

Meeting: CONSTRUCT Council
Date: Thursday 28th April 2022
Time: 14:00 – 16:00
Location: Boardroom on 6th floor, SRG's office, One America Square, London EC3N 2LB
Chairman: Neil Marney
Paper: Minutes



1. Attendees & Apologies

Attendees

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

Apologies

Neil Marney	Chairman (Marney Construction Ltd)
Dennis Keogh	Expanded

- Neil has personnel business to attend that he cannot get out of.
- Dennis is retiring on the 19th of May 2022 and is on site at Old Oak Common near Park Royal so cannot attend today's meeting. Dennis has agreed to continue in his role attending BSI meeting on behalf of CONSTRUCT and will also liaise with Lee Richardson who is Technical Leader for Expanded, and the person Dennis has put forward as his replacement on Council. MP suggested NM write DK a letter to thank him for his service to CONSTRUCT.

2. Introduction from the Specialist Risk Group

Christopher Lennon and Matt Gallafant as host of the Council meeting provided an overview of the Specialist Risk Group and their commitment to membership of CONSTRUCT. Chris and Matt then left the meeting.

3. Minutes of Last Meeting held on 28th January 2022

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

4a. Membership & Financials

a) Aged debtor 2021

IB ran through the aged debtors for 2021 and the process to ensure collection of the outstanding:

- **Cemex** Supplier Subs £1,200 2019 rang on 26/04/2022 basically given the run around and then phone went dead. **AS suggested, it would be difficult to get the 2019 subs at this stage. MP suggest a letter from a solicitor should do the trick and MW said that he would provide the details of Mark Owen who has been used before to chase debt.**
- **Cleanspace Technology PTY Ltd** £6 Let's write this off?
- **Connolly Construction Ltd** the table they were invoiced for was sold to someone else as they couldn't attend so Build UK wrote it off but didn't provide a credit note or update Sage.

- **Construct Dialogue** This appears to be a duplicated invoice as BAR had already been invoiced the same amount. (Invoice 808 and 877). Steve Elliott runs both.
- **Dura Composites** do not want to be a member they have had several correspondences with DC, but they do not appreciate that they need to pay for 2021 subscription.
- **The Formwork Company Ltd (FCL)** have a 2021 outstanding subscription invoice payment. DC informed me that he had offered to waive the 2022 subs if they pay 2020's outstanding invoice, and that would cover them for their 2020, 2021 and 2022 subs. They will then go onto standard subs of £3,750 from 2023.
- **Getjar Ltd** have paid their subs for 2021 but Sean Masterson Board Director of Getjar no longer wishes to be a member. **MP confirmed that a deal had been sent to Sean where Getjar could remain members for 2022 without payment and then if COINSTRUCT could prove their worth by then end of the year Getjar would then pay for 2022 subscription but IB stated no reply had come back from Sean.**
- **L F Solutions** Concrete Frame Subs 2020 £4,200. Rang on 27/04/22 and was asked to resend invoice to accounts@lfsolutionsltd.com so they could investigate.
- **GB Slipform** finally paid subs for 2021 need to be invoiced for 2022.
- **Structemp** Construct Day £464 & £60.68. Contacted Shiraz Dudhia by phone and gained alternative email shiraz.dudhia@structemp.co.uk and he agreed to pay on receipt of resent invoices.

b) 2022 Subscription update

IB gave an update on the 2022 subscriptions thus far, including the discounted rates introduced until the end of February 2022:

- **Expanded Ltd** Contacted them by phone on 26/04/22 and was provided with an alternative email which Christine will resend invoice to.
- **Mitchellson Formwork & Civil Engineering Ltd** Rang on 26/04/22 waiting for the accounts department to get back to me.
- **CEMEX UK Operations Ltd** rang on 26/04/2022 basically given the run around and then phone went dead.
- **DYWIDAG Systems International** Rang on 26/04/22 spoke with accounts department they will look to pay as part of next payment run!
- **GCP Applied Technologies (UK) Ltd** I rang them on 26/04/22 and they provided an alternative email address
- **Halfen Ltd** Unable to contact them by phone gained alternative email the appear to have been taken over by Leviat Ltd.
- **Mabey Hire Limited** I rang them on 26/04/22 and they provided an alternative email address
- **Rapid EPS** I rang on 27/04/2022 and left voice message.
- **Specialist Risk Insurance Solutions Ltd**
- **Waterman Structures Ltd** I rang on 27/04/2022 and left voice message with Bernadette Headman (Accounts Payable Clerk).

MP suggested subscription invoices should go out before the end of November ready for the next year and IB confirmed that he discussed and agreed that process with the MPA financial team to reduce the chance of the subscription fee issues for 2023.

