**Minutes of the**

**STATUTORY GENERAL ASSEMBLY**

# Held in Brussels on 26 May 2016

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Participants : BORDAT Jacques, FCSIV – GAE President F

CAZES Bertrand, Glass For Europe Secretary-General F

DALTON Dave, British Glass Director UK

DE CLIPPELE Guy, FIV-VGI Executive Manager B

FARRELLY Adeline, FEVE and GAE Secretary-General IE

FAVRY Véronique, GAE Coordinator B

GIACOBBO Paolo, Assovetro I

HÜNLICH Thomas, Schott AG - ESGA President D

IBLED Xavier, Arc International – EDG President EDG

JORNS Axel, APFE GlassFibre*Europe* Secretary-General D

OVERATH Johann, BV Glas Director D

SAYIN Gizep, Sisecam – TSVCF Turkish Glass Federation TR

STAUB Franck, FCVMM Secretary-General F

SWIATEK Jan, Polish Glass President PL

Apologies : BRNKA Pavol, President Slovak Glass Association (SGA) SK

KRISSMANEK Alexander, Austrian Glass Federation AT/**PROXY**

MAZZOLINI Peter, Czech Glass Federation President CZ

PUPAZA Radu, STICEF Director, Romanian Glass & Ceramics Ass. RO

RODERO Carlos, Vidrio España ES/**PROXY**

VAN VALBURG Marco, VNG (NL) NL

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1. **Welcome, roll call of members and approval of the agenda**

The **President** welcomed all participants to this Statutory General Assembly.

He confirmed that the General Assembly had the necessary quorum to deliberate (¾ of membership): 14 participants (incl. 2 proxies) for 18 voting members.

Members approved the agenda proposed.

1. **Anti-Trust Statement**

Members were reminded to respect the anti-trust laws.

1. **Approval of the minutes of the Statutory General Assembly held on 28 May 2015**

The **President** informed the members that no request for modification had been received on the minutes of the General Assembly held in Brussels on 28 May 2015. In the absence of any written or oral comments, the minutes were unanimously approved.

1. **Report 2015-2016 by the President**

**Mr. Bordat** explained that based on the results of the review of GAE operations last year, a new Business Plan 2016-2019 had been adopted by the Executive Committee in October 2015. It takes into account the progress, the achievements, some room for improvements in all activities and the daily operations of the association.

The new Business Plan’ structure has been simplified but the current by-laws remain unchanged, as well as the financial and voting procedures.

The main change concerns the new organigramme with the merger of the ENVI Committee and Task Force into a renewed ENVI Committee and, of course, the introduction of the Public Affairs Committee.

The association’s strategic objectives and functioning remain unchanged. GAE members want:

* to join forces between national and sectoral associations,
* to share resources,
* to avoid duplication of work,
* to ensure efficient lobbying in co-decision and comitology procedures,
* to coordinate and relay strong messages throughout Europe,
* to be flexible and efficient in the day-to-day management and the coordination of the different activities.

**A GAE Work Programme for 2016** has also been finalised to achieve the objectives set out in the Business Plan. This annual work programme includes proposals to clearly position Glass Alliance Europe in identified key policy issues as a pro-active glass industry and constructive partner.

The 2016 annual work programme takes into account the results of the internal survey among GAE members, which were highlighted in the new Business Plan:

* It lists key performance indicators (KPIs), the working groups and people in charge of delivering actions. It also informs budgetary decisions of the Alliance.
* It is built on a new organizational structure, with both ENVI and PA Committees, the ENVI Task Force having been deleted to avoid redundancy.
* ENVI Issues are based on the Commission’s annual work programme and roadmaps.

This action plan has been prepared by the Environment Committee, the PA Committee, Issue Leaders, the Executive Committee and all members.

The **President** briefly summarised the priority issues developed by these experts in the last year, and which were discussed in the morning during the meeting with the EU Commission.

The environmental issues are Climate Change/ETS, Respirable Crystalline Silica (RCS), REACH, Food Contact Materials and Industrial Emissions policies (including air quality and Glass BREF).

