

# Minutes

## 91<sup>st</sup> Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#91)

Telephone, 14<sup>th</sup> of January, 2020

### 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
- Ms Kristina Svinhufvud, Chair of SHE TF on Water and Wastewater Treatment Plants
- 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 6)
- Ms Elin Kronqvist, SE, WGE Chair
- Ms Helena Dahlbo, FI
- Ms Kristin Eine, NO
- Ms Julia Bobina, IBS
- Ms Maria Dianova, IBS
- Ms Tatiana Guseva, BAT-Bureau, Russian Expert in the TF on Permit Granting
- Mr Henrik Forsström, NEFCO
- Mr Ruslan Butovsky, NEFCO Consultant

### 2. Adoption of the Agenda

The meeting agenda (rev2) was adopted without changes.

### 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. 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 | Done!  |
| 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 | Done!  |
| 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      | Done!  |
| iv. Submit revised and translated version of Letter D3c for K5 to Karelian HEG  | Alexander   | Done!  |
| v. Submit revised and translated version of Letter D3c for Ko3-2 to Komi HEG  | Alexander   | Done!  |
| vi. Translate changes and submit all the approved and complete Russian translations to the HEGs in Arkhangelsk, Karelia, Komi, NAO  | Alexander   | Done!  |
| vii. Translate changes and submit the complete Russian translation of Letter to   | Alexander   | Done!  |

|  |                                    |                                  |
|--|------------------------------------|----------------------------------|
| Murmansk with appendices to Murmansk HEG   |                                    |                                  |
| 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               | Done!                            |
| ix. Complete the Draft EPEP for K5 – Petrozavodsk WWTP and submit to SHE   | TF on Permit Granting (BAT Bureau) | Done!                            |
| 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                         | Done!                            |
| xi. Approve/comment on the Action Plan for K5 (as an “EPEP”) by silent procedure   | SHE                                | Done!                            |
| xii. Approve/comment on the Action Plan for Ko3-2 (as an “EPEP”) by silent procedure   | SHE                                | Done!                            |
| 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                             | Done!                            |
| 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                      | Ongoing                          |
| 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                      | Ongoing                          |
| xvi. Review the Screening Analysis Report on K7 and write a TEC-review   | TF on Heat and Power Plants        | Review done, TEC-review underway |
| xvii. Review the Screening Analysis Report on K9 and write a TEC-review  | TF on Waste                        | Review done, TEC-review underway |
| xviii. Consider time and forms for a Specific Exclusion Criteria Definition Meeting for K9   | TF on Waste                        | Ongoing                          |
| xix. Review and comment on the SIGRA application on M4   | TF on Heat and Power Plants        | Ongoing                          |
| xx. Prepare a good presentation on the SHE work till the Ministerial meeting   | Åke                                | Ongoing                          |
| xxi. Write down some general principles on which participants and organizations BHSF can fund in the different SHE Support Activities  | Henrik                             | Not done                         |
| 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                             | Not done                         |
| xxiii. Produce a draft ‘narrative’ for a general video about the history of the Barents exclusion process and the work done  | Åke/Rickard                        | Scheduled to SHE#92              |
| 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                       | Scheduled to SHE#92              |
| xxv. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3   | Matti Iikkanen                     | Unclear                          |
| xxvi. Continue up-loading all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards   | Åke                                | Scheduled to SHE#92              |
| xxvii. Provide presentation on Barents hotspot work to NEFCO board   | Åke/Henrik                         | Scheduled to March 2020          |

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

- i) The Minutes from SHE #90 (Telephone) on the 18<sup>th</sup> of December 2019 were approved.

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

- a) Overview and Decisions on the hotspots K5 and Ko3-2, aiming for Full-Track Exclusion
- i. As prerequisites for the Exclusion administration of hotspot K5– Petrozavodsk WWTP it was concluded that:
0. The up-dated version of (D3c) Draft letter from HEG to HS owner K5 to Develop an Action Plan was approved by SHE with request to submit to the owner a.s.a.p.
  1. Taking into considerations the recommendations from the SHE Task Force for Water and Waste Water Treatment Plants, it was agreed that the Environmental Performance Enhancement Plan – “EPEP” (corresponding to the Action Plan = D4a of the HSE Procedure) for K5 was approved by SHE.
  2. The revised version of the Letter from SHE to Owner with HEG Decision and Request to Implement the Action Plan/EPEP for K5 (D5c of the HSE Procedure) was approved by SHE with request to submit to the owner a.s.a.p.
  3. The EPEP for K5 is written in a manner that allows sufficient understanding not only for the planned actions but also for the measures actually implemented and that this together with the (D7b) Protocol from the Karelian HEG, verifying their satisfaction with the EPEP implementation and endorsing the exclusion of K5 from the Barents Environmental Hot Spot List, could be regarded fully satisfactory for SHE’s judgement on the implementation and recommendation to WGE regarding exclusion. During the meeting SHE was furthermore informed that the Implementation Report (=D6d of the HSE Procedure) is under final preparation and could be expected within two weeks, what allows a satisfactory documentation in accordance with the HSE Procedure.
  4. The TEC-Review for K5 was approved by SHE with the sole request to include a comment on the (D7b) Protocol from the Karelian HEG.
  5. The SHE Statement on K5 was approved by SHE with the sole request to include a comment on the (D7b) Protocol from the Karelian HEG as well as on the Russian Interdepartmental Commission on BAT.

