



Minutes of the 12th General Assembly held in Florence, Italy on 12 September 2008

Chair: Matthias Friebel (Vice-President)

Venue: Museo Zoologico la Specola, Via Romana 17, Florence, Italy

Participants (see **Annex 1**):

- 28 delegates, representing 14 Associations and 8 Countries;
- 2 observers

NO.	ITEM
0.	<u>Welcome and Stavros Dimas Video</u>
0.1.	The Chairman welcomed everyone to the General Assembly, gave the apologies of Jan Karel Mak (President) and Dominique Bernard (Vice-President) for their unfortunate absence, and thanked the organisers for all their efforts.
0.2.	The video provided by Mr Stavros Dimas (European Commissioner for the Environment) was appreciated by the General Assembly and will be uploaded to the EFAEP website.
1.	<u>Review and Approval of the Minutes of the last General Assembly</u>
1.1.	The minutes of the last General Assembly were approved without amendment.
2.	<u>Approval of the Byelaws</u>
2.1.	The Byelaws were approved with the following amendments:
2.1.1.	Clause 2.3. changed from 'The Executive Committee will publish any vacancies in the Executive Committee <i>no</i> less than 60 days before the General Assembly and will nominate a candidate for any vacancy' to 'The Executive Committee will publish any vacancies in the Executive Committee <i>no</i> less than 60 days before the General Assembly'.
2.1.2.	Clause 2.4. changed from 'Other candidates shall declare their interest in writing or by electronic mail to the Permanent Secretariat no later than 40 days before the General Assembly.' to 'Candidates shall declare their interest in writing or by electronic mail to the Permanent Secretariat no later than 40 days before the General Assembly.'
2.1.3.	A new clause 2.5. was added after clause 2.4.: 'If, after 40 days, no candidates are put forward, the Executive Committee will nominate a candidate.'
2.1.4.	Clause 2.8. (now 2.9.) changed from 'Where there is only one candidate, the election shall be automatic.' to 'Where there is only one candidate, the election of the candidate shall be approved by the General Assembly.'
2.1.5.	A new clause 2.10. was added after clause 2.9.: 'If the candidate is not approved, a further election will be held at the following General Assembly with the same procedure.'
2.2.	A new clause in Section 2 was proposed on screening new members by existing members from the same country as the applying association. The new clause was not included as it was felt that the issue was already covered by clause 1.3.
2.3.	The final EFAEP byelaws are reported in Annex 2 .

