

Date: 30th January 2019

Where: Skanska Offices, Maple Cross

Attendees: Dan Whitley (BAM), Maurice O’Mahoney (Danny Sullivan), Alex Mcfie- Hyland (Elliott Group), Taj Bhamra (Elliott Group), Andrew Jones (Hercules) Scott Dutton (Hochtief), Andy Lusher (Jackson Civil Engineering), Ian Dewar (Laing O’Rourke), Tom Brenchley (Lundy Projects), Janet Hector (McGinley Group), Graham Edgell (Morgan Sindall), Andrew Keighley (Murphy Group), Nathalie Ritchie (National Grid), Sarah Borien (Network Rail), Matt Nichols (Reconomy), Nikolaos Sapounas (Osborne) Rebecca Oxley (Stroma), James Callaghan (VGC Group), James Burke (VGC Group), Phil Wright (WP Group),

Welcome & Introductions:

- Andrew Jones was introduced to the group as the new representative for Hercules Constructiuon
- Matt Nichols from Reconomy was introduced to the group, a new Partner of the Supply Chain School

Operational Update:

The group was shown the infrastructure school’s current performance:

Deliverables Actual/Target	Const	FM	Homes	Infra	Offsite	Wales	FIR	Entire School (not FIR)
Active companies	2,165/(2,000)	422/(500)	776/(700)	583/(750)	588/(500)	853/(500)	266/(400)	2,564/3,000
Supplier days	2/2	1/2	n/a	0/2	2/3	2/3	n/a	7/12
Sub-contractor events	2/4	1/2	6/8	1/3	3/6	n/a	n/a	13/23
Learners @ training	550/400	349/300	566/400	214/500	398/300	431/(400)	999	2,520/2,200
Training Workshops	14/10	8/10	8/10	7/10	8/14	7/(10)	29/27	52/54
FIR Ambassadors	--	--	--	--	--	--	372200	--
E-learning downloads	--	--	--	--	--	--	--	5,394/4,000
E-learning (new)	n/a	1/2	n/a	n/a	n/a	0/1	1/1	2/4
Assessments	838/(800)	200/(250)	369/(400)	282/(375)	102/(150) BIM: 29 Mgmt: 74	101/(200)	n/a	1,394/1,500
Re-assessments	400/(400)	56/(100)	138/(300)	76/(174)	27/(50) BIM: 1 Mgmt: 8	32/(100)	n/a	527/500
Bronze/Silver/ Gold	416/(400)	90/(40)	163/(300)	161/(100)	n/a	n/a	n/a	533/500

As mentioned at the last leadership group meeting assessments and reassessments need to increase in order to meet targets. Currently there are no requirements made by Partners that sit on the infrastructure group regarding their supply chain achieving Bronze, Silver and Gold membership. This could help drive assessments and reassessments, it was explained during the meeting that this something that Barratt Homes have conducted.

It was also suggested that each Partner that sits on the infrastructure leadership could aim to get 10 assessments/reassessments completed in order to help to achieve targets.

Event update:

A Modern Slavery breakfast briefing is taking place on the 25th February at The Studio, Birmingham. The briefing will discuss the planned changes to Modern Slavery legislation and how the impact this will have on your organisation. This event is running in place of Carbon breakfast briefing as part of a Carbon engagement program which has now been moved to April 2019.

Actions:

- Rosie to circulate the outputs from the Fleet supplier day with Anglian Water and Skanska
- Rosie to send the link for the Modern Slavery Breakfast Briefing to the Group

