

**Date:** Wednesday 26<sup>th</sup> September 2018 - Flannery House, Third Way, Wembley, London. HA9 0RZ – 9:00 – 12:30

**Attendees:**

Helen Carter (Action Sustainability), Sara Gouveia (Action Sustainability), Ross Primmer (Action Sustainability), James Cadman (Action Sustainability), Dave Harris (A Plant), Gary Barnes (Costain), Chris Matthew (Flannery), Garry Boyd (Flannery), Patrick Flannery (Flannery), Richard Arnold (GAP), Steve Cooper (GAP), Catherine McGrath (Highways England), David Haule (Kier Group), Dave Lowes (Lundy), Graham Edgell (Morgan Sindall), Susan Schnadhorst (Osborne), Eleanor Stewart (Skanska), Barry Collins (Speedy), John Dwyer (Telford Homes), Mark Clouter (WP Group), Phil Wright (WP Group), Steve Hannington (WP Group).

**Meeting notes:**

**1. Discuss proposed minimum standards**

**Minimum P&E Requirements**

James talked through the methodology which consisted of the following key points:

1. Review the key sustainability impacts
2. Review of current and future client requirements based on Euro, NRMM and FORS Standards
3. Review of legislation
4. Proposal for School minimum standards for AQ emissions and driver behaviour

**Existing Standards**

Organisation	Highways England – 2014	London		Crossrail – 2017	HS2	
		2015	2020		2017	2020
Plant/vehicle						
HGV (road-going) Euro	IV	VI		-	VI	
NRMM (Greater London and Rest of UK) Stage	III B	III A	III B	III B or IV	III B	IV
NRMM (London Central Activity Zone) Stage		III B	IV		IV	V
FORS	Compliant - Bronze	-	-	Compliant - Bronze	Bronze – Silver	

When the assessments were undertaken, the group looked at relevant legislations that already exist within the industry and the current standards that contractors should recognise as per the table above.

**AP1:** The group were asked to put forward any additional standards that should be considered through the process.

**Proposed Standards**

The proposed standards are as follows:

Organisation	Highways England – 2014	London		Crossrail – 2017	HS2		School – 2018
		2015	2020		2017	2020	
Plant/vehicle HGV (road-going) Euro	IV	VI		-	VI		VI (≥ 50%) V (≤ 50%)
NRMM (Greater London and Rest of UK) Stage	III B	III A	III B	III B or IV	III B	IV	Electric/hybrid (≥ 10%) IV (≥ 40%) IIIB (≤ 50%)
NRMM (London Central Activity Zone) Stage		III B	IV		IV	V	
FORS	Compliant - Bronze	-	-	Compliant - Bronze	Bronze – Silver		Silver

James explained that an additional column ‘school – 2018’ has been added to this table. James asked the group for their feedback on the proposed standards.

***Feedback from the group:***

- Electric/hybrid – 10% target in the table is an ambitious target
- Stage 5 should perhaps be the minimum standard and an aspirational date could be set to achieve stage 6 nationally.
- Delivery vans should be taken into consideration.
- Categorising into small, medium and large plant.
- Adding key considerations, such as, electric/hybrid/solar

Graham Edgell proposed creating two documents to highlight the standards:

- A ‘targets and ambitions’ document, including a longer timeline, based on the current document
- A ‘minimum standards’ document for use by the supply chain and informed by supply and demand

**Frequency of Review and Update**

The main consensus of the group was that contractors should sign a commitment to ensure they align themselves with the standards.

**2. Group discussions**

Helen asked the group to break out into 3 groups for 30 minutes to discuss the following:

- *What working groups do we need to create?*
- *What would the commitment look like and how can the School implement it?*
- *What support do you need to promote this into the supply chains?*

**Group 1:**

- Group agreed that minimum standards needs to align with a longer timeframe, perhaps 5-6 years ahead to allow organisations to plan and adopt standards
- This could be the document that contractors sign – commitment required
- Group highlighted that it would be wise to create different document streams to suit contractor's needs. For instance, creating a simple guidance for individuals that are buying and hiring plant. This would indicate what they need to be looking out for and what is the availability of equipment in the short term and long term
- Engines – route planning, other things to upskill those who use the equipment

**Group 2:**

- Intro, intermediate and advanced e-learning would be useful
- Telematics - how to manage data and what to look for
- Develop case studies to add to the website
- Developments and uplifts – share knowledge between key stakeholders
- More innovative ways to fuel plant
- Route planning – sharing information to ensure tactical approaches are taken as best practice

**Group 3:**

- Technical standards
- Organisations should acknowledge the behavioural/people piece, acknowledging training that can be incorporated to upskill individuals.
- Creating a charter that will need to be signed off by partners
- Telematics – data from fuel to inform on trends
- Create a sub-group to develop a minimum standards paper for the supply chain by engaging directly with manufacturers that could then be shared for comments. This is being led by the plant hire Partners will School support.

The group discussed the above feedback and the consensus of the group was to create sub working groups (consisting of plant related individuals) who can focus on more detailed areas of work.

**AP2:** Helen advised that should would create a structure of the working groups and would circulate this with the group.

**3. Fuel and lubricants presentation (guidance) – WP Group**

- Steve Hannington (WP Group) presented on: *“Are you using the best oil for your business?”*
- Phil Wright (WP Group) presented on: *“Delivering energy and performance”*
- Both presentations will be circulated, alongside the meeting minutes.

#### 4. Approval & Comms

James advised the group that to gain approval, a paper will be submitted to the School Board, recommending the proposed standards, reasons and benefits.

James outlined that as an output of the Plant Group, a landing page will be created on the School website, from which standards will be available for download, along with other learning materials, such as e-learning and guidance.

Case studies that are provided by Partners will be incorporated on to the landing page, accessible to School members.

#### 5. E-learning

The group discussed potential e-learning ideas that could be developed for Plant operatives, as follows:

- The e-learning should inform School members of the key benefits of reducing AQ and GHG emissions, both financial, environmental and social
- Tie in case studies as practical examples in the e-learning module to make it real
- The e-learning module should sign post individuals to other key resources at the end of the module.
- The group also discussed the possibility of creating a Toolbox Talk.
- A secondary e-learning module could be produced for site operatives specifically

**AP3:** Patrick to share document guide they have available for their site operatives

**AP4:** Ross to circulate the 'optimisation' story board for the group to provide their feedback

**AP5:** The group is welcomes to volunteer to peer review the e-learning/toolbox talk scripts