The best new initiative concerns the **pilot project on** **ETS** started in July 2015 with the **creation of a trio** representing both ENVI and PA committees and the national associations. Respectively Fabrice, Cédric and Christiane successfully finalised a position paper on ETS post 2020. Lobbying actions in Member States is closely monitored by the ETS National lobbying coordination Working Group.

Unfortunately, the diverging opinion on the tiered approach option led to an impossible joint lobbying action of GAE at EU level. In difficult cases like this, the Executive Committee is there to help in creating the conditions to keep a sound balance and good cooperation between members and sectors, and when necessary to take the final decision.

Consensus remains the basis for any decision within GAE membership. However, when split views cannot be avoided, sectors should remain free to act upon the condition that they do not endanger other glass sectors interests.

Regarding the Public Affairs issues, the first active year of the PAC led to important contribution to the ETS trio and to the development of lobbying materials in general.

The PAC also organised two major events to develop GAE visibility:

* A DINNER DEBATE WITH MEPs on 17 November 2015, where a large delegation of the European Parliament, the European Commission and Permanent Representations shared their views with industry representatives from the glass sector at a dinner debate hosted by MEP Seb Dance (UK, S&D) on behalf of Glass Alliance Europe. The debate highlighted the contribution of the glass industry to Europe’s social, environmental and economic objectives.
* a BREAKFAST MEETING WITH PERMANENT REPRESENTATIVES on 10 March 2016. About 14 permanent representatives attended the GAE breakfast meeting on ETS at the Brussels’ House of the Dutch Provinces. The ETS trio had made an excellent preparatory work to consolidate the final presentation on the basis of GAE position paper. Both Fabrice and Bertrand presented and animated the debate with input from other GAE members. This breakfast meeting can be considered as successful, fruitful in the exchanges and which enabled a constructive dialogue with each representative.
* An exchange of information and views on ETS took place on 6 April with a team of IndustriAll (European trade-union for the global industry).

The **President** reminded also that GAE is itself or has sectoral members involved in the following processes:

* **CCA – Cumulative Cost Assessment**

DG Grow launched in December 2015 the Cumulative Cost Assessment in which EDG, FEVE and Glass for Europe participate. Work will last about 18 months. Next to the steering group made of EC officials, a mirror group has been set up, including industrial stakeholders (companies), EU associations of the concerned sectors as well as some national associations. The process being under scrutiny by DG Climate, DG Grow is very strict in the selection of the stakeholders to avoid any discredit. Good coordination between the glass sectors and the national associations taking part in this process is very important.

* ***Energy High Level Expert Group***

Adeline Farrelly and FEVE CEO Vitaliano TORNO are GAE representatives in this High Level Expert Group (HLEG), which met twice since 2015. Although the results were rather disappointing as this group is so big that individual input is limited to a very short intervention, it remains an opportunity to be present, to exchange information and to deliver our messages on different issues: circular economy, ETS, energy costs, investment, trade, China market economy status.

As further **internal news**, Mr. Bordat mentioned:

* the **cancellation of important meetings** in December 2015 and March 2016 due to the high security measures in Brussels; work being continued by conference calls and email exchanges.
* The **Secretariat** of GAE is run alternatively by FEVE with Adeline and by Glass for Europe with Bertrand with the efficient management of our Coordinator, Véronique. The President also stressed the key-role played by both chairmen of the ENVI Committee (Fabrice) and the PA Committee (Dave) also play a key-role in the organisation.
* Last but not least, different **volunteers** coming from the sectoral associations, the national associations and the companies provide the Alliance with their competences and their contributions are of fundamental importance for GAE.

The **President** concluded that valuable work had been done so far and all members actively contributed to the progress made in the various working groups.

He stressed again that the association counts on the voluntary contributions of members to provide experts for all the big dossiers. It is up to all of us to help and guide them as well as possible and consider the limits we want to put to the range of actions we consider necessary.

Key factors for the future success of GAE remain cooperation, commitment and unity between all the members.

**5. Finances**

* + - * 1. **Approval of the accounts for 2015**

**Mr. Cazes** presented the accounts for 2015, verified by an accredited accountant.

In summary, the expenses totalled € 197,156 and income € 178,900, in line with the budget.

