



CCF ANNUAL GENERAL MEETING MINUTES

12.30pm – 2.00pm 11th July 2011
FFI, Jupiter House, Station Road, Cambridge CB1 2JD

Present: Rachel Austin, FFI, CCF Secretary; Ros Almond, CCI; Rob Pople, CCF Web Manager; Peter Herkenrath, UNEP-WCMC, Cambridgeshire Bird Club; Emily Chenery, Geography MPhil Conservation Leadership; Peter Pilbeam, Cambridgeshire Mammal Group; Rosie Trevelyan, TBA; Roger Mitchell, Natura International and ARCT; Guy Norton, Life Sciences, ARU; Bill Sutherland, Zoology; Rebecca Lodge, Natural England, CCF Newsletter Editor; Pete Carey, Plant Sciences, CCF Deputy Chair; Pamela Abbott, Natural England, CCF Chair; Richard Philips, BAS; Ceri Galloway, Trumpington Community Orchard Project; Toby Gardner, Zoology, CCF Treasurer

Apologies: Louise Bacon, Cambridgeshire Bird Club; David Chivers, Anatomy; Nigel Cooper, Anglia Ruskin University; Emily Dunning, UNEP-WCMC; Carolin Göhler, Cambridge Past Present and Future; Val Kapos, UNEP-WCMC; Mark Ricketts, The Wildlife Trust for Bedfordshire, Cambridgeshire, Northamptonshire & Peterborough; Tim Upson, Cambridge University Botanic Garden; Keith Virgo, Tropical Agriculture Association

- 1) Minutes of previous meeting. Minutes of the last CCF meeting to be sent out with minutes of the AGM. Delay due to IT issues.
- 2) Matters arising – covered by the AGM agenda
- 3) CCF Council elections
 - CCF Deputy Chair (Roger Mitchell)
 - CCF Chair (Pamela Abbott)

Roger Mitchell was elected CCF Deputy Chair by unanimous vote.

Pamela Abbott was re-elected as CCF Chair by unanimous vote.

There was a formal vote of thanks to Pamela Abbott for her achievements as CCF Chair over the last 2 years.

Formal vote of thanks from Council to outgoing CCF Deputy Chair Pete Carey who will continue to be involved with CCF as the CCF representative for Plant Sciences.

- 4) CCF Member Applications
 - Trumpington Community Orchard Project
 - Estelle Levin Ltd

Ceri Galloway from Trumpington Community Orchard outlined the Project whose application for CCF membership was unanimously supported.

The question of whether for-profit organisations could become CCF member organisations was revisited. After a good deal of discussion those present unanimously agreed to maintain our current position i.e. that CCF membership should be limited to non-profit organisations, university departments and government institutions whilst individuals from for-profit

organisations should be encouraged to become CCF Friends. The only practical difference between a CCF Friend and a member is the opportunity to vote at council meetings. It was agreed that the relevant sections of the CCF constitution be amended to reflect this position. **ACTION:** Pete Carey agreed to revise the CCF Constitution. Rachel Austin to invite Estelle Levin to join CCF as a Friend.

It was agreed that it would be useful to clearly set out the role and privileges of CCF Friends. As there are now approximately 500 CCF Friends, there is some administrative burden in keeping Friends records complete and up-to-date. There was a call for a CCF Friends Membership Officer.

The issue of geographic location of CCF member organisations, which has been historically kept flexible, was revisited and it was agreed to continue in the same way so that applications for membership are considered on an individual basis. A rough rule of thumb that member organisations should fall within a 50 mile radius of Cambridge was agreed.

5) Summer Social report

Pamela Abbott circulated Chair's report. The Summer Social made a small profit. Council formally thanked Richard Gant at Madingley Hall as well as the expert guides. Council also thanked Holly Barclay for organising the social. Please see Chair's report for more details.

6) Summer Symposium report

Pamela reported that feedback from the Summer Symposium has been positive. The symposium attracted fewer delegates than normal (65 compared to around 80-90). Reasons could be that the focus of the symposium was 'localism' so there was less interest from international conservation organisations, or due to the fact that it was held in June or that information was not effectively circulated by CCF Reps or that perhaps there was some misunderstanding between the localism theme and the local conservation initiatives presented. Please see Chair's report for more details.

