

# Minutes

## 90<sup>th</sup> Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#90)

Telephone, 18<sup>th</sup> of December, 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
- Mr Mikael Lundholm, SE, Chair of SHE TF on Permit Granting
- Mr Anders Törngren, SE, Chair of TF on Pulp and Paper Industries and TF on Heat and Power Plants
- Ms Jessica Heinecke-Dahl, SE, Chair of the TF on Communication (from agenda point 7)
- Ms Elin Kronqvist, SE, WGE Chair (from agenda point 4)
- Ms Helena Dahlbo, FI
- Ms Kristin Eine, NO
- Ms Olaug Bjaertnes, NO
- Ms Julia Bobina, IBS
- Mr Henrik Forsström, NEFCO
- Mr Ruslan Butovsky, NEFCO Consultant (only agenda points 1-4)

### 2. Adoption of the Agenda

The meeting agenda (rev3) was adopted with addition of p10 – “Any other Business”.

### 3. Follow-up of tasks distributed at the previous meetings (SHE#89)

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. Send the criteria letter on Ko3-2 for translation and then distribute the English version to SHE	Åke	Done!
ii. Ask Julia to arrange translation into Russian of the Letter to Murmansk agreed on at SHE#88	Åke	Done!
iii. Ask Julia to arrange translation of the Murmansk intermediary results on No6 assignments for M3, M5, M6, M7 and M10 (connect consultant with interpreter)	Åke	Done!
iv. Add a note under K7 in the Letter to the Karelian HEG, that SHE received the Screening & Analysis Report on K7 from 2015 but needs additional information.	Åke and Alexander	Done!
v. Submit all the approved and translated letters to the HEGs in Arkhangelsk, Karelia, Komi, NAO	Alexander	Not done
vi. Submit Russian translation of Letter to Murmansk with appendices to Murmansk HEG	Alexander	Not done
vii. Prepare a template for the Report on Action Plan Implementation	Anders + Åke	Done!
viii. Up-date the ToRs for Communication ToolBox and Communication Workshop in accordance to SHE#89.6ciiii.	TF on Communication	Done!
ix. Review the Screening Analysis Report on K7 and write a TEC-review	TF on Heat and Power Plants	Task pending clarifications from HEG

x. Review the Screening Analysis Report on K9 and write a TEC-review	TF on Waste	On-going
xi. Consider time and forms for a Specific Exclusion Criteria Definition Meeting for K9	TF on Waste	Not done
xii. Review and comment on the the SIGRA application on M4	TF on Heat and Power Plants	Not done
xiii. Remind Yana about the existing Screening & Analysis Reports on N2 and N3	Åke	Done!
xiv. Update the Exclusion Documentation Overview	Åke	Done!
xv. Prepare a good presentation on the SHE work till the Ministerial meeting	Åke	On-going
xvi. Write down some general principles on which participants and organizations BHSF can fund in the different SHE Support Activities	Henrik	Pending input from NEFCO
xvii. Provide input on how statements from SHE should be reflected in the minutes of coming SHE meetings on BHSF funding requested by SHE for engaging TF members nominated by NEFCO, development of ToR and to implement selected Support Activities, or any other funding support that SHE may require from NEFCO.	Henrik	Pending input from NEFCO
xviii. Submit Screening & Analysis Reports on N2 + N3	Yana	Done!
xix. Produce a draft 'narrative' for a general video about the history of the Barents exclusion process and the work done	Åke/Rickard	Postponed to Jan/Feb, 2020
xx. Prepare and invite all Task Forces 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
xxi. Consider how to appropriately address and facilitate the communication needs in the four sub-steps (P2f, P5b, P6c, P7d) of the Hot Spot Exclusion Procedure	TF Communication	Done!
xxii. 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
xxiii. Produce a timeline for expected deliverables and deadlines for the administration of Full Track Exclusion for K5 and Ko3-2 as well as for possible Fast Track Exclusions	Rickard/Åke	Done!
xxiv. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3	Matti Iikkanen	On-going
xxv. Continue up-loading all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards	Åke	14 January, 2020
xxvi. Provide presentation on Barents hotspot work to NEFCO board	Åke/Henrik	March 2020

#### 4. Review of Minutes from previous meetings

- i) The Minutes from SHE #89 (Telephone) on the 9<sup>th</sup> of December 2019 were approved.