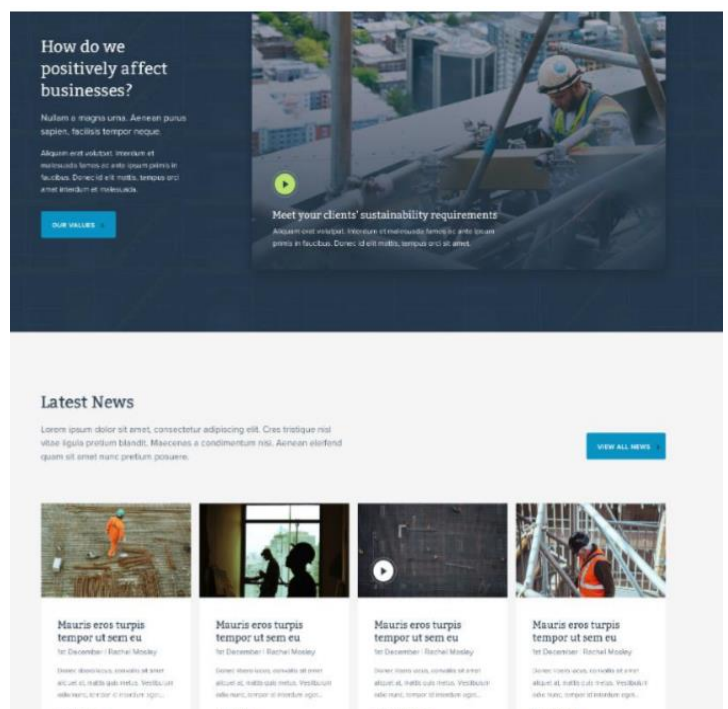
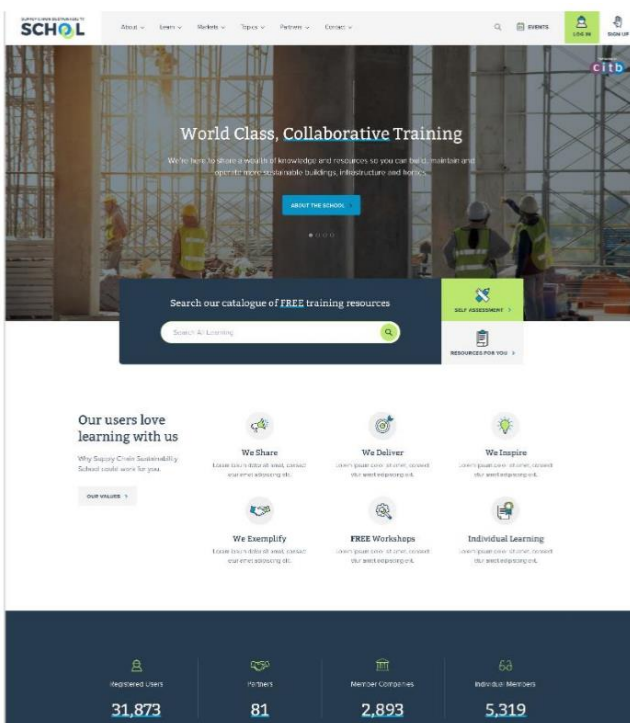
New Partners:

The group was informed of the organisations that have recently joined as Partners of the Supply Chain School:



Website portal development update:

The design and the layout of the new website was shown to the group:



The School has slightly changed the colours of the blue and green that was previously used this is in order to meet an AA standard. This standard allows individuals that may have visual impairments or that are colour blind to read the text and see the logo without difficulty.

New website functions:

- The new school platform will be available on your mobile this will enable assessments and resources to be accessed on the go
- Partners will be able to create a learning journey for their supply chain- Partners will be able to push any resources that they would like their supply chain to complete
- Learner journey for members – a learner journey will provide members with resources that are specific to their background e.g. a sustainable procurement professional will get guided to procurement resources
- Partners will no longer need two separate log in's for their account and Partner dashboard, this is going to be combined into one log in.

Actions:

- Partners to contact Helen if they would like to be involved in new video testimonials for the website
- Rosie to send new School logo to Partners once it has been approved
- School to organise webinars and create video tutorials for Partners on how to navigate and use the new website.

Impact Survey:

The impact survey generates responses from school members on how the School has helped their organisation and the improvements for the School to make. The group was reminded to share the impact survey with their supply chain.

Actions:

- Rosie to circulate the impact survey with the group
- Partners to send the impact link to their supply chain

New Groups:

A **Waste category group** has been developed within the School. The objective of the group is to provide a common and consistent approach to improving resource efficiency and reducing waste across the School's Partners and members, with suitable learning and guidance materials for the supply chain to put this into effect. The aim of the first meeting will be to discuss what interested parties want to achieve for waste reduction and resource efficiency.

The first Waste group meeting is taking place on the **6th March 2019** at Action Sustainability Offices, 2 Angel Square, London, EC1V 1NY.

A **Wellbeing special interest group** has also been developed. The special interest group will focus on the wellbeing of workers (onsite, offices, in supply chain) and users of the built environment.

