

Date: Thursday 29th August 2024

Attendees: Mark Turner (Supply Chain Sustainability School), Lucy Picken (School), Matt Nichols (Reconomy), Julie Brooks (Higgins Group), Andrew Hope (Kier), Jenny Ford (Materials in Mind), Linda Wilkinson (VolkerStevin), Helen Spafford (North Wales Construction Partnership), Ross Wood (ISG), Bernadette Anderson (VolkerLaser), Nick Ribbons (Zero Waste Scotland), Will Maginn (NG Bailey), Aneta Szyplula (VP Plc), Cathal Ward (Bouygues), Samuel Baines (Severn Trent), Sarah Nasby (Sunbelt Rentals), Charles Eddington (Strabag), Joanna Constandis (ESG), Anna Foden (ISG), Adrian Hill (Bellway), Sarah Maiden (Northern Powergrid), Julie Swanepoel (Suez), Emma-Jane Clarke (Cadent Gas), Anastasios Skitzis (Lendlease), Lindsay Roberts (Mccarthy and Stone), Jennifer Fox-Holroyd (United Living), Elliot Harrison-Holt (Recycling Lives), Anthony Lavers (Taylor Wimpey), Jonathan Ayton (Willmott Dixon), Oana Caltia (Kilnbridge), Martina Silickis (Balfour Beatty), Oliver Cripps (Etex Group), Amanda Wright (BAM), Jackie Cuthbert (Sunbelt Rentals)

Apologies: Christine Colquhoun (SP Energy Networks), Stacey Burton (Tilbury Douglas), Sam Endors (Homes England), Lisa Baines (National Grid), Colin Holm (Homes England), Faye Hyslop (SGN), Graham Edgell (Morgan Sindall), Jane Whittingham (EMCOR)

Summary of Actions and Notes from the Waste and Resource Use Category Group Meeting

No	Notes	Actions	Owners
1	<p>Welcome and introductions</p> <ul style="list-style-type: none"> Apologies noted and new group attendees welcomed from Northern Power Grid, United Living Group, ISG, Recycling Lives, VolkerStevin, VolkerLaser, Sunbelt Rentals, Strabag, Bouygues and Suez 		
2	<p>Details of the work of our group</p> <ul style="list-style-type: none"> Work of our group and intervention points was outlined. <p>Work programme and resource updates Waste and Resource group page can be viewed here. Subtopic webpage can be viewed here. New resources on the school website – these can all be viewed here – filtering by Waste and resource efficiency in subtopic.</p> <p>Continued development by the group:</p> <ul style="list-style-type: none"> Overview of the School work programme discussed – we are on track to achieve our targets Areas of work outlined and why these are important. The School purpose and aims were outlined. Emphasis on encouraging internal teams and supply chain to be upskilled on sustainability. Expertise and risks can lie here so it is important for them to be included and upskilled. We established School waste priorities for 2024/25. These are: developing and using better KPIs, being ready for digitising waste tracking, achieving objectives of zero avoidable waste to landfill and having common definitions and remaining up to date legislative updates. Other focus areas include: 	<p>Please think about relevant resources and case studies to submit, send to LP and MT – let's keep up the pace on these!</p>	<p>All</p> <p>All</p>

- We are looking to improve competence, measurement and reporting.
- We would like to work with other School groups – we are doing this well, but we would like to collaborate more both internally and externally.
- We would like to ensure training and awareness programme is relevant and inclusive.
- We would like to develop and grow relationships with regulators and industry trade bodies to improve industry engagement and share / develop content.

Question to group: how easy is it to find the resources you want / are looking for?

- Response: Website is easy to navigate, but as a company, we have our own point of contact in the School, so we can contact them and get directed to what we are looking for.
- We (Mark and Lucy) can point you towards who your partner manager is at the School, if you are unsure of who this is.

Resources

- We have refreshed our resources in the last quarter to have current resources - focused on having a bank of good quality resources which are relevant to the School.
- This doesn't mean that we don't want new resources, please do send us relevant resources.

MEP map

- The MEP map is a platform for identifying organisations that will accept items and resources fit for waste that can be reused.
- We continue to update the MEP map, so please do send over new MEPs and we can add these.
- We are starting to see improved usage and take up.
- Comment from group: Community Wood: all material that goes to them is recycled, but we pay for them to collect it – opportunity for recycling and resource efficiency. Unfortunately, it does have a high incineration rate.
 - Response: consider what wood you are sending to Community Wood – Is it possible to track the current fate of wood sent to them? Consider if the wood being sent can be reused onsite or alternative sites?

