

## **Terms of Reference Timber Sales Advisory Council**

### **Background**

BC Timber Sales is a stand-alone organization within the Ministry of Forests and Range created in 2003 to develop crown timber for public auction, to establish market price and cost benchmarks, and to capture the value of the timber asset for the public. In 2007, BC Timber Sales will manage about 20 percent of the provincial crown allowable annual cut.

The Timber Sales Advisory Council (TSAC) was established in 2004 to provide a structured forum for stakeholders and staff to consider issues and topics of interest to BC Timber Sale's clients and customers. TSAC provides an opportunity to canvass sector viewpoints regarding the operational policies and business practices of BC Timber Sales. Members of TSAC provide advice on a range of policy, legislative and operational matters as well as validation of fiscal/business objectives and goals.

A Structural Review of BC Timber Sales to determine how the organization's structure could most effectively support its mandate was undertaken in 2006 at the request of the Minister of Forests and Range. The Minister endorsed the resulting recommendations, including Recommendation Three, which reads in part *....establish an enhanced set of performance measures and report quarterly against those measures*. BC Timber Sales sees more formalized performance reporting to TSAC, and TSAC review of BCTS results, as a critical part of this external reporting emphasis. This new terms of reference for TSAC reflects this expanded oversight mandate.

### **BC Timber Sales Mandate**

#### **Vision**

For BC Timber Sales to be an effective timber marketer generating wealth through sustainable resource management.

#### **Mission**

To market Crown timber to establish market price and capture the value of the asset for the public.

## **Strategic Goals**

Consistent with safe practices and sound forest management BC Timber Sales...

1. Is a high performing organization with skilled, motivated and proud people.
2. Provides a credible reference point for costs and pricing of timber harvested from public land in British Columbia.
3. Provides a reliable supply of timber to the market, through open and competitive auctions – subject to meeting the requirements of cost and pricing referencing as stated in Goal 2.
4. Maximizes net revenue for the Province – subject to the requirements of cost and price referencing as stated in Goal 2 and supplying timber for auction as stated in Goal 3.

## **Timber Sales Advisory Council Terms of Reference**

### **Mandate**

The Timber Sales Advisory Council will work at an industry-wide strategic level to provide advice and recommendations to the Minister of Forests and Range and the Assistant Deputy Minister of BC Timber Sales regarding:

- the performance of BC Timber Sales in achieving its mandate, including the reporting of this performance;
- proposed changes to legislation, policies or activities impacting the mandate of BCTS; and
- specific business issues related to improving customer services and increasing the efficiency of business practices.

TSAC is accountable to the Minister of Forests and Range through the Assistant Deputy Minister, BC Timber Sales.

### **Membership:**

TSAC is comprised of representatives from industry associations whose members are significant BC Timber Sales customers/clients, and key BCTS staff including the program executive and other senior managers. This group, collectively, has both the knowledge of the program, and the external and internal perspective necessary to fully evaluate program performance and develop ways of improving same.

All industry members are appointed by the Assistant Deputy Minister of BC Timber Sales for a period of two years and must be re-nominated (or an alternative representative nominated) after two years by the sponsoring association. Although the core of the Council will be approximately 20 - 22 members, membership will be flexible over time to allow for replacements, additions etc. Associations not currently represented on the council may petition for membership through the Secretariat. Membership is determined by the ADM, BC Timber Sales who will consult with existing TSAC members in making such determination.

The following will be taken into account in considering a new application for Council membership:

- 1) Does a prospective member association represent interests whose business is closely aligned with or dependent on the operations of BC Timber Sales?
- 2) Are the interests of a prospective member association not adequately represented by current members or addressed through other government/industry forums?
- 3) Will adding the prospective association to the Council lead to the Council becoming so large that its effectiveness will be diminished?

Current members represent the following industry associations

- Central Interior Logging Association
- Coast Forest & Lumber Association
- Coastal Pulp Sector
- Council of Forest Industries, Northern Representative
- Council of Forest Industries, Southern Representative
- Independent Lumber Remanufacturers Association, Coast
- Independent Lumber Remanufacturers Association, Interior
- Independent Solid Wood Manufacturers
- Independent Timber Marketers Association
- Interior Logging Association
- Interior Value Added Wood Association
- North West Loggers Association
- Truck Loggers Association
- Vancouver Island Wood Processors

Each member may designate an alternate to attend in his/her absence or provide written input regarding agenda items to the secretariat prior to the meeting. Alternates must be sufficiently briefed and prepared to effectively contribute at meetings. TSAC recommendations can only reflect input available at the time, so members must provide timely contributions to discussion in person, through an alternate, or in writing.

### **TSAC Recommendations**

TSAC is an advisory body that makes recommendations relating to BC Timber Sales operations. These recommendations can be to BCTS, to the broader MoFR, or to broader government. Recommendations will be one of four kinds and will be the result of a full discussion of an issue within the TOR brought to the committee by members.

- (1) Recommendations endorsed by the entire committee (including BCTS staff) and entirely within BCTS' mandate. Such recommendations will be implemented.
- (2) Recommendations endorsed by the entire committee (including BCTS staff) but not entirely within BCTS' mandate. Such recommendations will be communicated elsewhere in MoFR and government as appropriate by the ADM, BC Timber Sales or

- his delegate, who is then responsible for reporting back on resulting actions, as applicable.
- (3) Recommendations endorsed by the entire or vast majority of the industry representation, but not by BCTS staff, and entirely within BCTS' mandate. The ADM, BCTS, will provide TSAC with a full explanation of the decision not to support the industry position. Industry representatives, if unanimous, may appeal this decision, via the ADM, to the Deputy Minister. The ADM will then convey to TSAC the Deputy's decision.
  - (4) Recommendations endorsed by the entire or vast majority of the industry representation, but not by BCTS staff and not entirely within BCTS' mandate. Such recommendations, including the reason why BCTS staff are not supporting the recommendation, will be communicated elsewhere in MoFR and government as appropriate by the ADM, BC Timber Sales or his delegate, who is then responsible for reporting back on resulting actions, as applicable.

### **Meetings**

Meetings will be held quarterly to coincide with the availability of the BC Timber Sales quarterly performance reports, and will be scheduled by the chair in consultation with TSAC. Further meeting information is available on the public BCTS website under "Advisory Council"

### **Support**

BC Timber Sales will arrange for and fund the meeting rooms, and a secretariat to provide support to TSAC. All appointees will be reimbursed for travel costs to and from the meetings at government rates.

### **Communication**

Most communication with TSAC members will take place via e-mail through the secretariat.

Materials approved by TSAC, including minutes, supporting materials, and presentations will be posted on the public BC Timber Sales website.