AS suggested putting a list together of Concrete Frame Suppliers who are not members of CONSTRUCT to find out why not and if they can be approached and shown the benefits of membership. AS also suggested compiling a list of ex members and finding out if they wish to re-join CONSTRUCT. We should go back through the years to see how well we are doing compared to past membership.

Action: IB to compile a list of past members as well as list of concrete frame contractors who are not members.

c) 2022 subscription update continued

IB discussed resignations and new members:

Concrete Frame Contractors:

1. Getjar – They were not open to negotiation other than they would pay 2021 subscription but would resign for 2022
2. Midwest Formwork UK Ltd

Suppliers:

Dura Composites Ltd 2021 resigned in 2021 but had not paid 2021 subscription.

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1. Constructing Solutions Recruitment Ltd 2022 they are based in Scotland and were unable to attend meetings or CONSTRUCT Day.
 2. Easybuild (Construction Software) Ltd (The Access Group) 2022
 3. Precon Products Ltd 2022 do not wish to renew their subscription, no reason given.

New members

1. Lemon Groundwork Solutions Ltd
2. Stair Formwork Ltd

MW said that to attract new membership CONSTRUCT needs to have to be asked for by clients or tier one organisations of their contractors so that it is a condition of obtaining a contract. MW stated that when CONSTRUCT was originally set up it provided companies with piece of mind through the accreditation SPEC, but now other resources such as Achilles and the like are being used instead. JB confirmed that SPEC as a badge got dropped. MP suggested more promotion of our training provision and development of industry specific standards as a way to attract new members and to encourage clients and tier ones to stipulate CONSTRUCT membership amongst their contractors. AS suggested IB should look to make a connection with Clients and tier ones and offer to provide CPD lecture on the benefits of them working with CONSTRUCT members.

Action: IB to contact clients and tier ones to promote CONSTRUCT and CPD lectures on the value of CONSTRUCT starting with Berkeley Homes. Inform clients and tier ones of that CONSTRUCT is an important organisation and remind them of why we exist and what we represent. Note: Does anyone have a contact at the Berkely Group as Sean Gavin has left and moved to London Square.

JB put forward that we CONSTRUCT needs to engage more with the wider group particularly on sustainability as we are doing well in health and safety and training but need to start leading the way in sustainability. JB confirmed that MPA wish to help with the Peter Campbell lecture which could be the perfect vehicle for providing membership and potential membership with information on sustainability.

Action: JB to work with MPA to facilitate the Peter Campbell Sustainability Lecture.

Articles of Association review

IB discussed issues he had found with the articles of association:

- On Page 13, 20.5 it only states that those wishing to withdraw membership (resign) only need to give seven days' notice. **Council confirmed they were happy for this to remain the same.**
- Under the articles of association, you can join as an individual, but I haven't seen that advertised (Page 17) **Council confirmed that individual membership should be reintroduced**
- Annual Subscription fees are outdated (Page 17)
- Does anyone know where it states 'Any member who has failed to make payment by 30th June may be expelled from the association at the Council's discretion' in the articles of association?

Retention

IB outlined the retention of membership for 2022:

- Out of 31 Concrete Frame Contractors 28 have paid their subs and one (The Formwork Company) has been given a bye with 2 remaining to pay.
- Out of 56 Supplier members 47 have paid their subs with 11 still to pay.

MW stated that for CONSTRUCT to remain relevant and stay ahead we need to be looking at sustainability and carbon reduction to help membership comply with local authority and government initiatives as well as changing legislation.

JB talked about the Green Construction Board who lead on the strategy's ambition of reducing greenhouse gas emissions from the built environment by 50% by 2025 who are made up of some clients but mostly tier one contractors.

Action: IB to contact the Green Construction Board and open up dialogue and see how we can work with them. Note: Unable to gain contact details for Green Construction Board.

IB confirmed that the next Council meeting will have an open agenda focussed on Sustainability and how CONSTRUCT is going to move forward and lead the industry.

CM mentioned the Supply Chain Sustainability School who are licenced by CITB, and MP suggested we opened a conversation with them to see if there is an opportunity for a collaborative approach for CONSTRUCT.

Action: IB to contact the Supply Chain Sustainability School and open up dialogue on partnership or membership. **Note:** Teams meeting booked with Paul Parkinson of the Supply Chain Sustainability School on Thursday, 21st of July.

d) 2022 Budget

IB explained that Sage has now been handed over to MPA and IB is working with Christine Giddens (Finance Manager) and Robert Riley Finance Controller of MPA.

IB announced that Christine and Robert do not have access to the bank so IB still making payments and Christine and I are chasing payments from others.

Rob has provided an actual payment up to the end of March (Please see financial breakdown and the light blue column).

e) 2022 MPA Costs

IB talked through the breakdown of costs for Q1 from the secretariate.

