

Attendees:

Jenny McInnes, Defra
Marigold Norman, Defra
Neil Judd, ProForest CPET
Sofie Tind Nielsen, ProForest CPET
Stuart Goodall, Confor
John White, TTF
Hugh Speechly, DFID
Julia Young, WWF
Saskia Ozinga, FERN

Apologies:

Beatrix Richards, WWF UK
Ruth Nussbaum, ProForest CPET
Claire Treliving, Defra

Agenda items

The following agenda items were discussed:

1) **Introduction**

Marigold Norman (MN) welcomed Stuart Goodall to the Reference Board. Stuart is the Chief Executive of ConFor and replaces Martin Gale.

2) **Update on action points from last Reference Board meeting**

The Reference Board (RB) was consulted on plans to publish the assessments of the legality verification systems or 'Category B schemes' and it was agreed that the systems which provide sufficient evidence of compliance with the legality criteria and CoC will be listed on the CPET website.

All other action points listed at the last RB meeting had been completed.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"><i>Publish assessment of legality schemes</i>	<i>CPET</i>	<i>August</i>

3) **Update on Implementation of the policy**

The Reference Board were notified that the Construction Sector Pilot Study was published in June 2008 and Defra has been addressing the recommendations. A reporting pilot is being developed in Defra which will highlight the resources required for monitoring and reporting on timber volume. This will be an opportunity to develop and test approaches to monitoring

and reporting, which can be shared with other government departments. It will also provide data on timber volume and the volume of timber supplied through Cat A and B in Defra.

The Guidance document is being tested on Defra contractors to ensure that it is easy for procurement officials to implement. An executive summary and flow chart of key actions through the procurement process have been added.

Defra is continuing to work with John White and Julia Young (TTF and WWF) on a joint implementation strategy aimed at encouraging local authorities to develop a responsible sourcing policy for timber. A meeting was held in June to discuss local authority development and implementation of timber procurement policies. Around ten London authorities attended. The meeting discussed next steps and agreed to work with the GLA to feed into the wider sustainable procurement agenda while focusing on construction. Defra also hopes to work closely with the North East Regional Improvement and Efficiency Partnership, to share expertise on sustainable procurement in the public sector.

A number of articles have been published in relevant journals since the last Reference Board meeting to raise awareness of the timber procurement policy.

Defra continues an ongoing dialogue with the European Commission on the inclusion of social criteria within the government definition of sustainability. A study by Chatham House on social issues will be finalised in the coming months.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>ToR for reporting/monitoring study to be shared with RB</i> 	<i>CPET/Defra</i>	<i>August/Sept.</i>

4) Category A review

Neil Judd (NJ) summarised the review of the five forest certification schemes. The Technical Panel convened in Oxford for a 3 day workshop in early July. The panel consisted of the following members:

- Mike Garforth, independent consultant
- Peter Wilson, independent consultant
- Alex Hinrichs, independent consultant
- David Crowhurst, standard expert with BRE

The RB was presented with the findings of the technical panel. The discussion focused on each of the five certification schemes in turn. The RB agreed that the guidance for evaluating certification schemes should be reviewed prior to the next assessment in 2010. This was in line with the recommendations of the Technical Panel.

The RB agreed that the certification schemes should be contacted for any further information, following the findings of the panel. The technical panel and RB will then be

consulted again before Defra Ministers provide advice on the results, and subsequent publication of the assessment results in the autumn.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>Present questions and findings to schemes for comments and additional information (allow schemes 3 week response time)</i> 	<i>CPET</i>	<i>Early August</i>
<ul style="list-style-type: none"> <i>Consult TP on responses from schemes</i> 	<i>CPET</i>	<i>End August</i>
<ul style="list-style-type: none"> <i>Circulate final draft results to RB</i> 	<i>Defra</i>	<i>Sept</i>
<ul style="list-style-type: none"> <i>Convene meeting of RB if seen as relevant by Defra and RB members.</i> 	<i>Defra</i>	<i>Sept/Oct</i>
<ul style="list-style-type: none"> <i>Publish the reassessment results</i> 	<i>CPET</i>	<i>Autumn 2008</i>
<ul style="list-style-type: none"> <i>Review Cat. A guidance</i> 	<i>CPET</i>	<i>Late 2009</i>

5) **Any other Business**

Jenny McInnes updated on the European Commission's Green Public Procurement Communication and recent work to encourage further policy coherence in Europe.

The RB suggested that further discussion is required on the extent to which certification schemes are implementing their criteria 'on the ground' and whether this should be included in forth-coming assessments of certification schemes.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<ul style="list-style-type: none"> <i>Prepare a paper discussing the extent to which forthcoming assessments of Category A evidence should include an evaluation of 'on-the-ground' implementation of criteria.</i> 	<i>CPET</i>	<i>Oct</i>

6) **Next meeting**

The RB agreed that the next meeting should be held in October or November 2008.