

Date: Wednesday 26th September 2018 - Flannery House, Third Way, Wembley, London. HA9 0RZ – 13:00 – 16:30

Attendees: Helen Carter (Action Sustainability), Ross Primmer (Action Sustainability), Sara Gouveia (Action Sustainability), Emilie Puaud (Bouygues), Sarah-Jane Waith (Costain), Paul Skitt (Flannery), Ciaran Alstrowe (Hercules), Catherine McGrath (Highways England), Sarah-Jane Bradish (McGingley Group), Mandip Singh (Menfor), Jonathan Williams (Menfor), Gareth Morris (Morson), Graham Edgell (Morgan Sindall), Alexander Trautrim (Nottingham University), David Benson (O’Neill & Brennan), Emilie Belat (VGC), James Callaghan (VGC)

Meeting notes:

1. Review of Minimum standards proposal

8 Commitments

- Helen outlined the 8 commitments that have been established as a baseline for organisations to adopt.
- Discussion focused on the role of umbrella companies. Whilst there are genuine and legal uses of these organisations it was acknowledged that the arrangements can be subject to abuse and illegality. The group discussed whether therefore a document could be produced that outlined the role and credentials associated with genuine and legal umbrella arrangements

Action – Labour providers associated with the group agreed to come together and produce a standard for discussion at the next meeting.

In principle the 8 commitments were agreed.

2 Open Discussion

The group exchanged view on the following:

- Living wage
- Umbrella organisations
- Do we want to put the final 8 commitments together in a school partner labour charter?

The group identified that there are different payment schemes that need to be considered:

- National minimum wage
- Living wage foundation
- London minimum wage
- Apprenticeship minimum wage

AP2: The Supply Chain Sustainability School team to identify all different payment schemes and thresholds in the next meeting

3 Implementation Plan

Guidance & Comms:

Area of Focus	Opportunities for school to develop the following guidance to support implementation							
	Prequal	Contract	Auditing	SRM	Training			Template
					E-Learning	Toolbox Talk	Workshop	
Modern Slavery	✓	✓	✓				✓	
Right to Work	✓	✓	✓				✓	
Equality & Diversity/Fairness, Inclusion & Respect	✓	✓		✓			✓	✓
Living Wage	✓	✓	✓				✓	
Labour Standards	✓	✓	✓		✓		✓	
Skills & Employment	✓	✓		✓	✓		✓	✓
Employment Conditions	✓	✓	✓		✓		✓	

- Helen asked the group to feedback on what resources are used for the following:
 - Prequalification
 - Contract terms
 - Auditing
 - E-Learning
 - Toolbox talks
 - Workshops
 - Templates

- James Callaghan advised the group that to mitigate against modern slavery, a ‘Trust ID’ system has been incorporated. He also mentioned that VGC ensure staff are trained on Modern slavery so that they’re quipped to spot signs of modern slavery.

- Another group mentioned that they educate their operatives on minimum standards so that they’re aware and informed

AP3: Helen to research on what’s already being used in the industry on a wider scale and will circulate to the group.