MPA have not coded these to the CONSTRUCT budget items yet, but they have stated what costs are monthly or standard; those that are project costs and those that are a one-off set up cost.

There are a couple of items incurred in Q1 that will be carried forward, as the MPA are waiting on confirmation of costs from third parties.

Where you see a line where the unit is less than 1, this is where the cost will be shared across the year.

5a Concrete Expo 3rd & 4th May 2022 (Slide 11)

IB confirmed that he would be attending the event representing CONSTRUCT but just as an attendee.

5b Annual General Meeting (AGM) (Slide 12)

IB stated that he wasn't able to organise the AGM by Thursday 16th June 2022 is the date appropriate as new chairperson and vice chair near to be announced. Voting is normally carried out around four weeks prior to the event.

Action: IB to arrange a venue for the next Council meeting followed by AGM. **Note:** IB has arranged for the Council meeting to take place on the 14th of July in the boardroom on 6th floor, SRG's office, One America Square, London EC3N 2LB 2pm till 4pm and the AGM to take place in the Cavendish Venue, Fleet and Walbrook rooms in the basement of One America Square 5pm till 7pm.

5c Golf Day 7th July 2022 (Slide 13)

Lighthouse have gained costings from Glenmuir and Titleist for caps with branded logos.

Glenmuir

£5.95 plus VAT without logos
£9.15 plus VAT crested 2 x logos

Based on 96 players = £878.40 plus VAT

Titleist

£8.25 plus VAT (only available stock in white/Royal colours)
Awaiting price with logos.

Based on 96 players = £792 plus VAT

The CONSTRUCT Council confirmed that they have not allowed a budget for the Golf Day. **Note:** IB and CM have held talks with the Lighthouse Charity and the additional cost for caps etc. has been covered by other sponsorship.

5d CONSTRUCT Day & Awards (Slide 14)

- 15:00 Exhibition & Networking
- 18:00 Drinks Reception
- 18:45 Dinner and Awards
- 22:45 After show party
- 00:00 Close

The Lighthouse charity is on board again for this year's event

The CONSTRUCT website content is currently being curated and updated

The Awards categories and criteria has been agreed, along with the Awards entry timeline

Sponsorship packages have been agreed

Delegates ticket and table packages and prices have been agreed

Event bookings will be book through Eventbrite, which will be linked to the CONSTRUCT website from the w/c 9th May 2022

The event will be launched on the website, so people can book tickets, tables, and enquiry about sponsorship and becoming an exhibitor w/c 9th May 2022.

It's been agreed we are having a comedian who will host the evening event and provide a short stand-up act- options are currently being looked into, to see who is available for the 30th of September.

Date – 30/09/2022

Time – 3 pm making more of an evening event

Location – Enter via Wapping Lane entrance along Quayside Walkway and enter the building via the Quayside Courtyard for registration and then into QS1 for refreshments, and exhibition area and cloakroom next to QS2. Along the West Mall Walkway to the Great Gallery for speeches, awards, dinner, entertainment and after party.

Sponsorship – Rawlplug have already approached me to sponsor CONSTRUCT Day, does anyone know any other potential sponsors?

Hosts & Entertainment – Are there any thoughts on the hosts or roaming entertainer?

Budget – The budget is still in the planning stage and will be put to Council for approval.

5e Yearbook 2022/23 schedule of events (Slide 17)

Friday 15 July - Final deadline for all editorial pages from CONSTRUCT + member directory details/all member logos + Member Focus pages from members

Action: NM, MP, DA, JB, IB and Steve Hammond - Editorial pages need to be sent to IB to forward to Kim at Construct News before 15 July. **Note:** First proofs will be done by Emap and sent back to CONSTRUCT for checking/amendments.

Friday 29 July - Emap sends first proof of member directory to CONSTRUCT for checking/amendments

Tuesday 30 August - Final deadline for CONSTRUCT to make changes to the directory and send back to Emap

Monday 5 September - Emap sends final version of directory to CONSTRUCT for sign-off

Monday 12 September - Emap to send second proofs of yearbook editorial/Member Focus to CONSTRUCT in one batch

Monday 19 September - CONSTRUCT signs off second (and final) proofs of entire yearbook

Tuesday 20 September - Emap prepares final PDFs for press

Wednesday 21 September - Yearbook sent to press

6a Committees moving forward 2022 (Slide 19)
CFTF (Slide 18)

Update from Ian Burnett

Last meeting held at the Build East Skills Centre Stratford on 24/02/22 with 13 people in attendance.

CFTF are in talks with the **Skills Centre** to run course for CONSTRUCT at a reduced rate for members. They have centres in:

- Southwark
- Brixton
- Bank - London
- Stratford
- Cardiff
- West Midlands

CFTF are in talks with **Sorted Training** who have connections with the Skills Centre and OHOB.

