

Date: Wednesday 30th September 2026

Attendees: Bekir Andrews, James Cadman, Charles Naud, Polly Chappell, Keith Treharne, Jonathan Ayton, Jackie Cuthbert, Toni Birch, Daniel Birkinshaw, Oana Caltia, Rebecca Lea, Ofrederick-Simon, Gareth Smith, Dylan Stoppard, Corinne Wolstenholme, Aya Macahis, Nikolaos Sapounas, Karen Treharne, Georgia Pilejko, Henry Badman, James Smith, Jennifer Woodhall, Siobhan Pile, Nick Hesketh, Kerry Harvey, Tyra Newman, Phillip Carter, Ayesha Farooq, Sarah Jolliffe, Grace Derrien, Padideh Mohammadi

Summary of Actions and Notes from the Climate Action Group

Climate Action Group – Introductions and outstanding actions		
No	Action/Notes	Owner
	Welcome and Introductions	
1	Welcoming message by James Cadman (Supply Chain School) and Bekir Andrews (Wates), CAG Lead and Group Chair, respectively. Introduction to Polly Chappell (Supply Chain School) who has replaced Hattie Webb in supporting the delivery of CAG.	James & Bekir
2	Carbon Calculator Charles Naud gave an overview of the new version of the Scope 3 Carbon Calculator (S3CC) including release and migration updates, technical fixes, and an overview of the Steering groups and their three streams of work. If Partners, either existing users or new to the S3CC, would like to discuss the updates and transfer from v1 to v2, please get in touch with charles@actionsustainability.com ○ ACTION: Request to join the Steering Group in shaping the calculator. Reach out to Charles, charles.naud@actionsustainability.com, if you would like to join the group or champion a stream. Jono Ayton, from Willmott Dixon, gave a presentation on supplier engagement and uptake of the S3CC and how they are supporting their supply chain, and improving their data and reporting. ○ ACTION: A common industry approach letter requesting supplier to measure and report through the Carbon Calculator, previously used with suppliers, will be 'resuscitated' and shared with the group.	Charles, Jono
	Project Delivery	
3	Based on the Business Planning done in December 2025 for this year (April to March), we are developing four resources, listed below. The Supply Chain School is leading the creation of the resources, with small sub-working groups of volunteers who are providing guidance and feedback throughout their development.	James, Keith, Polly

	• A Carbon in Procurement Guidance to support procurement, commercial and sustainability teams with a consistent and practical approach to requesting carbon information from suppliers through the tendering and contract management process. This has been developed, reviewed and is now with our Design Agency for formatting before release. • A PAS 2080 checklist that is aimed at suppliers & sub-contractors to follow the steps to show either alignment or compliance with PAS2080. The first draft has been reviewed in our sub-working group meeting and is now in the second drafting stage. Thank you to those in the working group supporting this output! If anyone else is interested in being involved, do get in touch! • A Directory of Sustainable Product Databases that lists sustainable products and services to support in-house Sustainability teams in finding sustainable solutions. As above, the first draft has been reviewed in our sub-working group meeting and is now in the second drafting stage. We discussed how it would be designed as a live document that can be updated every 3-6 months. If anyone else is interested in being involved, do get in touch! ○ ACTION: Action Sustainability to create a governance cadence to ensure the databases is reviewed and updated at regular intervals. ○ ACTION: Action Sustainability to consider how fire regulation requirements could be integrated into the Directory • An SLT Briefing Pack to support in-house teams to explain the emerging key climate and carbon priorities to their Board/ C-suite – the outline and progress updates were shared during the meeting. ○ ACTION: existing volunteers include Bekir, Keith O'Flynn, Robin Spurr, Kathryn James, and Jenna Taki. If anyone else is interested do let us know!	
4	<u>Consultation updates</u> • GHG Protocol Scope 2 consultation – Thank you to those involved with undertaking the consultation earlier this year to refresh the GHG-P S2 Guidance. Feedback was published at the end of July by the GHG-P which aligned with our comments, the notes of which have been circulated to the group.	Bekir, James

- **ISO 14060** - The UK Consultation ended on the 17th August 2026. AS with the GHG-P we submitted comments on behalf of the School and the UK Construction Industry. Thank you to those who participated in the consultation working group. [Initial feedback](#) is that the first draft did not reach the required approval threshold to progress, meaning that ISO will be undertaking further revisions.
- **GHG Protocol Scope 3 consultation** – The GHG Protocol and ISO are working together to bring out a combined standard for scope 3. This is going out for consultation Q2 next year.

5 Arising matters

- **COP31 Annual Climate/ CAG Webinar** – Our annual Climate Webinar will be held on the 12th of November, online, covering '*Reduction and Resilience: for now and the future*'. Held at the same time as the UN COP31 process, it will focus on how we can simultaneously reduce carbon and make our societies and built environment more resilient to climate change impacts
 - **ACTION:** We are looking for speakers from the CAG group - please let us know if you have experience on this topic and would be able to contribute. *Thank you to those who have already reached out for this!*
 - **ACTION:** If you are interested in attending, please register through the link, [here](#).
- **Leadership Group Member Insights Survey** – As part of our Leadership Group Transformation Programme, we are reviewing each Group to better understand how members engage, the expertise they bring and how we can create greater value in the future.
 - **ACTION:** Please provide your feedback by completing the survey through the link, [here](#).
- **2027/28 Business Planning** – Prior to our next meeting in December, we discussed and will be reflecting on some initial ideas for the following year's activities.

	○ ACTION: Please complete the short form that accompanies these minutes to share your top three suggestions for resources, programmes, or outputs that would be most useful to you and/or your supply chain and that the CAG could develop.	
6	<u>Next Meeting:</u> Thursday 3 rd December, 10 am, online	