

Minutes

86th Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#86)

Telephone, 21st of October, 2019

1. Opening of the Meeting

The Chair opened the meeting and welcomed the following participants:

- Mr Åke Mikaelsson, Chair, SE
- Mr Rickard Nätjehall, SE
- Ms Elin Kronqvist, SE
- Mr Anders Törngren, SE
- Ms Helena Dahlbo, FI
- Ms Kristin Eine, NO
- Ms Olaug Bjaertnes, NO
- Ms Julia Bobina, IBS
- Mr Henrik Forsström, NEFCO

Specially invited: Mr Kirill Shchelchkov, EIPC RU

2. Adoption of the Agenda

The meeting agenda was adopted without any changes.

3. Follow-up of tasks distributed at the previous meetings (SHE#81)

The delegate assigned responsible gave a brief up-date of the findings as well as the extent of completion of their respective task:

Task	Responsible	Status
i. Distribute commented Word-version of SA1ab Summary report to SHE for comments	Åke	Done!
ii. Distribute Overview on Supporting Activities (incl. reference to Task Forces)	Åke	Done!
iii. Schedule time for a Komi HEG meeting early autumn and submit updated S&A reports on Ko4, Ko5, Ko6 and at the same time inform and encourage the HEG to request for assistance for this through Support Activity No6.	Alexander + Åke	Not done
iv. Invite TF on Contaminated Soils and give instructions on Proto-ToR for No6, refinement of applications for No6 at A7-1 (Katunino) and A9-2 (Onega Saw Mill) as well as for refinement of the draft ToR for Support Activity No2+3 for Contaminated Soils, incl. dates, seminar programme, lists of speakers, lists of invitees, study tour programmes, etc	Åke	Not done
v. Submit Screening & Analysis Reports (or corresponding information) on N2 + N3	Yana	Not done
vi. Submit Screening & Analysis Report on M7 to TF on WWTP with request for a TEC-review	Åke	Not done
vii. Submit Screening & Analysis Report on M10 to TF on Contaminated Grounds with request for a TEC-review	Åke	Not done
viii. Draft a response letter to the Murmansk HEG regarding M1, M2, M7 and M10	Åke	Not done
ix. Review and comment/approve the updated version of the proto-ToR for SHE Support	SHE	Done!

Activity No6 on Screening & Analysis and Specific Criteria. <i>PLEASE NOTE: It was agreed that if no comments are received by 4th of October 2019, the ToR should be regarded as Principally Approved by silent procedure and thus endorsed for funding of further project development</i>		
x. Review and comment/approve the updated version of the proto-ToR for SHE Support Activity No9 on Energy Saving. <i>PLEASE NOTE: It was agreed that if no comments are received by 4th of October 2019, the ToR should be regarded as Principally Approved by silent procedure and thus endorsed for funding of further project development.</i>	SHE	Not done
xi. Review and comment/approve on the ToRs for Support Activity No 10 on Communication Workshop and Videos. <i>PLEASE NOTE: It was agreed that if no comments are received by 4th of October 2019, the draft ToRs should be regarded as Principally Approved by silent procedure, and thus endorsed for funding of further project development.</i>	SHE	Pending Jessica's final review
xii. Prepare and invite the TF on Pulp & Paper, WWTPs, Mining & Metallurgy, Heat and Power Plants, Contaminated Ground, to an exercise for drafting (or support the drafting process for) Support Activity No6 and No7 on relevant hotspots such as A3-1, A7-1, A9-2, M3, M4, M5, M6, M7, M10, N2, N3 etc.	Åke+Henrik	Not done
xiii. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3	Henrik+Yana	Ongoing
xiv. Guided by the "Proto-ToR", draft a ToR for Support Activity No9 on Energy Savings and Reduced Climate Impact for a set of Barents hotspots and submit to SHE	Henrik	Ongoing
xv. Upload all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards	Åke	Not done

4. Review of Minutes from previous meetings

It was concluded that the Minutes from SHE#85 were not yet completed and thus agreed to postpone the review and approval till next meeting.

