

**Construction Leadership Forum**  
**COVID-19: Recovery Planning Group**  
**Meeting 13**  
**05 November 2020**  
**Telephone Conference Call**  
**09:00 – 11:00**

**Note of meeting**

**Present:**

Kevin Stewart MSP, Minister for Local Government, Housing and Planning

**Construction Industry**

Grahame Barn – Industry Leadership Group member, Construction Scotland

Jim Blair - Balfour Beatty Scotland

Emma Dickson – Technical Director, Arcadis

Steven Dillon – Scottish Trade Unions Congress

Hew Edgar - Head of UK Government Relations and City Strategy, RICS

Elaine Ellis – Skills Development Scotland

Ron Fraser – Executive Director, Construction Scotland

Ken Gillespie – Chair, Construction Scotland

Stephen Good, Chief Executive, Construction Scotland Innovation Centre

Stuart Parker – Managing Director – Construction (Scotland), Morgan Sindall

Andrew Richards – Board Member, Safedem

Elliot Robertson – CEO Robertson Group

Alan Wilson – Managing Director, Select

**Scottish Government and Associated Agencies**

Russell Adfield – Head of Construction Sector and Policy, HSE

Paul Dodd – Senior Associate Director, SFT

Jane Duffy - Apprenticeship Policy Team Leader, SG

Dr Stephen Garvin - Head of Building Standards

Ian Gilzean – Chief Architect, SG

Alasdair Graham – Acting Director of Major Projects, Transport Scotland

Sharon Miller, Manufacturing and Construction, SG

Alan Morrison – Health Finance and Infrastructure, SG

Graham Porteous – Head of Construction Procurement Policy Unit, SG

Colin Proctor – Director, Construction Industry and Delivery, SFT

Peter Reekie – Chief Executive, SFT

Elisabeth Stark – Head of Manufacturing and Construction, SG

Mark Turley - More Homes Division, SG

John McLean - Construction Procurement Policy Unit, SG

Katherine White - Head of Future Infrastructure Strategy, SG

Lynn Wisener - Interim DD, Procurement and Construction Development, SG

**Apologies:**

Bruce Clark - Joint Managing Director, RJ McLeod

Bruce Dickson – Industry Leadership Group Member, Construction Scotland  
Hector MacAulay – Managing Director, Balfour Beatty Scotland  
Richard McCallum - Interim Director of Health Finance and Governance  
Dermot Rhatigan - Deputy Director Manufacturing & Industries, SG

		<b>Action</b>
<b>1</b>	<b>Introduction and Apologies</b>	
<b>1.1</b>	The meeting commenced at 09:00.	
<b>1.2</b>	The Minister welcomed the delegates to the meeting. He highlighted that the national lockdown had begun in England today, but that the First Minister has made it clear that Scotland will continue take a regional approach, unless the advice shows otherwise.	
<b>1.3</b>	The Minister also highlighted the importance of following the safety measures, promoting use of the Protect Scotland app and following the SOP measures.	
<b>2</b>	<b>Minute of Previous Meeting</b>	
<b>2.1</b>	The Minister asked the members if they were content to accept the minute of the previous meeting as a true record, which they agreed they were.	
<b>3</b>	<b>Actions</b>	
<b>3.1</b>	At the Minister’s request, Lynne Wisener read through the actions of the previous meeting, giving a progress update on each. These will be reflected in the updated Actions Register, which will be distributed to the members.	
<b>3.2</b>	The Minister Requested that the meeting between him and Mr. Hepburn meeting progressed ASAP	<b>Action</b>
<b>3.3</b>	On Car sharing the Minister asked that this continue to be highlighted by the members, as he had received reports of people going in cars in groups to have lunch.	<b>Action</b>
	<b>Actions:</b>	
	<ul style="list-style-type: none"> <li>• Officials to expedite meeting between Mr Hepburn and the Minister</li> <li>• Members to continue to highlight car sharing guidance.</li> </ul>	<b>JD</b>
		<b>All</b>
<b>4.</b>	<b>Frequency of future meetings</b>	