Learning Pathways

We have two waste Learning Pathways. Members and partners of the school can create bespoke learning pathways using these as base content and, if they wish, add content of their own to complement that provided via the School. There is a gap between assignments and completions – can we PLEASE

If you have any resources you would like to share, please email Mark and Lucy

All

Please submit new MEPs you encounter through [this form](#) If you don't have time to complete the form, you can send us a link or short description and we'll do the rest

All

	<p>improve uptake and completion and encourage colleagues who have been assigned these to complete them?</p> <p>E-learning and sustainability shorts Introduction waste and introduction to responsible waste management in FM have good uptake. Please do continue to use these.</p> <p>Construction lifecycle waste</p> <ul style="list-style-type: none"> The web feature can be found here - please use and suggest additional resources for consideration. <p>Training programme Upcoming training sessions discussed – upcoming this quarter include:</p> <ul style="list-style-type: none"> Designing out waste – 19th September Introduction to circular economy – 13th November FIS reuse initiative – 14th November Designing out waste with Zero Waste Scotland – 20th November <p>Collaboration with other groups We have been collaborating with other groups to run other sessions:</p> <ul style="list-style-type: none"> Getting to Grips with Plastic in Scotland (with Zero Waste Scotland and Balfour Beatty) – in collaboration with the Scotland group Making Packaging Sustainable and Digital (with Whitecroft Lighting and Balfour Beatty) – in collaboration with the Construction group Separated waste collections for workplaces (with Biffa) – in collaboration with the Wales group Delivering circular solutions (with ISG) – in collaboration with the Finishes and Interiors group 		
<p>3</p>	<p>Waste reduction and circularity initiatives Jenny Ford: Materials in Mind (note: this section of the meeting has been recorded)</p> <ul style="list-style-type: none"> The idea behind this is: <i>Co-creating a systems blueprint for urban built environment sectors to solve industrial and social challenges through a circular economy.</i> FactoryX – is a multi-stakeholder industry initiative. It is a city centre hub and has an operational circular material space, offers conference, training and visitor centres and also has a show park, FactoryX is <i>operational, demonstrational and experimental.</i> It is a forum for innovation – applying this to the development of new products, systems, services, processes, employees working methods to integrate people into the entire development process, both as users and Co-creators, and does this to explore, examine and experiment, test, evaluate solutions in real context. <p>For details on Jenny’s presentation on FactoryX, we encourage you to watch the recorded presentation.</p> <ul style="list-style-type: none"> If you know of anyone who would be interested in what Materials in Mind is doing, please do put them in contact with Jenny. 	<p>If you would like to re-watch Jenny Ford’s presentation, please do get in touch with Lucy</p>	<p>All</p>

<p>4</p>	<p>Business plan specifics</p> <ul style="list-style-type: none"> • Developing and using better KPIs – covered below. • Digitised waste tracking – continued awareness. Date not changed from April 2025, with DEFRA meeting next week for an update on timings. • Promoting zero waste to landfill – we are looking to develop some short partner videos. • Updates on all relevant legislation and policy changes. • Virtual conference in early 2025 – covered in next section. <p>For both the development of KPIs and explaining the importance of zero avoidable waste to landfill, we are looking to develop short partner videos. Please get in touch if you feel you would be able to contribute to either of these topics.</p>	<p>KPIs and zero waste to landfill – if you feel you can contribute in the form of a short video, please get in touch</p>	
<p>5</p>	<p>Update on Virtual Conference plans and training topics</p> <ul style="list-style-type: none"> • 27th March 2025 on digital innovation for waste management. • Update on digital waste tracking but could also touch on other technologies such as geo-tagging, which are supporting waste management. • We will also potentially link to other changes taking place such as EPR, separate collections (Wales) and wider Simpler Recycling Agenda. 	<p>If you have any ideas or are interested on sitting on a panel, please get in touch.</p>	<p>All</p>
<p>6</p>	<p>Waste monitoring and KPIs guidance structure</p> <ul style="list-style-type: none"> • Create a model of KPIs which can be lifted and used in either your organisation or your supply chain which cover all aspects of built environment value chain • Draft principles shown: built environment value chain, zero waste to landfill, waste hierarchy, circular economy. • How might this be laid out so it is practically useful? • A version of the Reconomy zero waste index to potentially be made available via the School – this will be shown at the next meeting. 	<p>If you have existing KPIs in your business that you are already using, please send these over</p> <p>If you have any preference on how the guidance might be laid out, please get in touch</p>	<p>All</p> <p>All</p>
<p>7</p>	<p>Update on Extended Producer Responsibility</p> <ul style="list-style-type: none"> • DEFRA released indicative base fees for EPR – these are likely to be at the higher levels • Some companies lobbying to get their packing excluded on circularity grounds • For organisations obligated under PRNs, those figures are likely to more than double. This might impact materials coming to you. <p>Please read the group presentation provided alongside the minutes, for details on EPR.</p>		
<p>8</p>	<p>AOB</p> <ul style="list-style-type: none"> • Next meeting date – 27th November 2024, 1pm-3pm 	<p>Circulate invites</p>	<p>LP</p>