*Decision: Based on the conclusions above and upon final refinement of the TEC-review and SHE Statement, SHE agreed to recommend WGE to exclude the hotspot K5 from the Barents Environmental Hot Spot List.*

- ii. As prerequisites for the Exclusion administration of hotspot Ko3-2 – Mondi Pulp and Paper Plant in Syktyvkar it was concluded that:
0. The up-dated version of (D3c) Draft letter from HEG to HS owner Ko3-2 to Develop an Action Plan was approved by SHE with request to submit to the owner a.s.a.p.
  1. Taking into considerations the recommendations from the SHE Task Force for Water and Waste Water Treatment Plants, it was agreed that the Environmental Performance Enhancement Plan – “EPEP” (corresponding to the Action Plan = D4a of the HSE Procedure) for Ko3-2 was approved by SHE.
  2. The revised version of the Letter from SHE to Owner with HEG Decision and Request to Implement the Action Plan/EPEP for Ko3-2 (D5c of the HSE Procedure) was approved by SHE with request to submit to the owner a.s.a.p.
  3. The EPEP for Ko3-2 is written in a manner that allows sufficient understanding not only for the planned actions but also for the measures actually implemented and that this together with the (D7b) Protocol from the Komi HEG, verifying their satisfaction with the EPEP implementation and endorsing the exclusion of Ko3-2 from the Barents Environmental Hot Spot List, could be regarded fully satisfactory for SHE’s judgement

on the implementation and recommendation to WGE regarding exclusion. During the meeting SHE was furthermore informed that the Implementation Report (=D6d of the HSE Procedure) is under final preparation and could be expected within a week, what allows a satisfactory documentation in accordance with the HSE Procedure.

4. The TEC-Review for Ko3-2 was approved by SHE with the sole request to include a comment on the (D7b) Protocol from the Komi HEG.
5. The SHE Statement on K5 was approved by SHE with the sole request to include a comment on the (D7b) Protocol from the Komi HEG as well as on the Russian Interdepartmental Commission on BAT.

*Decision: Based on the conclusions above and upon final refinement of the TEC-review and SHE Statement, SHE agreed to recommend WGE to exclude the hotspot Ko3-2 from the Barents Environmental Hot Spot List.*

b) Follow-up on communication with the regional HEGs

Based on the text message ("SMS") from Alexander Druchinin, it was concluded that the refined drafts of the letters prepared during previous SHE meetings now had been officially submitted as follows:

- i) SHE's Letter To Arkhangelsk HEG with request to submit up-dated Screening & Analysis Report on A1-1, A1-2 and A3-1 as well as to conduct Specific Criteria Definition Meetings on A1-2, A1-3, A6, A7-1, A7-2 and A9-2.
- ii) SHE's Letter To Karelian HEG with request to submit up-dated Screening & Analysis Reports and to conduct Specific Criteria Definition Meetings on K2, K3, K6, K7, K8 and K9.
- iii) SHE's Letter To Komi HEG with request to submit up-dated Screening & Analysis Reports and to conduct Specific Criteria Definition Meetings on Ko1, Ko2-2, Ko4, Ko5, Ko6, Ko8.
- iv) SHE's Letter To Murmansk HEG with SHE's Comments and complementary questions to previous Screening & Analysis Reports on M1, M2, M4 and M10 as well as TEC-reviews on M1, M2, M4 and M10. The letter also proposes the Murmansk HEG to arrange a HEG-meeting during the 2nd 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.
- v) SHE's Letter To Nenets AO HEG with request to submit up-dated Screening & Analysis Reports and to conduct Specific Criteria Definition Meetings on N1, N2 and N3.

