

Record of Meeting - Renewable Fuels Agency Board

Date: Wednesday 5th March 2008
Location: Cunard Room, Great Minster House, Marsham St, London
Time: 13.00 – 18.00

In attendance:

Board Members

Professor Ed Gallagher (Chair)
Dr Paul Jefferiss
Brian White
Greg Archer
Sue McDougall (Acting CEO)

Executive

Representatives from the Department for Transport were also in attendance.

The minutes of the previous meeting were agreed.

The Standing Orders, Code of Practice, the Financial Delegations and the budget for 08/09 were approved.

The following items were discussed:

- The RFA reporting calendar.
- The transfer of responsibility to RFA.
- The review on the indirect impacts of biofuels recently announced by the Transport Secretary.

Updates were given on:

- Set up of the Agency
- Risk Register
- Management Statement and Financial Memorandum
- RFA Launch Plan
- Media and stakeholder concerns

Discussion regarding a biomass paper would be held at the next meeting.

The next meeting will be held at Great Minster House, Marsham St, London on 2 April at 1.00 pm.