

Attendees:

Kay Williams (KW), Defra
Andrew Holden (AH), Defra
Katie Dick, Defra
Julia Young (JY) WWF UK
Saskia Ozinga (SO), FERN
Hugh Speechly (HS), Dfid
Rachel Butler (RB), TTF
Neil Judd (NJ), ProForest CPET
Sofie Tind Nielsen (STN), ProForest CPET

Apologies:

Stuart Goodall (SG), Confor

1. Intro and actions identified at last meeting

NJ was asked by Defra to chair the meeting. Katie XX was introduced to the board and will start as the new policy lead and take over from Greg Moffat who has now left his position. KX will start in her new role by mid April. Andrew Holden have been overseeing the policy been since Greg left and will continue to be involved.

All actions from the last meeting had been addressed.

2. The Future of CPET

KW informed the board that cuts across Defra are affecting the budget available also for implementation of the timber procurement policy.

Funding has been secured to continue core activities of CPET, such as the helpline and website, from April to August 1st 2011. Funding to continue CPET post August 2011 has also been secured and the CPET contract is to be renewed. Defra is looking to link the delivery of CPET with other support contracts also managed by the Sustainable procurement group and is in the process of developing the specifications. Defra is inviting the board to feed into the specification and provide comments on what CPET should cover in the future to help determine the structure and role that CPET will play

The CPET Oversight Committee had provided Defra with a memo on CPET progress offering the independent committees informal observations and recommendations related to CPET. Defra shared the memo with the board members.

It was discussed where cuts could be made and what parts of what CPET currently delivers were essential and should persist.

KW informed the board that the terms of reference will be published as an open tender by mid April.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Feed comments on what CPET should cover in the future to Defra.</i>	<i>The board members</i>	<i>8 April</i>

3. CPET Activities update

STN gave an update on the CPET activities since the board meeting in October 2010, including:

- About 93 public sector buyers and suppliers have attended CPET workshops in London (x2), Oxford, Leicestershire and Belfast.
- The helpline have received and registered 92 enquiries and CPET responses.
- Development and publication EU Timber regulation section on website, the results of the 2010 Category A assessment, an Overview of legality verification systems, Guidance on how to check certificate and a Section for Universities and Colleges
- Send out of 3 CPET Updates (Nov, Jan and March) to the 4300+ contacts.
- Articles in 'Timber in Construction' visited Ecobuild and attended Timber Trade Federations Forest Forever meetings.
- Awareness raising with Local Authorities -Supporting WWF campaign.
- Liaison with other EU member states attended the SFC ad hoc working group on PPP's on timber meeting (12 Nov), an Informal meeting with 'front runner member states' (11 Nov) and was invited to share experience at a Workshop on Sustainable procurement arranged MEP Heide Ruhle (3 March).
- Meeting with NI officials to support update of policy guidance to align with UK Gov policy.
- Conducted observations of accreditation visits of PEFC and FSC audits, See bullet 4.

4. Findings from CPET's observation of accreditation/'Implementation on the ground'

The board members had been provided with a report listing CPETs findings based on observation visits of the accreditation of both FSC and PEFC audits. NJ provided further feedback and highlighted that the visits were spot checks only a pilot assessment of the performance of schemes and that that the findings were indicative only.

The board highlighted to Defra the importance of scrutinising the schemes also in the context of the upcoming EU Timber Regulation, but agreed that the review could be undertaken in an EU context. The board recommended that CPET's findings are shared with the schemes.

<i>Actions</i>	<i>Who</i>	<i>Date</i>
<i>Send feedback to FSC and PEFC on CPETs findings</i>	<i>CPET</i>	<i>15 April</i>

5. Category B seminar

RB provided feedback on the seminar held on 25 January and reported that the about 25 attendees fed in to the discussions of the 3 category B cases presented. The cases included Un-certified American Hardwood, Greenheart from Guyana and UK Small woodland. There were on final conclusions on the cases but the discussions will contribute to future revisions of the Category B guidance.

6. Any other business

No other business was raised.

As the future structure of CPET is not clear a date for a next Reference Board meeting was not set. Defra will call on the members if a meeting before August is needed.