5. Up-date on Correspondence with the Regional Hotspot Exclusion Groups (Regional HEGs)

- a) Follow-up on communication with the regional HEGs incl. their readiness for conducting HEG meetings in the regions/or on telephone

It was concluded that Karelian HEG proposed to have a HEG meeting via Skype on the 14th of November 2019 at 08.00-11.00 CET

The Chair reported that in connection with the conduction of the Thematic Seminar (SuppAct 2) on Pulp and Paper Industry in Syktyvkar on 2-4th of October 2019, he had had a side meeting with minister Polshvedin, explaining the details in the Step 3-7 of the hotspots exclusion procedure and what correspondence that should take place between HEG and SHE during the implementation of Support Activity No4+5. During this meeting, the possibility for arranging a HEG meeting was also discussed and it was agreed that Minister Polshvedkin will link up with Alexander Druchinin and hopes to arrange a Komi HEG meeting on telephone or Skype in end of October 2019.

From Arkhangelsk, Murmansk and Nenets AO, no news were reported.

- b) Follow-up of the regional HEGs updating of Screening & Analysis reports and exclusion plans:

The documentation status and preparedness for exclusion of the remaining hotspots was reviewed and found as presented in the table below:

- i) Arkhangelsk: **A1-1 (lacking S&A)**, A1-2, A3-2, A6, A7-1, A7-2, **A9-1 (RPN statement recently received!)**, A9-2; **A5 = cleared for exclusion**
- ii) Karelia: K2, K3, K5, K6, K7, K8, K9)
- iii) Komi: Ko1, **Ko3-2**, Ko4, Ko5, Ko6, Ko8)
- iv) Murmansk: (remaining M1, M2, M3, M4, M5, M6, M7, M9, M10)
- v) Nenets AO: (remaining N1, N2, N3)

Underlined hotspot index indicates that discussion on Support Activities are ongoing

Fattened hotspot index indicates that SHE recommends the hot spot for Fast Track Exclusion **Fattened AND**

underlined hotspot index indicates that SHE and HEGs in dialogue recommend the hot spot for Full Track Exclusion via Support Activity No4+5

- c) Decisions on actions to be taken by SHE to assist and promote the documentary work of the HEGs, aiming for deserving hotspots to be excluded at the XIV Ministerial Meeting in Luleå on the 4-5th of February 2020

It was agreed to:

- i) Prepare document package and initiate a TEC-review on A9-1 (Rickard)
- ii) Send clear instructions to the BAT-bureau, Karelian HEG and K5-representatives on the order of necessary documents, who should send it and when (Åke/Rickard)
- iii) Send clear instructions to the BAT-bureau, Komi HEG and Ko3-2-representatives on the order of necessary documents, who should send it and when (Åke/Rickard)

6. Follow-up and Decisions on further steps with the Support Activities

- a) Review of Conducted and Soon Implemented Support Activities
 - i) It was agreed that the Summary Report on all five No1b Seminars was approved
 - ii) It was concluded that the report from the No2 Activity – Thematic Seminar on Pulp and Paper Industry in Syktyvkar had been distributed shortly prior to the meeting and it was agreed that the report should be approved by silent procedure till the 28th of October 2019. Prior to that, possible comments should be sent to SHE.
 - iii) It was concluded that the report from the No2 Activity – Thematic Seminar on Water and Wastewater Industry in Petrozavodsk had been distributed shortly prior to the meeting and it was agreed that the report should be approved by silent procedure till the 28th of October 2019. Prior to that, possible comments should be sent to SHE.
 - iv) Regarding the progress of the Support Activities No6 addressed for M3-M7 and M10, Henrik Forsström reported that due to the uncertainties regarding the contracting, no news on this could yet be reported. Since this issue now has been solved, it was agreed that Henrik contacts the consultants in Murmansk to get a good update of the progress and a clear understanding of the dates when the Screening & Analysis reports could be delivered and possible Criteria Setting Meetings held.
- b) Review of the ToRs for Support Activities received – Principle Approval:
 - i) The ToR for Support Activity No4+5 addressed for Ko3-2 - Mondi Syktyvkar was reviewed and discussed.
 - ii) The ToR for Support Activity No4+5 addressed for K5 - Petrozavodsk WWTP was reviewed and discussed

For the further development of as well the ToR for Support Activity No4+5 addressed for Ko3-2 - Mondi Syktyvkar as for the ToR for Support Activity No4+5 addressed for K5 - Petrozavodsk WWTP

it was agreed that clarifying guidelines are provided incl. a) how the No4+5 activities correlate with the hotspot exclusion procedure, b) instructions on what is expected from whom and when as well as c) to use the SHE format for the ToR (Åke)

