

**Minutes of the IFCI Ltd. Steering Committee Meeting
Friday 1st June 2007 at 1.30 hrs, at ENFO, Dublin 2.**

Present: Ruth McGrath (Chair), Tony Mannion, Anja Murray, Peter Sweetman and Declan Little (Secretary).

Observers: Mary Flaherty and Brian Tobin.

Apologies: Caroline Lewis, Alistair Pfeifer, Barbara Maguire, Tara Ryan and Fran Igoe.

1. Minutes of last meeting

The minutes of the meeting of March 2nd, 2007 were adopted and agreed without amendment.

Proposed: Tony Mannion **Seconded:** Declan Little

2. Matters Arising

It was agreed that the information provided to this SC meeting with regard to certification companies working on forest certification and chains of custody in ROI. should appear on the IFCI website.

It was also agreed to write to FSC re. clarification as to SC members and chamber/organisation representation.

It was clarified that the Chair and Brian Tobin were editing SC minutes prior to January 2007 in the format used for the Accreditation report, for placement on the IFCI website and that this task will be finalised as a matter of urgency.

3. IFCI and facilitation proposal by Mary Flaherty

Mary Flaherty summarised her study of IFCI as follows:

49 questionnaires were returned and completed.

Main IFCI strengths: (a) Stakeholders generally support FSC standard development and acknowledged the efforts of the SC in doing this on a voluntary basis. (b) Agreement reached on issues as well as negotiation on outstanding issues.

Concerns: Lack of resources inhibiting, in particular, the Environmental chamber engaging fully and also within the Steering Committee. (b) Communication deficit – some saw information not being shared fully and see this as a power issue. (c) Public consultation – poor attendances due to inadequate notice. (d) The certification of Coillte during the development of the draft standard was seen as compromising trust in the process. (e) Role of SC members – do they represent their organisations or the chambers they belong to? Clarification and information flow required on this matter. (f) Expectations vary considerably amongst stakeholders as to what the process can deliver and hence clashes occur - how consensus is arrived at is unclear. There are different views as to what consultation is and what degree of involvement one has in the process (consultation = the right to be heard).

The SC noted that the difficulties with information provision lay with limited time and resources. In relation to consultation notifications, the SC noted that all stakeholders for whom contact details were available had been notified, including a number of email distribution lists, and asked if the contact details for those who felt they had not been notified could be provided and added to a list of stakeholders. Mary Flaherty agreed this could be done.

How to proceed (discussed by the SC in conjunction with Mary Flaherty): (a) an independent person to chair/facilitate TWG meetings (b) it was suggested by a number of SC members that the TWG could meet for a number of days, agree on what they can and

park the contentious issues which would be dealt with subsequently at Steering Committee level. Technical expertise could be sought as required and as feasible to address contentious issues. The current call for funding proposals from the Forest Service was noted, and it was agreed that funding should be sought from the Forest Service to move forward with facilitation, the secretarial support that is required for the TWG and the SC, and any other funding that may be required.

Action: Declan Little is to work with Mary Flaherty to draft a proposal for funding, Mary to provide guidance on the facilitation element of the proposal.

The SC unanimously thanked Mary Flaherty for her work on IFCI.

4. Code of Conduct -amendments to current wording

The SC discussed all amendments conveyed by SC members and agreed an amended Code of Conduct. It was agreed that current SC members will be required to sign the revised Code before or upon arrival at the next SC meeting, and that it should be signed by incoming SC members at AGMs upon election and by co-opted members before taking their positions on the SC

Proposed: Tony Mannion **Seconded:** Anja Murray

5. Public consultation - Submissions received, Formation of a TWG to address same

All submissions received had been acknowledged by letter. Brian Tobin took a subsample of 5 (one from each chamber plus 2) and pasted submissions into the format of the 3rd draft. It is estimated that there is 20-30 hours work in putting all submissions into this standard format for subsequent use by the TWG. Any unstructured or general comments and notes taken by Brian Tobin during public consultation meetings will be distilled under the relevant FSC P&Cs for the TWG to discuss. This should be completed by the second week of July.

6. FIE Grievances

The Grievance Committee met and finalised all Grievances earlier today. The SC signed off on them subject to circulation of the agreed text by the Grievance Committee.

7. Company Officers, Directors, Chairperson, and Secretary

It was reiterated by the Chair and Secretary that they were stepping down immediately and that as a matter of urgency the SC should appoint new Officers to fill these roles before the AGM in late August. Outgoing correspondence for the AGM must be dealt with by the incoming Secretary. In addition Declan Little stated that the Woodlands of Ireland (WoI) Steering Committee has instructed that WoI resign as Director if new officers are not appointed as this would result in poor management and a potential for non-compliance with the Companies Act.

Action: The SC would continue to seek nominations from existing and incoming (co-opted/elected) SC members to fill these posts by the next SC meeting.

8. Correspondence

- Cypermethrin derogation

Stiof MacAmhghaidh: requested a copy of the Soil Association correspondence to IFCI re the Soil Association consultation on cypermethrin derogation.

Action: The SC concluded that he should request it directly from Soil Association, as it is document belongs to the Soil Association, and it would be inappropriate for the SC to

forward this in the context of the Soil Association having previously indicated that IFCI should hold off on releasing same.

- Other correspondence

IFCI had received Mary Flaherty's thesis on IFCI re facilitation and this was distributed to the SC prior to the meeting.

Philip Ratcliffe (consultant to SGS) had contacted the Chair asking for lists of relevant forest stakeholders and consultation re the development of a standard.

Action: The Secretary will contact him to clarify as SGS has a list of Irish stakeholders already.

Peter Sweetman (formerly FIE representative on the SC) wrote on May 15th last apologising for sections of draft minutes of the previous SC meeting being published in FNN.

Rose Hannon wrote to Chair re a local problem at Cloonlyon (Coillte-owned). The Chair referred her to the Soil Association as is appropriate.

FIE re replacement of Peter Sweetman with Caroline Lewis (with Tony Lowes as substitute).

Action: The Secretary to write to FIE stating that 'in the spirit of advancing the standard and moving on from previous difficulties, IFCI accept the nomination of FIE, but FIE are asked to please note Article 39 of the IFCI M&AoA for future reference'. As correspondence re FIE replacement was received between the last SC meeting and this, Mr Sweetman referred to Article 39, and attended today as FIE representative and duly resigned at the end of the meeting.

9. **Website, placing of submissions on website, and any other additions**

It was agreed to put the submissions on the IFCI website subject to permission from the authors/organisations and after the removal of the individual's names, i.e. The Woodlands of Ireland submission would appear as same but with the author's name, Declan Little, removed.

Proposed: Tony Mannion **Seconded:** Declan Little

10. **AOB**

Co-option nominations: Nominations were received to the Social Chamber of the SC on behalf of Sasha Bosbeer, GMIT and Peter Sweetman, Ballinaboy Residents Group, Co. Mayo. As notice re nominations to the SC must be sent out with the Agenda for an SC meeting not less than 14 days in advance of same (Article 56) this matter was adjourned until the next meeting.