

WEALDON WORKS COMMUNITY LIAISON GROUP

MEETING 041 Minutes:

Date: 20 May 2026

Time: 6.30 to 8.00pm

VENUE:

**Roffey Millennium Hall and
Remote by MS Teams**

Attendees:

David Searle	(DS)	Vice Chairman in the Chair	North Horsham Parish Council
Michael Rigby	(MR)	Qair	Project Manager
Simon Read	(SR)	Qair	Coast Communications
Keith Riley	(KR)	Qair	Secretariat
Brian Johnson	(BJ)	Resident	
Karen Park	(KP)	Resident	
Kevin Slatter	(KS)	Resident	
Piers Chapman	(PC)	Resident	
Donald Mahone	(DM)	Resident	
James Neave*	(JN)	Principal, Planning Dept	West Sussex County Council

*Remote - on Teams

The meeting started at 6.30pm

1. Welcome and Introductions

DS took the chair in the absence of Andrew Baldwin (AB) who was away and had apologised for absence. All attendees knew each other and introductions were not necessary.

2. Election of Chairperson

DS reported that following the election on 14th May, the new elected member for Holbrook was Steve Makin. AB had contacted Cllr Makin regarding taking the chair of the CLG, but as at time of the meeting he had not received a response. It was noted that WSCC was not meeting until later in the week and that members have not been allocated to committees. JN had indicated that WSCC planning department would not be proposing anyone and that it was for the Group to decide on the Chairperson.

DS noted that AB has not resigned as Chairperson but had indicated that he would like to remain on the Group even if he steps down. It was agreed by those present that he would be welcome to stay on the Group.

In view of the above, DS stated that the Chairperson would be discussed further at the next meeting of the CLG. In the interim, if anyone wishes to take the chair, please let either AB or KR know.

3. Apologies for absence

The following apologies were received – Andrew Baldwin, Sarah Williams, Hannah Butler, Richie Gatt, Thais Covre Delborni (TCD) and Peter Catchpole.

4. Minutes from Meeting held on 28th January 2026

The draft minutes were agreed as an accurate record of the meeting and signed by DS.

5. Outstanding actions from the previous meeting held on 16th April 2025

Action 40/1 - CLG to be informed when the planning variation has been validated along with the nature of the variation.

MR stated that the application has not yet been submitted. A discussion on this followed, reported under item 7. **Action ongoing.**

Action 40/2 – potential site location for the mobile monitoring station

In view of TCD's absence the subject was not discussed. **Action ongoing.**

6. Issues regarding the current approved operations

Public complaints /enforcement orders

KR reported that there had been no reported visits from HSE nor the EA, and no complaints had been received.

Vehicle movements and quarterly tonnage details

KR apologised to the Group, but due to further staff changes at Britaniacrest, the vehicle movements had only been received that evening and would be circulated following the meeting.

Vehicle spillage report/ roadside litter

A general discussion was held on the litter situation along Langhurstwood Road and the A264. BJ advised that BIFFA had agreed to litter pick Langhurstwood Road once a week and that HDC had recently cleared the litter from Southwater roundabout to Faygate roundabout. BJ felt that from the nature of the litter found in Langhurstwood Road, there was little doubt it was from waste lorries and large pieces of plastic were likely to be from skip lorries. He also felt that lorries that had off-loaded were more of an issue than full ones as the litter came from items of material that remained after emptying. KP felt that the Council should install cameras to catch culprits and the waste companies should dedicate some resources to picking litter. BJ reminded the Group that litter picking is a health & safety issue and requires traffic management. DS concluded that there was nothing the Group could do other than continuing to notify HDC of any litter incidents.

WSSC Planning Conditions

JN confirmed that no planning issues had been notified on existing operations.

7. Update on the CHER development

(This minute includes and consolidates discussion held under Item 5 Action 40/1 with this agenda item).

MR stated that the application for the s73 planning variation had not yet been submitted as Qair was still in negotiation with the potential Construction Contractor on commercial arrangements. Following questions from the Group, MR explained that the drawings submitted with the planning application give a general overview of the design of the building, the detailed design of the plant and equipment is to be carried out by the Construction Contractor. This is normal practice within the industry. Qair will then review the Contractor's design and approve it if acceptable. Qair is not planning to finalise the s73 planning variation until the agreement with the Construction Contractor

is completed. SR confirmed that the communications regarding the s73 planning application would be as presented at the January 2026 meeting of the Group.

DS reminded the Group that work on the site was started sufficient to implement the planning permission. MR confirmed that no further demolition work has been carried out, although operations were gradually being moved to Hookwood.

BJ asked about the rumour that Qair was looking to exit the project and the importance of incineration to the company. MR stated that Qair was continuing to develop the project and had no plans to offload it.

8. Horsham District Council

In the absence of TCD There was no report from HDC. KP suggested to KR that in the event of future apologies for absence by TCD a short written report should be requested.

9. Question from Rob O'Brian circulated by email on 7 May 2026:

Planning Permission Condition 4 – Materials and Finishes - Microrib Composite Panels; Standing Seam Roof Cladding; Polycarbonate Wall Light; Trapezoidal Profile Cladding; Ventilation Louvre; and Mesh Screen Cladding.

a) *Please can Qair provide the following:*

- 1) *A bespoke, detailed specification for each of the listed products.*
- 2) *The names of the respective manufacturers of each product.*
- 3) *The product data sheets including COSHH assessments.*
- 4) *A history of the respective products incorporation as part of previous/existing incinerator construction projects.*

b) *Please can WSCC provide information:*

- 1) *How will the Council (and presumably the Environment Agency) monitor the design of the project to ensure 'combustible' cladding is not incorporated into the design of the incinerator (and its associated buildings) construction?*
- 2) *Will WSCC (or the EA) require the specified products to be tested for suitability, in advance of construction drawings being approved?*
- 3) *Similarly, will the Fire Service be consulted for its approval?*

Qair and WSCC had both responded to the questions from ROB by email (copies attached) for which ROB expressed thanks. He explained that he was concerned that when design & build contractors are subjected to cost pressures, there is a temptation to reduce the quality of materials installed or even change them wherein they could be deleterious. The planning application drawings did not provide sufficient information for him to be assured that safe materials would be used.

