

## School Board Meeting

Tuesday 18<sup>th</sup> September 2018,  
Morgan Sindall Offices, Noel Street, London

**Attendees:** Chair: Shaun McCarthy (Action Sustainability), Nitesh Magdani (BAM), Ian Heptonstall (Action Sustainability), Hilary Hurrey (via phone, Action Sustainability), Graham Edgell (Morgan Sindall), Richard Bayliss (CITB), Anna Baker (Sir Robert McAlpine), Shamir Ghumra (BRE), Dale Turner (via phone, Skanska).

**Apologies:** Keith Chanter (EMCOR), Kieran Brocklebank (United Utilities)

### 1. Progress against actions

Shaun McCarthy fed back on three key actions below:

#### *Category Groups*

The three criteria were presented at the Resources Group, who met last week:

- Significance of sustainability impact
- Value to current partners
- Potential to be self-financing in 12 months
- We can ask leadership groups to suggest Category groups in Sept and November meetings
- No funding for groups until next year
- Graham suggested that we have 4 new groups;
  1. Below ground
  2. Structure
  3. Interiors
  4. Waste management
  5. Over time these could spin off other more specialised groups
- It is agreed that we need to target people who can provide the skills and energy to chair these groups.

#### *CEO event*

The draft invitation letter to CEO's was discussed. It was agreed that Shaun should re-write this and concentrate in how the School can help contractors win business, be more productive and deliver against the 2025 Construction Strategy.

#### *Strategy Day*

The date had been set for the Board strategy day and was in everyone's diaries.

#### **Agreed:**

- ✓ The letter needs to be reworked to ensure that the 'hook' for the event as to why the CEO should attend is prominent.
- ✓ The hook was identified as how the School can help their organisations to win more profitable work.
- ✓ There were other areas which should appear in the invite: a showcase of collaboration, skills and supply chain.
- ✓ The outcome of the CEO event was to ensure that the leaders of the Partner organisations understood the benefits of the School and thereby provided leadership within their own organisations to understand the value of the School.
- ✓ Shamir Ghumra will facilitate the Board Strategy Day as it was felt important that someone who has prior knowledge of the School was imperative to make the most of the day.

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### Actions:

- Shaun McCarthy to produce a proposition on the next Category Groups for distribution amongst the leadership groups.
- Shaun McCarthy to redraft the CEO letter so that it is shorter and highlights the real value for attending as a CEO.
- Hilary Hurrey to ensure the progress of researching the CEO names for each Partner and also identify date/ venue.
- A proposal outlining what will form the discussions at the Board Strategy day will be presented for discussion at the Board meeting in November.

## 2. Board Elections Update

Nitesh Magdani gave an overview of the interview process and reasoning behind the shortlisting.

Five key questions were asked of each candidate:

- What they felt the value of the School was
- What they would add as a Board member
- How active they currently were with the School and how that may change being part of the Board
- What influences they may have in the industry
- Did they foresee any challenges with them being part of the Board?

Voting was open until 5<sup>th</sup> October. All candidates were aware of the next Board meeting date and Strategy Day date.

### Agreed:

- ✓ It was agreed that the process for selection was very valuable, in particular the interviewing.
- ✓ The two candidates not shortlisted should be encouraged to be part of the School in some way.

## 3. Web platform development

Ian Heptonstall talked through a more detailed update on the web platform. Several meetings and workshops were currently taking place to establish what packages will be required for the School.

The presentation outlined the four distinct areas of functionality that the School needs.

### Agreed:

- ✓ It was important not to go down the route of creating another bespoke system for the School but to ensure that widely known packages to run the various functions the School requires. This is to ensure up to date systems at all times.
- ✓ Risk is reduced therefore around the School IT systems as there are numerous organisations that can take over should it be necessary.
- ✓ The move to a new system(s) would be a good opportunity to clean the data thoroughly. This was done two years ago with the most recent upgrade.

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- The rest of the workshops with each potential IT system are taking place and then a Partner will be selected.
- Workshops are being organised to invite School members to gain valuable feedback on key functionality and ensure the new web platform provides further value to Members and Partners.
- IH to circulate recommended course of action in mid-October.
- IH to provide costs to the Board at the next meeting split into:
  1. Development costs
  2. Staff training costs
  3. On going hosting, maintenance costs

### 4. Assessment methodology

Ian Heptonstall presented this item which was born out of the Operations Group discussion around how the School can help members to engage and learn more effectively with the School.

#### Agreed:

- ✓ It was agreed that the maturity matrix approach was a clearer approach towards self-assessing and a learning journey.
- ✓ The historical data would need to have a line drawn under it as such as the scoring for this approach would be different.
- ✓ It was important to gauge feedback from members who were currently engaged in the School.
- ✓ Though a potential route to link the School to the SDG's it was important not to cherry pick as many corporates were currently being criticised for doing so.

#### Actions:

- The Operations Group were going to feed into the maturity matrix and subject experts engaged to critique those sections.
- The new format would be launched at the same time as the new web platforms.

### 5. Operational Report

Ian Heptonstall reported back on the KPI slide.

There was a discussion around the engagement of some Partners and providing priority supplier lists. There are now a percentage of Partners who do not have a traditional list of suppliers and engage with the School in another way.

Anna Baker volunteered to lead on the Risk Register now that Shamir was stepping down from the Board.

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- The budget section should show budget, actual costs to date and forecast costs.
- Anna Baker and Shamir Ghumra to meet and handover on the Risk Register.

### 6. AOB & Date of the next meeting

Many thanks to Caroline Johnstone and Shamir Ghumra for their contribution and dedication to the School and Board as both step down.

Ian Heptonstall let the group know that he was going to be submitting a bid for work around some Offsite learning materials. The bid was through CITB and is for some short duration courses to produce learning materials for specific roles such as procurement and design. The courses would look at what those roles need to do differently to engage with offsite techniques.

Richard Bayliss highlighted that Green Great Britain was launching on 15<sup>th</sup> October and the School should look at how they could engage with any campaigns around the week.

**Date of next meeting: Tuesday 20<sup>th</sup> November, 10am – 1pm, BAM Offices, 8th Floor, 24 Chiswell Street, London EC1Y 4TY**