

Attendees:

Jenny McInnes, Defra
Marigold Norman, Defra
Rachel Butler, ProForest CPET
Martin Gale, Confor
John White, TTF
Hugh Speechly, Dfid
Julia Young, WWF

Apologies:

Saskia Ozinga, FERN
Beatrix Richards, WWF UK
Sofie Tind Nielsen, ProForest CPET
Ruth Nussbaum, ProForest CPET
Neil Judd, ProForest CPET
Claire Treiving, Defra

Agenda items

The following agenda items were discussed:

1) New personnel

Jenny McInnes (JM) welcomed Julia Young to the Reference Board. Julia is responsible for WWF's UK GFTN programme and replaces Beatrix Richards who is on maternity leave.

2) Update on New Policy Consultation & new guidance

Rachel Butler (RB) circulated a document detailing the standard responses to the comments received during the 2007 consultation on implementation of the new policy. RB advised that the comments have been split into categories and each comment will be responded to individually. The document will be published by the end of February 2008. JM advised that recommendations on interpretation of the new policy have been put to Ministers for a final decision and a response is expected soon. The Ministerial decision will determine new policy guidance to be published in April 2008 (a year in advance of the new policy implementation).

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"><i>Publish new policy consultation comments</i>	<i>CPET</i>	<i>Feb 08</i>

3) **Update on Category B developments**

RB advised that CPET are currently writing to all transition schemes to request information, and will publish the assessment results against Category B criteria on the CPET website

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>CPET to publish results of Category B assessments</i> 	<i>CPET</i>	<i>Apr 08</i>

4) **Update on Construction Sector Pilot Study**

The Construction Sector Pilot Study report is now undergoing an internal consultation with Government departments and agencies who participated in the study. The report recommendations have already been fed into the Defra/CPET Implementation Strategy.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>Publish Construction Sector Pilot Study</i> 	<i>CPET</i>	<i>Mar 08</i>

5) **Defra Implementation Strategy**

Prior to the meeting Marigold Norman (MN) circulated an implementation strategy pulling together recommendations from the Construction Sector Pilot Study and a 2007 Chatham House Report commissioned by Defra, looking at local authority timber procurement policies in the North east, Yorkshire and the Humber region. MN highlighted that while central government departments in England, their executive agencies and non departmental public bodies are mandated by the policy, local authorities are not. Therefore Defra is working to raise awareness, increase monitoring and reporting across both the central and local government estate. All agreed that it would be beneficial to work together to encourage local authorities to develop timber procurement policies. The TTF and WWF advised of their future plans in this area and agreed to discuss working together and developing the implementation strategy further to include the activities of all actors.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>Implement actions identified in strategy</i> 	<i>Defra/CPET</i>	<i>On-going</i>
<ul style="list-style-type: none"> <i>Consider how the carbon footprint work for local authorities is progressing</i> 	<i>Defra</i>	<i>Mar 08</i>
<ul style="list-style-type: none"> <i>Consider a wider strategy to help support implementation and to communicate developments with a meeting to be held on this issue in next few months.</i> 	<i>All</i>	<i>On-going</i>

6) Category A Review

RB advised that the 2008 review would commence in May. As agreed at the previous Reference Board meeting, the process this year will be slightly different to previous reviews. CPET will continue to review all changes to the individual scheme's documentation but the scoring will be done by an Independent Technical Panel. The terms of reference for the panel were discussed and a number of amendments and clarifications noted. The panel will consist of four independent experts with a mixture of forestry and standard setting experience. A short list of suitable candidates was discussed.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"><i>Amendments to Category A documentation & circulation to RB for final comments</i>	<i>CPET</i>	<i>Feb 08</i>
<ul style="list-style-type: none"><i>Write to all certification bodies advising of the new process</i>	<i>CPET</i>	<i>Feb 08</i>
<ul style="list-style-type: none"><i>Approach & write to all prospective panel members</i>	<i>CPET</i>	<i>Feb 08</i>

7) CPET activities update

An overview document of CPET activities over 2007 was circulated. RB highlighted that in 2007, there were over 13,000 hits to the CPET website from 113 countries, with 50% of the hits from the UK. The CPET newsletter is circulated monthly to over 1400 contacts and more than 200 enquiries were received through the CPET helpline.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"><i>Consider more detailed information on who is using the website through analysis</i>	<i>CPET</i>	<i>On-going</i>

8) Any other business

JM outlined the EU Green Procurement Policy process and explained to attendees that a Communication is due mid-April, although it may be delayed as it is part of a wider package on Sustainable Consumption and Production. DG Env are keen to set mandatory criteria for all commodities, but it's not likely that this will be approved by other Commission services. UK is pushing for MS to develop minimum criteria for product groups, including timber (which should specify FLEGT), and for Cion to support MS to develop policies. I requested CPET RB members to discuss with their European counterparts / umbrellas to increase the pressure on the Cion - to ensure this EU process helps to deliver our goals of harmonisation and recognition of FLEGT.

MN updated on EU harmonisation work. Following Defra Minister Joan Ruddock's bilateral meeting with Spanish Minister Antonio Serrano at Business and Biodiversity Conference in

November 2007, the UK has been liaising with the Spanish government and has organised a meeting for February 2008 to discuss timber procurement policies.

The UK continues to work with Denmark and the Netherlands and will be attending a workshop on public procurement policies for timber in Denmark, 7-8 April 2008.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"><i>JM to update RB on process</i>	<i>Defra</i>	<i>On-going</i>
<ul style="list-style-type: none"><i>MN to share a note of the meeting between the UK and Spanish governments</i>	<i>Defra</i>	<i>Feb</i>

9) **Next meeting**

To be arranged after the technical panel have reviewed the Category A re-assessments in June/July 08.