4.1	The Minister, speaking to this item, proposed that future meetings be held at monthly intervals, to allow the sub groups to better focus on the recovery actions.	
4.2	As the group approved this action, the next meeting of the group will be on the 2 December 2020.	
5.	<b>Update from the Health and Safety Executive</b>	
5.1	<p>Russell Adfield presented the update to the members on the various actions the HSE has been undertaking to assist the construction industry including:</p> <ul style="list-style-type: none"> <li>• carrying out COVID spot checks to provide assurance, advice and support for the industry and other regulators</li> <li>• carrying out their standard regulatory duties, and have not become 'Covid centric'</li> <li>• working with both industry and other regulators in collaboration (this has helped to progress issues, provide clarity of standards required and follow up on any issues).</li> </ul>	
5.2	<p>HSE is publishing weekly e-bulletins direct to subscribers email accounts. The construction e-bulletin provides up to date OHS and regulatory advice, whilst the stakeholder e-bulletin provides subscribers with all current Covid 19 related information and guidance to keep workplaces safe. There are currently over 210000 subscribers.</p>	
5.3	<p>Operational teams are carrying out routine inspection and investigation work as part of 'normal business' in addition to responding to COVID concerns and outbreak reports. October 2020 has seen HSE focussing on respiratory risks in construction and included Covid compliance at all visits. Overall compliance with COVID controls in construction sector was reported as good, with any issues being addressed by discussion and verbal advice with the dutyholder.</p>	
5.4	<p>In terms of the picture in Scotland, there is no particular pattern of issues being found or types of sites being poorer performers than others. More recently, there has been anecdotal feedback that there may be some complacency, confusion or weariness. Whilst understandable, this presents a risk, so there will be a focus on adhering to COVID basic standards.</p>	
5.5	<p>Regarding the Regulatory Bodies Working Group, this was established to bring together key regulatory bodies with Scottish Government policy teams to ensure a joined up approach to the enforcement and monitoring of workplace public health measures:</p> <ul style="list-style-type: none"> <li>• HSE represented on this group by CD, FOD and ED.</li> </ul>	

<p><b>5.6</b></p> <p><b>5.7</b></p>	<ul style="list-style-type: none"> <li>• Weekly meetings provide valuable place to consider joint responses to emerging COVID situation, legislation, approaches and guidance related to lockdowns requirements and coming out of lockdown.</li> <li>• HSE has shared its approaches via this group to support and assist joint working, collaboration and avoiding duplication. E.g. HSE approach in response to reports of COVID outbreaks (approach in England used to consider and shape approach in Scotland) –Scottish guidance developed as a result</li> </ul> <p>He went on to say that since September there had been four responses to COVID outbreak reports from NHS/ Local Authorities. In these cases it was stated that the role of HSE is to check controls in place relating to construction and the site itself. Public health authorities and local authorities have the lead. The cases were summarised as follows:</p> <ul style="list-style-type: none"> <li>• Worker infectious on construction site in Airdrie, 9-12 October resulting in 2 cases. No enforcement action required or taken.</li> <li>• Site: College site in Fife, 8 October: 3 cases. No enforcement action required or taken</li> <li>• Cluster Outbreak - community origins but linked to construction sites, 21 September. Cluster of around 35 cases. Dundee and Fife. Conditions found to be acceptable, no enforcement action taken.</li> <li>• Housing development, Glasgow, 17-19 October, 1 case. Standards adequate – no enforcement action taken</li> </ul> <p>Russell Adfield finished by stating that the importance of workers following and adhering to Covid guidelines outside of the workplace cannot be overstated and is essential for the ongoing protection of colleagues and projects. He stated that the picture was generally positive in Scotland, as it was in England and Wales with a generally small amount of cases.</p>	
<p><b>5.8</b></p>	<p>The Minister thanked him for the update, noting that he regularly receives incident management team reports and is proud that construction has done so well and that this is testament to the guidance that has been put in place. He noted that what is problematic is the off-site behaviour, especially like those of the character of Campbell from the CICV animations. He noted that whilst compliance on sites is good, we have to re-enforce the message of the off-site risks. The Minister then invited questions from the members</p>	
<p><b>5.9</b></p>	<p>Ron Fraser asked whether any of the incidents mentioned were RIDDOR reportable.</p>	
<p><b>5.10</b></p>	<p>Russel Adfield confirmed that they were not. There would normally need to be significant evidence of workplace transmission for this to be the case. The numbers of RIDDOR reportable incidents in construction was stated as being low.</p>	