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

- a) Follow-up on communication with the regional HEGs

i) Arkhangelsk HEG:

- No news received
- In follow of the discussion at the meeting, initiated by Norway, it was agreed to adjust the letter to the Arkhangelsk HEG so that SHE requests an S&A report also for A9-2.

ii) Karelian HEG:

- SHE took note of the announcement from the BAT Bureau, that the EPEP for K5 should be delivered by the end of the week (i.e. till the 20<sup>th</sup> of December 2019).

iii) Komi HEG:

- SHE took note of the fact that the Action Plan, in the form of Environmental Performance Enhancement Plan, EPEP, has been received for hotspot Ko3-2.

- It was agreed that SHE asks the TF for Pulp and Paper to review the EPEP for Ko3-2 for approval and/or comments and continues its work with the intention to promote Ko3-2 for full track at MiMxiv in Luleå on 4-5<sup>th</sup> of February 2020.
  - In follow of the discussion at the meeting, initiated by Norway, it was agreed to adjust the letter to the Komi HEG so that *SHE's request for an S&A report for Ko1 is removed*.
- iv) Murmansk HEG:
- Based on the comments addressed by Norway earlier, a revised version of the draft letter to Murmansk HEG had been distributed by the Chair (see App SHE#90.5aiv4), recognising the recently announced fact that the Norilsk Nickel Ltd at its London meeting on 18<sup>th</sup> of October 2019 had announced its planned closure of the smelter in Nikel (part of hotspot M1 "Pechenganickel) and also suggesting the Murmansk HEG to arrange a HEG-meeting during the 2<sup>nd</sup> quarter of 2020 incl. 1) Report on the Support Activities on M3, M4, M5, M6, M7 and M10, 2) reporting on the situation at M1 and 3) discussing further hotspot work. The new draft was discussed and minor changes agreed (correcting the description so that only part of M1 (the smelter operation in the town of Nikel) is planned to be closed down, while the part in Zapolyarnyj so far will continue.
  - ***It was agreed*** that the revised version of the letter to the Murmansk HEG was adopted, given the minor changes discussed at SHE#90, regarding M1 only partially affected by the closure of the smelter in Nikel.
- v) Nenets AO HEG:
- It was concluded that up-dated Screening & Analysis Reports on N1, N2 and N3 were received, thus covering all the remaining hotspots in NAO!
- vi) In general (i.e. regarding all regional HEGs)
- Taking into regard that the contracting of the SuppAct consultants had been delayed and that the translated versions of the letters to all HEGs (approved at SHE#88) were not yet distributed, it was found justified to postpone the deadlines for updated.
  - In discussions with the Russian co-chair shortly after the meeting, ***it was agreed that***, based on these conclusions by SHE, the deadlines for Screening & Analysis Reports as well as for Specific Criteria to all HEGs will be postponed till a suitable date in March 2020.
- b) Review of the remaining hotspots
- i. It was concluded that the "*Overview of Exclusion Documentation.doc*" (App SHE#90.5bii) had been up-dated with the intention to reflect the recently received documentation from Karelia and Nenets as well as the progress on the implementation of the Support Activities for all regions. The SHE Chair commented that he will try to make yet another up-date before MiMxiv.
  - ii. No new priorities were expressed from the regional HEGs.
  - iii. It was reconfirmed that K5 and Ko3-2 should be labelled as "orange" and that A5 and A9-1 are labelled "yellow" and that the request for this had been communicated to the administrators (Mr Arto Viitikka in Rovaniemi) for up-dating of the Barentsinfo website, expected to be executed in January, 2020.
- c) Decisions on further documentary steps towards exclusion - It was agreed that:
- i. Adoption of/Comments on the Proposed Specific Exclusion Criteria (D3b of the HSE Procedure)
    1. *SHE agreed to approve the Specific Exclusion Criteria proposed for K5* [App SHE90.5ci1b – (D3b) SpecificCriteriaProtocol K5 (11Dec2019) En.doc] under the condition that the SHE TF on Wastewater approves it as well
    2. *SHE agreed to approve the Specific Exclusion Criteria proposed for Ko3-2* [App SHE90.5ci2b – (D3b) SpecificCriteriaProtocol Ko3-2 (29Nov2019) En.doc], taking into regard the recommendation of the SHE TF on Pulp and Paper

