

Date: Wednesday 10th May 2017, 9:30am – 12:00pm

Attendees: Graham Edgell (Morgan Sindall), Alan Webb (Fusion), Scott Dutton (HOCHTIEF UK), Helen Carter (Supply Chain School), Vanessa Mallia (Supply Chain School), Shaun McCarthy (Supply Chain School), Paul Paddick (Carillion), James Callaghan (VGC Group), Phil Wright (WP Group), Randall Ffrench (Sir Robert McAlpine), Andy Swain (Tarmac), Tom Brenchley (Lundy Projects), Maurice O'Maloy (Danny Sullivan), Eibhlin Flynn (Danyy Sullivan), Gareth Evans (Costain), Doriana Sardino (Centrica), Graham Arden (Skanska), Amy Nicholls (Network Rail).

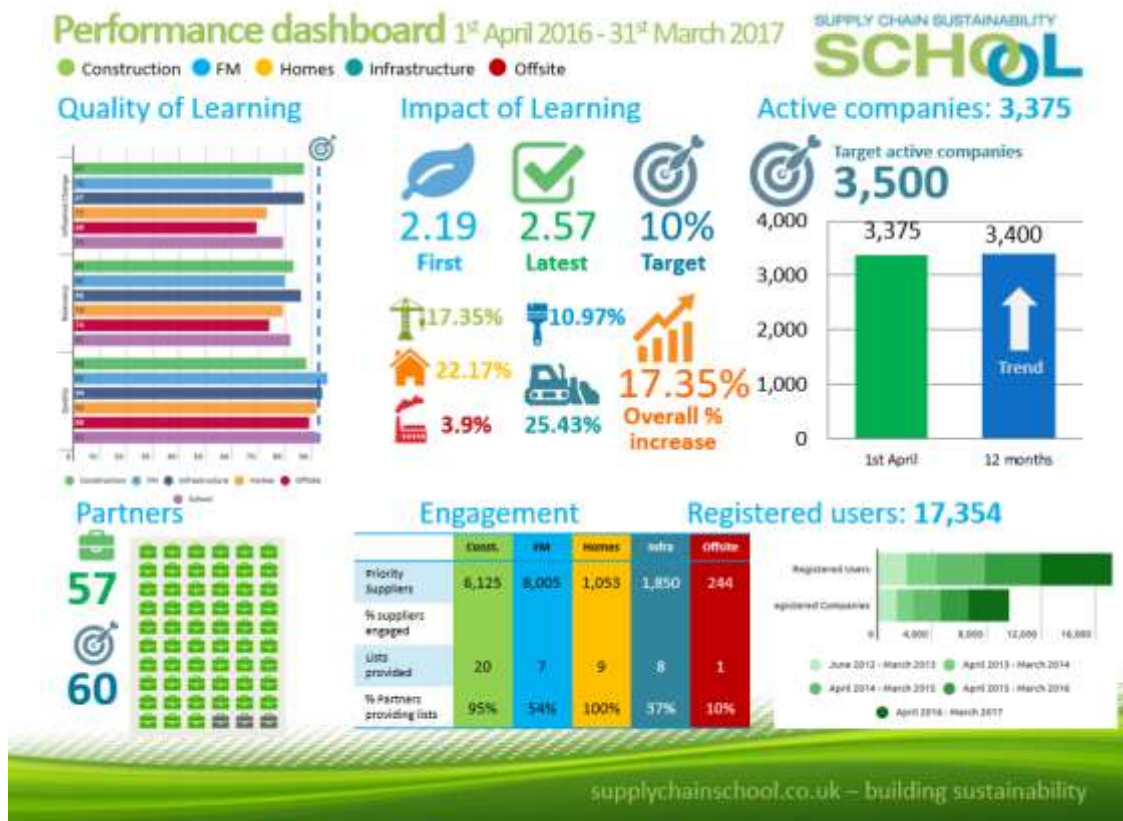
Meeting notes:

1. Introductions and Welcomes

We had a number of old and new faces attend this Infrastructure meeting, so we began this session with a quick introduction of names and titles. Recently joined Infrastructure Partners include: Network Rail, Francis Flower, Murphy Group, & Volker Wessels.

2. Operational update

It was agreed in the previous meetings that we would spend less time focusing on the operational update of the school and more on developing knowledge and sharing best practice on sustainable or procurement issues. As a result, we have included the new ISO 20400 briefing overview into this meeting and an exercise on how to navigate the new School website.



2016/17 Deliverables

	Const	FM	Homes	Infra	Offsite	Entire School	Monthly movement
Active companies	2,147/1,500	509/500	712/500	407/750	610/500	3,375/3,500	+127
Supplier days	4/4	4/4	4/4	4/4	4/4	20/20	+1
No. attending supplier days	472/400	360/400	429/400	419/400	366/400	2,046/2,000	+196
Workshops	15/15	9/10	13/15	14/12	10/10	61/60	+5
E-learning downloads	--	--	536/650	--	--	4,971/1,500	+377
E-learning (new)	1/1	1/1	2/2	1/1	1/1	10/10	0
Toolbox talks	1/1	1/1	1/1	1/1	n/a	4/4	0
Assessments	731/600	117/250	135/250	92/375	110/250	1,168/1675	+45
Re-assessments	353/200	25/100	45/100	35/100	18/100	476/600	+24

The Infrastructure deliverables will now change (and increase) as the website has made it possible for members to join multiple sectors (e.g.- Construction and Infrastructure).

