Waste and Resource Use Category Group Meeting
Tuesday 11th February, online

Date: Tuesday 11th February 2025

Attendees: Mark Turner (Supply Chain Sustainability School), Lucy Picken (School), Matt Nichols (Reconomy), Craig Lewis (Kier), Oliver Cripps (Etex), Emma Holman (Northern Gas), Nick Jones (Recycling Lives), Andrew Saxby (Bellway), Charlie Law (Pallet Loop), Jonathan Ayton (Willmott Dixon), Amanda Porritt (Colas Rail), Julie Brooks (Higgins Partnerships), Emma-Jane Clarke (Cadent Gas), Darren Mills (WW Utilities), Ivo Kolchev (Mclaren Group), Aneta Szypula (VP plc), Zach Pears (Octavius), Samuel Baines (Severn Trent), Jack Mason (Binnies), Bernadette Anderson (VolkerLaser), Scott Porter (Savills), Anya Hunter (SSE), Nick Ribbons (Zero Waste Scotland), Olivia Hack (SRM), Katie Patullo (SGN), Jim Wilkinson (Environment Agency), Aaron Moon (DEFRA), Damian Keaveny (SSE), Cromwell Tamakloe (TfL), Oana Caltia (Kilnbridge), Diana Dzhambazova (Knauf Insulation), Liv Banfield (School)

Apologies: Andrew Hope (Kier), Sarah Maiden (Northern Powergrid)

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

No	Notes	Actions	Owners
1	**Welcome and introductions** • Apologies noted and new group attendees welcomed from Wales and West Utilities, Bellway, Mclaren.		
2	**Details of the work of our group** • Work of our group and intervention points was outlined. Outline of how everyone can be involved in achieving the circular economy. **Continued development by the group:** • Overview of the work programme and priorities discussed. **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. A number of new resources have been added to the School recently including some being updated. This includes: • Solving plastic pollution • Scotland's Circular Economy and Waste Routemap to 2030 • Plastics and the circular economy –deep dive • Waste Duty of Care – guidance note • Waste Duty of Care – animation. We have edited the resource library to reduce a number of old resources and add some new ones. **MEP map** • A means for identifying organisations that will accept items and resources fit for waste that can be reused – reused for intended purpose	Please think about relevant resources and case studies to submit, send to LP and MT. Please submit new MEPs you encounter through this form or contact Lucy directly.	All All

• Directory of organisations we are aware of where materials can be donated rather than them going to waste or being disposed of • Currently seeing a modest upsurge in use but we would like to see it used more and to receive more examples of reuse via MEPs • Discussion that larger organisations are more likely to donate to these organisations. *Comment: It would be great to get case studies from people who have used this successfully?*	Please contact Mark and Lucy if you can provide a case study on successful use of the MEP map	All
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 improve uptake and completion? OR - If these LPs do not work for you, please do let us know so we can improve them. Do they include the right content? Could they be shorter or longer? The e-learnings and shorts have good uptake, but what can we do for the LP uptake to be improved?	Please let us know if you have any recommendations on how learning pathways can be improved to increase uptake.	All
E-learnings and shorts E-learnings and shorts seeing a lot more uptake – both the introduction to waste and circular modules have recently been upgraded so that they have been refreshed and include more interactivity. We have the following e-learnings and shorts: • Introduction to waste (e-learning) • Responsible waste management in FM (e-learning) • The circular economy (e-learning) • Circular economy indicators (e-learning) • Waste management (short) • Waste in FM (short). If there are any e learnings that you would like to see – for instance a more advance circular economy e learning? Please do let us know and we can look into this. **Construction lifecycle waste** • The web feature can be found here - please use and suggest additional resources for consideration. **Webinar sessions** Outline of sessions. Upcoming sessions include: • Getting to grips with plastics in the built environment (5th June) • Responsible sourcing of materials (11th June)	Consider the list of e-learnings and shorts we have and get in touch if you have any new ideas. If you have a topic you would like to talk about on the	All All