Actions:

Infrastructure Leadership Group Meeting
Date: Wednesday 30th January- 12 – 3pm

- Partners to review the scope of the groups and contact Helen if they would like to be involved in the groups
- Rosie to send an invite for the Waste category group to the Partners
- Rosie to send an invite for the Wellbeing special interest group once a date has been agreed

New Resources:

There have been three new toolbox talks that have been developed within the school focusing on:

- Air Quality
- Water
- Community Engagement

Air Quality: a Toolbox Talk



Water: a Toolbox Talk



Community engagement – conflict: a Toolbox Talk



Actions:

- Rosie to send the link around for the new toolbox talks to the group
- Group to promote the resources through their organisation and supply chain

Labour & Plant Group update:

The Labour group are currently working on developing materials for the supply chain such workshops and are focusing on how their impact is measured.

It was suggested that the Labour group name may change to 'Labour and Employment' however it was discussed that this may cause HR teams to attend the meetings which will affect tier 1 contractors.

The Plant group have a plant supplier day taking place on the **22nd March** at 15 Hatfields, London.

Actions:

- Rosie to circulate the link for the Plant supplier day
- Helen to contact Janet Hector from McGinley Group regarding Janet getting involved in the supply and demand piece of the labour group
- Partners to contact Helen if they would like to get involved in the Plant or Labour Group

Business Plan 2019/20:

The Group was asked complete a group activity where they focus and suggest workshop themes, supplier days and venues for leadership group meetings. The below was suggested:

Workshops and Partners interested:

- Making the School work for our Business – **Morgan Sindall, Hochtief**
- Social Value
- Change Management

- Mental health and wellbeing – **McGinley, Stroma, Jackson Civils, Hercules, Elliott, Osborne, Hochtief, Lundy Projects, Network Rail, National Grid, Murphy**
- Air quality - **Sir Robert McApline, Stroma**
- Single use plastic – **National Grid, Jackson Civils, Reconomy, Osborne, Network Rail**
- BIM – **Jackson, Elliott**
- Carbon in Infrastructure – **BAM, Sir Robert McAlpine, Osborne, Skanska, Network Rail, Lundy Projects**
- Embedding Sustainable Procurement – **Lundy Projects, BAM, Murphy, National Grid, Skanska**
- Life Cycle Analysis - **BAM**
- Modern Slavery/ Human Rights – **National Grid, Murphy, Hercules, Network Rail**
- Collaborative Working
- Social Value
- Timber
- Circular Economy – **BAM, Reconomy, Osborne, Network Rail**
- Supply Chain Collaboration – **Elliott, Hercules, National Grid, VGC, Danny Sullivan, Murphy, Network Rail**
- Heat Mapping – **BAM, National Grid, Stroma, Skanska, Network Rail**

Supplier Days:

- Rail event – **HS2/Network Rail** – Supplier Day
- Health and safety breakfast briefing – **Elliott Group/Speedy**
- Contaminated soil and treatment – **Reconomy** – Breakfast Briefing
- Client requirements and needs – pipeline – client group to run this event
- Social Value Breakfast Briefing

Upcoming Leadership Groups and potential hosts:

- 11th April – 10am -1pm – **Elliott Group – Peterborough, Osborne- Reigate**
- 19th June – 10am -1pm – **Network Rail – Moorgate, Osborne – Reigate**
- 5th September – 10am – 1pm - **VGC Group – Sunbury on Thames**
- 13th November 10am – 1pm – **McGinley – Birmingham or Watford**
- 22nd January 2020 10am – 1pm - TBC

Actions:

- Scott Dutton to contact Rosie regarding running a 'Making the School work for your business workshop'
- Single use plastic is to be mapped out at the next leadership group meeting
- Partners to contact Rosie if they can host 22nd January 2020 meeting
- Rosie to send the details of a timber event which is being held on the 26th May
- Partners to suggest forums or organisations that the School can work with
- Partners to contact Rosie if they would like to get involved in a large Infrastructure event
- Sarah Borien to present at the next leadership group meeting on the progress of the client group

AOB:

Infrastructure Leadership Group Meeting
Date: Wednesday 30th January- 12 – 3pm

- ✓ The School Annual General Meeting is taking place on the **29th March** at Grosvenor's offices, London
- ✓ Carbon engagement plan – Carbon workshop has been moved to the 26th March and a Carbon Breakfast Briefing will be moved to April