- ii. Adoption of/Comments on the Letter of Approval of Specific Exclusion Criteria with Request on Drafting an Action Plan (D3c of the HSE Procedure)
  - 1. *SHE agreed to approve the Letter of Approval of Specific Exclusion Criteria with Request on Drafting an Action Plan for K5* (App SHE#90.5cii1), given that the Specific Criteria could be approved by TF for Wastewater) and in congruence with the editorial changes agreed on for (App SHE#90.5cii2 below).
  - 2. After an editorial discussion, *SHE agreed to approve the Letter of Approval of Specific Exclusion Criteria with Request on Drafting an Action Plan for Ko3-2* (App SHE#90.5cii2) taking into regard the editorial changes agreed on during the meeting.
    - ⇒ SHE TF Chair Mr Mikael Lundholm was asked to include the editorial changes to (D3c) as drafted during the meeting and provide the revised version to SHE, addressed for as well K5 as Ko3-2 in both English and Russian languages.
  
- iii. Adoption of/ Comments on the Draft Action Plans (D4a of the HSE Procedure)
  - 1. SHE agreed to, given receipt, review and comments from the TF on Water and Wastewater, approve the Draft Action Plan (in the form of "EPEP") D4a of the HSE Procedure) for K5 by silent procedure\* till 31<sup>st</sup> of December 2019. (The EPEP for K5 is expected within the next few days after SHE#90.)
  - 2. SHE agreed to, given review and comments from the TF on Pulp and Paper, approve the Draft Action Plan (in the form of "EPEP", see App SHE#90.5ciii2c) - D4a of the HSE Procedure - for Ko3-2 by silent procedure\* till 31<sup>st</sup> of December 2019.
    - \*) Silent procedure means in this case that when TF has reviewed and commented the EPEP, SHE may review and comment on it as well but if no objections are announced by 31<sup>st</sup> of December 2019, the document is regarded approved by SHE "automatically".)
  
- iv. Adoption of/ Comments on the Letter from SHE to Owner with HEG Decision and Request to Implement the Action Plan/EPEP (D5c of the HSE Procedure)
  - 1. SHE gave its principal approval of the (D5c) Draft Letter from SHE to Owner, approving the EPEP and requesting Implementation Report on the Action Plan for K5 (following the corresponding formulations as in the edited version of App SHE#90.5civ2, see below.) The submission of the letter, however, requires approval of D4a above.
  - 2. SHE approved the (D5c) Draft Letter from SHE to Owner, approving the EPEP and requesting Implementation Report on the Action Plan for Ko3-2 (App SHE#90.5civ2) for Ko3-2 with minor editorial adjustments as discussed during the meeting.
    - ⇒ SHE TF Chair Mr Mikael Lundholm was asked to include the editorial changes to (D5c) as drafted during the meeting and provide the revised version to SHE, addressed for as well K5 as Ko3-2 in both English and Russian languages.

