

Management Review Meeting

held on Wednesday 16th December 2020 at 11:00 am via Skype

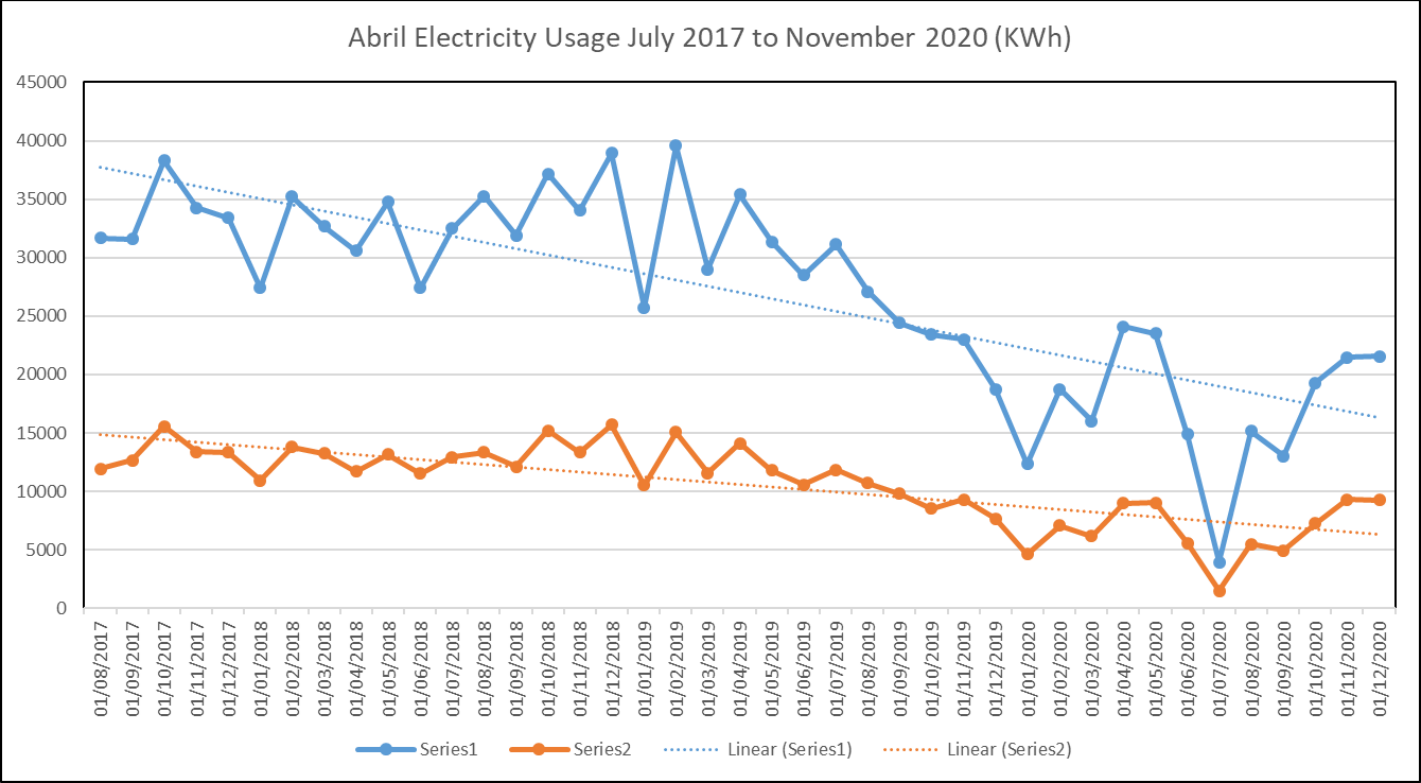
Present: Managing Director (MD)
General Manager (GM)
Sales Administrator (SA)
External Consultant (EC)
Purchasing Manager (PM)

Apologies: QC Chemist (QC)
Chemical Engineer (CE)

The meeting was conducted to follow-up the issues and actions identified in the last review in September 2020 and record new actions to ensure ongoing compliance, system effectiveness, and continual improvement. The meeting was held online due to ongoing reduction measures associated with the COVID-19 pandemic.

			Who	Status
5.	Review of trends in performance including IPPC Key Performance Indicators and customer satisfaction	Action	Who	When
	Energy consumption - The current limit is 120 KVA. Discussions have taken place regarding the installation of new handling equipment – the limit of the incoming supply would likely be exceeded – feasibility of upgrading the power supply being investigated to see if 200 KVA is possible with current infrastructure. PM stated that 200 KVA is possible by means of cabling works by Western Power, maximum power without infrastructure changes to be established – awaiting WPD site visit which has been delayed due to the pandemic	Establish max power	PM	Ongoing
	Energy usage figures reviewed: Electricity – Day and night usage reduced from July 2017 to July 2020 – reduction due to manufacturing levels, furlough period, December figures higher than those of December 2019. Gas – usage has decreased from December 2017 to July 2020 - reduction due to manufacturing levels, furlough period, usage in December 2020 similar to that of December 2019.	Info		
	The date of the next meeting was confirmed: 17/03/2021 – 10.00 am	Info		

Electricity Usage Chart:



Gas Usage Chart

