



Standing Committee on Resource Values & Interests

TERMS OF REFERENCE

November, 2014

A. Purpose:

The purpose of the Standing Committee on Resource Values & Interests is to encourage meaningful consultation with residents, communities and resource users to identify resource values and interests for consideration in management of the WL Community Forest; and to convey these recommendations to the Board of Directors of the WLCF General Partner Ltd.

B. Overall Role:

The Standing Committee on Resource Values & Interests will:

1. Provide guidance on public engagement, including at minimum an annual forum for residents, communities and resource users to make known their interests and values in the Community Forest
2. Recommend how best to accommodate those interests and values and to improve community support for the Community Forest
3. Review and make recommendations on Community forest Agreement activities with respect to resource interests and values
4. Encourage engagement of residents, communities and resource users in public engagement, education and extension
5. Ensure effective and fair distribution of grant program funds provided by WL Community Forest LP (i.e.% of net revenue according to the business plan)
6. Review and provide input on strategic plans and policies related to resource values and interests
7. Provide guidance on the design and delivery of outreach and education activities, to encourage youth involvement in the Community Forest

C. Expected Outcomes

1. Meaningful consultation with communities that improves the management and administration of the Community Forest.
2. Increased community support for the Community Forest
3. Protection or enhancement of community values and interests in all Community Forest plans and operations.
4. Fair distribution of benefits from the Community Forest.
5. Good communication with the public.
6. Strong forestry education and extension programs.
7. Youth involvement in the Community Forest.

D. Structure

1. Up to 12 interest-based committee members, of which one may serve as chair
 - a. Members to be appointed to represent the interests of communities, residents, stakeholders and licensed users.
 - b. Committee members will have an interest in the land area of the Community Forest
2. The interest-based structure for the Committee should:

- a. Reflect the geographic diversity (i.e. Big Lake, Miocene, Horsefly, Esler, etc.)
 - b. Reflect resource users such as guides/trappers, ranchers, etc.
 - c. Include education and youth
 - d. Include aboriginal and traditional use
 - e. Include recreation
 - f. Include environmental, ecological and social perspectives
 - g. Reflect the interests of local citizens
3. A majority of the Committee Members will have a prime interest in the Potato Mountain Block

E. Appointment and Replacement of Members:

1. Inaugural members will be appointed by the Board of Directors
 - a. Board will invite up to 12 people from those nominated from within and across the communities
 - b. The nomination process will allow people to self-nominate or be nominated by others. A call for nominations will be broadly distributed through the communities and will include community associations and direct contact. The Board may solicit nominations.
2. Successive appointments or renewal of members will be recommended by Standing Committee or Manager and approved by the Board.
3. Approximately half of the inaugural members will be appointed for two-year terms; with the other half for 3 year terms and reflecting the geographic representation. Subsequent appointments will be for two-year terms. This is to ensure continuity of the group.
4. Members may be replaced by the Board, based on consultation with the Standing Committee, during the term if a member:
 - a. has become inactive (missing two consecutive meetings) with notification and due effort to catch up on business conducted)
 - b. has stepped down or moved away
 - c. is not working within the Terms of Reference

F. Role of Standing Committee members:

1. Committee members will work in accordance with the Terms of Reference
2. Committee members will abide by Code of Conduct and Conflict of Interest policies.
3. Committee members may provide external communication on behalf of the Standing Committee if key messages are agreed to, in advance, by the Standing Committee or Manager. Key messages and progress reports are to be produced at the end of each Standing Committee meeting.
4. Committee members will not provide external communication on the work of the Standing Committee or the Community Forest except for those messages that have been agreed to and reflect the joint decisions of the Standing Committee.
 - a. No external communication will speak to individual perspectives or roles by individual members or messages not agreed to by the Standing Committee
5. Standing Committee may appoint a member to be Chair or Spokesperson of the Standing Committee. The Chair or spokesperson could
 - a. Make recommendations to the Board with assistance from the Community Forest Manager, or
 - b. Speak externally on a specific topic or issue,
 - c. Be removed by decision of the Standing Committee or the Board

G. Tasks of Standing Committee:

1. Standing Committee prepares and provides strategic level recommendations to the Board outlining community and resource issues, including recommendations to address those issues.

- a. The draft recommendations will be reviewed and approved by the Standing Committee before being presented to the Board.
2. Committee recommendations will be based on the following:
 - a. Community values affected by forest management
 - b. Intended strategic approaches to forest management
 - c. Distribution of benefits derived from the community forest
 - i. % Community Fund as described in the business plan
 - ii. Local contracting and timber sales policies

H. Function

1. The Standing Committee will, at a minimum, meet three times each year.
2. Quorum will be five members with at least two from Potato Mountain and two from Flat Rock.
3. Standing Committee works by consensus unless a consensus cannot be reached, in which case a simple majority of votes will form a decision. In the event of a tie vote, the Chair's vote will not be recorded
 - a. Minority opinions will be recorded
4. Board of Directors must consider and respond to the Standing Committee's recommendations
5. Board Director(s) may be invited by Standing Committee to participate as ex-officio in the Standing Committee
6. The Community Forest Manager will provide administrative and technical support to the Standing Committee; e.g. draft the Standing Committee's recommendations to the Board of Directors.
7. Annually, the Community Forest will establish a budget for the Standing Committee that includes covering the cost of meeting rooms, refreshments, materials and mileage for the committee members. There will be no remuneration for the committee members.

I. Review of Terms of Reference

1. All new members will receive the current Terms of Reference
2. The Terms of Reference will be reviewed at least every two years, or earlier at the request of the Standing Committee or the Board.

Approved:

Standing Committee: November 11, 2014*

Board of Directors:

**Will be reviewed at a future date regarding Clauses F- 3 and 4.*