CFTF are also in talks with **Newham College** originally to discuss Civil Engineering Technician and Surveying Technician Apprenticeship programmes which they will start delivery of in September 2022. We are also in talks for them to join CONSTRUCT and hold meetings at the City Island training centre.

I have spoken with **TUTS Training** who have provided a spreadsheet with a selection of our courses and prices as discussed. (Slide 20)

Any discounts are applied to our day rate only and does not include Card Fees or Registration Fees.

All rates given would apply for England Only.

Discounts are based on spend with TUTS over the year which is included in the spreadsheet.

£50.000 Spend = 10% Discount

£75.000 Spend = 15% Discount

£100.000 Spend = 20% Discount

(Slide 21) CFTF have been working with CITB to encourage Members to use **Talentview** the central hub for their vacancies which allows people to find placement on construction sites.

(Slide 21) **GoConstruct** CFTF having been working with CITB to ensure wages for each trade are correct and up to date so far changes have been made to the Formworker to show correct wages.

(Slide 21) **STEM Ambassadors** CFTF are encouraging members to become STEM Ambassadors.

Previously members have been provided with details of how to claim additional funds for training.

With Martyn Price we would like to take this a stage further and carry out site visits with one member identify what they are claiming back at present and identify any additional claims they could make.

Once this has been completed, we can share with members how the increase was achieved providing them with a blueprint to work from to hopefully allow members to claim 50% more back than they do already.

**6b. Committees moving forward 2022 (Slide 22)
Health and Safety**

Update from Dave Armsworth (not provided due to meeting running overtime)

**6c. Committees moving forward 2022 (Slide 23)
Groundworks**

Update from Dave Armsworth (not provided due to meeting running overtime)

**6d. Committees moving forward 2022 (Slide 24)
Formwork Forum**

Update from Dave Armsworth (not provided due to meeting running overtime)

6e National Specialist Concrete Specification Review (Slide 25)

Update Jenny Burridge to Lead (not provided due to meeting running overtime)

7 CONSTRUCT Strategy 2022 April update (Slide 26) (not provided due to meeting running overtime but information is as follows)

Draft strategy for 2022 in place with objectives like last years with additions highlighted in yellow: IB confirmed the following:

1.2a This is a work in progress, but we are joining forces with the Lead AP Group and BAR to provide industry guidance on use, storage and disposal of single trip bags and slings as well as providing information on the benefits of reinforced concrete over timber frame.

1.2b Produce a CONSTRUCT Charter to further articulate CONSTRUCT's purpose, aims and values.

Similar in style and content to that produced by MPA without infringing on copyright.

The Groundworks Committee requested that we speak with Build UK to confirm effectiveness of the Charter.

1.2f Via MPA I have been approached by Gilli and Katherine of Reusefully Ltd who are working on a Wastage Rates Project survey with MPA Masonry, *British Ready-mixed Concrete Association (BRMCA)* and BDA. I have attended a couple of virtual meetings and reviewed the intended survey pro-forma. The intension is to send out a pro-forma survey to members to gain details of wastage.

The scope of the project is to consider:

- Brick, concrete block (light and dense) and ready mixed concrete
- Application of load and non-load bearing walls (for brick and block)
- Application of walls, floors, and foundations (for ready mixed concrete)
- Residential projects (houses and apartments) (for brick and block)
- Commercial and public projects (for ready mixed concrete)
- Construction stage
- UK only

Can I have a volunteer from Council to try out the survey and give some feedback on ease of use and practicality.

2.1a ATO status gained

2.1b STEM Ambassador rollcall to be added to CONSTRUCT website to identify those who are taking part and hopefully convince others to take part.

2.1d I have removed HSA training as we are more likely to be looking at bespoke training courses rather than standard SSP courses.

2.1e Live action video changed to animated video due to logistical issues related to the organising a concrete pour and camera crew.

2.1h Concrete boom erection and dismantling training course to be developed in conjunction with OHOB.

4.4a Peter Campbell Lecture/AGM need to agree on what we are going to do.

8 Website (not provided due to meeting running overtime but information is as follows)

Website & Social Media Stats

Objective: To provide quality, effective marketing services to promote CONSTRUCTS technical expertise and enable our target audience to use concrete

KPI: Increase engagement via digital channels. Monitor websites: <https://construct.org.uk> and social media platforms: Twitter and LinkedIn.

(Slide 27) Twitter

(Slide 28) LinkedIn

(Slide 29) Google Analytics

(Slide 30) Construct Mailouts - Dotmailer

9. Any Other Business (Slide 31)

Future Council Meetings

Council Meetings – Face to face unless things change Refreshments 1:30 pm, meeting start 2pm

14th July – Boardroom on 6th floor, SRG's office, One America Square, London EC3N 2LB

27th October - Principals Lunch – Venue to be confirmed

AOB

10 Meeting Close