Roger Mitchell reported on the interactive session. CCF Member organisations and Friends responses indicated that there were many issues conservation management planning, especially its complexity. He therefore thought that there did seem to be value in CCF considering initiating a project around sharing good practice in creating conservation management plans.

ACTION: Roger to send email to CCF Reps and Friends to gauge interest in having a half day workshop to take ideas further.

7) Adaptive management practitioner workshop

There appears to be an interest in CCF community for an adaptive management workshop. CCF had been invited to send a team to the ECNet Workshop in Spain in November on Adaptive Management using the CMP Open Standards and Miradi software. The invitation suggests that this could help judge the requirement for a dedicated workshop for CCF members in Cambridge later.

ACTION: Roger to also gauge interest in this workshop when contacting CCF members and friends in action at 6 above.

ACTION: Roger to send email to CCF Reps and Friends to gauge interest in a half day adaptive management practitioner workshop and discuss the possibility of a FOS/Miradi workshop in Cambridge or to send a CCF team to the FOS/Miradi workshop to be held in

October in Spain. Roger to form a working group to consider if there is interest in a CCF project around sharing good practice in creating management plans.

8) Carbon Taskforce Update

Emily Dunning provided the following written update:

- The request for compiling information about best/working practice case studies from across CCI/CCF organisations has been sent out as part of this month's newsletter, and an email request was sent out to CCF reps last week as well
- CCI/CCF Carbon task force actively pursuing sharing and adopting good practice in carbon reduction and offsetting across the CCF community; Mike Rands to facilitate CEOs meeting to encourage buy in from the Leadership of CCI organisations
- Report-backs from organisations about their own carbon-offsetting projects has resulted in 7 responses in total, all confirming there are no projects currently verified. One organisation (A Rocha International) has plans to do so:

There are plans for verification of A Rocha carbon forestry projects in Ghana, South Africa and Peru. These are reforestation projects, which have been designed based on CCBA standards. The Rainforest Alliance (SmartWood) has already done a desktop analysis of the project using the project design document (PDD) and other documents. The project in Peru is in preparing for baseline studies.

Please contact Emily for further information Emily.Dunning@unep-wcmc.org

Please also see Paul Hinds' call for members of the Carbon Taskforce in this month's CCF newsletter. Contact Paul for more information: Paul.Hinds@naturalengland.org.uk

9) Call for volunteers annual symposium

Thanks to the following people who volunteered to be on the organising committee for the CCF Annual Symposium: Roger Mitchell, Ros Almond, Toby Gardner, Peter Pilbeam. Matt Walpole volunteered earlier after a conversation with Keith Virgo. Keith is happy to act in an advisory capacity to the new committee.

Anyone else wishing to volunteer please contact Roger Mitchell: roger22mitchell@gmail.com

10) Autumn working party

Pamela reported that the last working party was very successful and enjoyable. Need to consider venue for this year's working party. Suggested that CCF newest member Trumpington Community Orchard could serve as potential venue and Ceri Galloway invited CCF to join a regular working party with a half hour earlier arrival to have a talk about the Orchard. These parties are held at 11am-1pm on the second Sunday of the month. Additionally, by correspondence after the meeting, Mark Ricketts offered to host a working party at Hayley Wood again this Autumn.

11) CCF Intern update

Toby Gardner gave an update on current status of CCF Intern. CCF was approached by a Spanish student (Ariadna Alvarez Perez) interested in carrying out a 6 month internship with CCF. Please see attached proposal drafted by Ariadna for interest. Toby reported that Zoology has offered to host the internship and waive bench fees. The issue of whether CCF

could contribute financially to the internship was raised. It was agreed that Ariadna's advisory committee (Mike Rands, Toby Gardner, Val Kapos, Pamela Abbott, Peter Herkenrath, Rosie Trevelyan, Annette Lanjouw, Roger Mitchell) should meet with her to further discuss the opportunity, clarify outputs and agree any financial contribution from CCF to a maximum of £1000.

12) Potential for CCF admin support

Due to time constraints it was agreed that this agenda point would be moved to the next CCF meeting but it was agreed that we need to review the way CCF operates and explore possibilities for administration support and this could form part of the analysis undertaken by the CCF Intern.

13) Financial report

Toby Gardner reported that CCF's financial position remains healthy with a balance of around £7000

14) AOB: None

15) Next Meeting: To be held 29th September 2011, venue TBC.