

Attendees: Andrew Day (Telford Homes), John Handscomb (Akerlof), Howard Chaloner (HE Simm), Margaret Johnson (Highways England), Liam McGovern (Shay Murtagh), Lisa Lthurralde (HS2), Marcus Bennett (CITB), Stephen Burns (VGC), Jim Taylor-Rose (Taylor Woodrow-Vinci), Tony Ward (BuildSpace), Peter Kelly (ISG). Ian Heptonstall (Supply Chain Sustainability School), Imogen Player (Supply Chain Sustainability School), David Emery (Supply Chain Sustainability School), Ken Davie (Supply Chain Sustainability School),

1. Introductions

Ian welcomed new members to the group.

2. Notes of last meeting

No outstanding actions were raised from the group.

3. Business Update – opportunities and challenges for offsite in the next 12 months

The group fed back on the following questions via mentimeter:

- How is business for you now?
- How would you describe the outlook for the construction sector?
- Where do you think the construction sector will be in 12 months?
- How would you describe the outlook for the offsite sector?
- What opportunities do you see for offsite as a result of COVID?
- What challenges do you see for offsite as a result of COVID?
- How can the school best help your organisation to tackle these challenges?

The results of the questions were circulated with these meeting notes.

Action: John Handscomb reported that Akerlof have Innovate UK funding to look into the use of concrete in offsite and its embodied carbon. John will circulate a briefing paper and discussion item will be added to the next meeting.

Action: School to look at the statistics from the previous lunch n learn ‘Using lean to drive site productivity’ to determine whether there is enough interest in running a similar lunch n learn that looks at using offsite to drive site productivity.

The following question was asked to the group: ‘Which other organisations should we engage with as partners on this group?’ Answers included: Professional institutions UKGBC, Roads Academy, Educators, CLC, UK BIM Alliance, Constructing Excellence, CECA and ACE, Apprenticeship bodies, Technology bodies, warranty providers and other manufacturing industries e.g. car manufacturing

Action: School to consider which organisations to prioritise engagement with.

4. Offsite priorities – activities this year

Ian updated the group on the activities to date and progress against KPIs (see figure 1).

The following question was asked to the group: ‘What areas of training would you most value the school to put on?’ Answers included: integrating a sector roadmap (valuable for SMEs) e.g. how does offsite link on a 2030 plan to biodiversity, carbon targets etc; More project/site manager training courses across different spaces within construction, industry standard workshop; client/sector focused.

Action: The School will develop a draft visual roadmap that looks to integrate all of the functions of the School, helping organisations to visualise and understand how they can achieve sustainability goals. This will be expanded upon as an agenda item in the next meeting, requiring group input.

Training type	When	Type	Learners	Quality (Excellent or good)	Relevance (Very or mostly)
Understanding your offsite skills needs	23 rd April	Lunch n Learn	18	100%	100%
Offsite fundamentals	27 th April	Virtual workshop	19	83%	100%
Understanding the MMC Definition Framework	14 th May	Lunch n Learn	21	90%	80%
Leading change	26 th May	Virtual workshop	12	100%	86%
Offsite design	2nd June	Virtual workshop	19	92%	92%
Offsite procurement	9th June	Lunch n Learn	30	86%	95%
Lean construction	25th June	Virtual workshop	25	100%	93%
Offsite site management (pilot)	29 th June	Virtual workshop	11	83%	67%
Construction industrialisation	14th July	Lunch n Learn	46	95%	65%
Offsite procurement	28th July	Virtual workshop	15	73%	25%
Lean to drive site productivity	6 th August	Lunch n learn	27	100%	91%
Offsite for logistics	20 th Aug	Virtual workshop	9	100%	100%
Offsite for project managers	2 nd Sep	Virtual workshop	11	100%	86%
Understanding 35 in Lean Construction	15 th Sep	Lunch n Learn	TBC	TBC	TBC
Quality in Construction	24 th Sep	Lunch n Learn	TBC	TBC	TBC
Offsite for Quantity Surveyors and Cost Consultants	29 th Sep	Virtual workshop	TBC	TBC	TBC
Learners @ Training (target to end of Sept 245)	To date: 263				
Active companies (current companies learning about offsite)	822 to end of July				
E-learning downloads (Offsite or Mgt target to end of Sept 300)	To date: 2173				
E-marketing campaigns (monthly market news)	To date: 9 weekly; 2 monthly market news				
Assessments and re-assessments (target to end of Sept 100)	To date: (114 assessments and 26 re-assessments)				

