

# IFCI Meeting

Tuesday October 28<sup>th</sup> 2008, Tullamore Dew Heritage Centre, Tullamore

## MEETING REPORT

**Present:** Sasha Bosbeer, John Jackson, Mick Keane (Coillte), Declan Little (Woodlands of Ireland), Anja Murray (An Taisce), Peter Sweetman

**Apologies:** Fran Igoe (WRFB), Declan Little – late (Woodlands of Ireland), Ruth McGrath (IPCC, Voice), Tony Mannion, Anja Murray – late (An Taisce). Geraldine O’Sullivan (IFA)

**Observing:** Tom Roche

**Facilitation:** Harriet Emerson

This document is a copy of the text on the wall charts compiled during the meeting. Words in square brackets are intended simply for ease of reading, and have been added by the facilitator.

### Welcome to new SC members

John expressed his willingness to sign [the] IFCI Minutes Book, in support of Company objectives. He was welcomed by all present to the Steering Committee.

### Correspondence

EFI questionnaire – Mick volunteered to respond to this on IFCI’s behalf, including making direct contact with Hans Verkerk (European Forestry Institute).

DLH (supply of FSC-certified tropical timber) –[this letter included a] request for support in their marketing of certified tropical timber in Ireland (Tropical Forestry Trust approved supply). IFCI can endorse certification as a process for improving sustainable forest management in tropical areas, rather than promote use of tropical timber. IFCI [is] to add a note [with a link] on the website “FSC certified timber products are available. For listing – click here”. [The] website is also to promote use of FSC certified timber where tropical timber is used/ requested and explain the reasoning why certification is preferable to uncertified timber. Tom kindly agreed to explain the reasoning for FSC certification, in a single paragraph for inclusion by Sasha on the IFCI website.

Controlled wood risk assessment for Ireland – Declan volunteered to contact Kevin Black to identify woodlands at risk in Ireland. Peter agreed to assist in compiling requested information, and Mick will contribute where he can provide information. This is to be completed within 3 weeks and sent back to the FSC.

Training request on use of certification logo – FSC International Trademark Standard Office will support this, possibly at the Irish Design Institute, if IFCI is agreeable. Sasha will communicate with Salem Jones, FSC [Int. Trademark] Standards Office about what support they could give, so that the SC can reconsider this – and other similar promotional activities – at the next meeting.

NPWS – an additional €10,000 of funding has been promised from NPWS.

Connie McDermott [visit] – budget just over €4,000. This was funded by COFORD as a working visit grant.

### Chamber representation at meetings

Individual SC members take responsibility for attending all meetings. If this is not possible the individual is responsible for contacting all other members of their chamber to ensure that the chamber will be represented. Members of each chamber should endeavour to ensure that at least 2 members of the chamber attend each meeting.

If any chamber is not represented at a meeting that was correctly notified, and a quorum is present, decisions taken are valid.

### Agreed Actions (immediate)

*MK to complete EFI questionnaire*

*TR to write para on FSC certification*

*SB to include para & link to FSC Int database on website*

*DL to contact K. Black, PS & MK provide info.*

*SB to contact S. Jones at FSC.*

Any members (SC or not) can and should notify the meeting in advance of their views on items on the agenda and others.

### **Work between meetings**

[The] Development Officer is to take responsibility for prompting SC members for work/undertakings they have to produce.

It was agreed to indicate on emails if they are urgent and need immediate attention.

Be realistic about tasks taken on and deadlines for these.

If individual/s agree to contribute input by a deadline, and do not do so, this is taken as a default assent that the work continues without this input.

Draft correspondence circulated for input is to be titled “default” – and this will be used in the absence of feedback for amendments.

Individuals’ responsibility to deliver their own work and participation is NOT diminished with the employment of the Development Officer.

### **Representation at FSC General Assembly**

Geraldine has undertaken to make individual contact with SC members regarding what she should focus on in South Africa. SC members are responsible for sending her their concerns and issues before she departs on Friday 31<sup>st</sup> [October].

*All to send GO'S items for FSC GA*

### **Discussion of whether to progress with existing Workplan [incl. Tony Mannion’s proposal]**

A concern had been expressed about the adequacy of the monies available to allow the completion of the Workplan.

It was proposed that the Workplan be pursued with the list of Principles and Criteria prioritised so that the SDG focuses its time primarily on the most challenging issues. This would reflect the best value for money.

Once convened, the SDG is free to agree to more intensive 2-3 day work sessions if they feel this is appropriate.

Good communications of matters discussed and outcomes/decisions at SDG meetings by SC members to other SC [members] in their chambers is required in order to ensure timely opportunity for feedback.

It was agreed that the Environment Chamber has 5 individuals that will fill the four seats on the SDG. Two organisations will share the fourth place – with the clear understanding that they are fully up to speed on all matters of business – pending agreement by these organisations.

Any individual member of the SDG who cannot attend an SDG meeting should send apologies along with any work to be prepared for the meeting ahead of time, along with their views of the items for discussion.

One chamber member from the SC will contact the other SDG members in their chamber to confirm the meeting on the 20<sup>th</sup> November and forthcoming procedures.

*????*

The decision to pursue the existing Workplan is final.

### **SDG – first meeting**

The SDG meeting [is] to go ahead at 9.30am on Nov. 20<sup>th</sup>, focused especially in the morning. The agenda is as set out for the last SC meeting. Non-SDG SC members are open to attend as observers. Richard Robertson (FSC) will give a training session. Materials will be circulated. Peter is supplying arch lever files for hard copies [of materials to be circulated].

*PS to supply files*

## **Development Officer position – recruitment process**

Selection panel of 3 persons, including:

- an independent business person
- a SC member (Chair of interview panel)
- Hubert Kwisthout (FSC) – If FSC are unable to participate, then a non-SC member of IFCI should make up the third place on the panel.

Those present agreed to ask Geraldine to represent the SC on the selection panel.

Catherine O’Connell<sup>2</sup>, IPCC was proposed to be approached as the business person, as well as [Prof.] John O’Halloran<sup>1</sup>(Numbers indicate order of preference in which to approach individuals to make up the 3<sup>rd</sup> – business person – place on the panel.) FSC non-SC members to be considered – Sandy Greig.

Applications will be screened by Declan, Mick and Anja on the 1<sup>st</sup> Dec.

Interviews will be scheduled for the first available date in the week beginning 8<sup>th</sup> Dec. (or thereafter)

## **Production of “White Papers”**

To explain IFCI’s procedures etc. as appropriate. Sasha proposed producing one relating to participation in IFCI. It was agreed that this should be done.

## **Update on dispute procedure revision**

The procedure has been reduced to 9 pages, [but] still requires further work. A revised version of the document will be circulated to SC members before the January meeting, where it will be discussed and following which final revisions can be made. The document will be signed off on at the February meeting.

## **Review of IFCI Memorandum and Articles of Association**

It was agreed to postpone this discussion until the next {SC} meeting.

## **AOB**

**Forestry Act** – Peter is to get a question put down in the Daíl about the status of this. He will circulate the response.

**SW [South Western] in Bandon** – Peter is to check with Geraldine about their status re: certification.

**Summary Minutes** – will be circulated to all SC members with a link to the website.

**Correspondence with FSC Int.** – relating specifically to the Irish situation will be cc’d to all SC members.

*GO’S to do interviews*

*DL, MK & AM to screen applications*

*[SB to contact panel for date]*

*volunteer?*

*PS to circulate final draft before January SC meeting*

*PS to ask Daíl question*

*PS to contact GO’S*