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

- a) Follow-up of Conducted and Soon Implemented Support Activities
  - i) Mikael Lundholm informed on the on-going Support Activity No4 on Mondi Syktyvkar (Ko3-2) is finalised with the submission of the letters D3c and D5c as agreed under item 5c above and
  - ii) The corresponding Support Activity No4 for Petrozavodsk WWTP (K5) is soon completed, with only the final drafting of the Action Plan (as an "EPEP") for Petrozavodsk WWTP (K5) left. According to the BAT Bureau, the EPEP for K5 is expected within a few days after SHE#90.

- iii) MikaelLundholm also reported that the Support Activity No5 for both K5 and Ko3-2 is proceeding with the formal adoption of the two EPEPs taking place via internet voting of Russian federal experts (i.e. according to the Russian EIP procedures) as well as a joint summary seminar on K5 and Ko3-2 planned to take place on 27-29<sup>th</sup> of January in St Petersburg. The seminar will spend ½ day each for presenting and discussing the permit granting procedure for K5 and Ko3-2 respectively and another ½ day for an excursion to the St Petersburg Vodokanal. SHE delegates as well as relevant TF members are invited to join. A draft program will be circulated when ready.
  - iv) In addition to the joint seminar, SHE urged for another ½ day meeting with SHE, TFs and the BAT Bureau after the seminar for assessing the Support Activity work, the HSE Procedure vs the Russian EIP Procedure and planning for the further work. *It was agreed* that Mikael will discuss different options with the BAT Bureau and reflect this in the draft seminar programme.
- b) Review and up-date of experts in the thematic Task Forces and Technical Expert Committees
    - i) No changes to the expert list were noted
  - c) Review and Final Approval of the ToRs for Support Activities received
    - i) SHE approved the Draft Terms of References to the Support Activity No 10 – Communication Workshop (see, App SHE#90.6ci - RevToR SuppActNo10)
    - ii) SHE approved the Draft Terms of References to the Support Activity No 10 – Communication Toolbox (see, App SHE#90.6cii).

#### **7. Report from the TF on Strategic SHE Communication, and discussion on possible communication activities for promoting action projects within the HSE Procedure**

- a) Up-date on relevant communication issues
  - i) The TF Chair on Communication, Ms Jessica Henecke-Dahl reported that an online meeting with the communication officers of Norrbotten, Västerbotten and the Swedish Ministry of Environment will take place within soon where communication activities during the WGE ministerial meeting in February 4-5, 2020 will be discussed. The County Administrative Board of Norrbotten will take the lead on organizing the activities there.
  - ii) Rickard Nätjehall briefly described the up-dates of the Brochure to be issued till the Ministerial Meeting, where it now is sufficiently clear that also the exclusions of Ko3-2 and most probably also K5 can be reported on as “double-pilots” on as well Fast Track Exclusion as the Russian EIP procedure.
  - iii) The Chair once again stressed the importance for the TF on Communication issues to cooperate closely with the communication staff of Mondri Syktyvkar (Ko3-2) and Petrozavodsk WWTP (K5) in order to conclude on their preferences for publication on the web-site and other media regarding the key documents: Screening & Analysis Report, (D2f), Action Plan (D5b) Final Implementation Report (D7d) they have. The Chair repeatedly informed that these decisions are the key elements in the cooperation on communication within the Hotspot work.
- b) Decisions on further steps with the communication work
  - i) A meeting for the TF on Communication has been scheduled to take place in Helsinki on the 16<sup>th</sup> of January 2020.
  - ii) Jessica re-confirmed that the date for the Communication Workshop preliminary is set to 17-18 February, 2020 in St Petersburg
  - iii) The work with the Hotspot Exclusion Communication Toolbox is supposed to be launched after the Ministerial Meeting (MiMxiv)

- iv) Outreach to regional communication colleagues regarding individual hotspots Julia will do some outreach to communication officers in the Barents regions to do some promotion for the planned workshop.

