

**Construction Scotland / Scottish Government Leadership Forum**

**Covid-19 : Recovery Planning Meeting 01**

**9 April 2020**

**Telephone Conference Call**

**09:30 – 11:30**

**Note of meeting**

**Present:**

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

**Construction Industry**

Grahame Barn – Industry Leadership Group member, Construction Scotland

Bruce Dickson – Industry Leadership Group Member, Construction Scotland

Ron Fraser – Executive Director, Construction Scotland

Ken Gillespie – Chair, Construction Scotland

Stephen Good, Chief Executive, Construction Scotland Innovation Centre

Hector MacAulay – Managing Director, Balfour Beatty Scotland

Elliot Robertson – CEO Robertson Group

Alan Wilson – Managing Director, Select

**Scottish Government and Associated Agencies**

Scott Bell – Deputy Director, PDCRD, SG

Joe Brown – Head of Strategic Business Development, SG

Dr Stephen Garvin, Head of Building Standards, SG

Ian Gilzean – Chief Architect, SG

Alasdair Graham – Acting Director of Major Projects, Transport Scotland

Richard McCallum – Deputy Director – Health Finance and Infrastructure, SG

Alan Morrison – Health Finance and Infrastructure, SG

Sharon Miller, Manufacturing and Construction, SG

Graham Porteous – Head of Construction Procurement Policy Unit, SG

Colin Proctor – Director, Construction Industry and Delivery, SFT

Peter Reekie – Chief Executive, SFT

Mark Turley, More Homes Division, SG

**Apologies:**

Bruce Clark - Joint Managing Director, RJ McLeod

Richard McCallum – Deputy Director – Health Finance and Infrastructure, SG

Dermot Rhatigan - Deputy Director Manufacturing & Industries, SG

		Action
<b>1</b>	<b>Purpose of Meeting</b>	
	<p>The meeting commenced at 09:30.</p> <p>The Minister thanked all for attending this the first in a series of meetings of the Covid-19 : Recovery Action Plan for Construction and outlined the purpose of the meeting which will be to set the priorities and actions in relation to the construction industry in response to and recovery from COVID-19.</p> <p>The Minister noted that the meeting was scheduled to last two hours but due to a prior engagement, he would depart the call at 10:45 but the meeting would continue thereafter with Scott Bell chairing.</p>	
<b>2</b>	<b>Update on Site Closures</b>	
	<p>The Minister noted that the decision to advise the closure all but essential construction sites had not been taken lightly, it had been made on the basis of advice from the Chief Medical Officer in order to protect the health of individuals and to minimise the loss of life caused by the pandemic.</p> <p>The Minister asked Joe Brown to provide an update.</p>	
	<p>Joe Brown:</p> <ul style="list-style-type: none"> <li>• Precautionary approach.</li> <li>• All non-essential businesses being asked to close. SG priority is saving lives.</li> <li>• 4 April – further guidance published in response to open letter from business organisations.</li> <li>• 6 April construction specific. Including site operating procedures developed with Construction Scotland and unions – committed to reviewing in 3 weeks – 27 April. Not expecting sites to re-open - simply to offer updated guidance.</li> <li>• Don't yet have statistics on closures.</li> <li>• BAES ministers emailing sectors urging continuation of business as usual.</li> <li>• UK Government new guidance – explicitly England only. Letter does not say England only – but it is.</li> <li>• Slight confusion unfortunate.</li> </ul>	
	The Minister invited questions.	
	Elliot Robertson – <i>Totally understand position of Scot Gov. must operate within guidance. UK wide business have different positions across business. Robertson's have helped develop</i>	

