Project Title	Benchmarking and Scaling-up Australia's Circular Economy Practices
Project Chair	Ashleigh Morris
Project Leader	Atiq Zaman
Date/Time	12:00-13:30 (WA), 2:00-4:30 (NSW, VIC, QLD), 1:30-3:00 (ADL)
Venue(s)	Microsoft Teams meeting – link in calendar invite

Name	Position	Organisation
Ashleigh Morris	CEO (PSG Chair)	Coreo
Karim Yngstrom	General Manager	Atlas Precast
Louis Bettini	Principal Advisor Sustainability, Strategy & Communications	Main Roads Western Australia (MRWA)
Chris Skantzos	Manager	Main Roads Western Australia (MRWA)
John Clifton	Manager Strategy and Innovation	DevelopmentWA
Lilly Sinclair-Jones	Graduate Officer - Climate Action & Sustainability	WA Department of Communities (WADC)
Rainie Zhang	Policy and Project Officer	WA Department of Communities (WADC)
Alexandra Meek	Manager, Climate and Sustainability	WA Dept of Housing and Works
Mo (Mohamed) Mansour	Technical Manager	Transport for NSW (TfNSW)
Ramses Zietek	Director of Environment, Cultural Heritage and Sustainability	QLD Dept of Transport & Main Roads (QTMR)
Claire Thorstensen	Manager (Sustainability)	QLD Dept of Transport & Main Roads (QTMR)
Meghan Cowling	Senior Advisor	QLD Dept of Transport & Main Roads (QTMR)
Cara McNicol	Manager, Policy and Legislation, Office of Circular Economy	QLD Department of the Environment, Tourism, Science and Innovation (QDETSI)
Peter Vanderaa	Manager, Climate	QLD Treasury
Ridhi Gupta	Graduate Policy Officer	QLD Treasury
Mark Hindmarsh	Waste Minimisation and Innovation	Sunshine Coast Council, Queensland
Atiq Zaman	Associate Professor (Project Lead)	Curtin University (Project Leader)
Xihong (Jackson) Zhang	Associate Professor	Curtin University
Shengping Li	Lecturer	Curtin University
Benjamin Gazeau	PhD Student/RA	Curtin University
Usha Iyer-Raniga	Professor (Case Study Lead)	RMIT University
Charlotte Kessler	Director L&T	The University of Queensland
Paola Leardini	Associate Professor	The University of Queensland
Chloe Budd	Project Manager	The University of Queensland
Paul Matthew	Lecturer (Case Study Lead)	The University of Queensland

Jack Gill	General Manager	Think Brick
Cathy Inglis AM	CEO	Think Brick
John Moursounidis	Manager Research and Innovation	WA ChemCentre
Gertrud Hatvani-Kovacs	Sustainability Lead	Games Independent Infrastructure and Coordination Authority (GIICA)
Kathy Francki	Senior Policy Officer	Australian Department of Defence (ADF)
Mohamad Fajajo	Assistant Director	Australian Department of Defence (ADF)
Alexander Taylor	Director, Sustainability, Emissions and Net Zero	Australian Department of Defence (ADF)
Will Hackney	CEO	SBEnrc
Lindsay Kyle	Program Coordinator	SBEnrc

Document	**Title**
Agenda	Project Steering Group Meeting #1 Date 05/05/2026 - Agenda
Attachment A	Terms of Reference for the PSG (Visibility Only)
Attachment B	Project Overview – One Pager
Attachment C	Project Timeline
Attachment D	Communications Planning Matrix
Attachment E	Quarterly Report 1

1.0 WELCOME AND INTRODUCTIONS

1.1 Welcome to the Project Steering Group (PSG) by the Chair (Ashleigh Morris) and CEO (Will Hackney)

1.2 Brief introductions from PSG members and update of relevant initiatives (Introduce any new members, led by Chair)

1.3 Briefing on the Terms of Reference for the PSG (KDH) **Attachment A** *(Visibility for new member only)*

2.0 PROJECT PROGRESS

2.1 Overview of project aims *or* briefing on progress (*Project leader or rep.*) **Attachment B & C**

2.2 *Discussion of any project reports/papers (Project team)*

2.3 Confirmation of future work plans/timing of deliverables (*Project leader or representative*)

3.0 COMMUNICATIONS AND IMPLEMENTATION

3.1 Identification of specific partner-preferred 'research into practice' approaches pre- and post-project completion (All, led by *Project Leader*) **Attachment D**

3.2 Project Impact Assessment Measures – *(All items that should be measured to help form the content of the Project Uptake and Impact report as the project develops).*

3.3 Payment Schedule – *(List your project deliverables and clearly record what has been achieved against the payment schedule, email evidence to the Centre Manager so she can organise payment).*

No.	Deliverable	Date	Curtin	RMIT	UQ
1	PSG#1 Project Commencement Pre-Payment Approved by Board Uptake and Impact Measures Final Factsheet Final Case Study Summaries	11/05/2026	√	√	√
2	**PSG #2 –** Literature Review Any other specific deliverables per project as agreed by SBEnrc Quarterly Report 1	10/08/2026	√	√	√
3	PSG #3 – Half Year Review Quarterly Report 2 Industry Partner Engagement Sessions	26/10/2026			
4	PSG#4 – Quarterly Report 3 Case Study Summary Presentations as agreed by SBEnrc Draft Uptake and Impact Report Draft Research Report	15/02/2026			
5	PSG #5 – Half Year Review Quarterly Report 4 Industry Dissemination Outputs (Project Website) as agreed by SBEnrc Skills Development / Knowledge Transfer/Industry Adoption Plan (Item 2.7) as agreed by SBEnrc Draft Final Industry Report	17/05/2027			
6	PSG #6 (Final) – Quarterly Report 5 Final Industry Report (graphically designed and technically reviewed 16–24-page Industry Report). Final Research Report Communications package (includes YouTube video) Final Uptake and Impact Report	30/09/2027			

3.4 Student involvement in projects *(List student involvement below).*

Student's name	Type of training	University enrolled in	Enrolment dates	Principal Supervisor	Thesis title or research topic	Outputs (Papers, Posters, etc.)	Any comments
Benjamin Gazeau	PhD / LCA (SimaPro)	Curtin University	Feb 2022	A/P Atiq Zaman	Traceability and Quality	TBC	Building on the previous project
Pablo Vargas Contreras	PhD/MFA	Curtin	Feb 2026	Dr Roberto Minunno	Circularity mapping	TBC	New member
Mohana Motiei	Circular buildings-non-res	RMIT	March 2022	Prof Usha	Circular Framework for Buildings	TBC	Building on the previous project

				Iyer-Raniga			
Dona Iresha Gurusinghe	Circular buildings - res	RMIT	June 2023	Prof Usha Iyer-Raniga	Integrating Circularity principles for the residential sector	TBC	Building on the previous project

3.5 Connect to international initiatives *(New Topic – Please list all current or future international initiatives/connections).*

4.0 ANY OTHER BUSINESS

4.1 Any other Business (*Chair and CEO*)

4.2 Any further comments from the Project Steering Group on the Project or PSG meetings (*Chair*)

4.3 Summary of Actions arising (*Project Leader or representative*)

5.0 DATES FOR NEXT MEETINGS

5.1 Future PSG Dates & Times:

PSGs	Dates	Time
PSG#2	3rd August 2026	12:00-13:30 WA Time
PSG#3	**19 October 2026**	**12:00-13:30 WA Time**
PSG#4	8 February 2027	12:00-13:30 WA Time
PSG#5	10 May 2027	12:00-13:30 WA Time
PSG#6	9 August 2027	12:00-13:30 WA Time