

STEERING GROUP RULES

(Version 1: adopted
15.12.03)

Introduction

Articles 38 to 40 of the UKWAS Articles of Association provide for the establishment of a Steering Group and define its terms of reference and operating procedures. Article 38 requires that "Steering Group Rules" shall be adopted (and can be amended from time to time) by Members in a General Meeting.

Scope

The Steering Group Rules as adopted and amended from time to time shall regulate, *inter alia*, the number, appointment, retirement and removal of Steering Group members. (Article 38)

Effective Date

The Steering Group Rules were adopted at an Extraordinary General Meeting held on 15th December 2003.

Steering Group Rules

1. A master list (Annex A) will be kept of the Steering Group constituencies. The master list will include the maximum number of seats in each constituency, and the names of Members who can make appointments to that constituency. The master list can only be amended by consensus at General Meeting.
2. Members responsible for appointments to a constituency will agree amongst themselves the number of appointments each Member can make to that constituency. Any Member making an appointment to the Steering Group will be referred to as the 'Sponsoring Member' for the person or people they appoint. It is not necessary for all seats in a constituency to be filled.
3. The Sponsoring Member can remove an appointment they have made to the Steering Group by writing to the Company Secretary explaining that the person they appointed should no longer serve on the Steering Group.
4. If the Sponsoring Member retires from membership of the Company or is removed from Membership in accordance with Article 8.2 then any appointments they have made to the Steering Group will expire.
5. If a person appointed to the Steering Group retires or resigns from the Steering Group, or is removed by the Sponsoring Member, or loses their position because their Sponsoring Member has been removed from Membership, then the Members responsible for appointments to that constituency will appoint a replacement. The replacement need not be made by the same Sponsoring Member.

Annex A
Members of UKWAS Company by Constituency
(Revised January 2007)

Constituency and maximum number of appointments to Steering Group	Constituency Members	Notes
Woodland owners (6)		
	Confederation of Forest Industries	Successor body to Forestry & Timber Association
	Country Land & Business Association	
Forestry practitioners (5)		
	Institute of Chartered Foresters	
	Confederation of Forest Industries	Successor body to Forestry & Timber Association
State forest enterprises (4)		
	Forestry Commission	
	Northern Ireland Forest Service	
Environmental organisations (6)¹		See Note 1 below
	Woodland Trust	
	WWF-UK	
	RSPB	
	National Trust	
Forest user organisations (2)		No members, See Note 1 below
Wood processing industry (3)		
	Wood Panel Industries Federation	
	UK Forest Products Association	
Wood products trade (2)		
	WWF-UK (Forest & Trade Network)	
Forest workforce (2)		
	Transport and General Workers Union	
UK Countryside agencies (2)		
	Represented by Scottish Natural Heritage	
Local government (2)		No members
Forestry standards setting bodies (5)		
	Forestry Commission	
	Forest Stewardship Council-UK	
	Northern Ireland Forest Service	
Other (1)	PEFC UK	Not allocated to a constituency

¹ “Environmental organisations” and “Forest user organisations” constituencies - in the event of vacant seats Wildlife and Countryside Link will act as the coordinating body responsible for putting forward organisations from within its membership to fill allocated places within this constituency. This will be on the basis of one organisation per allocated space. The contact person will be the chair of the Link Woodland Group.