### 8. Summary of Next Steps and Distribution of Tasks

In follow of the meeting, the following old and new tasks were distributed (re-arranged chronologically):

Task	Responsible	Deadline
i. Update the letters to the HEGs, guided by the comments sent by Olaug and other aspects discussed at SHE#90 and send to Alexander for translation	Rickard/Åke	20 Dec 2019
ii. Make minor adjustments to the letter to Murmansk HEG to correctly reflect the announced changes at M1 (just a part of M1 is planned for closure)	Åke/Rickard	20 Dec 2019
iii. Include the editorial changes to <b>(D3c)</b> as drafted during the SHE#90 meeting and provide the revised version to SHE, addressed for as well K5 as Ko3-2 in both English and Russian languages	Mikael	20 Dec 2019
iv. Submit revised and translated version of Letter D3c for K5 to Karelian HEG	Alexander	27 Dec 2019
v. Submit revised and translated version of Letter D3c for Ko3-2 to Komi HEG	Alexander	27 Dec 2019
vi. Translate changes and submit all the approved and complete Russian translations to the HEGs in Arkhangelsk, Karelia, Komi, NAO	Alexander	27 Dec 2019
vii. Translate changes and submit the complete Russian translation of Letter to Murmansk with appendices to Murmansk HEG	Alexander	27 Dec 2019
viii. Review and comment on <b>(D4a)</b> the EPEP for Ko3-2 for approval and/or comments/recommendations with the intention to promote Ko3-2 for full track exclusion at MiMxiv in Luleå on 4-5 <sup>th</sup> of February 2020	TF on Pulp and Paper	27 Dec 2019
ix. Complete the Draft EPEP for K5 – Petrozavodsk WWTP and submit to SHE	TF on Permit Granting (BAT Bureau)	27 Dec 2019
x. Review and comment on <b>(D4a)</b> the EPEP for K5 for approval and/or comments/recommendations with the intention to promote Ko3-2 for full track exclusion at MiMxiv in Luleå on 4-5 <sup>th</sup> of February 2020	TF on WWTP	27 Dec 2019
xi. Approve/comment on the Action Plan for K5 (as an “EPEP”) by silent procedure	SHE	31 Dec 2019
xii. Approve/comment on the Action Plan for Ko3-2 (as an “EPEP”) by silent procedure	SHE	31 Dec 2019
xiii. Include the editorial changes to <b>(D5c)</b> as drafted during the meeting and provide the revised version to SHE, addressed for as well K5 as Ko3-2 in both English and Russian languages	Mikael	31 Dec 2019
xiv. Upon approval of the EPEP for K5: Submit the edited and translated version of D5c for K5 to Karelian HEG and Petrozavodsk WWTP	Alexander/Åke	2 Jan 2020
xv. Upon approval of the EPEP for K5: Submit the edited and translated version of D5c for Ko3-2 to KomiHEG and Mondi Syktyvkar	Alexander/Åke	2 Jan 2020
xvi. Review the Screening Analysis Report on K7 and write a TEC-review	TF on Heat and Power Plants	14 Jan 2020
xvii. Review the Screening Analysis Report on K9 and write a TEC-review	TF on Waste	14 Jan 2020
xviii. Consider time and forms for a Specific Exclusion Criteria Definition Meeting for K9	TF on Waste	14 Jan 2020
xix. Review and comment on the the SIGRA application on M4	TF on Heat and Power Plants	14 Jan 2020
xx. Prepare a good presentation on the SHE work till the Ministerial meeting	Åke	14 Jan 2020
xxi. Write down some general principles on which participants and organizations BHSF can fund in the different SHE Support Activities	Henrik	14 Jan 2020

xxii. Provide input on how statements from SHE should be reflected in the minutes of coming SHE meetings on BHSF funding requested by SHE for engaging TF members nominated by NEFCO, development of ToR and to implement selected Support Activities, or any other funding support that SHE may require from NEFCO.	Henrik	14 Jan 2020
xxiii. Produce a draft 'narrative' for a general video about the history of the Barents exclusion process and the work done	Åke/Rickard	29 Jan 2020
xxiv. Prepare and invite all Task Forces 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	29 Jan 2020
xxv. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3	Matti Iikkanen	29 Jan 2020
xxvi. Continue up-loading all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards	Åke	29 Jan 2020
xxvii. Provide presentation on Barents hotspot work to NEFCO board	Åke/Henrik	March 2020

