



BIO-BASED AND BIODEGRADABLE
INDUSTRIES ASSOCIATION

Registered Office	Pelmark House 11 Amwell Street Ware Herts SG12 9HP
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Minutes of the Annual General Meeting of the Bio-Based and Biodegradable Industries Association (BBIA)

The AGM took place online using GoToWebinar on Tuesday 19th May 2020 at 11.00am.

The Members of BBIA discussed the agenda items as follows:

- a. Approval of the minutes of the AGM of May 24th 2019
- b. Chairman's request to members to suspend article 26 (3) of our Statutes to allow proxy voting through the internet conference platform for this meeting only.
- c. Chairman's annual report on the past activities of the BBIA and proposed activities in 2020 - discussion and approval
- d. Treasurer's financial report for 2019
- e. Treasurer's proposal on the budget for 2020
- f. Treasurer's proposal regarding membership categories and fees for 2020
- g. Approval of the election of a Board member for the category "Other Sectors"

Present were representatives of the following members:

Futamura, Biome Biotechnologies, Novamont, Biotec/Sphere Group, Natureworks, Parkside Flexibles, Tipa Corporation, Fuchs Oils, Vegware, REA, Planglow and The Compost Bag representing 12 of the 17 members having voting rights. The representative from BASF had previously tendered his apologies and submitted a signed Proxy Form naming the Chair as his Proxy for all votes.

The AGM was quorate according to article 27(2) of the association articles and therefore able to discuss and decide upon the agenda.

Also present were David Newman the Managing Director and Mr Hector Grant of N4PBS, responsible for the administration and accounting of BBIA.

1. The Chairman welcomed members and thanked them for being present. He proposed that item b. of the Agenda be taken first and that Article 26 (3) be suspended due to the current COVID-19 restrictions. Upon request of Novamont it was suggested removing the article altogether as online meetings are likely to happen more frequently. This was approved unanimously by the members. Article 26 (3) is therefore abrogated.
2. The Chairman proposed the approval the minutes of the AGM of May 24th 2019 and members approved unanimously.
3. The Chairman read his report on the activities of the BBIA over the last year and members discussed these as they were raised. The following points were noted:-



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Franz Kraus informed members that the UK organisation **WRAP** now holds the Secretariat of The European Plastics Pact (based on *EMF-New Plastics Economy* principles) and asked if BBIA would be engaging with them. **BBIA will contact them.**

“The Everything is Connected” BBIA annual conference on 25/2/2020 was very successful and involved all our major stakeholders from Government and other associations.

A general discussion ensued with the following point being made:

The HMT Plastic Tax second round of consultations has been postponed until August 2020 (it was later agreed to have a BBIA discussion online on 27/5/2020 at 10.00am BST to gather members feedback for input to the HMT webinar meeting the following day that BBIA are involved in.)

BBIA are on the DEFRA Advisory Stakeholder Group (which mainly refers to packaging).

BBIA are part of the Business Advisory Committee on BEIS Bio-economy Working Group.

BBIA has responded to the consultation on The Welsh Government’s Environment Bill.

Paul Mines felt that BBIA should keep abreast of COP26 developments in connection with future physical presence and David Newman replied that we are in contact with the Cabinet Office regarding a possible session on the bioeconomy.

Tony Breton spoke about BSI standards work being undertaken and specifically the enquiry on home composting; he also signalled concerns around the new PAS being elaborated by Polymateria on littering and in particular the lack of transparency regarding the members of the committee and indeed on being able to contribute to the debate! Emily Nichols offered REA assistance in getting more information about this. The **BBIA Board agreed to follow up**

Tony Breton raised topic of standards for circular economy under BS8001 which is an ongoing work.

David Newman informed members that the Italian government has approved the new EPR programme for compostable packaging which will bring resources worth some 20Million Euro to the organics recycling industries in Italy as well as to the Italian compost association CIC. It was suggested that BBIA should put a Webinar together to learn from the Italian experience to see if it was possible in the UK? (Planned for June 16th).

After the discussion ended, the Chairman’s report was accepted unanimously.

4. The Treasurer presented the accounts for 2019 which showed a slight drop in income from membership subscriptions. He emphasised as a not for profit organisation BBIA will always spend its available income to promote the industry and its members. Income from two EU projects will always show a deficit because of the timing of grant income and payments which require BBIA to carefully manage cash flow. BBIA have employed a part-time member of staff on the Usable Packaging project to assist with its deployment. The



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Treasurer made members aware of the need to consider additional income either through new membership or grants.

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David Newman informed members of a few EU funding opportunities that were being pursued but which are being impacted by the COVID-19 situation.

Franz Kraus asked about the EcoSurety project worth 3-5000 euros that BBIA will be involved in and David Newman explained that an application for funding has been made but the decision on whether we will receive that has been suspended.

The members approved unanimously the accounts for the year 2019 as attached.

The Treasurer then covered the BBIA budget for 2020 explaining the income from membership will remain largely unchanged whilst funds from the EU have been paid into our account as predicted.

The members also approved the budget for 2020 as attached.

5. The Treasurer proposed a special resolution to change the membership categories and fees. The level of entry for new members should be changed so that the level currently charged for Small Businesses with a turnover of less than £1,000,000 is raised to £2,000,000 whilst the level for individuals or Sole Traders currently at turnover up to £200,000 should be raised to £500,000.

This was approved unanimously by the members and the Memorandum and Articles of Association will be changed accordingly at Article 9 and 13 and advice sent to Companies House.

6. Finally, the Chair introduced two new members of the BBIA board. Hector Grant explained the voting protocol followed for the new representative of the 'Other Sectors' membership. The Chair then introduced Josie Morris of Woolcool to the members. The second new director is Emily Nichols who was proposed by REA as their appointed representative in substitution of Jeremy Jacobs who the Chair thanked for his service to the BBIA in these last five years.

The members unanimously welcomed the two new board members.

The AGM was formally closed by the Chair at 12pm

Signed this day of

Andy Sweetman
Chairman

David Newman
Director