

Date: Tuesday 10th September 2019 – 10.30am – 12.30pm – *Virtual Meeting*

Attendees: Roger Morton (Bovis Homes), John Dwyer (Telford Homes), Nicola Johansen (Redrow), Sarah Pratt, Sophie Cannon (Barratt Developments), Laura Boccadamo (Berkeley Group), Kevin Horner (Laing O’Rourke), Mandy Messenger (Advanté), Emma-Jane Allen, Emily McBride, Hilary Hurrey (Supply Chain Sustainability School). Meeting was conducted by Skype for Business

Apologies: Andrew Sharpe (*Grosvenor*), Ian Heasman & Joan Meakin (*Taylor Wimpey*), Cara Palmer (*Wates – maternity leave*), Nicola Cue (*Grosvenor*), Kirsty Mesher (*Stroma*), Glen Robinson (*Tobermore*), Nathan Wilkins (*CITB*), Andy Mitchell (*Stroma*)

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

Meeting notes

1. Welcome and introductions

2. Agree minutes of last meeting

Minutes from the last meeting were agreed.

3. Review outstanding actions

See updated action log with updates on actions:

4. Modern Slavery Workstream

The Group was provided with an update on the progress of the Modern Slavery Workstream, with a view to understanding why engagement in the programme has been so low.

Action	Result
Partners to confirm invitations to suppliers have been sent	Barratts (3), Taylor Wimpey (5), Redrow (8), Lovell (5)
Partners no longer in a position to support the programme	Bovis, Wates, Kier and Telford Homes
Partners not responded	Berkeley Group
Suppliers to complete the benchmarking survey	5
Suppliers to book to attend one of the workshops on 17 th or 18 th September	2
Suppliers to book to attend the final briefing in September	1
Suppliers to access any of the 3 recommended resources	9

Unfortunately given that Barratts were the only Homes Partner active in the modern slavery workstream to participate in the skype meeting, no discussion took place as originally planned.

Key points:

- Bovis explained that with the likely merger between Bovis and Galliford Try Partnerships they are not able to support this workstream at present but would be keen to get involved in the future.

- Kier Living is being sold off from Kier Group, and therefore they are not able to support the workstream – primarily because there is no visibility at present as to whether their key suppliers will change after the sale.
- Telford Homes is currently unable to support the workstream due to the acquisition of Telford Homes by CBRE, but would be keen to get involved in the future
- Wates are currently asking their supply chain to complete a range of surveys linking to the common assessment standard, and do not want to inundate key suppliers with a range of different requests. It is likely they would be able to support a similar piece of work in the future

Actions:

- **Partners to:**
 - Attend the catch-up call with Helen on Thursday 4th October to whether this workstream continues, or if budget would be better allocated for a different / new workstream

5. Demonstration of the new web platform

The Group were provided with a demonstration of the new website platform by Emily McBride, Marketing Manager for the Supply Chain Sustainability School.

Group Comments for the School to consider for future developments:

- See / set up business areas within own organisations for resource allocations
- Auto-prompt feedback on low rated resources
- Will there be deadlines for resource allocations? (EM to confirm)
- Will there be auto emails sent for resource allocations? (EM to confirm)
- Clarify both the hard and soft launch dates – to allow Partners to prime internal audiences for webinars

NB: The Hard launch for the new School website is 8th October.

Actions:

- **Partners to:**
 - Join the School hosted webinars introducing the new platform where possible, and encourage internal colleagues to do the same
 - Request private, internal webinar training for colleagues should you wish for these to take place (after 15th October). Get in touch with [Wendy](#) or [Emily](#) to arrange these.

6. School 2025 strategy

The Group were provided with an update on the School's 2025 Strategy; as per requests at previous Leadership Group meetings.

