

**Date:** Monday 8th September

**Attendees:** James Cadman, Hattie Webb, Bekir Andrews, Charles Naud, Lyndsey Morrison, Ivan Baranov, Abbie McKinnon, Lydie Melvin, Fiona Walker, Vincent Jenkins. Matt Walker. James Geraghty, Louis Weir, Julie Brooks, Jennifer Woodhall, Siobhan Pile, Mark Parden, Toni Birch, Helen Spafford, Daniel Evans, Rebecca Lea, Hannah Needham, Ian Llewellyn, Li Fei, Lisa McDade, Ben McDade, Laura Watson, Elena Corredor, Alex Holley, Corinne Wolstenholme, Monika ZILIONYTE, Martin Fahey, Etienne DARES, Anna Fish, Nicki Wordsworth, Adetunji Lawal, Alex Priddle, Lynne Good, Roberta Bailey, Daniel Birkinshaw.

### Summary of Actions and Notes from the Climate Action Group

No	Action/Notes	Owner
1	<b>Welcome and Introductions</b> Welcoming message by James Cadman (SCSS) and Bekir Andrews (Wates), Group Chair.	Bekir
2	<b>Scope 3 e-learning update</b> From 19 <sup>th</sup> May – 2 <sup>nd</sup> Sep the scope 3 e-learning module had 948 views and 256 completions. This is a good level when compared to other modules	
3	<b>SME SBTi e-learning –learning update</b> SCSS are making good progress with the SBTi e-learning module. Currently it is with the developers being built, and SCSS aim to launch it by COP in November this year.	James
4	<b>Carbon Calculator Update</b> This is a standing agenda item to give an update on the carbon calculator: <ul style="list-style-type: none"> <li>- In 2023 there were 565 repeat reporters and 770 new suppliers</li> <li>- There are 36 active clients who have adopted the carbon calculator</li> <li>- The carbon calculator team have changed the process of how suppliers engage – at the moment the deadlines are closing and the data is starting to be reviewed.</li> <li>- With regards to reviewing the data: it's great that more organisations are reporting, but there are errors which the team are highlighting to ensure mistakes aren't repeated next year</li> <li>- Whitepaper – this is finished and Charles will send it to everyone</li> </ul> <b>Actions:</b> <ul style="list-style-type: none"> <li>- Please share any improvements to the white paper</li> <li>- Please go back to your suppliers and ask for any data improvements</li> </ul> <b>Improvements made:</b> <ul style="list-style-type: none"> <li>- PDF/word reports</li> <li>- CRN&amp;SIC matching leading to cleaner data</li> <li>- Sector total and benchmarking functionality enabling more meaningful insights</li> </ul> <b>Upcoming improvements:</b>	Charles

- Spend based data upload – it's less accurate but is an option now
- Apportionment errors will show allowing for more complete and accurate data
- EEIO to complete

#### The future of the carbon calculator:

- We'd love to hear your thoughts on the vision of the carbon calculator. We'll be conducting interviews and conversations to understand your ideas and vision on a deeper level.

Discuss: What are your carbon calculator ideas?

#### Carbon calculator brainstorm can be found on Mural -

<https://app.mural.co/t/actionsustainabilitytradingl8908/m/actionsustainabilitytradingl8908/1729685584977/a5b4e7100a830f61765498f54745a75b74ec20e6?sender=ub8e79572285765683b819897>.

#### Summary of group discussions:

- Give a brief carbon reduction plan to the inputter based on their activities
- Expand functionality for more mature companies
- Create a subgroup on developing a future vision for the carbon calculator
- Enable reporting by calendar or financial year
- Improve data validation processes
- Integrate with internal system (e.g. SECR, SDG's)
- Develop capability across the supply chain e.g. tier 2 and tier 3
- Dashboard should track improvement not just figures

#### Priorities – Looking at 2025

5 In December we agreed on three key priorities for 2025:

1. **Science Based Targets:** guidance and training workshops building of what we already have in the catalogue (NZ and SBT) and the sustainability short (nearly complete)
2. **Reporting legislation:** Provide support to partners and members on what the requirements are from legislation – summaries of data requirements and timescales (new content)
3. **Procurement and contract KPIs for climate:** Guidance material (new content)

Discuss: Do you think these should remain the same, or should we be prioritising something else?

#### Group discussions / ideas can be found on Mural -

<https://app.mural.co/t/actionsustainabilitytradingl8908/m/actionsustainabilitytradingl8908/1729685584977/a5b4e7100a830f61765498f54745a75b74ec20e6?sender=ub8e79572285765683b819897>.

#### Summary of group discussions:

- Change reporting legislation to be a standing agenda item

Partners

	<ul style="list-style-type: none"> <li>• Uplift the KPI's for procurement</li> <li>• Include cost of carbon examples and myth busting</li> </ul> <p><b>CTA – We are looking for a small group of volunteers to participate in a sub working group on the action to develop carbon KPIs for procurement. Please contact Hattie if you're interested. Thanks.</b></p>	
6	<p><b>AOB</b></p> <p>Industry group updates:</p> <ul style="list-style-type: none"> <li>- The school are involved/participating in working groups:             <ul style="list-style-type: none"> <li>i) the CLC's Zero Diesel Sites roadmap</li> <li>ii) the UKGBC's supply chain decarbonisation group</li> </ul> </li> </ul>	Partners & School