

# **Board Meeting Minutes**

# Monday 12<sup>th</sup> May 2025 10.00am at the Registered Office

Present: R Gray (Chairman)

B Hastie A Felton K Starkey D Truelove

	Actions
evious meeting on 24th February 2025 were approved	
s arising.	
1	s <b>Meetings</b> revious meeting on 24 <sup>th</sup> February 2025 were approved by.

#### 3. Environment, Health & Safety Report

Mr Starkey began his report by referring to the trend charts for injury frequency rate and he gave a summary of injuries by type.

There were five injuries reported for the period February to April involving four contractors and one member of staff. A contract security guard received a small cut to their finger due to a damaged tablet screen protector. A second contractor suffered bruising to their torso after their PPE became entangled in unguarded moving parts and another contractor received a cut to their finger due to wearing incorrect PPE. A further small graze was sustained by a contractor as scaffolding was being removed following planned maintenance. There was one injury to a member of staff who suffered a small burn after contacting steam from a boiling kettle.

Investigations and follow up actions have been completed. Internal discussions are on-going to establish any changes that will address complacency and improve the safety performance of contractors whilst working at site.

There were no breaches of permitted emission limit values, environmental incidents reported, abnormal operations or environmental complaints during the quarter.

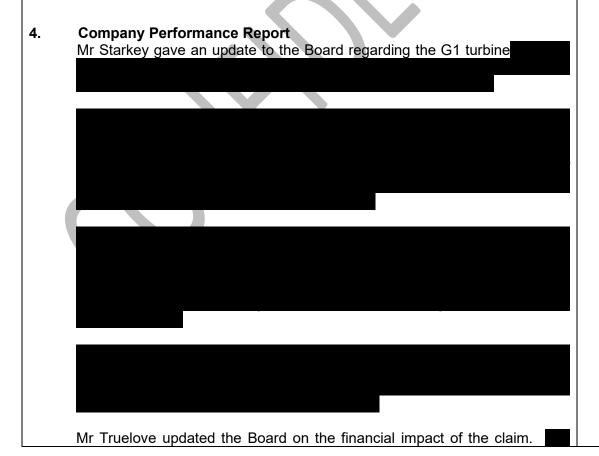
There was one OTNOC period recorded and one occasion where a flue gas treatment damper failed and resulted in higher-than-normal dust levels. Both occasions were resolved with no reporting required.

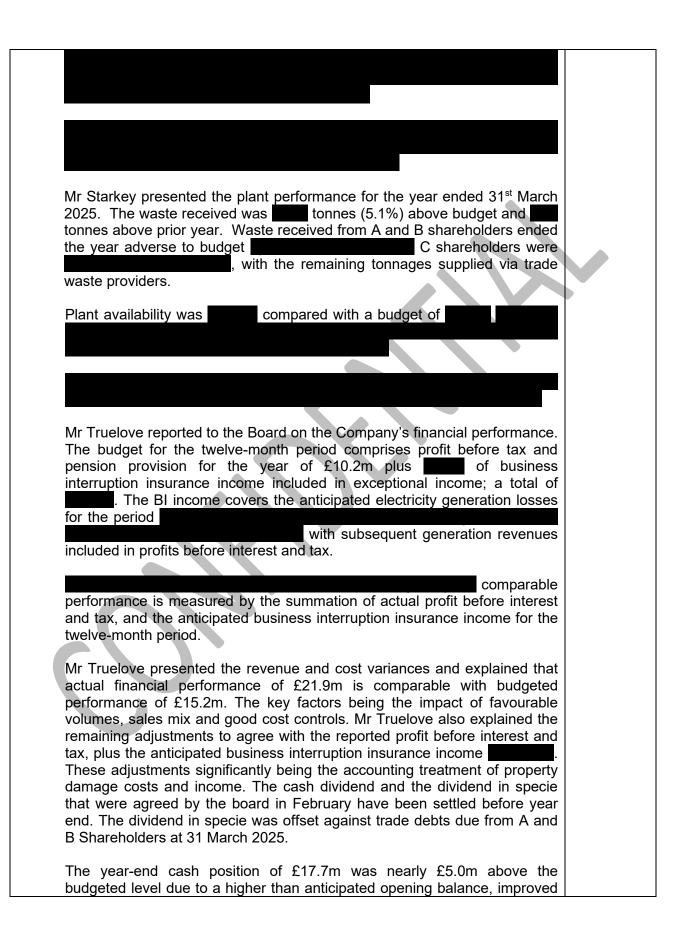
On 08/04/25 the EA approved our request to vary our site permit to increase the emissions limits for NOx and ammonia until 2 December 2027 and issued a variation notice. Works are on-going to review engineering options to allow the facility to continue to operate in accordance with BREF requirements.

Mr Starkey concluded his report by referring to the 2025 improvement programme. All projects were on target to be completed within the designated timescales.

#### Commercial Report

Mr Starkey updated the meeting on the current status of issues relating to certain waste contracts.





trading and a small impact from the timing of capital expenditure

Mr Truelove also reported to the Board that year-end tax calculations, including those in connection with the pension scheme cessation and the electricity generator levy, were not available for presentation within these board papers. Tax calculations are being prepared by our advisors, EY.

### 5. Review of Risk Register

Mr Starkey updated the Board on the items listed in the Business Risk Register, which were discussed and approved.

## 6. Going Concern Report

Mr Truelove presented the Going Concern Report which was read and approved by the Board.

#### 7. Insurance Renewal 2025-26

Mr Truelove presented a summary of the insurance renewal for 2025-26 which was reviewed and noted by the Board.

## 8. Senior Managers' Bonus

The Board approved the payment of the senior managers' and directors' bonus in the June 2025 payroll based on the draft financial results for the year.

### 9. Any other Business

No other business

#### Dates of next meetings

The dates of the next meetings were confirmed as:

Management Review Meeting Monday 16<sup>th</sup> June 2025 commencing at 10.00.

Method of meeting: Teams

Shareholder Panel Meeting Wednesday 25<sup>th</sup> June 2025 commencing at 16.00.

Method of meeting: Teams

Board Meeting Monday 14<sup>th</sup> July 2025 commencing at 10.00 at the

Registered Office

There being no further business, the Chairman closed the meeting at 11.33 am.

Chairman

