

Attendees:

Greg Moffat (GM), Defra
Neil Judd (NJ), ProForest CPET
Sofie Tind Nielsen (STN), ProForest CPET
Stuart Goodall (SG), Confor
Nick Moss (NM), ProForest CPET
Julia Young (JY) WWF UK, on behalf of Beatrix Richards
John White (JW) TTF, on behalf of Rachel Butler
Saskia Ozinga (SO), FERN
Kay Williams (KW), Defra

Apologies:

Hugh Speechly (HS), Dfid
Rachel Butler (RB), TTF
Beatrix Richards (BR), WWF UK

Agenda

GM chaired and presented changes to the agenda to prioritise certain topics to accommodate peoples schedules.

Kay Williams introduced herself to the group. KW leads Defra's work on sustainable products and standards. Kay discussed the restructuring of procurement across government and the way in which sustainable procurement will be resourced and prioritised within Defra. Further discussion focused on the role that CPET may play in the new sustainable procurement structure.

The board brought the importance of having a CPET and what CPET delivers to KW's attention specifically the importance of ensuring consistency across public sector including local authorities and the support provided to small and medium enterprises. The board also recommended that CPET's remit should be extended to support government and producers in meeting new regulatory requirements under the EU illegal timber regulation.

1. Impact Assessment

Comments were invited on the recent Impact Assessment undertaken by Efeca Ltd.

The reference board commented that the Impact Assessment generally reflected their understanding of the positive impacts and shortcomings of the policy. A few specific comments were made to be fed back to Efeca to incorporate into the report. The comments related to the following:

- Length of the Exec summary;
- Inclusion of reference to the Northern Ireland and Welsh policy;
- Inclusion of the impact on certification schemes.

The Reference board discussed some of the implications of the report and how the outcomes may be utilised.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Feed comments from the Reference Board to Efeca</i>	<i>CPET</i>	<i>22nd Oct</i>

2. CPET Contract Post March 2011

Funding for CPET has been agreed until the end of this financial year 31st March 2011.

Work now needs to be done to determine the structure and role that CPET will play after March 2011. A business case will be needed to quantify the benefit that CPET gives to the public and private sector and to demonstrate the additional services that CPET could provide to the government.

RB highlighted that as it is, CPET saves the public sector a lot of money in ensuring compliance with the government policy and also has a number of important indirect benefits which are difficult to put a cost towards.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Collect costs and benefits of CPET</i>	<i>CPET</i>	<i>Nov</i>
<i>Draft business case</i>	<i>CPET</i>	<i>End Nov</i>
<i>Business case to be submitted to the RB for comment</i>	<i>CPET</i>	<i>End Nov</i>

3. Category A Assessment

CPET confirmed that feedback to all stakeholder comments received for this year's assessment will be provided and published on the CPET website.

The board questioned the scoring provided to PEFC against criteria 2.7 which relates to the issue of non conversion and recommended that CPET follow up with the technical panel and seek clarification.

The RB had no further objections to the TP scoring and recommended that if the schemes meetings in November confirmed the promised actions the results could be published.

It was brought to the attention of the RB that MTCC have published a note on their website with reference to the UK government's policy and it was questioned whether the information was misleading.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Provide and publish feedback to all stakeholder comments received</i>	<i>CPET</i>	<i>End Nov</i>
<i>CPET to review the reference to the UK policy on MTCC's website</i>	<i>CPET</i>	<i>1 Nov</i>

4. Implementation on the ground

As per recommendation of the reference board CPET is to undertake a pilot assessment of the performance of schemes 'on the ground'. This will involve shadowing an accreditation visit and assess how they determine certification.

PEFC and FSC have been contacted and a list of upcoming accreditation visits in a number of countries is being collated. The board will recommend countries to be visited.

RB discussed how the outcomes of the Implementation on the ground assessment will be used in practice and what measures may be taken if there are noted incidences of non compliance.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Recommendation of countries to visit to be run by the RB before visits are scheduled.</i>	<i>CPET</i>	<i>Mid Nov</i>

5. Category B workshop

The board agreed that the workshop should cover 3 cases for which clarification on Category B evidence would be useful:

- Un-certified American Hardwood;
- Greenheart from Guyana
- UK Small woodland

Outcomes of the case studies will be published on the website and will contribute to a revision of the Category B guidance.

It was proposed that the workshop should be scheduled for the 25th January 2011, before next Chatham House meeting on Illegal Logging.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Book room and confirm availability of room and key attendees for 25th Jan 2011</i>	<i>RB and STN</i>	<i>8 Nov</i>
<i>Plan details, invite attendees and announce workshop</i>	<i>RB and STN</i>	<i>Mid Nov</i>

6. Awareness Raising update

STN and NM gave an update on the CPET activities for the last year, including:

- Number of training workshops, enquiries and conferences attended;
- Work conducted with Central government, Local Authorities and Private sector;
- Awareness raising work, in particular the Local Authorities campaign;
- Liaison with other EU member states;
- Category A assessment;
- Impact Assessment
- Others

It was agreed that the next Reference Board meeting will be held on the 3rd February 2011.