	<i>safe operating procedures for England and for use on critical sites in Scotland. (involved SECC for NHS and Lossiemouth which is national essential). Concerned that graph may not flatten until end of year and we must try to balance with economic impacts – will have to operate somehow during the lifecycle of the virus.</i>	
	<i>Minister - Operating on scientific advice and acknowledge different approach from UK Government. Government in Scotland sees main priority as dealing with Virus and preserving life. Suggest Robertson's share operating procedures with SG to allow a review and this could possibly better inform social distancing practices as we need to develop operating procedures.</i>	
	<i>Peter Reekie – There's a work stream ongoing involving Industry / Stakeholders / SG to develop thoughts and make sites as safe as possible. SFT are happy to co-ordinate this work stream.</i>	
	<i>Alan Wilson – Select has organised an Industry forum and has a piece of work ongoing on a similar strategy. Suggest knowledge sharing and to co-ordinate.</i>	
	<i>Minister – Excellent, communication and sharing is important. Happy to take submissions on board for consideration.</i>	
	<b>Actions:</b> ER share operating procedures (if different to Const. Scot.) AW to submit details of work being undertaken SFT to progress work stream	<b>ER AW SFT</b>
<b>3</b>	<b>Recovery Action Plan</b>	
	<p>The Minister noted that when the country begins to emerge from the pandemic crisis, there will be a requirement to have in place a coherent plan for the recovery of the industry, both from the perspective of the industry contribution to the economy but also from the perspective of its contribution to national infrastructure.</p> <p>This topic has been broken down into six sub-items:</p> <ul style="list-style-type: none"> <li>• Continuity of work</li> <li>• Industry Restart</li> <li>• Cash flow</li> <li>• Pipeline of work</li> <li>• Client / Contractor Relationships</li> <li>• Business and Workforce Support</li> </ul>	

3.1	<b>Continuity of work</b>	
	<p>The Minister noted that the SG had produced guidance policy notes which are aimed at ensuring that contracts and work is ready to be picked up once it is appropriate to do so.</p> <p>The Minister asked Scott Bell to provide an update.</p>	
	<p>Scott Bell :</p> <ul style="list-style-type: none"> <li>• two SPPNs 04 and 05/2020 now published.</li> <li>• 04 covers ways public bodies can apply procedures for emergency procurement needs.</li> <li>• 05 is on supplier relief, describing steps public bodies can take to accelerate payments to suppliers. Follows UK Government note – however, SG said it applies to construction as well.</li> <li>• Two days ago, Cabinet office provided construction specific guidance on accelerating payments.</li> <li>• Scottish CPN is ready to publish. Will require a high level of engagement – open, honest and constructive – to pragmatically address issues relating to Covid-19.</li> <li>• Not an opportunity to exploit gains at the expense of other parties.</li> <li>• Need open book and transparency – drawing attention of need to understand contractual clauses.</li> <li>• Requiring central bodies to review contracts and governance rules. Encouraged others.</li> <li>• Objective to maintain a viable industry; ready to resume work on existing projects and new opportunities.</li> <li>• Must move past LDs and damages on to the heart of the matter and get to allow projects to get back on track.</li> </ul>	
	The Minister invited questions.	
	Grahame Barn – <i>when will it be published</i>	
	Scott Bell – <i>hoping to publish later today. (It was published on 9 April, 2020)</i>	
	Elliott Robertson– <i>SPPN 5/2020 – payment terms should be “as quickly as possible” but it doesn’t refer to specific time scales – should be more specific on time scales following valuation for example 7 or 14 days to aid cash flow.</i>	
	<p>Scott Bell - <i>no time scales noted in order to be as flexible as possible to allow people to go faster, also looking to give guidance on release of retention.</i></p> <p><i>Happy to take off line and give specific support on individual situations.</i></p>	