5.11	Steven Dillon found it interesting that the cases were not considered to be RIDDOR, which he stated he would take back to UNITE. He asked if the site with 35 cases had been shut down and deep cleaned.	
5.12	In response, Russell Adfield replied that when there is an outbreak, there is contact with health protection authorities, who have primary responsibility. In any projects where there have been multiple cases, all are closed and subject to deep clean. This is not necessarily something HSE enforces since their role is to ensure compliance with Covid regulations rather than mitigate transmission. He noted that the HSE are committed to working with public health bodies to ensure that both aspects are considered as part of any investigative group.	
5.13	The Minister stated that he wanted to reassure Steven Dillon that in terms of the work done by the test & protect teams and incident management units is very thorough. Any incidents where a site has not been closed or not will have deemed to be right at that time, based on the evidence. He suggested that officials could provide further detail of a specific incident and how work is carried out to ensure that people are protected.	<b>Action</b>
5.14	Steven Dillon gave his thanks for this information but still wanted clearer guidance on outbreaks and why large number of cases could result in sites not being closed.	
5.15	The Minister stated that officials would try to provide this information, though he did note that the work in this area is exceptional and that there was nothing he'd seen that would trouble him in terms of handling.	
5.16	Elliot Robertson stated that he wished to address the risk from social perspective, asking how do we upgrade to reduce risk to the construction industry	
5.17	The Minister responded that the government is keeping eye on behaviours and that appropriate enforcement action is being taken. The government is also constantly looking at guidance to other industries and re-enforcing the message where appropriate.	
5.18	Russell Adfield, in direct response to the question Elliot Robertson said that Social distancing & protection measures are primary, but that leadership should address on-site complacency other than that he acknowledged that it was difficult to balance protection & the economy.	
5.19	Alan Wilson thanked the Minister for his kind words on the animatics and offered to share links to two recent webinars on Health and safety that the CICV forum had held on their website	<b>Action</b>
5.20	The Minister thanked Alan Wilson for this offer he also thanked Russell Adfield for the update and noted the point on complacency and weariness with protection measures and that everyone needed to do their best in terms of getting this across.	

5.22	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Officials to investigate whether further detail of the procedures followed and actions taken with regards to outbreaks can be provided.</li> <li>• Alan Wilson to circulate links to CICV webinars.</li> </ul>	<p><b>SM</b></p> <p><b>AW</b></p>
6.	<b>Update on Guidance in Practice</b>	
6.1	<p>Ron Fraser gave the update. The industry had been asked about Standard Operating Procedures (SOP) and whilst there were very few questions around implementation, productivity impact had been pointed out. It was noted that this was dependant on the type/ stage of work, that the average is about 85%, which the industry was trying to improve upon.</p>	
6.2	<p>It was also noted that there were some supply chain issues, as some suppliers still have staff on furlough and there are some supply issues that may be exacerbated by the end of the Brexit transition period</p>	
6.3	<p>It was noted that there are two issues from contractors, the rapidly contracting pipeline and the changing approach to procurement – significant to the recovery plan.</p>	
6.4	<p>On Supply chain, the Minister requested that information from members be fed in to officials on which products are more difficult to get hold of and what is likely to become worse in the event of a no-deal. He asked that officials, on receiving this information could liaise with Murdo MacPherson, Head of Housing Markets Analysis on this.</p>	<b>Action</b>
6.5	<p>On Pipelines of work, the Minister stated that the government was doing all that is possible to move forward and that this is why the government has an infrastructure plan. The Minister indicated that some local authorities were perhaps not doing all they could with regards to pipeline and that he would continue to engage with them on this.</p>	
6.6	<p>Ron Fraser noted that there were Pipeline pinch points. On the private side, private house builders were said to be doing well, but beginning to worry post furlough. Regarding Private sector commercial premises, it was noted that these had all but disappeared unless well committed, with few new projects starting.</p>	
6.7	<p>It was noted that in terms of public sector civil engineering projects, these were still continuing but that there had been a reduction in local authority funded ones. A reduction in social housing projects was also reported.</p>	
6.8	<p>The Minister responded that there shouldn't be problems in terms of social housing, since the government had taken</p>	