Figure 1 Progress against KPIs

Ian reminded the group of the School's impact survey questions and outcomes from the last survey. The group was asked if any metrics or questions need to be changed before the next impact survey in December.

Action: Members to look over the metrics and decide if any should be removed or added, ready to finalise confirmation at the next meeting.

It was recommended that the impact survey considers the ESG (environmental, social, governance) link, for example how have members found adopting offsite knowledge to impact their ESG outputs.

Ian updated the group on the progress of developing collaborative activities. Key activities have been:

- **CLC** - School has mapped where our Partners sit on the various committees of the CLC. The aim is to provide a briefing paper so that Partner colleagues who do sit on these committees are fully aware of how the School can help.
- **Centres of Excellence** - These are academic and support organisations that can help businesses to adopt offsite. Ian has been collaborating with **Build Offsite** and a series of these centres to develop a programme of conferences hosted by the centres. Covid has put this work on hold in the short term. The Centres of Excellence network will be branded and launched as the Smart Construction Network on the autumn.

Action: School to circulate the Buildoffsite covid report. The report is available [here](#).

Offsite learning pathways

Imogen updated the group on the proposed offsite learning pathways. Learning Pathways are an exciting new feature of the School which allows you to allocate specific resources to a specific audience

and track their progress through the awarding of badges and downloadable reports. It is proposed that there is one offsite fundamental learning pathway aimed at a beginner level, suitable for anyone. Then it is proposed that there are 6 job-specific learning pathways.

Action: The School to finalise the proposal for the learning pathways and then send out to the group for approval. The aim is to get the learning pathways up on the system for the next meeting.

Action: Margaret, Lisa and Jim to create a sub-group to work with Ian and Imogen to enable a way for clients to endorse the use of the offsite learning pathways.

It was suggested that a before and after survey of knowledge is undertaken by the person completing the learning pathway, as well as additional 6-month and 12-month check-ins post completion of the learning pathway, to see how the learning has helped them in their career.

Action: Bring this offsite learning pathway suggestion to the homes group.

5. Progress on developing training materials

Overview against plan

Dave provided an update on the closure of the offsite project and how the School has retrofitted all of the workshops to be virtual, as well as face to face).

Offsite for Everyone

Imogen provided an update on the offsite for everyone launch event and taster workshops on Tuesday 20th October. The registration page is available [here](#). This event will publicly launch all of the offsite material that was created through the offsite project, as well as feature industry expert discussion.

Action: Imogen to ask Social Value colleagues if it is possible to calculate the social value of the 1800 hours of industry peer review time that has been input into the offsite project.

6. The role of digital in offsite construction

Dave provided an overview on the digital project, which is being carried out with input from UCL. Through the project, the outputs will be:

- Digital training needs assessment
 - 500 individuals to complete
- Digital maturity assessment
 - For the industry to have a consistent way of benchmarking digital maturity
 - 500 organisations to complete
 - Also for individuals to complete a digital training needs assessment
- E-learning modules
 - Digital strategy
 - Commercial
 - Cyber security
 - Technology adoption
- Digital bytes tech videos
- Gap analysis of training needs charts

7. AOB

Add to the agenda for the next meeting: How ESG is impacting the offsite agenda

The next meeting is scheduled for Wednesday 2nd December, 10:00-12:00.

Proposed agenda for next meeting:

1. Introductions
2. Notes of last meeting
3. Business update
4. John Handscomb – systems and cement update
5. Sustainability roadmap
 - a. ESG and offsite impact
 - b. Impact survey questions
6. Offsite learning pathways update
7. AOB
8. Date of next meeting(s)