It was also agreed that a somewhat more detailed budget be requested from the TF on Permit Granting and that Mikael Lundholm as TF Chair should copy both the TF on WWTP and TF on Pulp and Paper when refining the two ToRs. (Mikael Lundholm)

- c) Decision on the further drafting of Support Activities into complete ToRs, e.g:
- i) Regarding the further drafting of ToR for Support Activity No6 addressed for N3 – Wastewater Treatment in Naryan-Mar, it was concluded that – due to flooding at the government authority building in Naryan-Mar – no progress had been made.
 - ii) Regarding the further drafting of ToR for Support Activity No9 on Energy Savings and Reduced Climate Impact on a Set of Barents Hotspots it was concluded that no progress was made.

Henrik Forsström from NEFCO reported that an internal meeting had taken place at NEFCO a few hours earlier, i.e. on October 21, clarifying procedural issues so that the contracts with the BAT-bureau and other consultants involved in the Support Activities could be signed. It was further approved that the Barents Hot Spot Facility (BHSF) at NEFCO can be used for funding Supporting Activities also for the next two years.

7. WGE and Communication Issues

- a) Up-date from the TF On Communication

Julia reported that the TF on Communication held a meeting on the 14th of October 2019, where they concluded that the TF will give priority to refine the ToR on the Video Productions. For the Communication workshop, the concept as well as possible dates will be further elaborated by the group in dialogue with communication colleagues in the regions.

It was agreed that Åke and Rickard will produce a draft 'narrative' for a general video about the history of the Barents exclusion process and the work done.

- b) Discussion and Decision on Orange labelling of K5 and Ko3-2 and how this should be facilitated

The function of the colour classification of the Hotspot Exclusion Procedure as means for encouragement and announcement of progress of the hotspot owners systematic and cooperative work, was discussed. The Chair reminded about the *systematic administrative* work in Steps 3 – 5 shall justify "orange" labelling of a hotspot and the *systematic physical* work in Steps 6-7 shall justify the hotspots being labelled as "yellow".

It was concluded that Petrozavodsk WWTP and Mondi PPM in Syktyvkar through their participation in Support Activities 4+5 now enter a phase of systematic administrative work through criteria definition, action planning (via EPEP) and approval of the action plan, which bring them through Steps 3-5 of the hotspots exclusion procedure.

It was agreed that in follow of this, the colour labelling for K5 and Ko3-2 should be changed from red to orange in a) the hotspot map and b) the table at the IBS web-site (Julia). *It was also agreed* that c) a news flash should be drafted (Åke/Jessica/Anders and Kristina) to be published on the Barents website.

- c) Feedback and advices on the usability of the SHE-library at SharePoint

It was concluded that all participants had successfully tried to get access to the SHE Platform at SharePoint and looked forward to have the platform enriched also with a more complete set of SHE documents.

8. Summary of Next Steps and Distribution of Tasks

In follow of the meeting, the following old and new tasks were distributed, here re-arranged and sorted in chronological order:

Task	Responsible	Date
i. Submit Screening & Analysis Report on M7 to TF on WWTP with request for a TEC-review	Åke	28Oct2019
ii. Submit Screening & Analysis Report on M10 to TF on Contaminated Grounds with request for a TEC-review	Åke	28Oct 2019
iii. Send clear instructions to the BAT-bureau, <i>Karelian HEG and K5</i> -representatives on the order of necessary documents, who should send it and when	Åke/Rickard	28Oct2019
iv. Send clear instructions to the BAT-bureau, <i>Komi HEG and Ko3-2</i> -representatives on the order of necessary documents, who should send it and when	Åke/Rickard	28Oct2019
v. Prepare document package and initiate a TEC-review on A9-1	Rickard	28Oct2019
vi. Book a HEG meeting with Karelia on November 14, 2019	Rickard	28Oct2019
vii. Review and comment/approve on the Report from No2 Activity – Thematic Seminar on Water and Watwater Industry in Petrozavodsk <i>PLEASE NOTE:</i> It was agreed that if no comments are received by the 28th of October 2019, the report should be regarded Approved by silent procedure, and thus endorsed for for final payment	SHE	28Oct2019
viii. Review and comment/approve on the Report from No2 Activity – Thematic Seminar on Pulp and Paper Industry in Syktyvkar <i>PLEASE NOTE:</i> It was agreed that if no comments are received by the 28th of October 2019, the report should be regarded Approved by silent procedure, and thus endorsed for final payment	SHE	28Oct2019
ix. Request a somewhat more <i>detailed budget</i> on the ToR for Support Activity No4+5 addressed for Ko3-2 - Mondi Syktyvkar as for the ToR for Support Activity No4+5 addressed for K5 - Petrozavodsk WWTP for from the TF on Permit Granting	Åke	28Oct2019
x. Instruct Mikael Lundholm as Chair of the TF on Permit Granting should copy both the TF on WWTP and TF on Pulp and Paper when refining the two ToRs	Åke	28Oct2019
xi. Schedule time for a Komi HEG meeting early autumn and submit updated S&A reports on Ko4, Ko5, Ko6 and at the same time inform and encourage the HEG to request for assistance for this through Support Activity No6	Alexander + Åke	1Nov2019
xii. Invite TF on Contaminated Soils and give instructions on Proto-ToR for No6, refinement of applications for No6 at A7-1 (Katunino) and A9-2 (Onega Saw Mill) as well as for refinement of the draft ToR for Support Activity No2+3 for Contaminated Soils, incl. dates, seminar programme, lists of speakers, lists of invitees, study tour programmes, etc	Åke	1Nov2019

