

Date: Wednesday 13th September 2017, 10.00am – 1:00pm

Attendees: Graham Edgell (Morgan Sindall), Paul Paddick (Carillion), Gareth Evans (Costain), Eibhlin Flynn (Danny Sullivan), Ted Nijjer(Fortel), Scott Dutton (HOCHTIEF), Tom Brenchley (Lundy Projects), Stephen Marr (Murphy), Nathalie Ritchie (National Grid), Nikolas Sapounas(Osborne), Randall Ffrench (Sir Robert McAlpine), Antony Steele (Skanska), Adrian ShahCundy (Volker Wessels), James Callaghan (VGC Group), Chris Hopkins(Kier), Roger Venables (CEEQUAL)

Apologies: Brian Downes (Aggregate Industries), Mick Jennings (Balfour Beatty), Ciaran Alstowe (Hercules Construction), Dean Kerwick- Krisp (Highways England), Tracey Fogg (Murphy Group), Shaun McCarthy (Action Sustainability); Susan Schnadhorst (Osborne); Siwan Kalatzi (Centrica), Mike Lindsay (Colas), John Hutton (BAM); Alan Webb (Fusion), Tom Rankine (Robertson), Ian Innes (Hanson), Rebecca Harris (Network Rail)

Summary of meeting actions:

Operational Update			
No	Action	Responsible	Deadline
1	Contact your key suppliers encouraging them to assess and re-assess	Leadership Group	Ongoing
2	Group to provide Rosie or Helen with potential Infrastructure awards the Infrastructure School can enter	Leadership Group	29 th September
3	Helen to provide a list to the group of tier 1 contractors that are within the Infrastructure school, which will help to achieve the KPI of expanding the supply chain	Helen Carter	6 th October
4	The Group is to share the links of upcoming supplier days and workshops with their colleagues and supply chains (links included with the minutes below)	The Leadership Group	22 nd September
E-Learning Module			
5	Helen to provide data and a heatmap on the e-learning module themes within the school	Helen Carter	6 th October 2017
6	The group to confirm whether it is happy to use the Infrastructure e-learning budget to fund the updating of the Timber e-learning module	The Leadership Group	13 th November 2017
Social Value			
7	Group to access social value resources and to have a look at the social value pages within the school	The Leadership Group	Ongoing
8	The group and the School to develop and drive a standard approach to Social Value which can be distributed to Partners and used with	Helen Carter	13 th October

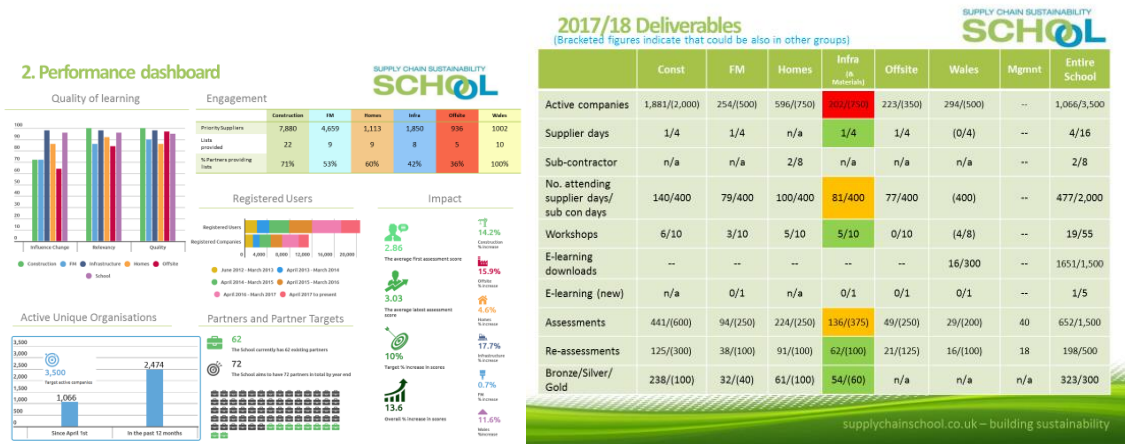
	key clients – HC, SM and GE to draft up a first pass for review within the leadership group		
9	Group members to send Helen best practice examples within Social Value	The Leadership Group	29 th September
10	Helen to provide an analysis and comms plan for social value materials within the school and present to the group at the next leadership group	Helen Carter	13 th October

1. Introductions and Welcomes

- Ted Nijjer from Fortel was introduced to the Group.
- Rosie Watts the events and Marketing Manager from the Infrastructure School was introduced to the Group.

2. Operational update

An overview of performance to date was provided as part of the operational update.



Graham Edgell suggested discussing how the group can get more active infrastructure members in more depth.

3. KPI's

Helen discussed the school's current KPI's, what have been completed so far and what is still outstanding.

Actions:

- ✓ Group to provide Rosie or Helen with potential Infrastructure awards the Infrastructure School can enter
- ✓ Helen to provide a list to the group of tier 1 contractors that are within the Infrastructure school, which will help to achieve the KPI of expanding the supply chain as suggested by Graham Edgell.