## 9. Next SHE Meeting

It was agreed and reconfirmed respectively, that the next meetings should be scheduled as follows:

SHE#91: Tuesday 14<sup>th</sup> of January 2020 at 13.00-15.00 CET/14.00-16.00 EET/15.00-17.00 MT (Telephone)

SHE#92: Wednesday 29<sup>th</sup> of January (St Petersburg). The date is set indicatively and pending on the programme for the Support Activity No5, planned the two days before.

## 10. Closure of the Meeting

The Chair expressed his gratitude to the SHE delegates for their participation and closed the meeting at 16.30 CET. The delegates wished each other Merry Christmas and a Happy New Year.

### Meeting Documents

- AppSHE#90.4i - Draft Minutes SHE#89 on Telephone on 9<sup>th</sup> of December 2019 En.doc
- App SHE#90.5aii1 - Information on Karelian hotspots 10Nov2019 Ru
- App SHE#90.5aii2 - Information on Karelian hotspots 10Nov2019 En
- App SHE#90.5aii1 - Response Letter (inkl App1) to Murmansk HEG regarding TEC-reviews on M1 M2 M4 and M10 (revNO 11Nov2019) Ru
- App SHE#90.5aii2 - TEC review M1\_PechengaNickel\_NV Draft12Feb2019 (rev6Nov2019) Ru
- App SHE#90.5aii3 - TEC review M2\_SeveroNickel\_Monchegorsk\_NV\_Draft12Feb2019 En (rev6Nov2019) Ru
- App SHE#90.5aii4 - Revised Response Letter to Murmansk HEG regarding TEC-reviews on M1 M2 M4 and M10 (RevSE 17Dec2019) En
- App SHE#90.5av - NAO Hot Spots summary report N1N2N3 updated 08.05.2018\_En
- AppSHE#90.5bii - Overview of Exclusion Documentation (18Dec2019) En.pdf
- App SHE90.5ci1a – (D3b) SpecificCriteriaProtocol K5 (11Dec2019) Ru.pdf
- App SHE90.5ci1b – (D3b) SpecificCriteriaProtocol K5 (11Dec2019) En.doc
- App SHE#90.5ci1c - Letter to SHE on Specific Criteria K5 (10Dec2019) En.pdf
- App SHE90.5ci2a – (D3b) SpecificCriteriaProtocol Ko3-2 (29Nov2019) Ru.pdf
- App SHE90.5ci2b – (D3b) SpecificCriteriaProtocol Ko3-2 (29Nov2019) En.doc
- App SHE#90.5ci2c – Letter to SHE on Specific Criteria Ko3-2 (29Nov2019) En.pdf
- App SHE#90.5cii2 - Draft letter (D3c) from HEG to HS owner Ko3-2 to develop an Action Plan En
- App SHE#90.5ciii2a - (D4a) ActionPlan (EPEP) for Ko3-2 Ru

- App SHE#90.5ciii2b - Letter to SHE from Mondi on ActionPlan(EPEP) 16Dec2019 En
- App SHE#90.5ciii2c - (D4a) ActionPlan (EPEP) for Ko3-2 En
- App SHE#90.5civ2 - Draft letter (D5c) from SHE to HS owner Ko3-2 to Implement Action Plan En
- App SHE#90.6a – Report on SuppActNo2 to PetrozavodskAndNaryan-Mar Nov2019 En
- App SHE#90.6b - Summary Table on TF experts (4Nov2019) En
- App SHE#90.6ci - RevToR SuppActNo10 - Communication Workshop 9Dec 2019 En
- App SHE#90.6cii - RevToR SuppActNo10 - Communication Toolbox 12dec2019 En
- App SHE#90.9i - Timeline Full-track exclusion Ko3-2 and K5