	• Nature based design and materials for retrofit in Scotland (11th June) • Circular economy (18th June). Different organisations can host events and bring suppliers if you like. If you have a topic you would like to talk about, please get in touch, and we can sort this out. Comments: • *Just rolled out a LP with a view to it being a minimum standard for supplier onboarding. Introduction to waste was included as part of this. Currently getting the buyers on board so this can be fed through to the supply chain. Two suppliers have finished completely, 11 haven't started yet. Internal mandatory training is typically 73%. Have given a time frame of end of July to complete four modules.* • *McLaren started enforcing training including School resources and bespoke some resources, so they are relevant for teams. Not seen much uptake, but new process being rolled out to re-introduce sustainability to staff, with a highlight of resources being given. This is an ongoing process.*	School, that you think would add good value, please get in touch Darren Mills to provide an update on uptake next meeting if possible please Ivo Kolchev to update on learnings with new process of resource roll out next meeting if possible please	 DM IK
3	**Update from Charlie Law: Pallet Loop** • Charlie is Head of Sustainability at the Pallet Loop • Overview of roll out of the pallet loop across the industry • Around £20million pallets are manufactured across the construction industry, with 90% ending up in skips • Loop pallets are delivered to the materials manufacturer who is charged a fee, the manufactured goods are then delivered to the customer on Loop pallets, the merchant / retailer / housebuilder etc makes the pallet available for collection once empty, then Loop collects pallets and pays a Loop Payback fee to the holder, then refurbishes the pallet if necessary so it can be reissued • Big savings for financials, carbon and resource efficiency by moving to a circular economy • Have a live dashboard showing collections. Currently collecting about 60,000 pallets a month. Estimating over £4 million has been saved so far • Have a lot of guidance if anyone needs more information. **Questions and discussion**: • *Willmott Dixon been using Pallet Loop for a few years and have found it very effective. Have over 100 sites with positive experience for Pallet Loop. Mandatory for each site now. Now measure the impact too* • *Bellway in the process of onboarding with Pallet Loop. Currently informally using Pallet Loop across 10 divisions. Should be an easy win, the pallets should be seen as a resource for the manufacture.*	Contact Charlie direct if you want further information	All

	Other industries already doing it and the building industry is behind the curve, so they are keen to improve. The likes of supermarkets use blue pallets and is a good example of it working well, with high reuse rates • *What's the fate of white pallets brought in?* Most can be refurbished and sold back into the market. The more circular products like Loop pallets that come onto the market, the less there will be a market for white, reconditioned pallets, but right now there is a market for them to be reconditioned and sold back into the market.		
4	**KPIs report update** • Update on the KPIs report shared with the group. • Overview of the purpose of the report and why we started writing this. Related to waste reporting but other concepts such as circularity and waste avoidance • We have been using the ENCORD report as a baseline. This protocol gave a process on how to measure and report waste arisings for C,D&E waste • We have used this report, and brought it up to date to include newer principles and links for circular economy, zero avoidable waste etc. We asked ENCORD for permission to use the report as a baseline, and they have given this approval • A number of individuals from the waste group have given us great inputs into the report • We are going into a final draft shortly, and we will then share one more time for final thoughts, particularly for useful KPIs. This is a section we really want to improve as it is important • Levels of reporting – when this was written, it was the early stages of reporting on waste. Some semi-organised reporting been done previously but there was very little guidance. This has been refined over the years. The definitions in here are aligned with the soon to be published CIWM guide. No specific permissions needed for CIWM guide (CL) as it will be open access and released to the public soon. Thoughts from the group: • How every company is actually reporting their waste data is a key problem. How waste partners are taking waste off site, weighing it and estimating the make-up can be unclear, leading to inaccurate reporting • A best practice example seen was an organisation in Manchester – they had a % breakdown of the waste streams within that, with each EWC code on the WTN, with the site adding % against that. This gave accurate figures, and this was then extrapolated across the business to be used. This us of more detailed EWC level reporting will fit to the recommendations in the new report	Please ask for a copy of the draft report if you would like to review. Please do provide useful recommendations for any KPIs you think would make useful additions. We would particularly like to hear of functional KPIs for FM and Property	All