Infrastructure Business Plan - 2017 -18		
Objective	Target	Current Performance
Achieve recognition by winning external awards	1 Award	0
Raise awareness of Infrastructure Sector best practice within external publications	4 articles to be published	0
Increase the number of the partners strategic suppliers within the infrastructure sector attaining Bronze, Silver and Gold status	Increase priority suppliers within each band by 20%	0
1) Partners to review maturity matrix and create an deliver an action plan to further develop engagement with the school 2) All partners to have a dashboard in place for their strategic suppliers by the end of Q2	1) 80% 2) 80%	1) 34% 2) tbc
1) Increase the number of new partners within the school that have an infrastructure focus 2) Retain existing partners with the school	1) 3 2) 98%	1) 1 2) tbc
Increase membership in key trades within the infrastructure sector	1) 5 trades 2) %age membership increase	tbc
Increase designer involvement within the Infrastructure Sector	1) 3 designers engaged 2) Designers to present at every supplier day 3) 1 workshop run with key designers to identify increased engagement opportunities	1) 0 2) 1 3) 0
1) All supplier days will focus on key sectors 2) Partners to support the delivery of workshops that promote the key sustainability priorities of the sectors they operate in	1) 4 supplier days 2) 10 workshops	1) 0 2) 0
Embed the output from the materials working group into the infrastructure Sector	Tbc	Tbc
New partners to be assigned a buddy from the current infrastructure partnership community	1) 100% new partners	0%

The Infrastructure 2017/2018 business plan has been agreed by the group at our previous meetings.

Actions:

- **Steering Group-** If you have an questions regarding the plan or would like to host an event or workshop, please contact Vanessa

3. Infrastructure Supplier day-June 28th Cambridge.

As you are all aware we are hosting our next supplier day in Cambridge on Carbon & Energy reduction initiatives. This event is being supported by the A14 project with Skanska and Carillion leading.

We currently have 153 registrations and have secured speakers from Anglian Water, Skanska, Blackwell and UKGBC.

Agenda – Energy & Carbon Reduction Initiatives in Infrastructure



09:00	Chair Welcome <i>Helen Carter, Sector Manager, Supply Chain Sustainability School</i>
09:30	Embedding Carbon Reduction Considerations in Design – <i>CH2M/Atkins (Confirm organisation & Speaker)</i>
09:50	Overcoming the Carbon & Energy Challenge – <i>Roundtable Discussion</i>
10:10	Coffee break
10:40	Carbon Reduction – A Clients Perspective – <i>Anglian Water (Confirm Speaker)</i>
11:00	Tools for capturing carbon and energy data – <i>Roundtable Discussion</i>
11:20	Delivering Carbon Reduction Initiatives on an Infrastructure Project – <i>Peter Scanlon - Skanska</i>
12:00	Supplier Case Study – Groundworks and Carbon Reduction – <i>Blackwell's (Confirm Speaker)</i>
12:20	Using school resources to upskill on carbon and energy reduction initiatives – <i>Ian Nicholson – Supply Chain School</i>
12:35	Summary and Introduction to Afternoon Session
12:45	Networking Lunch
13:15	Question Time <i>Q&A Panel featuring Names as above will be asked to attend the panel</i>
13:45	Practical Steps for Carbon Reduction in Infrastructure - <i>Mark Edwards - UKGBC</i>
14:05	A14 – A Case Study <i>to be confirmed – project challenge from the A14 to be finalised</i>
15:00	Close & Networking

Actions:

4. **Vanessa** to send invitation to our new Partners (Network Rail, Francis Flower, Murphy Group, & Volker Wessels) and to resend the invitation to WJ Group.
5. **Steering Group-** to encourage/share attendance with their colleagues and supply chains.
<https://www.supplychainschool.co.uk/uk/sustainability/construction/support/supplier-training/478/infrastructure-supplier-day-carbon--energy-reduction-initiatives/>
6. **Vanessa** to send updated workshop availability to Steering Group
7. **Steering Group-** to pre-read agenda and come prepared with updates/feedback/workshop availability (as agenda and pre read is sent out prior)

4. ISO 20400 Exercise

ISO 20400 is a new sustainable procurement standard that has replaced the British Standard 8903. Our School Chair and Infrastructure group member Shaun McCarthy led the development of the new standard which was launched in London on the 10th May.

The new standard is not certified and should only be used as guidance and not a requirement.

For more information, please click [here](#).

Actions:

- **Vanessa** to send the group 2 documents that have been authored by Shaun
 - How to be responsible supplier
 - Delivering sustainable outcomes through supply chains using ISO 20400
- **Steering Group** to contact Vanessa if they would like a free Gap analysis ISO 20400 briefing (In this session your organisation will be audited against the new standard, providing a gap analysis evaluation of how aligned you are against the standard).

5. Webpage exercise

The steering group were split into small groups and were asked to participate in a website navigation exercise. Each group had a different brief, asking them to find out specific information on the School website. The purpose of the exercise was to get the Partners familiar with the new website and the resources available and to provide feedback on the navigation of the site.

Action Points:

- **Vanessa** to collate all feedback and share this with the School team and web developers

6. AOB

Actions:

- **Helen** to provide the Partners with a dashboard update
- **Steering Group** to check out the updated Embedding Sustainable Procurement e-learning module which has now included ISO 20400
- **Vanessa** to send to the group Supply Chain Mapping special interest group info
- **Steering Group** to provide James Cadman recommendations on product categories they would like to include in future mapping sessions. The current group of products includes: - PPE, Cleaning Products, Plastic Bags and Rebar

The next steering group meeting will take place on the 12th July at the Morgan Sindall offices in Rugby. The next steering group meeting theme is 'Social Value' and a number of Partners have volunteered to present (Costain, Danny Sullivan, VGC Group and Network Rail).

Infrastructure Group Meeting
Wednesday 10th May 2017