	Minister – <i>for peace of mind, Ministers will be keeping a close eye on it all and ensuring payment made quickly.</i>	
	Alan Wilson – <i>issued survey to businesses – 60% of businesses say not being paid on time currently by Local Authorities.</i>	
	Minister – <i>we will take on board and write to LA’s reiterating requirement to pay bills promptly.</i>	
	Bruce Dickson – <i>currently awaiting for SFT to provide DBFM guidance.</i>	
	Peter Reekie – <i>Looking to work with Hubs individually. PR will follow up after this call.</i>	
	Elliott Robertson – <i>can we change retentions in to retention bonds for future projects. This would be in addition to release of retentions currently held.</i>	
	Scott Bell– <i>bonds are not covered at the moment – but the possibility will be looked at further down the line.</i>	
	<b>Actions:</b> Prepare a letter for Minister to issue to Local Authorities asking them to pay on time SFT to follow up on DBFM guidance Minister to be updated on retention issues	<b>SG</b> <b>PR</b> <b>SG</b>
<b>3.2</b>	<b>Industry Restart</b>	
	The Minister noted that there will be a significant amount of work required to ensure that a restart is controlled and that capacity is ramped up in a measured way to ensure demand and supply are matched appropriately.  In order to do this there will require to be work undertaken to understand the scale of the issue and identify what needs to be done. Not all this information will be available immediately but a collaborative approach between public and private supply and demand can help to drive this forward.  The Minister asked Joe Brown to provide an update.	
	Joe Brown : <ul style="list-style-type: none"> <li>spoken about essential sites and uncertainty about timing. – based primarily on CMO advice.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Don't know when restrictions will be lifted. We need to prepare for step up.</li> <li>• Committed to collaborative, inclusive and evidence based approach.</li> <li>• Need to ensure preparatory work is disseminated across sector</li> <li>• welcome positive offers from volunteers to form and take forward detailed work on recovery.</li> </ul>	
	The Minister invited questions.	
	Ron Fraser– <i>consider sub-group to be good idea and offers to engage.</i>	
	Peter Reekie – <i>there's a forum already in place doing a lot of work. This could be extended to include Construction Scotland participating and develop any additional work streams needed.</i>	
	Minister – <i>supportive of this approach</i>	
	Ken Gillespie – <i>agrees with RF and PR and notes that Construction Scotland is happy to engage, and that he is engaging with STUC. Notes that Safe Operating procedures will be key and collaboration with SG is critical. Considers it's all about working together and we all need to be confident at any restart that we can properly protect the public and the workforce.</i>	
	Alan Wilson– <i>Select working with HSE on electrical safety issues. Happy to share. Director of Tech services can support sub-group.</i>	
	Steven Garvin – <i>building standards role in start-up, already speaking with Local Authorities and stakeholders. The Building Standards resilience group can feed in to sub-group.</i>	
	Minister – <i>collaboration needed. A note has already been issued to Local Authorities about the need to be flexible in approach.</i>	
	Elliott Robertson – <i>offers to feed information in as to how their sites are operating. Noted that 140 sites are closed in Scotland and they need to get back up and running.</i>	
	Stephen Good – <i>if solutions are out there operating in other sectors or ideas, we should be gathering them. Innovation</i>	

	<i>Centre can help learning and the already have a platform in place which they're happy to utilise.</i>	
	<b>Actions:</b> SFT to expand forum to include CS Select to provide support ER to provide information on how sites are operating	<b>SFT</b> <b>AW</b> <b>ER</b>
<b>3.3</b>	<b>Cash Flow</b>	
	<p>The Minister noted that cash flow is essential to business survival and that SG have published a Scottish Procurement Policy Note which sets out a number of measures to help supplier cash flow.</p> <p>The Minister asked Graham Porteous to provide an update.</p>	
	<p>Graham Porteous :</p> <ul style="list-style-type: none"> <li>• We are aware that cash flow is critical to the survival of the industry.</li> <li>• You may have seen Scottish Procurement Policy Note 05/2020. The presumption is to progress supplier payments as quickly as possible.</li> <li>• We are about to supplement this with guidance which amongst other things encourages contracting authorities to act in a positive supportive manner when considering how best we can support the industry.</li> <li>• To continue with scheme preparation including procurement to have works contracts ready to commence when restrictions are lifted</li> <li>• Payment of overheads and establishment costs on sites which are effectively closed but still having a care and maintenance regime in place.</li> <li>• Invoices should where possible be agreed prior to submission in order to allow seamless processing and prompt payment</li> <li>• Avoiding the application of Liquidated Damages for delays arising as a result of the Covid-19</li> <li>• Granting any extension to time necessary</li> <li>• The introduction of mid-monthly or weekly interim payments</li> <li>• Where a project bank account is not in place, ensuring that payments are disbursed by the main contractor fully and promptly to their subcontractors;</li> </ul>	