4. Development of new category groups:

The new category approach group will be governed by the Materials Group and will be coordinated by Helen Carter. The Category group will focus on two categories which are **Plant** and **Labour**. The aim of the category groups is to deliver a more targeted output within the industry

5. Supplier days and workshops:

Helen discussed the upcoming supplier days and workshops that are coming up within the Infrastructure school.

Action:

- ✓ The Group is to share the links of upcoming supplier days and workshops with their colleagues and supply chains.
 - ✓ **Water Supplier Day – DfMA in the Water Sector – 28th September 2017** - [Supplier Day Registration Link](#)
 - ✓ **How to drive DfMA in the Rail Sector – 3rd October 2017** - [Workshop Registration Link](#)
 - ✓ **How to drive DfMA in the Water Sector – 30th October 2017** - [Workshop Registration Link](#)

6. E-learning modules:

The group was tasked to determine what the next development for an Infrastructure e-learning module should be.

Suggestions that the group made are:

- A Supply Chain Mapping e-learning module
- There are too many e-learning modules within the School. Therefore, preventing structured learning programmes. For the Partners, it is about guiding the supply chain.
- E-learning modules should be distributed to the supply chain by industry sectors and sectors within an organisation, rather than getting the supply chain to cover all topics and aspects
- The Timber e-learning module needs an overhaul and Helen proposed the budget could be used for this. The group would like to understand the current uptake of e-learning modules before deciding.
- Partners requested for the Sustainable Timber e-learning module to be taken down from site as it out of date.

Actions:

- ✓ Helen to provide data and a heatmap on the e-learning module themes within the school - what are the most popular e-learning modules accessed are within the Infrastructure School?
- ✓ The group to confirm whether it is happy to use the Infrastructure e-learning budget to fund the updating of the Timber e-learning module

7. Social Value

Helen provided an update on what resources the School has on Social Value. An update was also provided on what Action Sustainability is currently doing in terms of Social Value.

Action:

- ✓ Group to access social value resources and to have a look at the social value pages within the school.

7a: What are Partner doing exercise

The Group was divided to discuss what the group could do to deliver Social Value. The Group was asked to consider what the key themes of Social Value are, the Geographical priorities, the key projects, the key stakeholders already engaged and the resources required.

The group provided feedback on what they believe are priorities for Social Value:

Social Value priorities:

- Education- getting into the education system- mentoring, guiding individuals getting them to consider construction as a career option.
- Training- industry training
- Employment- expanding the demographic
- HS2 potentially a good project to focus on- engine for growth
- Collaboration- common approach to measuring- measuring the same aspects – Heatmap to be created for Partners – red and green list to be created, red list – the things the Partners are not currently doing, green list what is being completed.
- Sharing good practice
- Repackaging commitments that are already in place and how Social Value is communicated
- How to engage clients in terms of Social Value- clients to provide clear guidance on what Social Value means to them to ensure contractors can meet these requirements.
- The standard for Social Value needs to be benchmarked to ensure that there is consistency and a common approach.
- Vertical integration with clients at an earlier stage so that tangible benefits can be clarified.
- The Group suggested that their focus should be on defining the value of Social Value

Actions:

- ✓ The group and the School to develop and drive a standard approach to Social Value which can be distributed to Partners and used with key clients – HC, SM and GE to draft up a first pass for review within the leadership group
- ✓ Group members to send Helen best practice examples within Social Value.

Member Engagement regarding Social Value:

The Group was asked discussed the promotional activities and resources that can be used to increase member engagement for Social Value within the School.

The Group discussed and suggested the below:

Resources:

- Classify Materials by sector, category and relevancy- is the resource up to date?
- Focus on who have accessed Social Value resources and link to other promotional communications e.g. invite to a Social Value event.

Promotional Communications:

- E-learning modules and resources to be placed on Partners internal training systems- this to be refreshed frequently
- Monthly publications sent around by Partners to supply chain and clients to provide an update of new resources, webpages etc.
- A supplier day focused on Social Value?
- A development plan to be created for strategic suppliers to promote Social Value and Social Value resources within the School.
- Statements from Clients on what Social Value means to them to be provided and placed on the site
- Partners to ask the Supply Chain what resources/activities they are completing in terms of Social Value

Actions:

- ✓ Helen to provide an analysis and comms plan for social value materials within the school and present to the group at the next leadership group

8. What's next:

The groups were asked to consider what topics they would like to focus the next meeting on. It was suggested that EDI and the business plan should be a focus for the next meeting. It was also suggested that the discussions on social value from today should be developed and continued for the next meeting.

9. AOB

Rebecca Harris will be replacing Amy Nicholls from Network Rail on the Infrastructure Group and will be attending the next Infrastructure Leadership Group.

Graham suggested that the outstanding actions to be completed for the next meeting so that the group is on track with progress.

The next steering group meeting will take place on the 15th November at Morgan Sindalls Offices in London between 10am -2pm.