

**Attendees:** Chair: Shaun McCarthy (Action Sustainability), Ian Heptonstall (Action Sustainability), Hilary Hurrey (Action Sustainability), Richard Bayliss (CITB), Dale Turner (Skanska), Victoria Hughes (VINCI Facilities by phone), Nitesh Magdani (BAM), Martin Gettings (Canary Wharf Group), Kieran Brocklebank (United Utilities) via phone, Graham Edgell (Morgan Sindall)

**Apologies:** Anna Baker (Sir Robert McAlpine), Keith Chanter (EMCOR), Julia Barrett (Willmott Dixon)

### 1. Progress against actions

Hilary fed back on progress on actions. The outstanding actions were being addressed in the agenda.

It was noted at the start of the meeting that, though not enforced to date, there was a polite reminder that the School constitution does state that if Board members missed more than two meeting a year they could be asked to resign from the Board.

### 2. Update on the web platform and demonstration

Ian provided an update and demonstration of the new web platform using the beta site. This site was also currently being tested by Partners. The web platform will go live on Tuesday 8<sup>th</sup> October.

#### Agreed:

- ✓ The induction process for Partners and members alike will be a slow process. There will be a series of webinars staged for members as well as webinars for Partners being offered before launch. Webinars will also be offered on a Partner by Partner basis for each partner with the aim of getting administrators on these calls.

#### Actions:

- Ian to check if there will be a 'reminder' email sent to organisations internally if a piece of learning has been assigned to them.

### 3. New funded activities

Ian presented an update and outlined progress on the recent projects that have been won. The first was the Offsite Skills project which is underway. There have also been two bids recently won; Performance through Procurement and Digital Skills Mindset.

The last two bids cannot be announced until mid-October and are due to start on 1<sup>st</sup> November and 1<sup>st</sup> December respectively.

#### Actions:

- Kieran and Victoria to provide Ian with details of their digital teams / projects who can input into the Digital Skills Mindset work.

### 4. CITB and School Collaboration workshop

Richard updated the Board on the workshop which is being staged to help the School and CITB to collaborate better. The workshop is taking place on Tuesday 8<sup>th</sup> October at CITB offices.

Partners who are attending are: Dale Turner (Skanska), Julia Barratt (Willmott Dixon), Andrew Day (Telford Homes), John Handscombe (Kier), Richard King (Osborne), Martin Dick (Robertson).

Gary Austen, who facilitated the Board strategy day, will be facilitating the session. Structured questions will be sent out to all attendees in advance to allow for some preparation to take place. CITB see this workshop very much as a start of the collaboration with the School and to promote the work and understanding of the School to other senior members of CITB in other departments.

## 5. Carbon SIG Update

Martin presented an update on the Carbon Special Interest Group. The working title for the group is Climate Action Group with the long-term aim of exploring how to deliver a zero-carbon built environment.

There are two sub-groups:

1. for *supplier-based corporate emissions*, i.e. gathering scope 1 and 2 data from suppliers for their whole business, and develop an approach to gather scope 3 for the most carbon intensive materials
2. for *project-based supply emissions* for works and materials provided for specific projects

### Agreed:

- ✓ It was key that Chief Procurement Officers/ Directors need to be engaged with this group to ensure traction with the supply chain.
- ✓ The School team can pick this up with CPOs when discussing the Performance through Procurement programme. This bid had a joint statement of support from several CPO's already.
- ✓ Progress has been made already around reducing the data set that should be recorded.

### Actions:

- All Board members to commit to using the Carbon tool.

## 6. Skills for Net Zero research

Richard presented a new research project that CITB were undertaking which fits in with the above work taking place in the Carbon group. Richard explained that within CITB the strategic priorities were based on evidence/ research. This research was to investigate what the skills gaps are likely to be and provide insights.

The paper outlines areas of focus to be:

- a) Retrofit
- b) Low energy new builds at scale
- c) Carbon reduction

Looking at what skills need to be developed to deliver net zero or are skills a barrier to deliver new zero.

### Actions:

- Richard to put Martin and James Cadman into contact with the researcher to input into the current paper.
- Selected members of the Carbon group should also be asked to input once the next iteration of the paper is ready.

## 7. Strategy 2025

### New Horizon

Nitesh presented the update on the New Horizon Group. Shaun has been presenting the idea of the New Horizon group amongst Partners and leadership groups to gain and incorporate ideas.

#### Agreed:

- ✓ The priority is supported by the Partners and Board.
- ✓ There is a consensus that some Partners would pay to be part of the group.
- ✓ The current Horizon group has provided pockets of value to the School, but this group would be focused on providing leadership to the School, engaging with academia effectively. The group would be led by an FTE who would be able to access research and appropriate funding.
- ✓ It was inadvisable to partner with just one university.
- ✓ The New Horizon group should be presented at the collaboration workshop with CITB on 8<sup>th</sup> October to ensure that there is no duplication in what CITB do in terms of research and what the group are aiming to do.

#### Actions:

- Shaun to continue to speak with Partners about the group to gain further feedback.
- Shaun to work up a more detailed funding model.

### Ambassadors

Hilary presented an update on the Ambassadors. The Operations group had fed into the priority and the paper revised.

#### Agreed:

- ✓ Getting the Ambassador 'guides' network running first could potentially take a smaller investment initially.
- ✓ The subject matter experts could also feed into the New Horizon priority.
- ✓ The Ambassador network could be linked to the CCS and part of the offering in that relationship. Shaun has been reaching out to the new CEO of CCS to establish a strategic relationship between them and the School. A relationship with CCS could then mean that the School is embedded down into project level via the Ambassador network.

#### Actions:

- Hilary to look at a detailed cost breakdown for the network.

### Relationship Management

Hilary presented an update for this item. Becky Bryant has been promoted to the position of Partner Relations Manager. The operations group has looked at the value the School provides as a Partner and went through an exercise to monetise this value. This will then form part of a process to highlight to Partners what value they receive from the School. Partner accountability is now being looked at in the Operations Group.

#### Certified Qualifications

Hilary reported that Action Sustainability was now an Accredited Training Organisation with CITB. The next stage will be to look at what courses the School runs which could become accredited.

#### 8. Operational Update: Progress against KPI's

A brief update was given on progress against KPI's. There has been two new Partners who have joined the School in September; CBRE and McLaren Construction. CBRE's focus is on the eLearning which will be used internally at CBRE and then eventually rolled out to their supply chain.

Hilary explained the 'red risk' areas on the KPI slide which mainly referred to the self-assessments. There has been a drop in the number of assessments being taken over the past few months. Many Partners are waiting to launch the new format of assessment (and new platform) to their supply chains. Most activities are planned, and the School is retaining the number of active members when comparing to the year prior.

#### 9. AOB & date of next meeting

Victoria reported that she has been chasing IWFM and will continue to do so. Victoria also reported that the CEO of Social Value UK is very keen to develop a relationship with the School.

#### Actions:

- Victoria to provide a bit more detail as to what/how Social Value UK would like to engage.
- Data needs to be on the agenda for the next meeting.
- The next meeting needs to be extended to four hours, starting at 9am.

#### Date of next meeting:

**Wednesday 11<sup>th</sup> December; 9am – 1pm at BAM offices, Chiswell Street, London.**