	<ul style="list-style-type: none"> <li>• Encouraging the implementation in public works contracts of PBA's as far down the supply chain as possible</li> <li>• The prompt and proportional release of retentions taking cognisance of work done and checking that sub-contractors are fairly treated in having their retentions also released</li> <li>• We are also relaxing the requirement for wet signatures on contract documents and PBA trust documentation during the Covid-19 restricted period.</li> </ul> <p>All of the above should be of assistance but we're happy to listen to any other suggestions.</p>	
	The Minister invited questions.	
	<p>Elliott Robertson – <i>submitted paper relating to construction sector deal before call covering ideas and ways to help get out of current situation. There's a potential for significant dispute – most likely in private sector. Some contracts give time relief but no money. Cash flow unwinding quickly, sites in Scotland are closed but sub-contractors payments continue. There needs to be a top-up to Coronavirus job retention scheme to pay payroll costs – as it is unfair in Scotland. There's a much better cash flow in England where sites are still operating. The Public Sector are treating companies better.</i></p>	
	<p>Minister- <i>reliant on UK Government for schemes in place. Kate Forbes (Cab Sec) has been on to UK government highlighting that things are not working properly. May be differences in advice but SG doing right thing. Officials will pass concerns to Miss Forbes.</i></p>	
	<p>Alan Wilson – <i>mirroring Elliott's points. Starting discussion with British Property Federation and has paper on payment which happy to circulate. Notes that cash flow is the number one issue.</i></p>	
	<p>Bruce Dickson – <i>discussion with supply chain – there's a six week window to get things sorted out, get back to work and get cash flowing. Business failures and large scale redundancies after that. It was difficult to recover from last downturn and industry cannot handle another one.</i></p>	
	<p>Minister – <i>please pass on information so that Kate Forbes can pass on to HM Treasury that there's not enough being done. Evidence needs to be provided to support action needed.</i></p>	
	<p>Mark Turley – <i>currently looking at whether Gov can work with Councils and housing associations to see if they could buy</i></p>	



	<i>houses at or near completion to take into social housing stock – Mark happy to discuss further with industry.</i>	
	<i>Minister – There is a 50k affordable homes target and could possibly use investment to help. Suggest circulate Mark Turley details.</i>	
	<p><b>Actions:</b>  Kate Forbes to be advised of concerns  AW to submit paper on payment  Information for Kate Forbes MSP Cab Sec</p> <p>MT contact details to be issued:-  Mobile: 07467 947659  Email : <a href="mailto:Mark.Turley@gov.scot">Mark.Turley@gov.scot</a></p>	<p><b>SG</b>  <b>AW</b>  <b>SG</b></p>
<b>3.4</b>	<b>Pipeline of Work</b>	
	<p>The Minister noted the concern around a continued pipeline of public sector work and the industry will seek some assurance that the pipeline will be maintained post shutdown.</p> <p>The Minister asked Peter Reekie to provide an update.</p>	
	<p>Peter Reekie:</p> <ul style="list-style-type: none"> <li>• Aware that the construction and related industries are heavily reliant on public sector clients for pipeline</li> <li>• Pipeline is in two parts – resuming current non-essential projects on site and future projects – assume first part will have been covered in “continuity of work” but if not, I’ll say something about the need to collaborate on working procedures which can allow industry to resume activity on non-essential sites as soon as the public health situation allows.</li> <li>• On future pipeline public authorities will be aware of the role their investment spending plays in supporting the economy and jobs and I expect will want to see projects in development proceed to contract and construction as close to originally planned as possible. There are likely to be some issues as client resources may have been diverted in some Authorities. Could be opportunities in smaller-scale projects and maintenance activities in the near term.</li> <li>• On programmes where SFT has an input, we are seeking to support client Authorities to maintain progress in project development.</li> <li>• Contractors and other industry participants will hopefully be looking at how they can shorten supply chains and use local sub-contractors, suppliers and workforce wherever possible.</li> </ul>	

