

**Attendees:** Chair: Shaun McCarthy (Action Sustainability), Dale Turner (Skanska), Graham Edgell (Morgan Sindall), Dan Evans (Speedy Services), Aaron Reid (Balfour Beatty), Marcus Bennett (CITB), Carol Williams (Laing O'Rourke), Keith Chanter (EMCOR), Victoria Hughes (VINCI Facilities), Ian Heptonstall (Action Sustainability), Hilary Hurrey (Action Sustainability).

**Apologies:** Martin Gettings (Canary Wharf Group), Julia Barrett (Willmott Dixon)

### 1. Review of actions

Hilary reported on progress against actions from the last meeting. All items were being progressed or addressed within the agenda.

### 2. Update on retrofit

Ian summarised the engagement in Retrofit so far and also what other experts are doing in this space.

Marcus added to the discussion describing what CITB are currently researching around the training provision of insulation installation. Currently this is being done product by product as opposed to something that educates around a sequence of events e.g. heat pumps are an expensive option to heat a cold house. The solution is to insulate first. The role of Retrofit Co-ordinator and the training and skills required to do this role is important as they are responsible for coming up with a long-term plan for retrofitting buildings/ houses. Not everything needs addressing straight away but can be addressed over a much longer period of time; starting with the quick wins first. CITB is looking at part funding the level 5 co-ordinator role in the future.

#### *Agreed:*

- The recommendations outlined in the pack were a sensible approach.
- The procurement project has shown that skill specific training / targeted learning interventions are successful and welcomed.

#### *Actions*

- ✓ Dan and Ian to discuss the conversations that took place with B&Q/Kingfisher.

### 3. Partnership Pricing Structure

Ian ran through the key points on the presentation.

#### *Feedback/ comments made:*

- Overall simplifying the groups makes sense however it is important to recognise that Leadership Groups take the influencing role and the Category and SIG's take on the contribution to content role.
- Content driven groups will always have non-paying stakeholders when they are subject matter experts in their field.

- Important to convey the benefits of each group; what the group is doing; who the Chair is; who the other members of the group are.
- Many Partners do ask to try out different groups when they first join the School in particular, to understand what fits best.
- The fee increase will have an estimated initial £75K added to the budget for 22/23. The level change will have implications on the budget as the model matures.
- There will be a structured communication strategy to Partners which needs to be started asap. Some organisations are looking at budgets now.
- It has been a challenging year for construction and will continue to be so next year. There needs to be a steadfast case as to why a 4% increase as opposed to anything lower.
- It is important to understand that the level changes wont attract a number of Partner to migrate down a level. In fact there are only a handful of Partners at the £18K level and the key focus on the strategy is to encourage Partners at the £12K level to the £15K level.
- Would SME's feel penalised by their package as it did not include the SCORM files for the e-learning. However feedback from members is that most SME's do not have their own LMS and use the School LMS in any case so should not pose a problem.
- From an SME perspective, the School provides huge value and the message is more how they can get more involved.
- The Sustainability Tool was not included in the overall package, even at a basic level. This is since the Tool is too bespoke for each organisation. It is not possible to provide the Tool without support and the ongoing support costs would escalate over the years.

*Agreed:*

- ✓ The Tool could be upsold at an additional fee, it is not part of the package.
- ✓ The industry would welcome developing the Tool so that it can help to deal with the aspects of PPN06. The first Social Value group meeting is taking place imminently and it is likely that measurement will be a key discussion point.
- ✓ Effective communications to Partners is important.
- ✓ The Board agreed with the 4% increase for 2022/23 and the summary of levels.

*Actions*

- Hilary will work with Paul and Becky to develop a communications strategy to inform Partners of the fee increase for 22/23 and the change in levels.
- The School team will develop how to place value on the group participation.

#### **4. Delivery beyond COVID**

Hilary explained the impact the move to virtual delivery only, compared to face-to-face delivery has had on the School.

Virtual delivery has allowed a huge increase in learner numbers, number of activities and reduction in the carbon footprint of the School. This has been achieved far more cost effectively.

*Agreed:*

- ✓ Most training activities should remain virtual.
- ✓ 22/23 budget should allow for one, full day Business Byte to take place once a quarter to allow for networking amongst the membership.
- ✓ Trainers who deliver the workshops should be consulted to understand which workshops would work better in a face-to-face environment.
- ✓ The impact of virtual training is difficult to consider at this stage as the results for the impact survey show large increases in certain areas such as reduction of carbon and waste; however this was attributed to COVID rather than the School.
- ✓ Leadership Groups can decide if they want to meet face to face on occasion.
- ✓ The School will operate a no hybrid activities rule for now (i.e. it is either all virtual or all face to face) however, it is important to remain agile and there is the potential to invest in new technology in the future to allow hybrid versions of training and meetings.

*Actions*

- Hilary will work with the School team and trainers to identify any workshops that will be more impactful face to face.
- Business Planning will include the cost to run quarterly face to face Business Bytes.

**5. Moving beyond skills and knowledge to capability**

Ian summarised the functionality of the Barratts capability assessment tool and discussions which were taking place with Highways England to have a similar assessment. The HE proposal would include Health & Safety.

*Agreed:*

- ✓ School will need to be very clear as to how or if we integrate H&S modules. We do not want to be held responsible for an organisations H&S or to give generic advice.
- ✓ Important that the School is not seen as an H&S accreditor.
- ✓ Though it would be very insightful to have suppliers scores shared back to the client on the capability assessment to allow for informed support; the School will maintain its confidentiality. If a supplier wants to share the details of their capability assessment, they will have the option to opt into this.
- ✓ The Board agree to the publicising the Barrett model as another tool that can be used in the School by Partners.
- ✓ The Board agree to the sharing of company level information in the HE alignment tool with specific HE and HE Tier 1 contacts. But only with appropriate opt out box in place.

*Actions*

- Ian will feedback the comments made around health & safety in relation to the scope and development of the HE capability assessment.

## 6. Learning Management System

Ian explained the overall vision for developing and promoting the School's LMS functionality for Partners.

### *Agreed:*

- ✓ It was a bold vision but certainly a next step for the School.
- ✓ Shared content and more collaboration is certainly a bonus if there is the ability to have private areas for each Partner.
- ✓ It would be important to consider the resource implications as the content would need to be quality checked and maintained.

### *Actions*

- Ian will share the specification with EMCOR (Keith) and Balfour Beatty (Aaron) so their internal teams (HR, IT, L&D etc) can comment/ feedback.

## 7. Board Elections

As per the constitution, three members of the Board have been in post for five years. The process requires these three Board members to stand for re-election if they wish, and the election can also be open to any other Partner who wishes to nominate a candidate.

The elections will start in December.

### *Actions*

- The three Board members will pick up outside of the meeting with Ian and Shaun what they wish to do in December.

## 8. Operational Update

Any questions around the operational update can be emailed direct to [Hilary@supplychainschool.co.uk](mailto:Hilary@supplychainschool.co.uk)

## 9. AOB

As the School is 10 years old next year it looks to be a good opportunity to consider a new 5-year roadmap on what the School is looking to deliver.

### **Date of next meeting:**

Tuesday 21<sup>st</sup> September, 10am – 1pm: Virtual via Zoom