

Note of Meeting - Renewable Fuels Agency Board

Date: Wednesday 2nd July 2008
Location: Great Minster House, Marsham Street, London
Time: 13.30 – 18.00

In attendance:

Board Members

Professor Ed Gallagher (Chair)
Dr Paul Jefferiss
Brian White
Greg Archer
Gareth Llewellyn
Nick Goodall
(Chief Executive)
Sue McDougall (Acting CEO)

Executive

Malcolm Fendick
Anthony Henderson

Aaron Berry
David Calderbank
Chris Malins
Liz Rose

The board were pleased to welcome Nick Goodall as the Chief Executive Officer for the RFA.

The minutes of the previous meeting and the minutes from May were agreed.

The Corporate Plan was formally agreed by the board.

Updates were given on:

- Governance
- Budget
- Stakeholder meetings
- Operations
- Risk Register
- The review on the indirect impacts of biofuels

A brief summary of the meeting held earlier in the day was given by the chairman of the Audit Committee.

A printed copy of the Review was distributed to members of the board. Lead authors and contributors were thanked for the work done by the chair.

The next meeting will be held at Great Minister House, Marsham Street, London on 3 September. The open board meeting would be on 1 October.