	<ul style="list-style-type: none"> <li>• On the more medium term pipeline, clearly capital investment has a strong economic impact both in the longer term and in short-term multiplier effects as projects are delivered. It is too early (certainly for me) to be talking about scale of investment, but it will be important to maintain a focus on investing in the right things, and I thought the infrastructure commission's recommendations remain highly relevant for that.</li> <li>• I understand that the IIP and Capital Spending Review being delayed until after summer recess which I see as a positive as it will allow current circumstances to be taken into account in the medium term investment planning</li> </ul>	
	The Minister invited questions.	
	<p>Elliott Robertson –<i>additional infrastructure investment is good and should be encouraged. Need to kick on projects. Encourage Government and Local Authorities not to cancel projects in pre-construction. Have examples of projects being cancelled. Would encourage additional investment eg MIM.</i></p>	
	<p>Alan Wilson – <i>in dialogue with European colleagues. Similar situation but the driving force there is a green led recovery in relation to future workload. Work – especially design – needs to continue.</i></p>	
	Minister – <i>agrees with suggestions and will encourage.</i>	
	<p>Ian Gilzean – <i>chief planners letter – helping smooth projects through planning and to keep planning progressing. Working with RIAS on keeping design going and adapting how public consultation can be managed. Have a COVID email address for planning queries.</i></p>	
	<p>Minister – <i>adapted as we have gone along. Some changes based on engagement with stakeholders. We won't necessarily do everything suggested or requested but we'll use what we can – and for longer term thinking about removing bureaucracy. Happy to continue to accept suggestions.</i></p>	
	<p>Grahame Barn – <i>Need to be creative about procurement rules and processes to allow work to flow quickly. Also need to find ways to procure quicker.</i></p>	
	<p>Hector MacAulay – <i>Positive that pipeline is to continue. Fraser of Allander report says construction will reduce sharply to around 50% – need positive messaging to supply chains when we're pushing on.</i></p>	

	Minister – <i>communication currently dominated by Covid but positive messaging will be supported.</i>	
	<b>Actions:</b>	
<b>3.5</b>	<b>Client / Contractor Relationships</b>	
	<p>The Minister noted that the relationship between clients and their contractors will be key in effective recovery and will require an open relationship.</p> <p>The Minister asked Peter Reekie to provide an update.</p>	
	<p>Peter Reekie:</p> <ul style="list-style-type: none"> <li>• First of all – excellent that we have a collaborative approach at this high level between industry as suppliers and government / public sector as clients</li> <li>• I know it will be very difficult on the ground both at client / main contractor interface and down supply chains. Crisis affecting all industries and construction is certainly amongst them.</li> <li>• Again I see two parts – contracts currently being delivered and future arrangements.</li> <li>• In respect of contracts being delivered, I’m afraid that I cannot see a single solution which can be put in place across all contracts due to the myriad different situations, clients, contractors and contracts.</li> <li>• SFT has been working with the clients and contractors across the hub programme where we have a direct role, seen good collaboration on both continuing with essential works, and bringing non-essential to a pause. We are working on commercial guidance for public authority clients across the programme and recognise that contractors would have liked to see that sooner – as I am sure you would everywhere. We hope that guidance will be able to form a case study that can be used by others but as you know there are many different forms of contract out there. My interpretation of the hub contract is that it would put cost and time on the contractors – and I certainly believe that is not the right answer, so we are working on an approach to an amendment [note that many of the clients are Local Authorities so we will not be able to direct them to any particular approach]</li> <li>• For future contracts, we realise that in the medium term, contractors are unlikely to be able to tender on terms applied previously. For example, signing up to fixed programmes and existing commercial terms on the impact of the lockdown is not likely to be possible. Keen to engage on what reasonable</li> </ul>	

	approaches are likely to be to allow contracts to be entered into a new activity started up as soon as possible.	
	The Minister invited questions.	
	Elliott Robertson – <i>happy to collaborate.</i>	
	<b>Minister Having to break from agenda because of Minister having to depart and offering opportunity for direct questions.</b>	
	Ken Gillespie – <i>appreciates support from Government. Essential projects are having difficulty getting workforce back to work.</i>	
	Minister – <i>If evidence can be provided, we'll see what can be done to assist. Suggest taking off-line and compiling a list of difficulties. We must send out a positive message regarding the importance of essential projects, and by taking part workers are helping out.</i>	
	Alan Wilson – <i>The supply chain workforce is important. There are 3000 apprentices training through Select who need to be considered. Small businesses are a big issue and anything to support apprentices would be good. Reminder that in the 2008 crash, apprentices fell from 1000 to 300.</i>	
	Minister – <i>information and evidence to be fed to Jamie Hepburn. Knowledge is good and we need to keep the pipeline of apprentices going.</i>	
	Elliot Robertson – <i>I need to highlight the severity of the economic crisis. There will be redundancies and insolvencies and this will happen quickly. The payroll bill is not covered, the job retention scheme is capped at £2,500 per month and only those on £30,000 per year are actually covered. Industry pays more than that. The current measures are not enough. It's absolutely different in England and we need a better deal in Scotland.</i>	
	<b>Actions:</b> List of difficulties in getting workforce onto critical projects to be compiled Data on industry apprentices to be provided	<b>KG</b> <b>AW</b>
	<b>Minister:</b>  Let me finish by thanking you all for coming on the call today. There are good suggestions to be submitted to be taken	

