

Venue: Marshalls Offices, Falkirk

Attending:

COMPANY	NAME
Morgan Sindall	Elizabeth Halliday
Morgan Sindall	John Murray
ISG	Ross Wood
Marshalls	Matt Connell
Robertson	Martin Dick
Robertson	Graeme Hannah
Supply Chain School	Andrew Wilson
Supply Chain School	Ian Heptonstall
Cementation Skanska	Katie Atherton (by phone)
Zero Waste Scotland	Stephen Boyle
Zero Waste Scotland	Nick Ribbons
CSIC	Jennifer Smart
Faye Tester	SGN

NOTES and ACTIONS

Summary of Actions from this meeting:

ACTION	RESPONSIBILITY
Tier 1 Contractor Partners to be sent reports on their Priority Supplier Lists	ANDREW
Priority Supplier Lists to be reviewed and updated if necessary.	MARTIN, JIM, ROSS, JOHN, MICHAEL
Contractors to send out targeted communications, provided by Andrew, for non-registered and/or inactive companies from their Priority Supplier lists – objective to increase engagement and membership levels across Scotland, in line with 2019/2021 targets.	MARTIN/GRAEME – Robertson JIM – Balfour Beatty ROSS – ISG EDDIE/JOHN/ELIZABETH – Morgan Sindall MICHAEL – BAM CRAIG – Kier
Engage with Sharon Miller – Head of Construction Team for Scottish Government, to build awareness of Supply Chain Sustainability School in Scotland.	ANDREW
Develop two strong Case Studies demonstrating sustainability and business impact for companies who have increased learning, knowledge and skills using the School's resources.	ANDREW
Re-focus the 2020-2021 Business Plan giving more prominence to two key areas of our work: WASTE and CARBON – naming these as priority themes.	ANDREW

<p>Tier 1 contractors to provide up to 5 key challenges on WASTE and CARBON which they wish to address working with other members of the Leadership Group.</p> <p>Other members of Leadership Group to also contribute their suggestions of main Waste and Carbon related challenge.</p> <p>An example could be packaging waste associated with lighting or other M&E products/supplies. Ideally these will be issues that are common across the industry, which supply chain collaboration can help understand and resolve. For example difficulty with measuring / collecting carbon data from suppliers and/or specific trades.</p>	<p>MARTIN/GRAEME – Robertson JIM – Balfour Beatty ROSS – ISG EDDIE/JOHN/ELIZABETH – Morgan Sindall MICHAEL – BAM CRAIG – Kier</p> <p>PLUS MATT – Marshalls CATHERINE – Elliot KATIE – Cementation Skanska STEPHEN / NICK – ZWS JENNIFER – CSIC SEAN – VGC RECONOMY – Rowena FAYE – SGN EIBHLIN – Danny Sullivan LYNNE – Maxwell Bruce</p>
<p>Next meeting to receive information / presentations on these issues, decide on most relevant (shared) challenge to be tackled by the Group, and plan action to deliver solutions.</p>	<p>ANDREW (plus others tbc)</p>
<p>Work to engage the School in other construction industry promotional and training activity being planned to coincide with COP26</p>	<p>ANDREW STEPHEN – ZWS</p>
<p>Provide a list of event attendees across 2019/2020 to identify how many individual companies attended, or if there is a group of “serial attending” businesses who are benefiting most from the School’s events programme.</p>	<p>ANDREW</p>
<p>Establishment the involvement / active participation of Robertson in the Plastic Packaging project being led by Zero Waste Scotland, the School, and Reconomy</p>	<p>ANDREW GRAEME - Robertson</p>

NOTES from the meeting

1. Notes and actions from last meeting / matters arising

Notes were accepted from previous meeting in December 2019

2. Operational and Marketing Update

- Performance & Impact – UK and Scotland
- Marketing – UK overview
- Events Update – including future events plan for 2020
- Board vacancies

Performance figures for Scotland were presented. 319 companies were now active in Scotland but only 80 were suppliers into the main contractors. Andrew would drive a consistent communications campaign working with Tier 1 contractors to target non-members or non-active companies on the Priority Lists.

Events plans for 2020/2021 would feature 4 webinars on specific issues, to complement the focus on waste and carbon during this year. Events would also continue to run across Scotland rather than too much focus on central belt.

Remaining events this year would take place on 4 March (Briefing in Dundee with Barratt Homes), 18 March (Briefing in Edinburgh on Site Waste) and 24 March (Workshop in Edinburgh on Sustainable Procurement).

The School would also be represented at a Meet the Buyer event in Lanarkshire organised by Hub South West, on 12 March.

Individual case studies would be prepared to demonstrate impact at a company level of being an active member of the School.

Two national Board vacancies for Supply Chain Sustainability School are available and being promoted to all Partners.

3. Business Plan for 2020/2021

- UK Context
- Strategy for Scotland
- Targets / objectives for Scotland

The Group felt that the business plan needed more focus on two key themes of WASTE and CARBON, to make real progress on changing attitudes, behaviours and performance across the supply chain on these challenges. Andrew would refine the business plan to reflect this clearer focus on 2 key themes for 2020/2021, rather than running training activity equally across the wider 5 themes (which include Modern Slavery, Materials and FIR). These two themes would drive the Leadership Group's focus and

Strategy Group for Scotland

NOTES and ACTIONS

27 February 2020 – 14.00h to 16.00h

work through this year, as well as provide the basis for most of the School's engagement and training work in Scotland.

This was consistent with the aim of linking the School with work around the fourth national planning framework (NP4) and the United Nations Climate Change Conference (COP26).

To focus the Group's work on these two themes, it was suggested that Tier 1 contractors provide up to 5 key challenges on WASTE and CARBON which they wish to address working with other members of the Leadership Group.

Other members of Leadership Group could also contribute their suggestions of main Waste and Carbon related challenge.

An example could be packaging waste associated with lighting or other M&E products/supplies. Ideally these will be issues that are common across the industry, which supply chain collaboration can help understand and resolve. For example, difficulty with measuring / collecting carbon data from suppliers and/or specific trades. The School's Climate Group is already working on this to produce a Sustainability Tool for contractors to understand/measure Scope 1, 2 and 3 Carbon Emissions.

4. School Update

- Performance Through Procurement
- Downloading a Digital Mindset
- People Matter Charter
- Climate group
- Waste – ZWS update on proposed research
- Social value and wellbeing

The slidedeck provided as a pre-read to the meeting (and updated with these notes) has latest information on several national level projects being delivered by the School.

Stephen and Nick updated the Group on Zero Waste Scotland's Circular Economy support for Built Environment, across themes of Design, Procurement, Digital and Site Waste. The School was actively supporting the work under Procurement and Site Waste.

ZWS were also working closely with the School and Reconomy on a Plastic Packaging reduction initiative involving several major housebuilders (Barratt, Taylor Wimpey and potentially Bellway) and Valpak. Robertson indicated they would wish to also participate in this project to quantify and ultimately reduce SUPs in the construction / home building sectors.

5. AOB

Next meeting would take place on 28 May at ISG Offices, Steps.