

Attendees: Chair: Shaun McCarthy (Action Sustainability), Dale Turner (Skanska), Julia Barrett (Willmott Dixon), Dan Evans (Speedy Services), Marcus Bennett (CITB), Malcolm Dare (National Highways), Joanna Gilroy (Balfour Beatty), Graham Edgell (Morgan Sindall), Ian Heptonstall (Action Sustainability), Hilary Hurrey (Action Sustainability)

1. Review of actions

Hilary reported that all actions were complete or being discussed as part of the agenda.

2. Update on business planning

Ian updated the Board around business planning. There is no change to the budget and the groups are now in the process of prioritizing activity for FY 24/25.

In terms of future FIR funding:

- CITB has put aside £1.7M to fund FIR activity over the next 4 years.
- The commission came out in January for funding for the first 2 years. We are bidding for this. There is £200K as a conservative estimate in for next FY, it could be £400k if super successful in winning and then delivery.
- The School has also been having conversations with CITB to become long term strategic partners. The idea is to look at CITB become a strategic partner to the School to allow the School to reach 100K learners. This is currently on hold as Mark Farmer has conducted an independent review of CITB which is with Government and the senior team at CITB.

3. Board member recruitment update

There are 13 applicants for the three Board positions. Conversations took place around the diversity of the applicants:

Agreed

- It was agreed that the Board should horizon scan and head hunt in the future based on the type of criteria being sought.
- Diversity should be addressed in terms of gender, ethnic diversity, age but also in terms of skill set, experience, age, representation of industry.
- The written makeup of the Board should be reviewed for the next round of recruitment.
- The current process will not be changed in the current round as this would be unfair to the applicants.

4. Strategy Day

Ian talked through the initial thoughts on how the strategy day can be structured with the focus on the eight guiding principles. There should also be discussion around including two additional principles around impact and effectiveness.

Agreed

- Sustainability is changing so quickly that the strategy should have a 5-year horizon but with a shorter term plan.
- The Vision and Mission have been reviewed recently so will only need a quick check. The guiding principles are a lot older and do need a detailed review.

Actions

- The March Board meeting date will be rearranged for the Board strategy morning so that a face-to-face meeting can be facilitated.

5. Technology Update

Ian talked through progress on the School upgrade. The UK School was due to launch on 13th December however, following a data test it was unable to be launched as there were significant problems. The decision was taken to launch the Ireland School first instead as then all functionality could be tested first.

The UK School is planned to be launched in about three weeks, following one more data test. The site will need to be down for one working day and the weekend.

As a result, there are now three coders (one internal, two at Titus) who have a good understanding of the code base mitigating the single point of failure which was the position of 6 months ago.

There are no financial implications to the delay as Action Sustainability will take any additional overspend.

6. AOB

Ian announced that Shaun is starting a phased retirement and is looking to exit Action Sustainability. This means that, as equal shareholders, Action Sustainability is looking for an impact investment company to buy Shaun's shares in the business.

It is key to Ian and Shaun that the investor has a passion for sustainability and making a difference in the world.

Agreed

- The AGM should be used as the platform to control the message to all Partners and inform them of Shaun's exit.

Next Board meetings:

Board strategy day – face to face, date tbc (will take place before the AGM)

Thursday 16th May, AGM: 2pm – 3.30pm (online)

Tuesday 9th July: 10am – 1pm (London venue tbc – volunteers please)