

School Board Meeting

Wednesday 10th July 2019: 10am – 1pm
Canary Wharf Group Offices

Attendees: Chair: Shaun McCarthy (Action Sustainability), Ian Heptonstall (Action Sustainability), Hilary Hurrey (Action Sustainability), Richard Bayliss (CITB), Dale Turner (Skanska), Victoria Hughes (VINCI Facilities), Nitesh Magdani (BAM), Keith Chanter (EMCOR), Julia Barrett (Willmott Dixon) via phone, Kieran Brocklebank (United Utilities) via phone, Graham Edgell (Morgan Sindall)

Apologies: Martin Gettings (Canary Wharf Group), Anna Baker (Sir Robert McAlpine)

1. Progress against actions

Hilary fed back on progress on actions.

Agreed:

- ✓ The CITB workshop is set for 8th October. Julia and Dale will attend. Other Partners will also be invited to attend this workshop, mainly from the House building, Offsite and Construction sectors. The agenda for the workshop should focus on what will deliver most impact.
- ✓ A facilitator should be invited to run the workshop to ensure the audience get the best from attending.

Actions:

- Richard to shape the workshop agenda with Ian.

2. Update on the CITB bids

Ian provided an update on two CITB bids; Performance through Procurement and Digital Leadership. The bids were submitted with a three-year timeframe as it was felt it was more likely for them to deliver value at this timeframe than over 12/ 18 months.

The notification dates are August. The Procurement bid, though strong, will have a lot of competition.

3. Carbon Campaign

Ian presented an update on the Carbon campaign. The first meeting for the group is taking place on Tuesday 23rd July.

Agreed:

- ✓ It was important that the group consider splitting into: House building as one group and Infrastructure & Construction (and possibly FM) as another group. This is based on where those sectors currently are in terms of progress with Carbon.
- ✓ Outside of the first meeting we need to get the buy in of commercial \ procurement leads who are happy to mandate \ request reporting from their supply chains. Without this we have no leverage to get the members to complete.
- ✓ The first meeting will be a technical meeting with sustainability leads that will consider how the School can best deliver Supply Chain scope 1 and 2 carbon reporting as required by the Science Based Targets Initiative - this is a big driver for main contractors and an important first step. We need to agree on:

1. What will be measured (should we include “easy” scope 3 or just keep to scope 1 and 2 to start with?)
 2. How often - quarterly or annual?
 3. How to split emissions across customers? % of supply turnover?
 4. What the main contractor needs to see and do with the reporting tool, what the supplier needs to be able to do and see?
 5. What does success look like in 5 years’ time? Number of member reporting, % of reduction amongst members.
 6. We need to think what we call it “Campaign” sounds like a few weeks, this is a long-term programme for many years ahead, but we should set a focus for 5 years ahead.
- ✓ Should time allow we can then explore reducing embodied carbon and lifetime asset use carbon through design and procurement decisions - this may though need to be parked for future sessions.
 - ✓ The supply chain currently has nowhere to report their carbon emissions (consistently) currently which the School provides.
 - ✓ A methodology will need to be agreed and agreement around how we educate the supply chain (what learning and resources); what data goes into the tool.
 - ✓ It is important to ensure engagement of the supply chain that the messaging is around how it will save them money.
 - ✓ The outcome will not include audit. It is about education, collecting the data and the ability to show annual improvements.
 - ✓ It is important to explore how the aims and potential outcomes of this group are articulated to the right people at CITB in relation to funding.

4. Strategy 2025

Upper School

Shaun presented the current thinking behind the Upper School. The name is just a working title currently and will be named something different in time.

