

COAST REGION FRPA IMPLEMENTATION TEAM (CRIT) 2010/11 TERMS OF REFERENCE

Vision:

To promote the successful and consistent implementation of FRPA across the Coast Forest Region in support of a prosperous forest and range sector based on sustainably managed resources that provide benefits now and for generations to come.

Mission:

The Coast Region FRPA Implementation Team (CRIT) is an effective team of practitioners working together on the Coast to provide superior service to resource stakeholders by supporting competitive business conditions and managing forest and range values under FRPA. CRIT acts as a unified voice of government agency, industry and stakeholders. We are respectful and responsive to each others needs and seek solutions to complex issues that are effective, efficient and comprehensive. We promote professional reliance in the delivery of FRPA objectives, exemplify professionalism and hold forest professionals to a high standard while allowing for creativity and managed risk taking.

Role:

To provide consistent forest stewardship guidance and leadership to practitioners in accordance with these TOR and to provide and communicate advice on the necessary requirements to successfully implement FRPA and other related policies.

Scope:

Forest planning, practices and administration issues directly or indirectly linked to FRPA.

Our Goals:

- Facilitate efficient and consistent implementation of FRPA within the Coast Forest Region
- Build the cooperative spirit necessary to strengthen the professional reliance model supporting FRPA
- Resolve FRPA implementation issues promptly and communicate solutions to practitioners.
- Promote and support a spirit of cooperation, trust and relationships at all levels of FRPA delivery.
- Promote planning and practices that maintain both environmental standards and competitive business conditions.
- Be a forward-looking team that proactively identifies and resolves potential FRPA implementation issues and acts as a forum to develop new ideas and opportunities.
- Create an environment for promoting innovation and administrative flexibility.

General Objectives and Strategies:

General objectives and strategies are developed to support the goals stated above.

1. Develop solutions to FRPA implementation issues by:
 - Working as an industry/government team, seeking input from members and affiliates to develop workable and efficient options.

- Identifying barriers and developing solutions for the effective implementation of FRPA.
 - Addressing and working towards accepted joint, industry and agency solutions of coastal issues.
 - Assigning tasks to the Silviculture Working Group, the Resource Planning Working Group or other specified working groups or sub committees to develop options as directed by CRIT.
 - Seeking local (regional and district levels) resolution to FRPA implementation issues in support of and consistent with provincial initiatives.
2. Provide a forum for communications between Industry and government agencies and their practitioners by:
- Holding regular meetings, conference calls, and field trips
 - Providing a forum for the exchange of ideas and initiatives meant to improve the implementation of FRPA.
 - Developing messaging, guidance documents or discussion papers
 - Communicating the outputs of CRIT and actioning implementation issues from the PFIT, OIF, district FMLT's and the Southern Interior and Northern Interior regional implementation teams.
 - Sponsoring workshops and/or training activities that promote successful FRPA implementation within the coast forest region
 - Maintaining a web site to communicate key messaging, products and meeting minutes.
3. To provide an effective policy support network for informing government policy decisions by:
- Soliciting review and comment on draft policy initiatives.
 - Developing and submitting policy initiation forms for consideration by PFIT and the Policy Secretariat.
4. Promote FRPA professional reliance model by;
- Supporting the establishment of district Forest Management Leadership Teams (FMLTs)
 - Promoting the use of professional reliance model across all MFR business areas and across other government agencies.
 - Promoting and supporting the messaging delivered at the District Forest Management Leadership and Team Building Sessions.
5. Promote the effectiveness of CRIT by;
- Holding annual CRIT summer field trip celebration meeting.
 - Completing an annual review of the terms of reference and strategic priorities list by April 30th.

Membership:

Strive for balanced membership between the various representative sectors that make up CRIT.