6.9	<p>various steps to mitigate this. He was concerned that risk adversity was affecting spend, which is something he will continue to challenge.</p> <p>In terms of commercial building, the Minister suggested this was due to lack of confidence caused by the uncertainty over the Furlough scheme which he will continue to press the UK government on. Regarding local authorities looking to save money the Minister asked that the industry feed in where the problems are. He felt that lots of difficulty was around revenue rather than capital spend. He stated that there are opportunities which local authorities are not grasping.</p>	
6.10	<p>Ron Fraser added that he needed to highlight the stark picture of the pipeline for next year. He felt that any certainty that could be provided would be good as he feared that there was a 'cliff edge' approaching</p>	
6.11	<p>Ken Gillespie gave an update on housebuilding, noting this was quite robust and that there have been lots of moves and completions, which were unprecedented in this time of year. He added that the picture could quickly change if the furlough scheme came to an end if this results in a large number of redundancies. He noted that housebuilding was historically hit first in this situation, which was fuelling a lot of hesitancy about next year.</p>	
6.12	<p>The Minister replied that there were various schemes that were available to support the housing sector and that there were others in the pipeline. He had asked marketing colleagues to better promote these so that it was clearer what was available. The Minister added that there would also be a forthcoming construction accord across government and the industry, more details of which would be coming in the future.</p>	
6.13	<p>Elliot Robertson, regarding social housing, noted that providers were finding difficulty with 'Covid costs'. He noted that whilst all costs need to be mitigated, but that there appeared to be no budget for this. He asked if it was possible to bring forward spend from future years to fund this.</p>	
6.14	<p>The Minister noted that while he was seeing these issues, it was not to any huge degree. He confirmed that it was simply not possible to bring forward money as this had yet to be released by the treasury. He noted that within affordable housing there was a certain amount of flexibility with regards to subsidies, but that this was not the time to start re-negotiating subsidy benchmark levels as this could lead to chaos and stasis within housing. The Minister stated that he was willing to work with and challenge councils on this, as adequate flexibility exists.</p>	
6.15	<p>Eliot Robertson noted that rising timber prices were also a factor here.</p>	
6.16	<p>The Minister responded that this was exactly the kind of information that he was looking to be fed in. He noted that work was underway to look at what could be supplied from Scotland.</p>	
6.17	<p>Mark Turley noted that he had spoken to colleagues in forestry who were optimistic in context of Brexit. It was reported that</p>	