	<p>forward and we do recognise the difference in approach between the Scottish and UK Governments and Kate Forbes is taking forward an action on this.</p> <p>SG are following science. It's impossible to give timescales but the CMO is giving the best advice.</p> <p>We do need to speak regularly and look at the positives going forward.</p> <p>Please continue to feed in to the process and feel free to contact the Ministers office.</p> <p>Apologies for leaving, Scott Bell will now take over the chair.</p>	
	<b>Actions:</b>	
<b>3.6</b>	<b>Business and Workforce Support</b>	
	<p>Scott Bell noted that industry will want reassurance that they will be able to obtain support to help them through the difficult period and until they are able to recover fully.</p> <p>Scott asked Joe Brown to provide an update.</p>	
	<p>Joe Brown:</p> <ul style="list-style-type: none"> <li>• range of measures in place.</li> <li>• More general information on the “find business support” website and there is helpline.</li> <li>• Wider engagement with business makes it clear there are a range of issues with SG and UKG packages – originally insufficient detail and expectation that announcement could lead direct to access to cash – announcement was on intentions – still progressing work.</li> <li>• Job Retention Scheme application form still not on HMRC website. Working on it.</li> <li>• Support to banking sector is challenging for turnaround times. Banks trying to do better. Should be a bridge for viable businesses and is a significant challenge.</li> <li>• Some gaps in provision – some sectors may feel they are not sufficiently covered by existing schemes.</li> <li>• As hearing representations from business, looking at them and passing representation on to UK Government. If there are ideas – open to receiving them and will carefully consider – both Scottish context and UK Government.</li> <li>• Cannot guarantee but will work with business to explore.</li> </ul>	
	Scott Bell invited questions.	

	Bruce Dickson – <i>struggling to understand the difference in approach between the UK and Scottish Governments. In England 70% of sites open and working with productivity around 70%. BAM working at 7%. Scotland is shut but England is open for business. Elliot made a good point regarding the threat of closures. This is a serious threat to construction sector in Scotland – potentially catastrophic in Scotland.</i>	
	Joe – <i>UKG has confirmed eligibility of job retention scheme will apply to construction in Scotland recognising the different circumstances.</i>	
	Scott Bell – <i>Comments are noted and will be fed back.</i>	
	Alan Wilson – <i>Welsh Government supporting smaller businesses with grants and rates relaxations.</i>	
	Joe – <i>not familiar with the Welsh scheme so please pass on details and it can be checked out.</i>	
	<b>Actions:</b> AW to provide information on Welsh support	<b>AW</b>
<b>4</b>	<b>Open Discussion</b>	
	<b>Scott Bell opened the discussion.</b>	
	Elliott Robertson – <i>SG are addressing some issues in relation to public sector supplier support. SG is off the pace on the financial support needed – major disadvantage in Scotland. The UK Government is supporting industry far better than SG.</i>	
	Scott Bell – <i>We have the Robertson paper and it can be discussed off line. We can factor in your points in the deliberations and we can look at the SG role.</i>	
	Ken – <i>job losses and industry viability is a challenge – England vs Scotland is a challenge so recognise support is going to be difficult. We need a quick route to recovery and emphasis is needed on restart plan which is likely to be the most important consideration. Safe operating procedures need to be developed to allow sites to start as soon as health situation allows it. This is the best way to support industry. Construction sector skilled in managing health, safety and welfare of workforce for many years – so can do it. Need to collaborate in</i>	