Expenses were higher than the income as expected since non-operational costs are to be covered by the use of the financial reserve

In 2015, as well as in 2014, the Romanian glass association STICEF has not paid its fees. Taking into account the writing off of this association’s fee 2015, we come up with **a deficit of € 18,256 by the end of 2015.**



**Details of Communication:** Web update and sleeves with GAE logo **€ 3,272**

**Details for Studies/Research:** REACH Workshop € 6,850

Legal Opinion on Intermediates € 752

AFNOR TC 166 Secretariat € 10,000

EUROFER (EII Alliance ETS) € 442

CEFIC (EII Alliance ETS) € 745

European Petroleum Association (EII) € 1,339

**TOTAL € 20,318**

**Details for Public Affairs:** Weber Shandwick ETS Strategy € 10,790

EP Event on 17 November € 3,382

**TOTAL € 14,172**



**Financial Reserve**

GAE total special reserve by the end of 2015 amounts to €150,053. This reserve is independent from the social reserve, which was limited last year to € 160,000.

* **The members of the General Assembly approved the Accounts 2015. Members of the Executive Committee are consequently discharged from their responsibility for the accounts 2015.**
  + - * 1. **Situation 2016 (by end of May) and End of Year Projection**

**Mr. Cazes** informed the members on the current status of the expenses in 2016 (five months). He confirmed that expenses and income were under control compared with the budget. Although some parameters were not predictable, no change in the approved budget was to be expected.

As decided last year extra costs would be covered by the use of the reserve, under the strict control of the Executive Committee.



**6. Administration and Next Steps**

1. **Board Financial Recommendations for 2017**

The Secretary-General explained to the members that it was too early in the year to prepare the working programme 2017. More time is needed to analyse the current situation, as well as the future needs of GAE in 2017.

The Working Programme will therefore be elaborated on the basis of the input from the members, the ENVI and the PA Committees, and presented for discussion to the Executive Committee in autumn, with a view to finalising it in December 2016.

Consequently, Mr. Cazes stressed that it was too early to elaborate a robust budget ahead of the finalization of the working programme 2017.

He pointed out that the budget principles would remain similar as those validated last year, i.e.

* Stability in operational costs (i.e. all budget lines except studies and research, public affairs and communication).
  + Cap the budget to a maximum of EUR 180,000 – *stable.*
  + All operational costs (max EUR 180,000) financed by membership fees and other regular incomes.
* Use the reserve to cover non operational costs (studies & research, communication or public affairs) whose maximum budget lines will be agreed by the Executive Committee in the autumn 2016.
* Stability in membership fees.
* **The members of the General Assembly approved the suggested procedure (budget principles and cap) and gave a mandate to the Executive Committee to take a final decision on the working programme 2017 and its relevant detailed budget / fees (maximum of € 180,000).**

1. **Members of the Board, the President and Vice-President** were elected last year for a two-year term. Provided no change is requested, their appointment may continue for a second year term (2016-17).

Executive-Committee:

National Representations Mr. Jacques Bordat (France), **President**

Mr. Guy De Clippele (Belgium)

Mr. Dave Dalton (UK)

Mr. Paolo Giacobbo (Italy)

Mr. Alexander Krissmanek (Austria)

Mr. Johann Overath (Germany), **Vice-President**

Mr. Jan Swiatek (Poland)

Sectoral Representations Mr. Bertrand Cazes (Glass for Europe)

Mrs. Adeline Farrelly (Feve)

Mr. Thomas Hünlich (ESGA)

Mr. Xavier Ibled (EDG)

Mr. Axel Jorns (GlassFibreEurope – APFE)

* **The General Assembly confirmed the second year term of the President, the Vice-President and the Executive Committee members.**

1. **New Secretary-General** : Rotation with Mrs. Adeline FARRELLY (FEVE)

The Secretary-General proposed to continue the usual rotation between FEVE and Glass for Europe, on which Mrs. Farrelly agreed.

* **The members of the General Assembly approved the candidature of Mrs. Farrelly as next Secretary-General in 2017.**

In the absence of any further item or remark, the President thanked all members for their active participation and closed the meeting.

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