	there was a significant timber surplus in Europe. He noted that there were some concerns around imports at ports, but that this shouldn't be long term issue. It was agreed that Elliot Robertson and Mark Turley would continue the discussion offline.	<b>Action</b>
<b>6.18</b>	Andrew Richards raised the issue regarding pipeline whereby auditors were refusing to sign off accounts unless they could show a 12 month cash flow forecasting, made difficult by a lack of visible pipeline. The longer monies take, the more detrimental effects on a number of organisations.	
<b>6.19</b>	The Minister stated that many monies were already available - as already pointed out- which LAs need to spend in the current financial year, He stated that he was unable to deal with every aspect, but was more than happy to explore flexibilities. Ultimately however, this was down to individual councils. He reiterated that intelligence from the industry would be of great help here.	
<b>6.20</b>	Ken Gillespie asked if anything could be done to increase pipeline visibility- could the government put a call out to all public and regulated sectors to publish their committed pipeline.	
<b>6.21</b>	The Minister advised that this could be attempted, but there was the danger that there would be little buy in. He asked Officials to explore this, not just with Local Authorities but with other bodies such as health and Scottish Water.	<b>Action</b>
<b>6.22</b>	Stephen Good, picking up on this point added that such pipeline data could be incorporated into the data dashboard. As he was aware that time was running short, he offered to provide a written update on guidance in practice for the current agenda item. The Minister accepted this proposal.	<b>Action</b>
<b>6.23</b>	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Members to feed any relevant information to officials, who are then to liaise with Murdo MacPherson Head of Housing Markets Analysis on this.</li> <li>• Mark Turley and Elliot Robertson to connect offline on timber supplies</li> <li>• Officials to explore the possibility of getting sight of committed pipelines from LAs and other public bodies.</li> <li>• Stephen Good to circulate written update on Guidance in Practice.</li> </ul>	<p><b>All</b></p> <p><b>MT/ER</b></p> <p><b>Sharon</b></p> <p><b>SG</b></p>
<b>7</b>	<b>Update on sub-groups</b>	
<b>7.1</b>	Peter Reekie, delivering the update, informed the members that the Executive group had met on 29 October to agree draft remit. This will be circulated with actions prioritised in a manner so as to make a meaningful difference Whilst the group had some resourcing issues, it was keen to promote diversity & inclusion with a statement having been drafted that will be circulated. The group will also be ensuring a timely update on the website.	

7.2	<p>Priority had been commercial terms and work enabling a sustainable industry. Additionally action is ongoing in developing an accord between government and industry.</p> <p>Peter Reekie then provided a summarised update on the actions of the groups as follows:</p>	
7.3	<p><b>Procurement And Commercial Group update:</b></p> <ul style="list-style-type: none"> <li>• Action 2 – the tender price evaluation utilising the shallow grade with an inflection point requires to be fine-tuned. We need to ensure that CA's and Industry are aware of the guidance currently in place in relation to quality evaluation and ALT's and we are in the process of determining how best this can be achieved. There are legislative restrictions on dealing ALT's and any proposed amendment will need careful consideration. How quality evaluation can be improved is under discussion.</li> <li>• Action 3 – we have recently confirmed that contractors in the Civils Framework will be required to report monthly on their supplier payment performance.</li> <li>• Action 5 – Draft IIP was published in September and a Pipeline database is under development</li> <li>• Action 6 – Civils Framework. Heads of Terms covering proposed amendments to the NEC4 Conditions of Contract will be issued this week to Industry for consultation. On target for documentation completion by the end of the year with the issue of the invitation to participate scheduled for January 2021.</li> <li>• Actions 9, 12, 14, 15, 16 and 17 are in progress.</li> </ul>	
7.4	<p><b>Transformation Working Group update</b></p> <ul style="list-style-type: none"> <li>• Immediate actions due to be achieved by Sept 2020: <ul style="list-style-type: none"> <li>• New ways of working for managing infection control health &amp; safety. <b>Achieved</b></li> <li>• Digital improvements in Building Standards, e.g. e-Building Standards, Remote Verification, and promotion of Certification approaches. <b>Achieved</b></li> </ul> </li> <li>• Short term action to be achieved by December 2020: <ul style="list-style-type: none"> <li>• Review / develop outline digital strategy for industry - notably SMEs <ul style="list-style-type: none"> <li>○ This is a strand of work that is relevant across all working groups</li> </ul> </li> </ul> </li> </ul>	