*Decision: It was agreed that the final versions submitted by Minpriroda RF to the respective HEG should be included in the document package to SHE#92.*

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

a) Follow-up of Conducted and Soon Implemented Support Activities

- i) Tatiana Guseva and Mikael Lundholm reported that Support Activity No4 on Mondy Syktyvkar (Ko3-1) and Petrozavodsk WWTP (K5) respectively, now are close to be completed. They also informed about the preparations for the combined Support Activity No5 for the same plants incl. No4+5 Completion Seminar for K5 and Ko3-2 in St Petersburg 27-28<sup>th</sup> of January 2020. It was concluded that from Russia, some 60 persons are invited from authorities and relevant enterprises in all the five Barents counties as well as Saint Petersburg and Leningrad oblast. Delegates from Finland, Sweden, Russia, IBS and NEFCO were discussed. Norway will define their delegation within soon.
- ii) The summary discussion on Support Activities and the HSE Procedure and (incl. SHE#92) in St Petersburg on 29<sup>th</sup> of January 2020 was discussed. It was agreed that the completions to the

programme as suggested by the SHE Chair were accepted, i.e. indicatively following the below schedule:

|       |  |
|-------|--|
| 10:00 | Assessment of the Support Activities and SHE Task Forces during the Swedish Chairmanship. Lessons learned and recommendations for the Finnish Chairmanship. Views of the TF Chairs are important!  |
| 12:00 | Analysis of the Russian procedure for integrated environmental permit (IEP) and comparison with the Hot Spots Exclusion (HSE) procedure and document flow (“deliverables”) – Suggestions for (minor) adjustments of the HSEP to better fit in to the IEP granting procedure. |
| 14.00 | LUNCH  |
| 15.00 | SHE#92 meeting – solving and summing up remaining issues, clarifying final (practicalities) to the Ministerial Meeting and handing over the Chairmanship of SHE to Finland.  |
| 17.00 | Closure  |

#### 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 the communication activities at the Ministerial Meeting in Luleå 4-5<sup>th</sup> of February 2020
  - i. Jessica reported that a communication plan for the ministerial meeting is being prepared
  - ii. Rickard reported that the SHE brochure for the work done under the Swedish Chairmanship is soon completed and will be submitted to WGE within soon.
- b) Up-date on the outreach to regional communication colleagues regarding individual hotspots
  - i. TF communication was encouraged to have a dialogue with communication staff at, in particular, Ko3-2 and K5, but also communication staff related to A5 and A9-1, on what they wish to communicate (e.g. how the situation was before, what has been done, and how the situation is today) and how.
    - ⇒ Send out questions to the hotspot owners of K5, Ko3-2 as well as A5 and A9-1 regarding their preferences for communication of the exclusion (TF Communication)
- c) Up-date on the preparation of the Communication Workshop
  - i. Jessica informed that a planning meeting for the TF Communication will be held on January 16 in Helsinki as a preparation for the Communication Workshop as well as for further communication work under the upcoming Finnish Chairmanship.

#### 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 TEC—Review for K5 with comments regarding the (D7b) Karelian HEG-Protocol on Implementation of the EPEP                       | Kristina           | 15Jan2020 |
| ii. Up-date the SHE Statement for K5 with comments regarding the (D7b) Karelian HEG-protocol and the approval of the Russian BAT Commission | Rickard & Kristina | 15Jan2020 |
| iii. Update the TEC—Review for Ko3-2 with comments regarding the (D7b) Komi HEG-Protocol on Implementation of the EPEP                      | Anders             | 15Jan2020 |
| iv. Up-date the SHE Statement for Ko3-2 with comments regarding the (D7b) Komi HEG-protocol and the approval of the Russian BAT Commission  | Rickard & Anders   | 15Jan2020 |
| v. Submit the complete exclusion package on K5 and Ko3-2 to WGE Chair   | Åke                | 15Jan2020 |
| vi. Send out questions to the hotspot owners of K5, Ko3-2 as well as A5 and A9-1  | TF on              | 17Jan2020 |

