

Meeting: CONSTRUCT Council
Date: Thursday 28 January 2021
Time: 14:00 – 17:00
Location: Zoom Call
Chairman: Neil Marney
Paper: Minutes



1. Attendees & Apologies

Attendees

Neil Marney (NM)	Chairman (Marney Construction Ltd)
Mark Wadsworth (MW)	Vice Chairman (A J Morrisroe Ltd)
Dennis Keogh (DK)	Expanded Ltd
Martyn Price MBE (MP)	O'Halloran & O'Brien Ltd
Tom Connell (TC)	Oliver Connell & Son Ltd
Patrick Boyle (PB)	MPB Structures
Colleen McCoy (CM)	McCoy Engineering
Alasdair Stables (AS)	PERI Ltd
Jenny Burrige (JB)	The Concrete Centre
Ian Burnett (IB)	CONSTRUCT General Manager
Dave Armsworth (DA)	CONSTRUCT HS&E Manager
Claire Ackerman (CA)	MPA Director (Secretariat)
Melissa Seaden (MS)	MPA Events Manager (Secretariat)
Christine Giddens (CG)	MPA Finance (Secretariat)

Apologies

Robert Riley (RR)	MPA Finance Controller (Secretariat)
Paul Harrison (PH)	Fosroc Ltd
Rob Thompson (RT)	A J Morrisroe Ltd - RT emailed to say that as he is no longer the CFTF Chairman he will no longer be on Council.

2. Minutes of Last Meeting held on 29 October 2020

PP and MW noted that they both were interviewed by the Concrete Centre. DC made the amendment to the minutes.

The Council agreed the minutes were a true record of the meeting with this amendment and approved them.

3. Membership & Financials – (Slides 3-7)

a) Subscription Update

DC ran through the outstanding subscriptions for 2020 and the process to ensure collection of the outstanding. DC also gave an update on the 2021 subscriptions thus far, including the discounted rates introduced for 2021.

Council agreed that we would give a week's grace to allow for payment runs for discounted rate subscriptions.

Council discussed Direct Debit facility. Council agreed that we should offer the facility, but it should be taken in one payment each year, and no discount separate to the up-front discount. Payment plans could be considered on a case-by-case basis.

b) 2020 Full Year Forecasts

DC ran through the Year End Forecasts, note the deficit has been reduced from c.£70,000 to £60,746 thanks to some other cost savings, and we had good amount of reserves to cover the short fall, much of which would be made up in 2021.

The Chairman noted that he was speaking to Build UK about secretariat fees.

There were no questions on the year end accounts.

c) 2021 Budget

DC ran through the budget for 2021, noting that the event expenditure was lower with the deposit paid for Tobacco Dock already, in 2020. Also, CITB funding was still to be confirmed so this was an estimate. Budgeting for a surplus of £10,898.

CM noted we should look at means of reducing the cost of publications by moving them to digital copies. DC noted that this was the direction of travel for most anyway, and the reduction in this line of expenditure.

SH asked if we charged for the National Specialist Concrete Specification (NSCS). DC confirmed that the physical copies were chargeable when first launched 11 years ago, but the new version would be online and freely available.

Council discussed the income for CONSTUCT Day and noted that we may not be able to guarantee that with the uncertainty and we may take a hit on this Budget Line.

DC noted that discussion had been taking place with the venue about how to manage the event if social distancing measures are required. The size of the venue means we could introduce more and smaller tables to account for social distancing. There was a cautious optimism that large scale events will go ahead, unhindered, although the venue was amenable to moving the event if we have sufficient notice if restrictions change. DC noted that we would review monthly on how the landscape is looking for delivering the event.

DC noted that there was some interest in Sponsorship already and would endeavour to get some names on board before launching bookings.

Council approved the budget for 2021.

4. Strategy Update – (Slides 8-19)

a) Website

DC gave a tour of the new website which was successfully launched on 14 January 2021, including the new functionality and design elements.

AS asked if we were collating statistics on the website visits and would report back to the April how the new website has impacted visits.

The Council feedback that the website was a significant improvement on the old site and thanked DC and the Secretariat.

b) Communications in 2021

DC ran through the draft communications strategy for 2021, which focussed on

- telling the story better
- maximising our communication channels, and
- showing the value of membership

More detail can be seen on the [side deck](#).

DC encouraged Council to increase their engagement on Linked In, undertaking more 'thought leadership' pieces and comment, directly and through the CONSTRUCT channel.

MW noted the National Specialist Concrete Specification (NSCS) needed updating – DC confirmed that this was under review with JB leading this, with each chapter being reviewed by sub groups of stakeholders, and it would be sent around for wider consultation once the initial review was undertaken by the working group.

c) Training Focusses in 2021

DC gave an update on CFTF work.

Approved Training Organisation (ATO) Status was now approved by CITB and ensuring there is quality assurance in place. SH asked how ATO would work in terms of members 'signing-up' to be part of the ATO, by training members' internal training staff. RT noted that there was quite a number of requirements of trainers to be approved under ATO.

DC said he would look at how that would work, as this is different to approving training providers to deliver training, and may require additional work/resource. It was hoped the ATO could be launched in Q2, and MP noted the importance of letting members know the journey to launch, not simply launch.

DA gave an update on the Formwork Suppliers' Group (FSG) development of standards, including the latest development of Formwork Hoist.

DC was working on the Temporary Works Training Standard and planned to have that finalised in Q2.

DC outlined the new Training Provider Membership Category that would sit alongside the ATO launch. The Council agreed with the criteria and the price point.

DC noted the funding from CITB for training 40% has been allocated but caps were being lifted to use all the funding. CFTF was awaiting confirmation on what the Admin grant would be for 2021/22. MP suggested we ask CITB for an extension due to the COVID restrictions.

d) Council Portfolios

MW noted that each member of the Council used to give an update on different portfolios. MW suggested that a rep from council attends each of the committees/topic leads.

e) Other Strategy Updates

DA gave an update from on the Health & Safety work of CONSTRUCT. Key areas including:

- Making Concrete Pumping Safer
- Concrete Delivery Line Inspection
- Mental Health Training in March 2021
- Groundworks Committee would start from 2021

NM noted we should use the Groundworks committee to recruit new members.

NM suggested that Council should approach their contractor contacts to improve recruitment. MW suggested we focus on the labour side of support, rather than plant. Groundwork Basements, Sub-structures, are niches that we could exploit too.

DC noted that the Draft Strategy for 2021 was distributed with the papers. **Council agreed the strategy.**

Actions:

- **Report back on website traffic after new site launch (DC)**
- **Look at ATO strategy to include 'accrediting' members' internal trainers (DC and RT)**
- **Consider Council Leads/Portfolios for reporting to these meetings in future (ALL)**
- **Seek out Groundworker potential members (DC)**
- **Council members to approach their contacts who are not currently members (ALL)**

6.

Any Other Business

a) Future Council Meetings

The AGM is scheduled for 24 June, and would look at possibilities for holding a physical event at the Building Centre. DC asked Council to think about speakers and topics for speakers.

b) Other AOB

CM noted a contact within Transport for London (TfL) on bike couriers for construction. CM would make an introduction to DC for a discussion on how to reduce pollution and speed up sustainable deliveries, and perhaps a session on zoom for contractor members.

Actions:

- **Council to suggest topics and speakers for AGM (ALL)**
 - **Look at a zoom session with TfL (CM and DC)**
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