

Date: Wednesday 12th August 2020

Attendees: Matt Nichols (Reconomy), Mark Turner (Action Sustainability), James Cadman (Action Sustainability), Imogen Player (Action Sustainability), Robyn Conway (Action Sustainability), Emma-Jane Allen (Action Sustainability), Nick Ribbons (Zero Waste Scotland), Julia Messenger (BAM), Helen Wickham (Berkeley Group), Leila duToit (Canary Wharf Contractors), Michelle Grisdale (EMCOR UK), Helene Wright (National Grid), Jade Hunt (Kier), Nikolaos Sapounas (Osborne), Sarah-Jane Davies (John Sisk and Son), Ian Heasman (Taylor Wimpey), Ian Ward (Vinci), Olivia Ward (Redrow), Alex Pinnington (Barratts), Dave Farebrother (Bouygues E&S), Lewis Chenery (Bouygues E&S), Ali Jehangir (Bouygues E&S), Matt Dewsbury (Skanska), Graham Edgell (Morgan Sindall), Gemma Tovey (Lovell), Rob Worboys (Lovell), Sally Fraser (Mclaren).

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

Waste and Resource Use Category Group – Introductions and outstanding actions		
No	Action/Note	Owner
1	<p>Introductions and Covid-19</p> <ul style="list-style-type: none"> The group shared experiences, views and outlook on how the current lockdown situation is affecting projects and sites. 	
2	<p>Resources Update</p> <ul style="list-style-type: none"> There is a new partner webpage for the Waste and Resource Use Group. It can be found under the partners dropdown tab. This is where all partner case studies, meeting minutes and group specific resources can be found. Partners to please continue to send any relevant case studies and resources – the School can assist in developing these if needed. Dave Farebrother to share Bouygues’ case study on lighting packaging. The interactive MEP map is now live and will be linked to the partner webpage soon. A feedback template will also be created to allow members to feedback information on new and updated MEPs. Particular emphasis on letting Imogen know of MEPs that are not on the map currently, so that we can built the map further. This can include take back schemes, voluntary organisations etc. School to promote the launched MEP, including on social media, email out to partners and a summary page document School to send a courtesy email to all of the organisations to let them know that they are on the map. The School will review the content signpost exercise outputs from February’s waste meeting to identify new resources to create. 	<p>Partners Dave Farebrother</p> <p>School</p> <p>School</p> <p>School</p> <p>School</p>

3	<p>Update on School event – Plastic Packaging Tax: Ask the Expert with HMRC</p> <ul style="list-style-type: none"> • Mark provided the members with an update on the training session. More information can be found in the powerpoint presentation, and for more information please contact Mark. 	
3	<p>Plastic Packaging Waste Baseline Survey Final Results</p> <ul style="list-style-type: none"> • An overview of the results was provided. More information can be found in the powerpoint presentation, and the survey report. Imogen can provide you with a copy of these if you do not already have them. <p>Key findings include:</p> <ul style="list-style-type: none"> - Respondents need more granular detail on plastic usage in order to set baselines - will then need assistance on how to quantify and set meaningful targets - will, in preparation for the Plastic Packaging Tax, need to start asking their suppliers more questions regarding the level of recycled content in plastic packaging received. - We must collectively improve our knowledge and understanding of current practices and try to share best practice case studies where we can and help build the business case for elimination, reduction and recycling. 	
4	<p>Packaging Project update</p> <ul style="list-style-type: none"> • An update was provided on the packaging project that is looking at practice and performance on packaging in the housebuilding value chain. A reminder that this is not only focusing on plastic packaging, but all packaging materials. Zero Waste Scotland, Taylor Wimpey, Bellway and Barratt are directly involved in the study, which will be primarily delivered by Valpak. • The pilot project will have a duration of 7-11 weeks and is anticipated to begin in September. • The project will look at the variables of packaging, including how these relate to type and stages of housebuilding projects. • It will be a desk-based project where the first stage will be to engage with suppliers and manufacturers, the second stage will obtain the data, and the third stage will use the Valpak Insight platform. • It is hoped that there will be interim results to consider by the next meeting. • The information gathered will provide a vital baseline for further project opportunities looking into other areas of the built environment and considering how to achieve more sustainable outcomes. 	
6	<p>Next steps and terms of reference</p> <ul style="list-style-type: none"> • The next stage, in line with the group’s horizontal three strand approach, is procurement and supply chain engagement. The 	Partners and School

	<p>group discussed ideas on engaging manufacturers, suppliers, and desired outcomes.</p> <ul style="list-style-type: none"> • School and partners to shape where to take this next. <p>N.B. Please provide any clarifications to comments summarised within the slide deck and please also forward any further ideas you have regarding how to better engage with suppliers and manufacturers.</p>	
<p>7</p>	<p>AOB</p> <ul style="list-style-type: none"> • Jade informed of Zero Avoidable Waste – Green Construction Board report - http://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2016/05/ZAW-Report-Final-Draft-25-February-2020.pdf - which will be uploaded to the Resource Library • Plasterboard Sustainability Partnership – Robert Osborne – Gypsum Products Development Association - gpda@admin.co.uk - 020 8253 4515 • Helen informed of the ASBP innovation pitches, with the next one focused on single use plastics and packaging on Thursday 17th September 11:00-12:30 	<p>School to upload to resource library</p>
<p>8</p>	<p>Next Meeting</p> <ul style="list-style-type: none"> • 16th November 2020, 10:00-12:00, Online 	