

Date: Monday 13th May 2019 – Skype Call

Meeting notes:

1. Update on new platform

- Dale Turner (DT) thanked everyone for their attendance and provided context of the agenda for the call.
 - Shaun McCarthy (SM) gave the group an update on the new School platform, advising that there has been a delay in the launch of the School due to unforeseeable circumstances with the web developers. SM mentioned that the School will likely launch in June 2019. However, he reinforced that the Procurement page is underway and represents the outcomes of the group positively. SM took the opportunity to thank everyone for their participation in developing the page.
- ✓ **Action:** Sara to distribute screen shots of the Procurement page on the new School platform

2. Labor group update – Helen Carter

Helen Carter (HC) provided an update on the work that is taking place in the Labour category group, backed by 26 partners from the School. The group focusses on issues relating to labour and employment in the built environment. The two main areas of focus are:

- What standards should organisations have in place to manage and develop their people (People Matter Charter)
- What are the current issues in relation to supply and what does the future skills landscape look like?

Over the last 12 months, the first area of focus has been addressed. HC mentioned that in 2018, the partners of the group identified what a responsible organisation should have in place if they treated their people responsibly. As a result of this work, 8 commitments have been produced that the signatories and supply chains should be able to evidence if they truly believe “People Matter”. These commitments apply to Clients, Principle Contractors, Labour Agencies, Subcontractors and Suppliers. In 2019/2020, the group will focus on addressing the second area of focus. If you’d like more context on the labour category group, please read the accompanying slide deck or contact Sara who can put you in touch with Helen Carter.

- ✓ **Action:** Helen Carter to provide the Procurement group with a feedback form so the group can provide comments.

3. Plant group update – Shaun McCarthy (on behalf of James Cadman)

SM provided the group with an update on the activities of the Plant category group. SM showed the group a copy of the minimum standards that was produced by the Plant category group and advised the group to have a read and provide any comments on this piece of work that will be circulated.

- ✓ **Action:** Procurement group to provide comments/feedback on the minimum standards (plant category group) document that will be shared.

4. CIPS update – Dale Turner

DT provided the group with an overview on the ongoing relationship with CIPS. Dale and Shaun have another meeting planned for 24th May to continue the dialogue with CIPS. DT will continue to promote the School with CIPS at future Construction Senior Leadership meetings even though he has now stepped down from the chair position.

5. New CITB bid – Shaun McCarthy

SM provided an overview of the prospects for the Procurement group. He highlighted that the School has submitted an Expression of Interest to CITB, which has been approved. As such, the School will be proceeding to the full bid stage, which is due in early June 2019. The total value of funding on offer is £3M over 3 years and the School's bid will probably apply for around £1.5M. This will mean that the Procurement group will become a permanent group with support from a steering group and the terms of reference will change. We will meet once a quarter for face to face meetings and aim to move the Procurement agenda along. The group have been asked to advise if they would like to stay on the group or appoint new representatives within their organisations, if this is better suited.

- ✓ **Action:** The Procurement group's members to let Sara know if they would like to come off the group or appoint a new representative.
- ✓ **Action:** Shaun to re-create the terms of reference document for the Procurement group.