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**NOTES OF THE MEETING OF THE WOOD RECYCLERS ASSOCIATION
TUESDAY 13TH SEPTEMBER 2016, THE ARDEN HOTEL, BIRMINGHAM**

Board members present	Andy Hill Clem Spencer Mark Hayton Geoff Hadfield David Laing Richard Coulson Paul Caldwell Julia Turner	SUEZ Wood Yew Waste Timberpak Hadfield Wood Recyclers DJ Laing Recycling RWE IQR WRA	Chairman Deputy Chairman Executive Director
Advisers to the WRA	Gayle Whittaker Vicki Hughes	Communications Technical	
Presenters	Jonathon Bell Garry Adey Steve Eminton	Dyne Solicitors Limited Helios Systems Ltd Let's Recycle	
Apologies	None		

And 52 members and guests representing 37 companies and organisations

Thank you and welcome

Andy Hill (AH) welcomed everyone, particularly the 15 guests present and the new ED, Julia Turner (JT) .

Notes of the meeting held on 7th June 2016

There were no notes from this meeting.

Matters arising

None

Update on WRA Activities

AH reported back on the Board discussions from the day before and said that the key things they were focusing on were:

- FPP – on-going

- Stakeholder engagement – on-going
- Executive Director recruitment – now completed
- Board’s individual remit allocation – now completed
- Review and creation of updated Business Plan once new structure completed
- Delivery of our Business plan – on-going
- Industry ‘Code of Practice’ & self-regulation

He also said that other potential issues on the horizon were fines and dust.

The Board Allocation is as follows:

	Confirmed Allocation
Administration	<u>ED</u>
Technical	RC/GH
Operational	DJL/MH/CS
Marketing	AH/PC
Stakeholder management	AH/RC
Strategy (All)	<u>ALL</u>
Finance	MH
Service Members	PC/DJ

AH confirmed that the Board had reviewed the draft audited Accounts up to the end of August and a small surplus had been made.

In terms of engagement with key stakeholders over the last quarter, AH has met with Marie Fallon (Director of Regulated Industry at the EA) and attended an Industry Roundtable with the CEO and Chair of the EA. He has also attended the ESA-organised Trade Association informal network. Richard Coulson (RC) and Geoff Hadfield (GH) attended WISH Forum meetings as WRA Technical representatives and AH and Vicki Hughes (VH) will also be speaking at the Let’s Recycle Fire Conference in November.

Media Coverage

AH reported that we were still ‘punching above our weight’ in terms of media activity with 21 pieces of coverage achieved in the last quarter – mostly relating to FPP. Everything sent out has been used in publications such as CIWM, MRW, Let’s Recycle, Materials Recycling World and in some biomass-specific press. The ED appointment release had also already been published in Let’s Recycle and MRW.

Introduction to new ED

AH welcomed JT to her first meeting as ED of the WRA. She assured members that she was very glad to be taking on the role and would be focusing on adding value to members and using her integrity and determination to support them in some of the ‘grittier’ issues currently being faced by the industry as well as using her business development and stakeholder management skills to take the WRA to the next level. She explained that the Board had agreed her priorities going forward as:

1. Strategic Review of Business Plan for interim report in November and presentation to the all WRA members at the March 2017 meeting
2. Meetings with Key Stakeholders and members

3. Review of financial performance, including preparation of budget for the next FY, plans for direct debit facility to pay membership fees and potential for attracting additional funding
4. Review of the Quality Protocol/Code of Practice
5. Review of the articles of association and recommendations taking on board other trade associations
6. On-going membership management

Update on FPP

RC gave an update on FPP in terms of what was currently happening, what the likely outlook was and potential next steps.

He gave an overview of activity since June 2013 and explained that we were currently awaiting the imminent publication of the results of the EA consultation together with the technical report produced by BRE. (Since published – see <https://www.gov.uk/government/consultations/fire-prevention-plan-review>). WRA has continued to raise awareness and challenge FPP and has been engaging with a broad range of stakeholders to get support. The WRA will continue to take part and feed into the WISH Fire Guidance Group, to participate in the CFOA Waste Fires Group and to raise our profile through the media on this subject. We will also continue to broaden our stakeholder support.

Once the guidance and technical report are published, the WRA needs to consider its options in terms of challenging FPP and decide what our legal options might be. He emphasised that feedback was required to feed into this decision, particularly in relation to bespoke permits and whether EA Officers were, as promised, being flexible and risk based in their approach. He also stressed the importance of responding to the second questionnaire issued by the EA on the business impact of FPP. VH was invited to the floor to talk about this further and said that she would provide some guidance on the questions and that an extension in terms of responding to this consultation would be requested as the deadline was currently 21st September.

She asked the audience how many of them had been awarded bespoke permits and four attendees confirmed that they had, but that the process had been long and painful. VH said that she would be ringing members week commencing 19th September to ask more questions about permits and FPP. She stressed that there was no need to share confidential information and if anyone wanted to send details ahead of the calls they should e-mail her or approach her on the stand at RWM.

AH asked Ray Georgeson and Jacob Hayler what the mood in the camp was with other trade associations and both confirmed a similar view that FPP was rushed out before the burn trials had been completed and before the evidence was in place. Both had spoken to Harvey Bradshaw and Marie Fallon who had confirmed that the FPP had to be issued quickly due to the high risks associated with it, but that consultation with industry would continue. It was agreed that JT and AH would meet with Ray and Jacob to discuss this further. AH had also heard that the paper industry had serious concerns with it too. Ray mentioned that it may be worth approaching the RPC (the independent Regulatory Policy Committee) as a first step before considering legal options such as a judicial review.

Presentations

Presentations were given by Jonathon Bell from Dyne Solicitors, Garry Adey from Helios Systems and Steve Eminton from Lets Recycle.

The full presentation from the WRA meeting including these presentations are available on request.

In summary:

Johnny talked through figures in relation to recent environmental permits and the background to pursuing a judicial review. He outlined 7 key indicators that may precede prosecution or permit revocation and explained the appropriate actions operators can take to protect themselves and their business assets. He emphasised that all EA communication needed to be exhausted before going down a judicial review process as it was the 'option of last resort'. However, he did say that it was becoming more common. Johnny also mentioned that Dynes were delivering an environmental law seminar for the waste industry in Chester on 5th October. See <https://www.eventbrite.co.uk/e/environmental-law-seminar-for-the-waste-industry-registration-26922859999>

Garry talked about how the Pyrosmart System can help with FPP bespoke permits as the system detects fires before they get out of control. However, he confirmed that a Pyrosmart system cannot guarantee a FPP, lots of other things need to be taken into consideration

Steve said that he was seeing more and more reports of fires but recognised that there were those being prevented from escalating to large scale incidents through fire detection equipment. He gave an overview of the Fire Conference taking place in November (see <http://www.fireconf.com/>) and mentioned that if there were any members who wanted their sites or technology to be featured in the next edition of the WRA magazine, they should get in contact with Steve.

Date of the Next Meeting is Wednesday 7th December at a central location. Venue to be confirmed,