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**NOTES OF THE WINTER MEETING OF THE WOOD RECYCLERS' ASSOCIATION
 WEDNESDAY 6TH DECEMBER, MERCURE BURTON UPON TRENT, NEWTON PARK**

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|------------------------------|-----------------|-------------------------|----------------------------|
| Board members present | Andy Hill | SUEZ | Chairman |
| | Geoff Hadfield | Hadfield Wood Recyclers | |
| | Mark Hayton | Timberpak/Egger | |
| | Richard Coulson | RWE | Deputy Chair (Incoming) |
| | Clem Spencer | Wood Yew Waste | Deputy Chair (Outgoing) |
| | Julia Turner | WRA | Executive Director |
| Apologies | Paul Caldwell | IQR | |
| Advisers to the WRA | Vicki Hughes | Technical | |
| | Gayle Whittaker | WRA Communications | |
| Presenters | Tim Johnson | HSE | |
| | Richard Coulson | RWE | |
| | Jim Clay | Socotec | |

And 77 members and guests representing 54 companies and organisations. (See attached attendee list)

Welcome and Introduction

Andy Hill welcomed everyone, particularly our new members and guests (see slides) and thanked Socotec for hosting the Board Meeting the day before and the tour today.

Update from the Board Meeting

He also gave an update from the Board Meeting which had taken place the day before, giving an overview of the main things covered:

- Richard Coulson has been voted in as Deputy Chair of the WRA to replace Clem Spencer, who will remain on the Board. Andy thanked Clem for the very valuable role he had played as Deputy Chair over the last 4 years and more recently in his role significantly reducing the number of WRA Debtors
- 2016 statistics meant that figures on the WRA website would be updated to reflect an increase in processing across the industry to 3.6 mil tonnes.

(1.4 mil to recycling, including panel board, animal bedding and other markets, 1.6 million to biomass and 600 k exported). Andy stressed the importance of all members providing statistics and assured everyone that this information was strictly confidential and only seen by Julia Turner who did not share it with anyone else.

- Accounts – Positive cash position as a result of improvement in debtors and slightly ahead on profit for the year
- 2018 Budget
 - A draft budget had been agreed by the Board with a small surplus forecast, but additional funding would be required for planned work on FPP, Waste wood Classification and the Code of Practice

WRA Activity and Communications Update

Julia talked through her activity and stakeholder engagement over the last quarter focusing on the highlights covered in the attached slides. She advised members that most of her time for the last quarter had again been focused on the 2 major issues affecting the sector (FPP and WWC) and on liaising with key stakeholders who could help to resolve them.

Gayle Whittaker then updated Members on communications, including media coverage and activity from October to December 2017. She also gave an update on website activity/visitors to the WRA site and outlined advertising opportunities as well as calling for companies to put themselves forward for the website member focus - see attached slides.

Technical Update

Vicki Hughes provided an update on behalf of the WRA Technical Committee on the latest developments on FPP and waste wood classification. See attached slides.

She explained that following feedback from both the WRA and NAWDO on the EA's initial proposals for an RPS saying that 1% of any mixed waste wood load was hazardous, a revised RPS had recently been published, confirming that:

1. Clearly identifiable clean untreated wood is suitable for animal bedding or non-WID/IED Chapter IV boilers
2. Mixed waste wood must be guaranteed to go to only Chapter IV IED/ WID compliant boilers or panel board manufacturing
3. The WM3 precautionary hazardous waste classification and associated consignment requirements will apply to all mixed waste wood loads unless points 1 or 2 above apply.

The EA and the waste wood industry sub-group, led by the WRA, were now gathering evidence and developing an initial sampling/testing plan, which should be agreed by the end of January/early February. The aim is to have all of this completed so that a final agreed position could be in place by November 2018. This work will form the first phase of the WRA Code of Practice.

Some members had raised issues with the RPS in terms of markets currently being closed for mixed waste wood fines and confusion about whether grade A material positively segregated from CA site waste could still be used for animal bedding and non IED Chapter IV biomass. These two issues were still being discussed with the EA.

Vicki also reported that she had spoken to Howard Leberman about the excessively long wording that was recommended in the RPS for use on waste transfer notes and he agreed that it is acceptable to document as - **unassessed compliant with RPS 207**.

Howard also agreed that it is acceptable to consign as hazardous the waste wood item rather than the whole load. A briefing would be sent out to members on how to record hazardous waste wood.

FPP – Vicki outlined that recent changes at the EA has led to some very disappointing feedback on our template and we are back to square 1 after 9 months of constructive work! However, we are still focusing on working collaboratively with the EA and producing a final version of the template which will include the alternative measures summary. We are currently waiting to find out who we will be working with at the EA to take this forward.

A consultation on the EA Charging Review – has been released with the consultation period falling over the Christmas period. We have joined forces with other trade associations to ask for an extended deadline. This has now been agreed as 26th January. Vicki said that we would be responding as a trade association but also encouraged individual members to respond as it could have wide-reaching impacts. See <https://consult.environment-agency.gov.uk/engagement/environmentagency-charging-proposals-fromapril2018>

HSE – Woodworking – moving the industry forward

Tim Johnson, sector lead for woodworking from HSE gave a presentation focusing on two key areas where the HSE were co-operating with key trade associations in the sector: The Wood Safety Group; and Formulating a common strategy for controlling industry risk. See attached slides.

The Wood Safety Group (WSG) had highlighted a requirement to focus on 4 main themes:

- Dust
- Noise
- Transport
- Manual Handling

Work was in its infancy and a 5-step approach was being used:

1. Benchmarking
2. Target Setting
3. Implementation
4. Measuring Effect
5. Drawing Conclusions

Knowing where we are now is of critical importance and will mean full participation of WRA members. Information will be requested which has to be indicative of change over time. Tim assured members that this information would be anonymous.

At the next WSG meeting a plan for benchmarking activity would be developed. HSE will be looking to request information from members by the end of 2018.

On behalf of the WRA Board and its members, Andy Hill thanked Tim for his presentation.

UK Biomass Market – Overview and Discussion

Richard Coulson presented an overview of the role waste wood plays in the UK biomass market. He stressed that any views expressed were his personal views and not those of RWE. Richard outlined operational, in construction and planned biomass plants and talked about the potential impact of possible scenarios on the market in the medium to long term. He mentioned the current impact that third party plant delays were already having and the potential for exports of waste wood to continue to fall, whilst imports may increase. (see attached slides)

Andy thanked Richard for his thought provoking presentation.

Socotec UK

Jim Clay gave an overview of Socotec UK and the services it currently provides to the UK waste wood market. (see attached slides) He explained that the tour in the afternoon would focus on both energy services and environmental chemistry.

Andy thanked Jim for their hospitality and said members were really looking forward to finding out more about how Socotec could help their businesses.

Any Other Business and Dates of Future Meetings

Julia asked if anyone had any other AOB and reminded everyone that all the note and slides from this meeting would be uploaded to the Members' area of the website.

Dates for 2018 Meetings:

Wednesday 14th March for Spring Members' Meeting and AGM – venue tbc

Wednesday 6th June for Summer Members' Meeting – venue will be in Scotland

Wednesday 12th September for Autumn Members' Meeting – Hilton Metropole (Please note date change due to change in start day for RWM)

Wednesday 5th December for Winter Members' Meeting – venue tbc