


Permission to
record the
meeting? 

The Roundtable on the Responsible Recycling of Metals (RRRM)

Steering Group – First meeting
8th March 2023 - Virtual

Anti-Trust statement

- *The RRRM asks participants to fully comply with all applicable laws, including antitrust and competition laws. It does not condone or in any way seek to facilitate antitrust breaches. Participants should not discuss or share confidential proprietary or otherwise commercially sensitive information including:*
 - *current or future pricing practices;*
 - *terms and conditions of sale;*
 - *outputs and quotas;*
 - *market shares;*
 - *product or marketing plans;*
 - *business relations with suppliers and customers; or*
 - *any other matter on which participants compete.*
- *Discussing or sharing this type of information can have serious consequences for participants including heavy fines and lasting reputational damage.*
- *It is the intention that information pertinent to the roundtable objectives concerning ESG practices and performance across the value chain is shared*
- *Participants should not hesitate to voice any concerns they may have regarding the conduct of others at such meetings. During the course of a meeting, if a participant believes that the discussion is turning to a sensitive or inappropriate subject, the participant will express that belief and request that the attendees return the discussion to a less sensitive area. If the discussion continues, the Chair will end the meeting.*

RRRM Principles and ways of working



•The Roundtable is based on the following Core Principles:

- **Sustainability Impacts:** the Roundtable has a clear definition of scope and objectives, focused on salient sustainability impacts of recycled metals supply chains.
 - **Collaboration:** the Roundtable implements partnerships across metals, supply chains and sectors.
 - **Value Creation:** the Roundtable adds value and minimizes costs for its users.
 - **Stakeholder Engagement:** the Roundtable is inclusive and non-discriminatory. It includes perspectives of diverse groups of stakeholders affected by its decisions.
 - **Transparency:** the Roundtable communicates openly and transparently
- Our approach to this Roundtable is one of learning and collaboration, therefore we want the SG to critically review the plans and suggestions put forward to improve them.
 - We want to work flexibly within the defined ToR/proposal framework
 - However, we cannot do everything and therefore need to; stick to the overall plan; progress timeline milestones; be prepared to identify things we need to park for later review; be prepared to put things out of scope

Meeting Agenda and Objectives

1. Socialisation: What is the status and plans for responsible secondary metals at your organisation?
 - Name, Role, Organisation, Role in value chain; Current Strategy, Structure and Tools/Requirements re secondary metals; Your objective for joining the Roundtable
 - Each Steering Group member has no more than 5 mins initially (1hr)
2. SG membership update (10 mins)
 - Balance check and missing stakeholders, mitigations, budget implications,
3. SG Decisions to be made (10 mins)
 - What we are not doing
4. How we plan to operate the roundtable (10 mins)
5. Activities, outcomes, timeline (5 mins)
6. Next steps/work plan (10 mins)

Intros/Socialisation - Your status and plans for responsible secondary metals at your organisation

The objective is to set the scene, help SG participants, get to know each other, understand how secondary metals and associated ESG risks are currently treated within your sphere of influence.

- Name, Role, Organisation, Current Structure, Requirements and Strategy re secondary metals, current gaps, your objective for joining roundtable
- Please share a slide or 2 if this helps
- Each Steering Group member has no more than 5 mins initially (1hr)
- The detail, e.g. sharing and discussing specific requirements, impacts, criteria etc. related to your organisation can come later

Steering Group update

Commercial

Boliden

Wieland

ICA

LME

Mayer
Env. EMR

World
Gold
Council

Non-Commercial

WRF

Responsible
Steel

The
Copper
Mark

CARES

South African
Research Chair
Community of
Practice: Waste
to Value

RMA /
RBA

Steering Group Input and Decision points

1. Ensuring balanced representation of stakeholder groups on the Steering Group and across the membership (Commercial and Non-commercial balance on SG)
2. Helping identify and recruit Roundtable members (30-40 already identified)
3. Reviewing and feeding back on activity materials prepared by secretariate prior to release to all members (we will be doing this for initial activities later)
4. Supporting and potentially helping lead thematic Working Groups (if WG's needed)
5. Reviewing and feeding back on activity outputs, prior to issue
6. Overseeing and supporting Roundtable progress and facilitation
7. Discussing and addressing any governance points or key issues for resolution as we go through the process
8. Adopting and promoting the Roadmap for the Responsible Recycling of Metals within sphere of influence

What are we not doing

- Seeking to set up a new organisation
- Trying to compete against existing initiatives that already operate in this space
- Reinventing practices that work well
- Creating mandatory requirements, a certification system or rules to be imposed on the secondary metals value chain
 - *Outputs from the RRRM may feed into system/standard development*

How we plan to operate the roundtable

- Secretariate prepares activity materials and an initial evidence base to seed co-working on activities including stakeholder mapping, survey drafts, roundtable agendas, evidence base
- Our shared workspace (Mural) enables co-working before, during and after roundtable meetings
- SG and members are facilitated and supported to contribute to the completion of each activity
- A basic website will be set up to explain the Roundtable, list SG and membership, publicise our objectives, publish approved meeting slides, summaries, outputs and other relevant information
 - Can each SG member please provide its logo, in a web ready format, and a short statement in support of Roundtable Objectives

How we plan to operate the roundtable

- SG meetings will be recorded and, together with slide decks and notes, made available to SG members for review/confirmation
- Key outcomes and decisions of SG meetings, slide decks will be published on the roundtable website
- Roundtables will seek to engage a wider range of stakeholders based on initial work and SG input
 - We would like to run at least 1 in person roundtable
- Where commodity or issue specific Working Groups are prioritised, we will seek to run these in parallel with leadership and support from SG and members
- Comments and responses to formal reviews of documents and other project materials will be recorded and tracked and shared with other roundtable members and key information published on the website
 - There will be an opportunity to provide comments anonymously/request names are not disclosed

Activities and Outcomes

Stage	<i>Outcome and Tasks - Time based activities</i>
1. Stakeholder mapping	<i>Relevant stakeholders are identified and invited to participate in the Roundtable or to be kept informed.</i>
2. Needs and impact assessment	<i>Report identifying the needs of relevant stakeholders prioritized for action. Salient environmental, social and governance impacts in recycled metals supply chains are identified and summarised.</i>
3. Mapping of existing standards, systems and tools	<i>Benchmarking matrix to compare the needs, objectives and scope of the roadmap to the existing standards, systems and tools so as to identify:</i> <i>1.Areas of overlap among existing systems and opportunities for (cross) recognition;</i> <i>2.Opportunities to build on or complement existing systems, standards and tools to address a need identified</i> <i>3.Gaps between the needs identified and existing standards, systems and tools.</i>
4. Definition of scope and objectives	<i>The objectives and scope of the roadmap are defined based on the results of the needs assessment and standards/initiatives mapping</i>
5. Development of a roadmap	<i>A defined roadmap, showing how specific objectives can integrate in, and build on, existing infrastructure of its participants</i>
6. Confirming next steps	<i>Defined next steps to implement the roadmap - considering if there is a need for ongoing coordination?</i>

Proposed Steering Group meets/Member Roundtables

Stage	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
1. Stakeholder mapping			SG							
2. Needs and impact assessment				SG						
3. Mapping of existing standards, systems and tools					RT SG					
4. Definition of scope and objectives						SG	RT			
5. Development of a roadmap							SG			
6. Confirming next steps										RT
Project Direction and Management									SG	SG