

Attendees: Chair: Shaun McCarthy (Action Sustainability), Ian Heptonstall (Action Sustainability), Hilary Hurrey (Action Sustainability), Dale Turner (Skanska), Martin Gettings (Canary Wharf Group), Julia Barrett (Willmott Dixon), Keith Chanter (EMCOR), Victoria Hughes (VINCI Facilities), Graham Edgell (Morgan Sindall), Anna Baker (Sir Robert McAlpine), Dan Evans (Speedy Services), Aaron Reid (Balfour Beatty).

Apologies: Richard Bayliss (CITB)

1. Progress against actions

Hilary reported on progress of actions from the last meeting. The action around the New Horizon Group and exploring opportunities with CITB funding is on hold due to the current situation with CITB suspending all funding. The action on pricing structures is also on hold.

2. School Response to Lockdown Learning

Hilary presented to the Board how the School has responded to date to lockdown by changing face to face activities into virtual training. A comprehensive programme on virtual training has been put in place under the "Lockdown and Learn" banner. Also 32 trainers have gone through a 3-week programme aimed at improving their online delivery. Various statistics illustrated strong demand for online and virtual training and that the quality of delivery was comparable to face to face delivery.

Agreed:

- ✓ The School should not run sessions on the practicalities of dealing with COVID-19. This is dealt with by government and leading trade organisations. The School already has a page dedicated to signposting members to organisations that can help in this way.
- ✓ However, there needs to be the development of course content that recognises that COVID-19 will have material impacts on some sustainability issues e.g. modern slavery etc.
- ✓ The School will develop training sessions around 'what the new normal' will be; including incorporating the digital aspect around remote learning; a focus on the 'Build Back Better' initiative.

Actions:

1. The School has formed a team to specifically look at new ideas around content for training with feed in from the Sector and Category Group leads. Shaun is Chairing this group and will ensure that this is taken forward.

3. Financial Implications of COVID-19

Ian presented to the Board three scenarios based upon a reduction of income from Partners (renewing this year) and incorporating the news that CITB are suspending all current and future funding. The most likely scenario based on the current trend with payments on Partner membership fees and the conversations with CITB on receiving payments for work completed would result in a £75K loss.

A meeting is planned with CITB to discuss the terms of the suspension announced and the likelihood of the claims submitted being paid.

Agreed:

- ✓ Various options were discussed by the Board on how to make up the shortfall in revenue and close the gap in loss of profits:
 - Focus on lobbying CITB to pay for monies outstanding work undertaken (ideal) or monies due to end of May (likely).
 - Look at new funding opportunities such as National Lottery; GLA, Universities etc.
 - Consider approaching Partners to ‘sponsor’ various packages of work such as FIR, etc (considering how the packages could align to their overall strategies or corporate agendas).
 - Consider asking organisations such as Microsoft or Google to sponsor packages of work. Some Partners may already have had similar success with this and therefore contacts.
 - Consider furlough for the delivery Partner staff to cut delivery costs further.
 - Consider working with Construction Line and exploiting the use of School data. This option was considered a very low option with all other routes to be considered first.
- ✓ It was noted that the delivery Partner and its Directors were taking the financial pain and were in-effect underwriting the finances of the School. It was agreed that should additional income be found then the cuts made to Director salaries and margins would be reversed first.
- ✓ Clear communication needs to go to the Partners which outline the current income situation with the School. This could be followed up with a short series of webinars where Partners can ask the Board questions.

Actions:

2. Ian and Graham to feed back the outcome of the call with CITB.

Update: The call has taken place with CITB. CITB have responded to say that the claims have been passed for payment due on 20th May 2020. Confirmation is still required on the exact level of payments and on the FIR and Offsite programmes.

3. Ian to update Board members when payments are received with revised financial scenarios \ budget.
4. Ian and Shaun to draft the communications to go to all Partners once the income from CITB has been paid. This communication will be followed up with Q&A webinars with members of the Board.

4. AOB

Date of next meeting:

14th July (10am – 1pm), Virtual session

The dates for 2021 will be sent out in due course. Please keep an eye out for the calendar invites.