|  |                             |            |
|--|-----------------------------|------------|
| regarding their preferences for communication of the exclusion   | Communication               |            |
| vii. 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               | 17Jan2020  |
| viii. Upon approval of the EPEP for K5: Submit the edited and translated version of D5c for Ko3-2 to Komi HEG and Mondi Syktyvkar  | Alexander/Åke               | 17Jan2020  |
| ix. Submit the final versions submitted by Minpriroda RF of as well the letters to HEGs on up-dates of Screening and Analysis and Criteria Definitions as well as the letters to Karelian HEG on K5 and Komi HEG on Ko3-2 to SHE for inclusion in the document package to SHE#92                                     | Alexander                   | 20Jan2020  |
| x. Reach out to communication officers at A5, A9-1, K5, Ko3-2 and discuss their preferences for the communication (incl. regarding Screening & Analysis, Action Plan and Implementation Report) in connection with the hotspots exclusion.   | Jessica                     | 28Jan2020  |
| xi. Draft a TEC-Review on K7 based on the Screening Analysis Report  | TF on Heat and Power Plants | SHE#92     |
| xii. Draft a TEC-Review on K9 based on the Screening Analysis Report   | TF on Waste                 | SHE#92     |
| xiii. Propose time and forms for a Specific Exclusion Criteria Definition Meeting for K9   | TF on Waste                 | SHE#92     |
| xiv. Comment on the SIGRA application on M4  | TF on Heat and Power Plants | SHE#92     |
| xv. Prepare a good presentation on the SHE work till the Ministerial meeting   | Åke                         | SHE#92     |
| xvi. Write down some general principles on which participants and organizations BHSF can fund in the different SHE Support Activities  | Henrik                      | SHE#92     |
| 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                      | SHE#92     |
| xviii. Produce a draft 'narrative' for a general video about the history of the Barents exclusion process and the work done  | Åke/Rickard                 | March 2020 |
| xix. 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                | SHE#92     |
| xx. Guided by the Proto-ToR on SuppAct No6, draft ToRs for Support Activity No6+7 for N2 and N3  | Matti Iikkanen              | March 2020 |
| xxi. Continue up-loading all relevant SHE-documents to the SharePoint Platform, starting from SHE #85 and going backwards  | Åke                         | SHE#92     |
| xxii. Provide presentation on Barents hotspot work to NEFCO board  | Åke/Henrik                  | March 2020 |

### 9. Next SHE Meeting

It was reconfirmed that the next meetings takes place as follows:

SHE#92: Wednesday 29<sup>th</sup> of January at 09:00-17:00 MT in St Petersburg, i.e. the day after the No4+5 Completion Seminar.

The Chair also reminded about the WGE#54 taking place on the 22<sup>nd</sup> of January 2020 at 13.00-16.00 CET.

### 10. Closure of the Meeting

The Chair expressed his gratitude to the SHE delegates for their participation and closed the meeting at 15.20 CET.

### Meeting Documents

- AppSHE#91.4 - Draft Minutes SHE#90 on Telephone on 18<sup>th</sup> of December 2019 En.doc
- App SHE#91.5ai1a– (D3c) Final Draft letter from HEG to HS owner K5 to develop an Action Plan En
- App SHE#91.5ai1b – (D3c) Final Draft letter from HEG to HS owner K5 to develop an Action Plan Ru
- App SHE#91.5ai2a - (D4a) Action Plan (EPEP) for K5 - Petrozavodsk WWTP Ru
- App SHE#91.5ai2b - (D4a) Action Plan (EPEP) for K5 - Petrozavodsk WWTP En
- App SHE#91.5ai3a – (D5c) Revised Draft letter from SHE to HS owner K5 to Implement Action Plan Ru
- App SHE#91.5ai3b – (D5c) Revised Draft letter from SHE to HS owner K5 to Implement Action Plan En
- App SHE#91.5ai4i – Draft TEC Review on K5 (13Jan2020) En
- App SHE#91.5ai4iia - (D7b) Protocol on EPEP Implementation and Criteria Compliance for K5 (Signed) Ru
- App SHE#91.5ai4iib - (D7b) Protocol on EPEP Implementation and Criteria Compliance for K5 En
- App SHE#91.5ai5 – Draft SHE Statement on K5 En
- App SHE#91.5aii1a – (D3c) Final Draft letter from HEG to HS owner Ko3-2 to develop an Action Plan Ru
- App SHE#91.5aii1b – (D3c) Final Draft letter from HEG to HS owner Ko3-2 to develop an Action Plan En
- App SHE#91.5aii2a - (D4a) ActionPlan (EPEP) for Ko3-2 Ru
- App SHE#91.5aii2b - (D4a) ActionPlan (EPEP) for Ko3-2 En
- App SHE#91.5aii3a – (D5c) Revised letter from SHE to HS owner Ko3-2 to Implement Action Plan Ru
- App SHE#91.5aii3b – (D5c) Revised letter from SHE to HS owner Ko3-2 to Implement Action Plan En
- App SHE#91.5aii4i – TEC Review on Ko3-2 (10Jan2020) FINAL En
- App SHE#91.5aii4iia - (D7b) Protocol on EPEP Impl. and Criteria Compliance for Ko3-2 (Signed) Ru
- App SHE#91.5aii4iib - (D7b) Protocol on EPEP Impl. and Criteria Compliance for Ko3-2 En
- App SHE#91.5aii5 – Draft SHE Statement on Ko3-2 (9Jan2020) En
- App SHE#91.6a – Draft Programme for the No4+5 Completion Seminar for K5 and Ko3-2 in St Petersburg on 27-28th of January 2020 and SHE Summary discussion on Support Activities and the HSE Procedure (incl. SHE#92) on 29<sup>th</sup> of January 2020 En