Priorities Identified:

Priority	Why?	Funding options	Progress
New Horizon	Stay ahead of the need by expanding our knowledge.	1. Innovate UK <ul style="list-style-type: none"> • Construction sector deal - £170m (but committed) • Funding calls under Transforming Construction (but limited) • Knowledge Transfer Hubs – Bolt Environment Team 2. Construction Scotland Innovation Centre 3. Construction Wales Innovation Centre 4. Higher education funding 5. Horizon 2020 – but may disappear after Brexit	
Ambassadors network	Drive the pace of change through company agents for change.	1. CITB – bid under their collaboration and training fund. 2. Self fund through partner fees	1. Met with CITB Partnership Director, workshop planned for June. We need Board attendance (2 or 3). 2. Not viable without price rise.
Certified qualifications	To ensure quality of our training.	Need more work to understand this world.	
Relationship management	To ensure Partners do more to drive change and reduce risk of non-renewal.	1. Self fund through partner fees	1. Have budget to trial this from September.

New Horizon

- Hilary explained that the board are developing this proposal and will be running a webinar on 1st October to consult Homes partners on this and gain feedback / steer. No detailed information was provided during the meeting.

Ambassadors Network

- Why are the number of ambassadors being limited?
 - The School advised that being able to sustain the network and promote competition to gain credibility of the network was the reasoning for this
- The concept is to start with an ambassador within each company and for this to be cascaded within businesses

Certified Qualifications

- No time for comment – please email EJ with comments

Relationship Management

- No time for comment – please email EJ with comments

7. Operational Update

The Group were provided with key updates in relation to the wider School as per the issued pre-read. For full details please review these slides, however, key points are highlighted below:

Progress Against KPIs

The Group agreed that these figures were a positive beginning to the 2019 / 2020 financial year, although there is room for improvement in terms of training workshops and self-assessments.

Deliverables Actual/Target	Homes
Active companies (organisations who have done something since 1 st April 2019)	449 / 800
Sub-contractor breakfast briefings & modern slavery engagement workshops	2 / 7
Learners @ training	159 / 420
Training workshops	3 / 8
Webinars	0 / 5
Learners @ webinars	0 / 100
Assessments	70 / 450
Re-assessments	33 / 300
Bronze/Silver/ Gold	140 / 300
Case studies	10 / 2 (Moores, Advanté, Protec) (BPD, Masonry Solutions, NBC Group, Recoup WWHRS, SIG RoofSpace, Signs & Design, Sitemasters)
New Partners active in Homes	0 / 2
Homes Partners on Waste group	6 / 4

Actions:

- **Partners to:**
 - Confirm which workshops they would like the School to run for their internal teams / supply chains
 - Confirm if they can speak at the Cardiff Breakfast Briefing in Q4 – Taylor Wimpey and Barratts agreed to follow up internally on this
 - Make introductions to new Partners as and when possible

8. AOB

Marketing Comms – Supply Chain Sustainability School

The Group was requested to share the details of their heads of marketing (or other relevant colleague) with the School, to ensure that promotional messaging etc is being shared mutually between the School and Partners

Strategy Session – Barratt Developments

The Group was reminded that the next Leadership Group would take the format of a workshop to help identify strategic priorities for the Homes School in 2020 / 2021 FY. Partners were requested to liaise with colleagues within their own businesses to understand the big sustainability challenges relating to the supply chain, and come to the next meeting with suggestions / steer on this e.g. key topics, regions etc

Remote meetings

Those who were able to join the skype call were thanked for their patience. As expected, the virtual meeting wasn't without its techie related challenges. Lessons learned:

- If skype is used again, it's essential to have dial in detail as well so that should anyone have issues with the app, they can at least dial in and hear everyone
- Everyone on the call should be in a different room, with their own headset / earphones, microphones and cameras. The School team and Sarah were all in one room, however due to feedback from our speakers / microphones we had to use a Bluetooth speaker which wasn't ideal, and it meant that you couldn't see the different people when they spoke.
- Cameras should be turned on so that everyone can see who is speaking – only the school team and Sarah used the camera
- Test Wi-Fi connections before the meeting so see which is working best – the School used the one it usually uses, however we struggled with sound / delays, and only at the end when we changed connection did everything improve
- Test your skype / equivalent apps beforehand in the week before the meeting - some of you who use skype regularly had trouble with the app on the day

The School will continue to look at other platform alternatives in the coming months – ideally another virtual will run in early 2020.

9. Close

Date of Next Meeting: Tuesday 12th November 2019 – 10.30am – 12.30pm – Venue TBC

Partners to confirm if they can host this meeting – a room to seat 14 board room style, which allows use of posters on the wall!