Co-Chairs	One CFR Stewardship Team Representative One CFPA Representative
Secretary	One CFR Representative
MoFR District	Four representatives for the seven districts within the CFR
MoE	One representative within the CFR
ILMB	One representative within the CFR
FOC	One representative within the CFR
Industry	Three representatives from the Coast Forest Products Association One non-CFPA member representative
BCTS	One representative from the three Business Unit Areas within the CFR
ABCFP	Director of Professional Practice and Forest Stewardship
MTCA	One representative
FN Tenure Holder	One representative for FN tenure holders

Note: Alternates may be identified to substitute when member can't make a meeting or conference call. Based on Co-chair approval, members are permitted to invite additional guests necessary to facilitate issue presentation, discussion or resolution. The secretary will maintain a list of alternate contacts for each of the members listed above.

Openings for new members will occur upon a current member stepping down from CRIT or upon the creation of a new membership as agreed to by CRIT. Each of the members or membership sectors will be responsible for identifying a candidate replacement member for endorsement by CRIT prior to stepping down.

Responsibilities of Members:

- The Co-Chairs will call, prepare the agenda and facilitate meetings and conference calls.
- The CRIT secretary will make a call for agenda items in advance of any scheduled meetings. This person will also record the minutes, track action items and distribute these to CRIT, PFIT, the chair(s) of the NIR and SIR FRPA Implementation Teams and the Co-Chairs of each district FMLT.
- Members will provide relevant agenda topics to the co-chairs and secretary in advance of scheduled meetings and provide reference material, where needed, one week in advance of the meeting.
- The CRIT co-chairs will prepare a year-end report for PFIT, RMT and CFPA on or before May 31 of every year.
- All members are responsible for confirming attendance at scheduled meetings and conference calls.
- All members will make every effort to attend or identify alternate to attend scheduled conference call or meeting.
- All members will support CRIT by carrying out assigned action items within target timelines.

- All members and alternates will promptly and accurately communicate discussions, recommendations and decisions to their representative organizations, clients or constituents.
- MFR District members and their alternates will distribute CRIT decisions and documents to non CFPA members in their respective district.
- Members are encouraged to act as CRIT representative on the district FMLT's within their operating area(s).
- Members will conduct themselves in a professional manner by; participating in discussions, having respect for other viewpoints, considering all ideas and listening to others.
- Members are responsible for their own travel costs except in unusual circumstances where authorized by the co-chairs.
- The chairs of the Silviculture Working Group and the Resource Planning Working Group will be invited to attend regular CRIT meetings and conference calls and will keep CRIT informed of working group activities.

Operating Principles.

The CRIT operates as an issues management team which generally assigns more complex issues to technical teams for resolution. Specific operating principles include;

- CRIT will meet in accordance with a schedule developed annually with additional meetings planned on an as needed basis.
- A call for agenda items will be made prior to scheduled meetings.
- A draft of the meeting agenda will be sent to each member and other selected parties as appropriate, before the scheduled meeting date. Members will review the agenda and may suggest amendments.
- CRIT may hold conference calls prior to meetings to confirm agenda items or at any other time as deemed necessary by the Co-Chairs.
- Meeting minutes will briefly summarize and record discussion and include points of agreement or disagreement and action items. Meeting minutes will track action item status.
- CRIT may strike sub-committees or working groups to address specific issues requiring special expertise.
- CRIT will strive for consensus for the purpose of decision making, but where consensus is not reached the co-chairs will be accountable to determine when an acceptable number of members support a decision, action or recommendation. For the purpose of implementing this principle, the MFR co-chair will act to represent other provincial government agencies as well as the MFR.
- CRIT may seek endorsement from the RMT and CFPA related to the development of guidance documents or discussion papers.
- When a decision is forwarded to RMT and CFPA for endorsement, the co-chairs will note any dissenting votes and their positions. CRIT will seek input from interested parties when dealing with a FRPA issue that may impact or overlap other business areas.
- Non FRPA related issues brought to the attention of CRIT will be forwarded to the regional Operational Issues Forum (OIF) for review and consideration.
- CRIT can make decisions considered routine in nature while major resolutions will go through endorsement process within RMT and CFPA.

- The Silviculture working group and Resource Planning working group will operate consistent with terms of reference approved by CRIT.
- CRIT will conduct a periodic performance review to assess the effectiveness of the team.
- CRIT will operate in a manner consistent with the 10 key goals guiding the development of FRPA¹.