KR explained that whilst he did not know the detail of the Qair construction contract being negotiated, normal practice within the industry was for the contractor to be responsible for meeting a detailed specification placed on them under the contract. The contract would not be a normal design & build contract, as commonly understood, but an Engineering Procurement & Construction

(EPC) one, wherein the contractor also has responsibility for meeting the performance guarantees of the plant stated in the contract. The most commonly used contract in the UK is the Institution of Chemical Engineers (IChemE) lump sum contract known as the "Red Book". This will contain the Specification and a number of technical schedules with which the contractor must comply. The choice of material suppliers and the materials supplied would be made by the contractor within the confines of the contract specification and be approved by the Qair owner's engineer. MR emphasised that on top of the contract requirements on materials, the plant will need to be comprehensively insured and that the insurers would not permit materials to be used that were a fire risk or posed a health & safety risk.

Following further discussion, it was agreed by the Group that this subject would better addressed when the contractor had been chosen and the detailed design allowed to evolve.

10. Any other business

PC alerted the meeting to a planning application submitted to HDC on land to the north of Station Road, planning application number: DC/26/0585. He stated that it was relevant to the CHER project as if approved, it would become the closest residential area to the Wealden Works site. Parties wishing to make comment on the application have until 28 May 2026 to make a representation. If approved, the development will become the closest residential properties to the incinerator, and he felt that Qair should express their view.

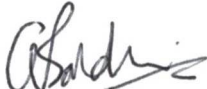
In response to a question from KP regarding another planning application close to the site, MR confirmed that Qair did not own any land in the vicinity.

KP asked if there were any refinements to the communications programme. SR responded that although any demolition will be confined to the site, notification will be given to residents in Mercer Road and Station Road three weeks ahead of any further demolition being carried out.

11. Date of next Meeting

It was agreed that the next meeting will be Wednesday 19th August 2026.

The meeting closed at 7.25pm.


19.8.26

DRAFT

Responses to email from ROB dated 7 May 2026

Sent: 12 May 2026

****EXTERNAL****

Dear Rob,

Thank you for your questions and we appreciate your concerns. Qair will ensure the CHER project meets the highest safety standards at every stage of its development. This will include making sure that all materials used during construction are safe and comply with the relevant UK regulations.

The cladding included in CHER's design is not intended for insulation but relates to the appearance of the building as laid out in the planning permission.

The construction contractor will be responsible for selecting the specific products and materials which will be used for the cladding. Qair will make sure these meet our safety standards, and we will be happy to provide specifications once the relevant products and materials have been identified. Qair has not yet formally appointed a construction contractor for CHER, although we expect to do so soon.

It will be the construction contractor's responsibility to ensure that COSHH assessments are carried out in accordance with HSE requirements. Health & Safety regulations are embodied in criminal law and it is a fundamental requirement of any legal contract for the counterparties to comply with the law.

The project's insurers will also require evidence that no materials which present an unacceptable fire risk are used in the design and construction of the building.

Kind regards

Qair

Michael Rigby
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James Neave

RE: CLG Meeting - Wednesday 20th May 2026 - agenda item re materials and fire safety - WSCC comments 13 05 26

Inbox - keithriley@vismundi.com 13 May 2026 at 13:36

To: Michael Rigby, Robin O'Brien, Keith Riley, to: Karen Park, Kevin Slater, Brian & Zan Johnson & 10 more

Details

Dear all,

I appreciate that this will be an agenda item for the upcoming meeting. However, in advance of that, WSCC as County Planning Authority would offer the following comments (I cannot comment on behalf of the Environment Agency):

For clarity, materials (as attached), are those already approved in respect of the discharged Condition 4. The use of such materials would not require any further planning approval. I would note that the purpose of the condition was in the interests of visual amenity (rather than any fire safety reasons).

- *How will the Council (and presumably the Environment Agency) monitor the design of the project to ensure 'combustible' cladding is not incorporated into the design of the incinerator (and its associated buildings) construction?* This is not a planning matter, rather a detailed matter for building regulations (Part B of relevance). Planning authorities are not responsible for any building regulation matters or the enforcement of building control requirements.
- *Will WSCC (or the EA) require the specified products to be tested for suitability, in advance of construction drawings being approved?* As above, this is not a planning matter.
- *Similarly, will the Fire Service be consulted for its approval?* The materials as shown in the attached are those already approved in respect of the discharged Condition 4. No further approval (and thus consultation) is required. As above, I would note that any detailed fire safety requirements for materials used are a matter for Building Control.

Whilst not a planning matter, it is also noted that the development would likely be subject to separate further fire safety requirements (e.g. Fire prevention Plans as Part of any Environmental permit/Fire Safety Order requirements). Both the Environment Agency and West Sussex Fire and Rescue Service provide guidance on such matters at the following links:

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/fire-safety-advice-for-businesses/>
<https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits/fire-prevention-plans-environmental-permits>

I hope the above is of some assistance,

Regards,

James

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