

FM Group Meeting

11th February 2021

Attendees: Sara Gouveia (SCSS), Mark Turner (SCSS), Robyn Conway (SCSS), Alison Bettany (EMCOR UK), Dave Farebrother (Bouygues E&S), Katerina Robinson (Freedom Group), Laura Cochrane (BAM), Anthony Heaton (BAM), Laura Mayhew (Skanska), Mark Johnson (SGN), Nik Flytzanis (Alcumus), Rory Murphy (Vinci Facilities), Sofie Hooper (IWFM) and Cyndi Mudaly (ENGIE UK)

- ✓ **Action:** Watch/share the FM Conference recording, which can be accessed [here](#).
- ✓ **Action:** Reminder to the group to request workshops for internal teams or supply chain through the School. Please see attached workshop catalogue.
- ✓ **Action:** Review/share the new resources outlined below
- ✓ **Action:** Partners to review Learning Pathways available through your personal dashboards. Consider creating a bespoke Learning Pathway
- ✓ **Action:** Nik Flytzanis and Katerina Robinson volunteered to be involved in future Supply Chain Mapping focused work in the School. Mark Turner to make the introductions
- ✓ **Action:** Nik Flytzanis and Sofie Hooper volunteered to be involved in future Social Value focused work in the School. Mark Turner to make the introductions.

1. Introduction

The group introduced themselves and Mark Turner (MT) welcomed Sofie Hooper who mentioned she will be representing IWFM on the group in future. MT outlined what will be covered on the agenda and reminded the group of the FM Conference, which took place on Wednesday 18th February 2021.

2. Operational review and deliverables for FY 2020/21

Mark Turner (MT) provided an update on the training programme that the School has delivered in the past year as per the table below:

Year (Apr 20 – Jan 21)	Resource views (not e-learning)	E-learning views	No. of training activities	Total no. of learners training
Apr 20 – Jan 21	29,926	14,179	236	8,492
Apr 19 – Jan 20	15,934	7,322	137	3,659
%age increase	+88%	+94%	+69%	+132%

Overall, the School has exceeded expected resource view, e-learning views, number of training sessions and learners, which is positive to see considering the adjustment to virtual learning. MT reminded the group of the FM priorities for 2020-21 (please refer to the slides 9/10). MT mentioned that the School is keen to establish some re-introduction sessions for partners to increase engagement and raise further awareness of the School. Alison Bettany (AB) highlighted that EMCOR UK have set up a workshop to re-introduce

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colleagues to the School, to highlight the new School features that the School has to offer (N.B. this has now taken place and worked well, with many new contacts introduced to the School and what it offers for Partners).

Robyn Conway (RC) provided an update on some of the new School resources for the group to have a look at or share amongst their networks:

- [Material Exchange Platform \(MEP\) Map](#)
- [Business Ethics - Sustainability Short](#)
- [Understanding Invisible Disabilities](#)
- [Managing Challenging Conversations](#)
- [Race and Intercultural Competence – Part 1](#)
- [Race and Intercultural Competence – Part](#)
- [Wellbeing in the Built Environment Report](#)

RC also referred to the new learning pathways that are now available through the School, for anyone that has an account. It is free tailored learning that anyone can work through to gain a badge of completion at the end. Partners can also recommend these learning pathways to colleagues and supply chain, as well as creating their own bespoke learning journeys to suit supply chain requirements. MT pointed out that the School has developed the “Waste and Resource Efficiency for FM” learning pathway that is particularly tailored for the FM sector. Please see slides 13 and 25 for further details.

Sara Gouveia (SG) reminded the group that the [Partner Pack](#) has been made available to all partners, which we hope will assist with maximising your value with the School and will make it easier to engage your internal colleagues and your supply chain. The Partner Pack consists of a variety of infographics, guidance documents and training videos. Please refer to the attached Partner Pack Contents document.

3. Group Work - Setting questions for the FM Conference

MT requested help from the group in capturing questions for speakers at the FM Conference via [Jamboard](#). The intention was to assist the group in influencing the tone/subject matter on the day.

N.B. Postscript - The Conference was successful, with a total of 233 attendees joining and several mentions within the trade press including FMJ.

4. Category and Special Interest Groups update

MT provided the group with an update on the following Category and Special Interest Groups: Climate Action, Plant, Labour, Waste and Resource Use group, Procurement, Wellbeing, Digital and Lean groups. For further details please see slides 27 – 41. Nik Flytzanis and Katerina Robinson volunteered to be involved in the Supply Chain Mapping exercise and Nik and Sofie Hooper in any Social Value developments. MT mentioned he would make introductions between them and Shaun McCarthy who is leading on this work.

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5. Business Planning 2021-22

MT talked the group through the 2021-22 FM business plan explaining that he has attempted as closely as possible to integrate all the ideas that came out of the previous FM business planning meeting in December 2020. Please refer to slides 42-48.

The FM priorities for the next financial year:

- ✓ Engage the supply chain
- ✓ Maximise Partner value and engagement with the School:
- ✓ Develop and enhance the profile of the School within the FM community:
- ✓ Develop collaborative activities.

MT highlighted the group's priorities that were outlined in the previous meeting as: energy/carbon, sustainable procurement, waste and resource efficiency, supplier diversity and sustainability strategy. MT mentioned that the FM group will continue to provide learning on these significant topics. MT also mentioned that the School will be seeking wherever possible to maintain an "all School" approach through future virtual training – i.e. not just focusing into one specific market such as FM, Infrastructure, Offsite etc.

6. Future meetings

Please take note of future FM Leadership group meeting dates which have already been circulated. All will be 11am – 1pm, virtual unless circumstances change:

1. 27/05/2021
2. 02/09/2021
3. 02/12/2021
4. 10/02/2022