

Venue: Balfour Beatty, Maxim Business Park

| COMPANY             | NAME                | ATTENDING |
|---------------------|---------------------|-----------|
| Balfour Beatty      | Jim Brannan         | ✓         |
| Morgan Sindall      | Edward Carr         | ✓         |
| ISG                 | Jim Murray          | ✓         |
| Marshalls           | Matt Connell        | ✓         |
| Robertson           | Martin Dick         | ✓         |
| Robertson           | Graeme Hannah       | ✓         |
| Elliot Construction | Catherine Mcfadzean | ✓         |
| Supply Chain School | Andrew Wilson       | ✓         |
| Supply Chain School | Ian Heptonstall     | ✓         |
| Skanska Cementation | Katie Atherton      | ✓         |
| BRE                 | Dr David Kelly      | ✓         |
| ZWS                 | Stephen Boyle       | ✓         |

**Apologies**

|                |  |
|----------------|--|
| BAM            | Michael Shields                            |
| VGC            | Sean Dempsey                               |
| Reconomy       | Rowena Miles                               |
| CSIC           | Ben Westland                               |
| ZWS            | Nick Ribbons (NB – Stephen Boyle attended) |
| Marshalls      | Daniel Senior                              |
| Danny Sullivan | Eibhlin Flynn                              |
| Kier           | Clare Tait                                 |
| ISG            | Ross Wood                                  |

**NOTES AND ACTIONS**

**Operational Update – Scotland**

The **Sustainability and Business Impacts** of the School’s work could be done specifically for Scotland during 2019/2020. Case Studies can also be provided to illustrate School impact on business performance

**ACTION: Andrew / Ian**

On **Marketing and Supplier Engagement** - Andrew agreed to send lists to the major contract partners with details of their key supplier companies in Scotland who had not yet registered or engaged with the Supply Chain School. This would help Partners to target these companies and request they join the School as an active member.

**ACTION: Andrew**

The Events Plan for 2019/2020 would be distributed to the Partners. The first workshop is being held on 16 May and has Carbon as the topic. The first Supplier Briefing is on 30 May at Porcelanosa in Braehead. This year’s programme also includes a Supplier Day on 22 August at Edinburgh Airport.

Partners who can support/host any workshop or event are asked to inform Andrew.

**ACTION: All Partners / Andrew**

#### **Minimum standards for Plant**

Proposed minimum standards developed by the **Plant Working Group** were shared with the Leadership Group. Partners were asked to share with colleagues and feedback to Ian/ Andrew with any comments regarding these proposals.

It was agreed to share the names of Partners (eg contractors and plant hire companies) who were on the Plant Working Group, for information. **ACTION: All Partners / Ian / Andrew**

#### **Collaborative Working: Waste Workshop**

To action the decision made at previous Leadership Group meeting, the majority of meeting time on 26 April was dedicated to a workshop-based discussion around Waste – in particular materials waste.

The workshop was organised around following headings:

*Where are we now?*

*Partners reactions / impressions on waste in their industry*

*Barriers to taking more action on Waste*

*What could we do?*

*Ease and impact*

The initial outputs in terms of thinking from the Group have been included on the slidedeck used for the workshop activity, and are being shared with these notes.

The Group agreed this was a very productive and enjoyable session and felt strongly the format should be continued. Rather than hopping from one topic to another it was agreed to continue to examine waste in more depth, allow time to reflect, and spend the next meeting continuing with this topic. It was agreed that the work, decisions and proposed actions from the **Waste Category Group** should continue to be shared with the Scottish Leadership Group, to ensure a standard approach and take advantage of any synergy between the two groups. The Waste Category Group's initial proposals had already been shared. Notes and actions from the next meeting of the Waste Category Group would also be provided to the Scottish Leadership Group, and a member of the Waste Group would be invited to the next Scottish Leadership meeting to ensure a coordinated approach.

**ACTION: Andrew**

#### **Date / Venue for next meeting**

The next meeting will be held on **Wednesday 26 June, 2pm-4pm at Morgan Sindall Offices, Eurocentral.**