	<i>confidence giving around safe re-start. There are differences across industry processes so phased restart may be the way.</i>	
	<i>Scott Bell – good points made. There’s an opportunity to build evidence from the essential works being undertaken at Louisa Jordan and the Sick Kids and we can demonstrate good practice and feed in to science space for decision making. We can also use supporting evidence to get a positive message across to the site workforce and public.</i>	
	<i>Hector – Louisa Jordon (SECC) site is collecting a library of evidence on complying with standard operating procedures (SOP).</i>	
	<i>Stephen Good – need good clear communication on current status and how it is following standards. This will support and inform any decision to get back to work quickly and safely but we must be consistent.</i>	
	<i>Alan Wilson – a lot of concentration on site work. Majority of contractors are micro businesses both site and small professional businesses and they can’t be forgotten. Maintenance and repair activity could be an opportunity.</i>	
	<i>Elliott Robertson – support the restart focus and SOP. Time lines around evidence is essential. Need to set a time line as this would help focus minds. Could there be a soft restart around 27 April?</i>	
	<i>Joe Brown – guidance of 6th April will be refreshed but unlikely to be any substantial change in policy – social distancing is important for business. No expectation ministers will wish to revisit that. At some point in future, on an evidence based approach, able to reset and restart economy generally. First Minister is taking advice from the CMO and we have an opportunity to provide evidence to assist the CMO.</i>	
	<i>Ken Gillespie – making job retention scheme applicable to construction in Scotland will not be enough to protect the industry. Cost to bring to a halt, cost to secure, cost to restart, cost of potential lower productivity in future. Industry will not be the same again – COVID-19 will be a hazard for a time to come. Industry will need SOPs – whether 3 weeks or 16 weeks will depend on how many jobs and businesses are lost.</i>	
	<i>Joe Brown – messages from the sector are clear. Ministers know there are significant impacts on the economy of these measures. For many sectors there will be repositioning and adjustment.</i>	

	Peter Reekie – <i>there are wider things at play but we across the client group can provide evidence about what's happening. The sub-group can meet next week, report by end of following week and push on with evidence for a restart.</i>	
	Scott Bell – <i>in summary, an industry restart will require a high degree of collaboration. Plan in next 2 to 3 weeks to present evidence to inform CMO and employees. To do this we need to have an evidence base to allow a review.</i>	
	Joe Brown – <i>that's a helpful summary. Sharon Miller will be taking forward the establishment of a sub-group of this forum.</i>	
	Ken Gillespie – <i>it's worth reinforcing that the job retention scheme will not support the Scottish industry and more is needed. There will be costs for shutting down sites, costs to keep sites secure and costs to re-start. Additional time will be required to complete work and productivity will be different. Industry will not be the same. Covid-19 will be a hazard for some time. Be it 6 weeks or 16 weeks, industry will need SOP in any event.</i>	
	Joe Brown – <i>message understood. Damage to economy understood. Endorse the point about not returning to as was situation. Repositioning and adjustment will be needed.</i>	
	<b>Actions:</b> Establish subgroup to gather evidence in relation to safe operating procedures. Leveraging offer from SFT.	<b>SM</b>
<b>5</b>	<b>Any Other Business</b>	
	Ken – <i>great that we have all the issues on the table – talking constructively. Thank you.</i>	
	Stephen Good - <i>highlight website and extend offer to assist with collaboration, knowledge sharing and creativity. Looking for support on collaboration platform and knowledge base. Enhanced SOP will be needed and we should draw from other sectors where possible.</i>	
	Scott Bell – <i>Knowledge base is a good platform to build on and we are very supportive of this approach.</i>	
	Alan – <i>We can be looking at what are other countries across the world doing and share intelligence.</i>	



	Scott Bell – <i>participants in this call can be used as an early sharing mechanism and a platform to build on.</i>	
	<b>Actions:</b>	
<b>6</b>	<b>Summary</b>	
	<p>Scott Bell – drawing to a conclusion.</p> <ul style="list-style-type: none"> <li>• Thanks to all for participating</li> <li>• Over the next week, another meeting date will be put into diaries</li> <li>• Notes of the call will be drawn up and shared</li> <li>• Focus will be on the Return to Work sub-group</li> <li>• Good input today which helps SG see the broader picture of construction in Scotland and the social changes in the workplace being realised.</li> </ul>	<b>SM</b>
	The meeting closed at 11:30am	
<b>7</b>	<b>Date of Next Meeting:</b>	
	The next meeting date will be advised as soon as possible.	