

Terms of Reference
Sunshine Coast Forest District
Forest Management Leadership Team
Dated: March 1, 2012

Objectives

Advance the concept of Professional Reliance and solve local issues by enhancing trust and relationships.

To improve the overall efficiency of the forest sector by providing an organized structure for clear and productive communications and promoting cooperation in management.

To support continued learning for licensee, BCTS, and government professionals by sharing innovative ideas, transferring new or current technological information, and working to understand the challenges faced by all members of the group.

To provide the local forest sector with a stronger voice at the Operational Issues Forum (OIF) and the Coast Region FRPA Implementation Team (CRIT).

Mandate

Work in a team environment to achieve our objectives in order to increase forest sector efficiency.

Guiding Principles for Success

The following general principles govern our success:

- Strong support from our management
- Active participation and meeting attendance
- Effective team size
- Open, professional, and respectful relationships
- Ongoing communication with our peers
- Respectful regard for different points of view
- Utilize field trips to improve decision making and discussions
- Resolve issues in good-faith through consensus

Scope

Focus on resolving local operational issues within the Sunshine Coast Forest District.

Structure

The FMLT is a working team comprised of representatives of local licensees spanning different tenure types, BCTS, and ministry staff. Membership is flexible and others may be asked to join based on the agenda topics, but the FMLT strives to have the following core people:

- District and licensee co-chair
- Licensee representatives
- MFLNRO representatives from a range of program areas

Subsequent to year one, the team will select its own chairs. The District Manager will act as the MFLNRO co-chair for the first year. Representation and participation of other local groups such as First Nation licensees, woodlots or other small tenure holders and other agencies should be considered in the form of core members, adjunct members, or invited guests.

The membership for 2012 includes:

- ***Stuart Glen , Western Forest Products (co-chair)***
- ***Mark Anderson, MFLNRO (co-chair)***
- ***Alan Blattler, Interfor***
- ***Dave Marquis, A&A***
- ***Brian Kyle, Northwest Hardwoods***
- ***Kerry Davies, BCTS***
- ***Alan Shaw, MFLNRO***
- ***Tony Carroll, MFLNRO***
- ***Gerard Nachtegaele, MFLNRO***

Meetings will be scheduled as required and may include field-oriented meetings, with quarterly meetings planned this first year. Project subgroups may be formed, and meetings held as required to complete tasks. Members may arrange to attend meetings by conference call or video call, although face to face is preferred. The Co-chairs will alternate as the meeting Chairperson.

'Decision/Action Items' will be recorded, and kept by the chairpersons.

The team will conduct an evaluation of each meeting to assess effectiveness. This qualitative evaluation will be done verbally. Results of the meeting evaluation will be documented as part of meeting minutes.

Documentation

Relevant documentation for FMLT meetings, including agendas and decision records will be sent to team members in a timely manner and kept on a central file for future reference.

Reporting

Reporting will be to OIF as well as all licensees in the Sunshine Coast forest District, as needed.