xiii. Submit Screening & Analysis Reports on N2 + N3	Yana	1Nov2019
xiv. Draft a response letter to the Murmansk HEG regarding M1, M2, M7 and M10	Åke	1Nov2019
xv. For A1-1, investigate whether an updated S&A can be made rapidly	Henrik	1Nov2019
xvi. Contact the NEFCO consultants in Murmansk about the No6 deliverables and request a status update	Henrik	1Nov2019
xvii. Produce a draft 'narrative' for a general video about the history of the Barents exclusion process and the work done	Åke/Rickard	1Nov2019
xviii. Execute the change of colour classification from "red" to "orange" for K5 and Ko3-2 a) at the hotspot map and b) in the table presenting the hotspots at the IBS Website	Julia	1Nov2019
xix. Draft a news flash that can be published on the Barents website	Åke+Jessica+Rickard +Anders+Kristina	1Nov2019
xx. Provide clarifying guidelines to the ToR for Support Activity No4+5 addressed for Ko3-2 - Mondy Syktyvkar as for the ToR for Support Activity No4+5 addressed for K5 - Petrozavodsk WWTP incl. a) how the No4+5 activities correlate with the HSEP, b) instructions on what is expected from whom and when as well as c) to use the SHE format for the ToR	Åke	1Nov2019
xxi. Prepare and invite the TF on Pulp & Paper, WWTPs, Mining & Metallurgy, Heat and Power Plants, Contaminated Ground, to an exercise for drafting (or support the drafting process for) Support Activity No6 and No7 on relevant hotspots such as A3-1, A7-1, A9-2, M3, M4, M5, M6, M7, M10, N2, N3 etc.	Åke+Henrik	SHE#87
xxii. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3	Henrik + Yana	SHE#87
xxiii. Guided by the "Proto-ToR", draft a ToR for Support Activity No9 on Energy Savings and Reduced Climate Impact for a set of Barents hotspots and submit to SHE	Henrik	SHE#87
xxiv. Upload all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards	Åke	SHE#87
xxv. Provide presentation on Barents hotspot work to NEFCO board	Åke/Henrik	SHE#88

9. Next SHE Meeting

The next SHE-meeting (#87) will be a physical (lunch- to lunch) meeting held on **the 6-7 November at 09.00-17.00 CET at the Swedish EPA Headquarters at Virkesvägen 2 in Stockholm.**

Indicative meeting schedule is to start the meeting at 13.00 on the 6th of November and to close it at 12.00 CET on the 7th of November 2019. A more detailed programme will be submitted within soon.

10. Closure of the Meeting

The Chair expressed his gratitude to the attending SHE members and closed the meeting 12.00 CET.

Meeting Documents (see SharePoint):

- AppSHE#86.6ai - SummaryReport on SuppActNo1ab in BEAR 2019 En (FINAL).pdf
- AppSHE#86.6aii SuppAct2a in Syktyvkar Rpt En.pdf
- AppSHE#86.6aiii SuppAct2b in Petrozavodsk Rpt En.pdf
- AppSHE#86.6b - Draft ToR SuppAct No4+5 Action Planning and Permit Granting Pulp and Paper and WWTP En.doc