- There is an early opportunity, with CSIC support, to:
  - Assemble an understanding of the various initiatives in motion in this area
  - Come alongside the training work supported by CITB and being undertaken by Digital Construction Skills (potentially with enhanced uptake by March 21)
  - Develop a route map
- Extend reach of the Transforming the Value of Consultancy initiative and develop outcomes-based approaches
  - The membership of the steering group now includes RICS representation
  - By January, the workstream aims to have a statement of intent developed and an outline plan. It will also undertake some comms activity alongside this to ensure there is wider knowledge about the initiative.
- Gather and disseminate lessons from construction quality improvement initiatives and issue guidance on maintaining focus on construction quality and regulatory compliance during economic downturn
  - Work continues to draw on experience of existing projects. An interim publication on some of this work has been issued by SFT.
  - Work is also underway to prepare communications on keeping a focus on quality and compliance in the current climate.
  - SG recently issued updated guidance in CPN8
- Medium Term actions to be achieved by December 2021:
  - Establish the infrastructure to take forward and accelerate the work of the Construction Quality Improvement Collaborative.
    - The workstream would wish to draw this timetable forward to the end of this financial year - by March 21. This is to maintain momentum on development work and collaborative relationships established.

	<ul style="list-style-type: none"> <li>○ A meeting of the expanded steering group for CQIC was held on Tuesday 26<sup>th</sup> Oct to discuss a draft first action plan. This has short, medium, and long-term actions.</li> <li>○ The expanded group includes representatives from civil engineering, architecture, M&amp;E, FM delivery and smaller contractors.</li> </ul>	
7.5	<p><b>Skills and Workforce Update</b></p> <ul style="list-style-type: none"> <li>• Immediate Actions: Progress update:</li> <li>• Action 18. Maximise support for employers and employees who are facing redundancies. Signpost to available support such as PACE, Adopt an Apprentice and the Construction Retention Talent Scheme: <ul style="list-style-type: none"> <li>• Enhanced Adopt an Apprentice launched: the incentive for employers to take on a redundant apprentices has been increased from £2,000 to £5,000.</li> <li>• The scaling up of PACE is ongoing to ensure that <u>all</u> employers making redundancies will continue to be supported, regardless of company size.</li> <li>• There has been good engagement between CITB, SDS and DWP on how to add value to the Construction Apprentice Talent Scheme to ‘match’ redundant apprentices with new employers. SDS and CITB already work closely together to support redundant apprentices into new employers.</li> <li>• Officials are working with local authorities to map out their offer, including recruitment incentive, employability support and</li> <li>• Signposting is ongoing by partners.</li> </ul> </li> <li>• Action 22. Look at establishing a database of redundant apprentices and opportunities for funded short course upskilling provision for those that have been made redundant: <ul style="list-style-type: none"> <li>• Work in progress. As per the comment above, there has been good engagement between CITB, SDS and DWP on how to add value to the Construction Apprentice Talent Scheme to ‘match’ redundant apprentices with new employers. SDS and CITB already work closely together to support redundant apprentices into new employers. SDS is developing Redundant Apprentice Transition Plans, which will include identifying</li> </ul> </li> <li>• Action 29. Addressing backlog of Skills Test:</li> </ul>	

- Skills test (for Construction) was prioritised by colleges and they should be commended for the collaborative approach to joint working for the benefit of apprentices. Approx. 80%+ completed and achieved by 31 October with remaining tests scheduled in November to accommodate additional 'catch up' training for apprentices. No obvious detriment to apprenticeship – achievement levels are consistent with previous years.
- Action 33. Maximising 2020 take-up:
  - Work in process. Early indication is that take up is higher than expected across construction (CITB indicated potential 900 apprenticeship starts – 50% below usual levels, but better than previously estimated 10% of previous levels). Colleges are also reporting increased take up, we expected updated figures at the end of October (still pending) and will circulate.
- Action 37. Supporting redundant apprentices to access new opportunities
  - Enhanced Adopt an Apprentices launched – increased payment from £2,000 to £5,000. . Redundant Apprentice Transition Plans to launch in December – these will provide enhanced support for redundant apprentices who SDS have been unable to support to find another employer. The aim is to enable the apprentice to complete training or if that is not possible to at least have the opportunity to achieve a nationally recognised statement of prior achievement and to identify any additional training to support transition to alternative employment.
  - This would provide enhanced support for redundant apprentices who SDS have been unable to support to find another employer. The aim is to enable the apprentice to complete training or if that is not possible to at least have the opportunity to achieve a nationally recognised statement of prior achievement and to identify any additional training to support transition to alternative employment.
- Action 40. Develop an industry backed pre-apprentice route:
  - This has been developed in partnership between employers, federations, Unite the Union, Colleges and SDS. It will start in January and Colleges Scotland is finalising work on matching demand and capacity. It will be co-funded by SFC, SDS and CITB. We hope to launch this in November with supporting comments from Ministers