Agreed:

- ✓ Many Partners see value of learning at Leadership Groups. The Upper School would provide a forum for Partners who want to be part of leading the School.
- ✓ It would be a reformed Horizon Group but with less focus on academia (though important to keep involved) and more on industry.
- ✓ The forum would potentially create a new type of Partner who pays to be part of the group, in addition to the Partner fee.
- ✓ The forum would help to ensure that the School was ahead on emerging issues. The School has reacted rather than led on issues such as plastics and climate change emergency as prior to that there has been a focus on Modern Slavery and Social Value. The forum would allow for the current model of the School to continue doing what it does, while the ‘Upper School’ can ensure that emerging issues are flagged, and responded to, early on.

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- ✓ The timescale for this would be from the next financial year, however a funding model needs to be drawn up. There is the potential of 1 FTE to manage this. However, there needs to be development of this now. A workshop should be staged to present the idea and gain feedback to inform its shape.

Actions:

- Shaun still needs to have individual conversations with various Partners and other individuals to further develop the concept.
- Shaun will organise a workshop this financial year to present the idea to interested Partners.
- The Leadership Groups will be asked to feedback.

Partner management

Hilary presented the work that had been done on Partner Management to date.

Agreed:

- ✓ An example of Partners who are less engaged should be looked at to understand what that value equates to.
- ✓ The slides should be used to show Partners what could be obtained by engaging with the School.
- ✓ The information should be used in external marketing to show value of becoming a Partner.
- ✓ What is also needed is a roadmap of 'what's next' – this is where the Upper School concept will link into Partner value.

Actions:

- Hilary to develop the paper further. This will be presented at the next Operations Group meeting on 16th July.

Accredited Learning

Ian provided an update on accredited learning.

Agreed:

- ✓ The School are currently applying to be an ATO (Accredited Training Organisation) with CITB. However, this needs to be explored further to understand how the funding model for an ATO can work with the School model.
- ✓ There is a need to look at and engage with other organisations to explore how learning through the School could contribute to their qualifications. A funding model needs to be explored here.

Actions:

- ✓ Victoria, Ian and Hilary to meet to discuss this further and present paper at next Board meeting.

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Ambassadors

Hilary provided a brief overview of the Ambassador paper.

Agreed:

- ✓ There should also be just generic School Ambassadors not just subject experts.
- ✓ To ensure there is an avoidance of 'ticking boxes' to be an Ambassador with no action it was suggested that some sort of fee applies to be part of the network.
- ✓ A certain number of Ambassadors should be included in the Partner fee.
- ✓ Ambassadors could be used to cascade knowledge from the Upper School.

Actions:

- Hilary to gain further feedback from the Operations Group to help develop the paper further.

5. Data Sharing

Shaun presented to the group the reasoning behind data sharing.

Agreed:

- ✓ The Board agreed that this should not be considered at present due to the current situation with Construction Line. The School holds valuable data which should be protected at this current time.

6. Update on the portal

The current situation is that there should be final testing over August with an aim to launch by the end of August (bank holiday weekend). The development is progressing well, and it is the final details that need to be worked on. The web developers have a minimum criterion of what needs to happen from a user's point of view. This is the focus right now.

7. Risk Register

Hilary provided a brief update on the risk register. There needs to be some slight changes to wording on the Risk Register in relation to data protection. Once the web platform has launched there will likely be some changes to the section on GDPR.

Actions:

- Hilary to make the necessary changes to the Risk Register and liaise with Anna.

8. Operational Update: Progress against KPI's

A brief update was given on progress against KPI's. BRE have unfortunately cancelled their Partner status.

Hilary reported that there has been a dip in assessments (when comparing to the same time period last year). However, many Partners are waiting for the launch of the web site before engaging their

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supply chains and encouraging the use of the self-assessment tool. The School team are currently exploring other ways to incentivise members to assess.

9. AOB & date of next meeting

Graham reported to the group that Grown in Britain had contacted him looking for support for encouraging the supply chain to gain GiB assurance.

Actions:

- Graham to circulate the information and template letter of support.
- School team, via sector leads, to promote Partner support of the campaign.

Date of next meeting: *Wednesday 25th September; 10am – 1pm at Morgan Sindall Offices, Kent House, 14-17 Market Place, London, W1W 8AJ*