

Minutes of Steering Group Meeting

Thursday 25th March 2021 at 11 am BST

Attendees: Antonio Astone, Ahmed Babader, Gisele Villas Boas, Lex De Bruijn, Cristina Lopez, Shaun McCarthy, Colin McKerracher, Adriana Rosenfeld, Staffan Soderberg, Annie Sorel, Jorge Soto, Carole Ann Smith.

Apologises: Jose Abreu, Tanya Harris, Josh Jacobs.

Welcome by Shaun

1. Carole Ann gave the data report.
2. CA gave an account on the progress of the online and PDF self-assessment and confirmed the various languages were now available on both self-assessments.
3. A discussion took place re: the recent and proposed webinars. It was agreed to deliver webinars on Embodied Carbon (April) ... speakers Jorge Soto, Brazil. CA to contact Josh Jacobs and James Cadman for speakers. Investors Influence on Sustainable Procurement (May) ... CA to contact Josh Jacobs, Antonio Astone, Colin McKerracher and Jacques Schramm re speakers. And Circular Economy (June) ...CA to contact Antonio Astone, Lex Bruijn, Jorge Soto and search through social media contact to find more speakers if necessary.
4. CA fed back on Ross Primers report ...
 - 16 Interviews complete
 - Transcripts sorted
 - 1 potentially pending if the lady from New Zealand gets back to me

- I am starting to code my responses for analysis

Detailed analysis to follow but, at a high level it is interesting to note that broadly speaking the methodology behind the standard is well received and works well in a broad range of organisations/countries/industries. Opinions differ most on if the standard should be guidance or auditable.

5. Shaun raised the point that we are planning a video for the 5th Anniversary and we will put together a proposal for the next steering group meeting to appraise. CA asked if any of the steering group minded if we used any of the previous videos of them, no objections were raised. We asked for any footage of launch events or videos related to the standard.

Staffan raised the point that we should have an explanation on the website about the ISO 20400 guidance standard not being certifiable and CA will investigate this and contact the IT company to add this to the website as soon as possible.

Next meeting Wednesday 16th June at 11 am to 12 pm UK time