- Action 43. Understand and identify FE capacity this year, given the need for physical distancing and blended learning:
  - FE has reported increased levels of MA uptake and developed pre-apprenticeship provision to support entry into the sector. We expect to get updated figures this week.
- Action 46. Raise awareness of digital skills training and support available to employers and employees:
  - This is ongoing activity and will continue to be promoted to employers and employees.

In terms of short term actions, the sub group has been looking at how to:

- Maximise Government & Agency / Industry engagement around Fair Work, IT poverty & access (apprentices) and financial support for skills and employment both for new entrants and to upskill and retain existing workforce.
- Create an Industry wide best practice communication plan covering employers, employees and the supply chain. Ensure industry aware of all available support, guidance as well as sharing of good practice.
- Ensure plans are in place for any second wave, including localised lockdowns, focus on Apprentices (Including Graduates), improved engagement with workforce and access to any available support schemes
- Ensure industry needs are represented around funded workforce and skills initiatives
- Continue to promote blended / remote learning and assessment across all construction apprenticeships ensuring digital accessibility.
- Investigate the viability and desirability of shared apprenticeship schemes
- Engage with SDS and FE and HE sector to ensure that there are clear routes into the sector from existing construction training and skills courses.
- Identify best practice to support young construction professionals as they enter and develop in the industry.
- Map cross industry activities around skills and training, to aid sharing of good practice and collaboration and minimise duplication.
- Work in progress, will be informed by Fair Work Convention and feedback from Fair Work Coordinator.

7.6	<b>Supply Chain Resilience and Capability update</b> <ul style="list-style-type: none"> <li>• Progress</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Work is progressing on all the live immediate and short term actions. Each action has an identified owner(s) from within the subgroup membership.</li> <li>• Future workload is at worryingly low levels and lack of visibility of public sector opportunities is a constant message from the industry side of the sub-group members. Lack of progress in this regard is being cited as their primary concern. It is this action (no.67) that they see as being top priority.</li> <li>• Scope <ul style="list-style-type: none"> <li>• The group are considering the extent of scope for some actions, particularly how to define the construction industry and its supply chain.</li> <li>• Work is underway with OCEA (through the Data group) to consider SIC codes for the construction industry and the Fraser of Allander institute have been commissioned to deliver a wider piece which will highlight the economic benefit of construction so are undertaking their own analysis of the supply chain on which we hope to assist and build.</li> <li>• When available, the group will present its definition for construction and related industries to the Executive Group for discussion.</li> <li>• This work will inform many of the other supply chain group actions.</li> </ul> </li> <li>• Collaboration with other groups <ul style="list-style-type: none"> <li>• The group are aware of cross over on several actions and are working with other subgroups to ensure a consistent approach to delivery. Action 67, in particular, requires ownership within Scottish Government and we have not been able to get the appropriate traction yet as it seems to span too many areas of responsibility.</li> </ul> </li> <li>• Resources <ul style="list-style-type: none"> <li>• The group are considering appropriate resources but availability of a few key members is very restricted due to other competing workload.</li> </ul> </li> </ul>	
<b>7.7</b>	<b>Data and Insight update:</b>	