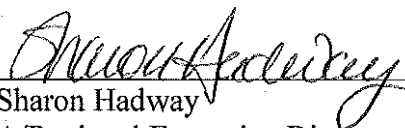
Budget:

Funding will be solicited from the CFPA, BCTS, MFR and other parties on a project by project basis in consideration of the strategic priorities. This budget will be managed by the co-chairs. These funds can be used at the discretion of CRIT consistent with Financial Administration Act. In general these funds would be used to support CRIT field trips, monitoring, developing of products (e.g., hiring of consultants) and for training and workshops. The proposed budget will be included in an annual list of CRIT strategic priorities.

This Terms of Reference and appended strategic priorities document is endorsed by;



Les Kiss
Vice President Forestry
Coast Forest Products Association



Sharon Hadway
A/Regional Executive Director
Coast Forest Region

¹ FRPA Training Companion Guide Version 2.3, May 2005
http://www.for.gov.bc.ca/code/training/frpa/pdf/FRPA_Forestry_Companion_Guide_ver-2-3.pdf

Strategic Priorities for 2010/2011:

1. Develop district FMLT communication strategy
 - Strive for local level involvement of licensees
 - Work to minimize duplication and burden on licensees.
 - Encourage communities of practices and joint adaptive learning field trips at the district level.
 - Share learning points with other professionals via communications, workshops, bulletins, website, field trips etc...
2. Regional Professional Reliance Discussion Presentation
 - Invite regional MFR, MCTA, MOE, IMLA staff to ensure they are exposed to the same messaging that has been taken to the districts.
3. FSP Replacement Strategy
 - Develop strategy and tools to assist in upcoming FSP replacement process and streamline administrative process.
 - Initiative of Resource Planning working group.
4. Silvicultural Systems Discussion Paper Monitoring
 - Continue CRIT monitoring and reporting of the use of high retention silvicultural systems against the Silvicultural Systems Discussion Paper for cutblocks harvested after 2006. Target is to complete field monitoring on 3-5 blocks, primarily in the North Island – Central Coast Forest District.
5. Coast Region Hardwood Management Strategy
 - Continue to implement the new Coast Region Hardwood Management Strategy through mentoring of Industry and BCTS professionals and field reviews of mixed wood or hardwood management proposals.
6. Develop a discussion paper specific to basic silviculture and stocking standard options in areas of high elk use
 - Work with Industry and Agencies (including MOE) to identify content elements of the discussion paper, and available options with respect to stocking standards and basic silviculture in areas with high elk use, or areas where populations of elk have been transplanted.
 - Complete this new discussion paper by summer 2010 and possibly seek ABCFP endorsement thereafter.
7. CRIT Summer Field Trip Celebration
 - Proposed for DNI
 - Goal is to take the professional reliance principles discussion into the field to see how it applies to real life scenarios
 - Invite local FMLT to partake in field discussion.
8. Dispersed Retention Stocking Standard Discussion Paper field based Training.
 - Planned for DNC and DNI.
 - Supported by BCTS.
 - Designed to compare and contrast the new single entry dispersed retention stocking standard against the previous default multi-layered stocking standard. Training will field based and focus on to how to apply the standards in the field (e.g., survey procedures)
9. Professional Reliance Model Implementation Strategy
 - Build in work of OIF Enabling Innovation quick win response team.

- Target high risk districts
10. Develop Innovation Implementation Strategy
 - Guidance document, scenario/example listing or data base (share successes)
 11. Develop stocking standards discussion paper and/or messaging specific to the use the resistant Sitka spruce (Ss) and Western White Pine (Pw).

Proposed Budget

1	Silvicultural Systems Discussion Paper Monitoring Helicopter access and regional staff travel	\$10,000
2	CRIT Summer Field Trip Celebration Meeting room and meals and regional staff travel	\$3000
3	Dispersed Retention Stocking Standard Discussion Paper Training. Regional staff travel and access funding	\$2000
		\$15,000