier day on the 22<sup>nd</sup> March. Speakers confirmed from HS2, Skanska &amp; Volvo, Flannery and WP Group. These will be followed by 4 breakout tables, each with a topic, for members to rotate around and engage with organisations up and down the value chain. We showed the group the prompts to be used in the breakout sessions for the presenters to use with their tables. All happy - no comments.</p>	For information
2	<p><b><u>Plantworx, June Peterborough</u></b> This will be a free event with a possibility to do a presentations slot. Several Partners will be there anyway with their own stands – HE, Volvo, GAP... <b>Action – Plant Group members to confirm to Helen Carter by 29<sup>th</sup> March whether they will be there and exhibiting.</b></p>	Plant Group Members
3	<p><b><u>Plantworx, June Peterborough</u></b> The value of the School having a stand and presence there was questioned, even though it's free, due to the nature of most of the attendees – said to be mainly owner operators – and the fact that they will probably not have heard about the School. <a href="#">Hill Head</a> was stated as being more appropriate, but they are two-rearly, the next being in 2020.</p>	For Information
4	<p><b><u>Plantworx, June Peterborough</u></b> Open option is for the School to be present alongside existing Partner stands, rather than our own stand or speaking slot, to get the message out more about the School but through the influencing 'power' of the Partner organisations. <b>Action – School to include in as an option within the next steps proposal</b></p>	Helen Carter

5	<p><b><u>New Partners</u></b></p> <p>Following the success of the meet the buyer day for the AQ emissions research, as well as a wider need to engage more people, it was agreed that we need to step this up. <b>Action – School to enquire with current Plant Group Partners who else should be engaged and ask for contacts and then take this forward. Manufacturers in particular</b></p>	Helen Carter
6	<p><b><u>Future Events</u></b></p> <p>There was a proposal for an event between a supplier day and a workshop, where delegates are taken through a Procurement cycle for Plant.              They will gain an overview of the materials the School has and what they can learn              The group and the school will gain from their experience and knowledge too              The idea of an award was also discussed.              The school will also look at guaging commitment towards the standards              Graham Edgell has a straw poll in mind in terms of how the event could run – <b>Action – Graham to send straw poll to Helen Carter for further development</b></p>	Graham Edgell
7	<p><b><u>Future Events</u></b></p> <p><b>Action – Develop the event and send proposal to the plant group for discussion and development</b></p>	Helen Carter
8	<p><b><u>Future Events</u></b></p> <p>An event has also been discussed that looks at communicating the work the school has been undertaking to Senior Policy Makers for example – London Mayor etc              Graham Edgell has created a straw poll of how the event could be developed  <b>Action – Graham to send straw poll to Helen Carter for further development and inclusion in the communication strategy.</b></p>	Graham Edgell
9	<p><b><u>Development</u></b></p> <p>The idea of the database of ‘sustainable’ plant has been parked for now with a view that it can be developed in the next financial year. Operator behaviour was discussed and how the School can play a role in making the message consistent, accessible and hands on              The main issue considered was operator behaviour negating some or all of the benefits of using cleaner kit by, for example, leaving it idling, using the wrong kit, not operating it at its max efficiency, etc. Many ideas were raised such as the use of apps to send daily messages, better use of telematics, simulators to train people, games (in online learning) to engage people augmented reality to provide accessible info, etc. <b>Action – School to develop ideas further as to how we can deliver the message on operator behaviour to complement the</b></p>	Helen Carter

	<b>minimum standards, without replicating other organisations' work / services</b>	
10	<b><u>Development</u></b> Engaging with the CPA's Trailblazer apprenticeship scheme was one avenue to explore. <b>Action – Paul Whitehead to connect CPA with the School</b>	Paul Whitehead
11	<b><u>Development</u></b> Volvo said that because of an EU Regulation, manufacturers will have to produce more accessible user manuals: 5 pages or so rather than 50. <b>Action – Martyn Brawn to circulate information relating to the requirements for quick guides to the group</b>	Martyn Brawn
12	<b><u>Communications</u></b> Using the standards developed in the course of this work, develop a Charter for Partners to sign up to to state their commitment to minimum standards in Plant emissions. Present this idea to the next Board meeting on 29 March	James Cadman
13	<b><u>Communications</u></b> As part of the work developed by the group produce a communications strategy identifying how the messaging and activities undertaken by the group are communicated out to the industry and school members – <b>Action – Draft a communication strategy and circulate to group for review</b>	Helen Carter
14	<b><u>Future Meeting Dates – tbd whether f2f or via telecon</u></b> 6 <sup>th</sup> June – 10.00 – 13.00 11 <sup>th</sup> September – 10.00 – 13.00 21 <sup>st</sup> November – 10.00 – 13.00 30 <sup>th</sup> January – 10.00 – 13.00	For Information