	• What would good look like in terms of normalised data? E.g. taking account of the fact that there can be different materials cost and different property values from one region to another? 　○ Normalised data is helpful though to convert units • Detailed levels – would this look at locations e.g. % waste to landfill, % to reuse etc • What are the common factors / KPIs that work for all or most scenarios? *We are looking for examples that we can build into the report* • There were normalised factors in the original report for different types of organisation. 　○ We can add a call out box with "what do we mean by normalisation" 　○ This will allow that for people to understand and get to grips with this important nuance • **REQUEST - If anyone has any new conversion factors please do forward these ASAP.**	**Please do get in touch with new conversion factors we can use**	All
5	**Waste and Resource Use Group Business Planning FY25/26** • Outline of what the Group is aiming to do tis FY • A number of changes are coming with basic reporting and legislative requirements. We need to be prepared and ready and help our partners and members • Circularity – understanding how we can avoid waste in the first instance • Metrics and data – we have discussed this earlier in the meeting, looking at the importance of the KPIs section of our report **Questions:** • Legislative changes – does this encapsulate the Circular Economy Act in Scotland. Commitment for ministers to create a framework of circular economy metrics, put them into action and create an assessment system. May be worthwhile to link our work programme to that We will collaborate with the Scotland group and run a webinar later in the year.	Nick Ribbons to ask colleagues working on circular economy strategy to find a contact	NR
6	**Circular economy VC** • We have our virtual conference on the 10th July. Please register and recommend to your colleagues and suppliers etc here. • This is also where we will launch the new guide.	Please do register for the VC	All
7	**DEFRA: Simpler Recycling Agenda** Key messaging: • As of 31st March it is now mandatory for workplaces to separate household-like waste into the core waste streams • 2026 household requirements come into effect		

- 2027 micro firms to recycle all waste streams and plastic film collections will begin for all workplaces and households
- Purpose is to make recycling easier
- Four containers: dry mixed recycling, paper and card, food waste and residual waste. Dry mixed recycling and paper and card can be co-collected in instances where a co-collection assessment has been completed
- Applies to any business creating household-like waste. This does apply to construction but not C,D&E waste, it focuses on the likes of cardboard and recyclable plastics, welfare cabins, offices, retail parks etc
- Food waste – Wales has 5kg di minimis, meaning they don't need separate food collection under this. This is not the case for England. There will be no minimum weight threshold for food waste, however businesses can decide their own collection frequency according to storage capability and the amount of food waste they generate
- WRAP have developed the Business of Recycling website which hosts a range of guidance, tools and materials to support workplaces.

Other questions from chat: *I am curious how do businesses with office spaces/big offices manage the small, under desk bins? In my view, these bins can discourage proper waste separation and we all know, that things add up.*
Answers:
- I would suggest you remove them and have a central recycling area in the office
- With the new waste regulations on mandatory recycling for offices & workplaces (as of March'25) - I think the easiest way to manage this is to completely get rid of the small under desk bins. Simpler recycling: workplace recycling in England - GOV.UK
- We have removed them and have bin stations with segregated bins in key spots in the office.

Has anyone had any issues with pests when segregating food waste and waiting for collections?
- No answer given at the time – please do get in touch if you have a response.

Re. retail parks – having real difficulty with food waste bins. Service partners can't make up their minds, with mixed responses. Haven't had this issue in Scotland and Wales with the 5kg leniency. Where there are bins, there are reports of misuse.
- As long as you can evidence using a pragmatic approach with the use and position of bins, if EA was investigating your practices, this approach should be compliant. They are looking mainly for disregarding or flouting the regulations

Co-collection assessment: how to check if the waste provider is allowed to do this? Is there any guidance?

Contact Aaron if you have any further questions	All
Aaron Moon to provide please	

	• Aaron will share some guidance that we can share. You are allowed to see this information and can raise with your waste provider.		
8	**SCSS diversity survey** • Annual survey we do each year to set benchmarks and you can see how your organisation is doing, track initiatives etc • This is an online platform to collect data. It is a standardised template and collects data on protected characteristics and sectors • Liv will share data on how the waste industry is performing • <u>All data is anonymous</u> • Please do report your data within the time frame of 19th May – 31st July 2025	Please do report your diversity data, and if you have any questions, please contact Liv	All
9	**AOB** • Next meeting date – 2nd September 2025, 1pm-3pm • You will have received an email about a sustainability assessment for Once of All. Please do review if you have the chance.	Circulate invites.	LP

Supporting documents:
- Pallet Loop presentation
- DEFRA presentation
- Simpler recycling FAQs
- Diversity survey presentation