	<ul style="list-style-type: none"> <li>• The immediate actions have been completed by the Industry Data &amp; Insight Group. However, through the delivery of the immediate actions, further work has been identified to inform and support the medium and long term actions of the group.</li> <li>• To consolidate the actions of the group, a need has been identified to commission work to develop an Industry Data Strategy that will map existing industry data to inform and develop sustainable industry metrics. This work will consider industry economic multipliers, map existing economic datasets and look to inform a definition of industry upon which future measurement and assessments will be made. An outline scope of works has been developed, for review and if commissioned, this work will inform the remaining actions nr 4 – 7 of the data &amp; insight group so is seen as a key piece of work to progress the activity of the group.</li> <li>• In addition to the core actions of Data &amp; Insight Group, we continue to liaise with other CLF working groups in relation to data driven challenges within wider recovery plan. These wider actions include development of a supply chain directory by the Supply Chain Resilience &amp; Capability group and also mapping of digital skills to support the wider digital strategy being developed by the Transformation Group.</li> </ul>	
<b>7.8</b>	The Minister thanked Peter Reekie for the update and invited Questions.	
<b>7.9</b>	Russell Adfield asked that consideration be given to the opportunities to work together to advance the Health and Safety agenda within the work to implement the recovery plan. Peter Reekie thanked him for raising this point.	
<b>7.10</b>	Alan Wilson, regarding training, noted that the number of electrical apprentices is sitting at just over 500 recruited for this year, down 30% on projected figures. The number of redundancies is low, but there are some optimistic signs for this and the coming year. There is, however, a need for a visible pipeline.	
<b>7.11</b>	Elliot Robertson stated that he felt a key issues is around standard terms and conditions and suggested that adjustments to CDM regulations be considered along with utilising private finance, as in England.	
<b>7.12</b>	The Minister responded by saying that plenty of funding existed and that he was unconvinced by the approach taken in England.	
<b>7.13</b>	Peter Reekie, in response to Elliot Robertson noted that a focus on commercial terms is important and that there will be an engagement with industry on this.	
<b>8</b>	<b>Open Discussion</b>	
<b>8.1</b>	The Minister invited the members to raise any other issues	

8.2	Steven Dillon requested a copy of the letter that the Minister had sent to local authorities regarding maintenance. He also asked the Minister to confirm that phases are being used with regards to the recovery, adding that STUC took the position that only sites performing 'essential' works should stay open and that all sites where there was an outbreak should be closed.	
8.3	The Minister stated that a definition of essential was difficult as the emphasis is to try and get back to normality, but safely as possible, for ALL sites. He agreed that a copy of the letter could be shared.	<b>Action</b>
8.4	Ron Fraser, mentioned procurement approaches, stating that it was fair to say that a key action is between commercial terms & quality. He noted having feedback that lowest cost tenders were winning competitions, abnormally low tenders were being accepted, etc.He stated that he was trying to get hard evidence of where happening.	
8.5	The Minister noted this and asked officials to keep him appraised, although it is up to individual authorities.	<b>Action</b>
8.6	Steven Dillon asked if it could be confirmed if still using phases. Sharon Miller responded that we are at phase 4, although essentially phases become redundant as there is no lockdown in construction	
8.7	The Minister added that there is a shift to LA based control and information would be forthcoming.	
8.8	Steven Dillon noted that this was still the case on the website, which the Minister said would be looked into.	<b>Action</b>
8.9	<p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Officials to forward Steven Dillon a copy of the LA letter</li> <li>• Officials to keep Minister appraised regarding procurement practices</li> <li>• Officials to check on information relating to phases on the website.</li> </ul>	<p><b>SM</b></p> <p><b>GP</b></p> <p><b>SM</b></p>
<b>9</b>	<b>Any other Business</b>	
9.1	The Minister thanked the members for their contributions, noting that there had been much useful discussion. He reiterated the need all to feed in any relevant information to officials.	
<b>10</b>	<b>Date of Next Meeting</b>	
10.1	The next meeting will be on 2 December 2020 at 09:00 Details will be circulated prior to the meeting,	