<p>3.</p> <p>3.1.</p> <p>3.2.</p> <p>3.3.</p> <p>3.4.</p>	<p><u>Financial Report</u></p> <p>The Financial Report was presented by the Treasurer, Jim Thompson (see Annex 3).</p> <p>It had been hoped that the Working Groups would bring in an income of €500 in 2008, but this is now not expected.</p> <p>It was noted that the majority of the 2008 expenses appeared to be on administration. This was misleading as administration costs actually produce useful activities and services (e.g. ENEP, Biofuels Event, Newsflash). It was suggested that future financial reports should highlight these activities and services.</p> <p>The Financial Report was approved unanimously.</p>
<p>4.</p> <p>4.1.</p> <p>4.2.</p> <p>4.3.</p> <p>4.4.</p> <p>4.5.</p> <p>4.6.</p>	<p><u>Budget 2009</u></p> <p>The Budget for 2009 was presented by the Treasurer, Jim Thompson.</p> <p>It was noted with some concern that expenses have been greater than income in 2008 and 2009. However, the expected income for 2009 does not include potential income from the new EFAEP website, ENEP, or possible new members. APEA have also asked to rejoin EFAEP and pay any outstanding back-payments.</p> <p>Possible external funding was discussed. EFAEP has previously applied to the Siegrid Rausing Trust but was unsuccessful, and funding from the EU is difficult to obtain and often has to be matched.</p> <p>It was requested that more funding should be provided to the Working Groups and it was agreed, subject to approval by the Executive Committee, that the Working Groups should have a budget of €3,000 for 2009. EFAEP is currently in a state of development and a new Business/Action Plan is needed for the next few years to determine how our income is spent.</p> <p>It was also noted that the current policy on paying for non-routine travel expenses needs to be discussed further.</p> <p>The Budget for 2009 was approved unanimously.</p>
<p>5.</p> <p>5.1.</p> <p>5.2.</p>	<p><u>Report of the Co-ordinator and the New EFAEP Website</u></p> <p>The Co-ordinator, Jason Reeves, outlined his work since starting in May 2008 and then expanded on further work still to be done.</p> <p>The new EFAEP website was presented by the Co-ordinator. The General Assembly commented that the emphasis of the website should be on what EFAEP actually does, and that 'Members' should be a main tab on the navigation bar rather than a subcategory of 'About EFAEP'.</p>
<p>6.</p> <p>6.1.</p> <p>6.2.</p> <p>6.3.</p> <p>6.4.</p> <p>6.5.</p> <p>6.6.</p>	<p><u>New Members</u></p> <p>The Italian Association of Naturalistic Engineering (AIPIN) and the Institute of Environmental Management and Assessment (IEMA, UK) were welcomed as observer organisations. The Italian Society of Ecology had hoped to also be present as observers but was unfortunately unable to attend. Mario will keep in touch with them.</p> <p>Matthias Friebel had contacted a German environmental protection organisation (BBN, Bundesverband Beruflicher Naturschutz) but has not had a response from them.</p> <p>As previously reported, APEA (Portugal) has also asked to rejoin EFAEP.</p> <p>Emanuele Regalini has come up with a long list of possible member associations. The Executive Committee will need to go through this list at some point.</p> <p>It was noted that EFAEP should actively be looking for new members in central and eastern Europe. Libuše Deylová had tried to contact a relevant organisation in Slovakia, but without success.</p> <p>Members were asked to make any relevant suggestions for new members.</p>
<p>7.</p> <p>7.1.</p> <p>7.2.</p> <p>7.3.</p>	<p><u>ENEP Update and External Marketing</u></p> <p>Mario Grosso and Emanuele Regalini presented the current situation for the database (see Annex 4).</p> <p>It was suggested that ENEP needs to be linked to the ENDS Directory.</p> <p>All member associations were encouraged to actively stimulate their membership into creating profiles</p>

	on ENEP.
7.4.	It was noted that for ENEP to work there needs to be incentives to join. The Executive Committee is to work on proposals to take ENEP forward, which are to be ready for the General Assembly in March 2009.
7.5.	AIAT proposed to volunteer for a 3-month free access scheme to test whether external organisations will be willing to pay to access ENEP. Many AIAT supporting members (companies) have shown interest in this opportunity. This was approved.
7.6.	It was suggested that ENEP needs a website homepage that can really 'sell' the product.
8.	<u>Report of the Working Groups</u>
8.1.	Matthias Friebel reported on the Environmental Management Systems Working Group (see Annex 5). He gave an introduction to the EMAS and ISO systems and reported back on the 2008 Environmental Verifier Day. The EMS Working Group now has 'liaison status' with the International Standards Organisation (ISO) in the Technical Committee 207, SC01 (Environmental Management Systems). The liaison status is especially devoted to international organizations and associations, which do not vote, but can participate in the debates and the development of consensus. It was noted that for the group to have any influence in ISO it should be represented at all meetings.
8.2.	Paul Horton reported on the Climate Change Working Group. The group helped organise the Biofuels event in Florence and from this it is hoping to produce a Position Paper and a Summary that can be fed into EU legislation. The group may also be able to comment on the EU Green Paper on Adapting to Climate Change. It was also suggested that perhaps 'climate change' is too broad for one Working Group and could be split into several more specific groups.
8.3.	The idea that Working Groups could be self-supporting was discussed. One possible way to start this could be to introduce a fee to join a Working Group.
8.4.	EFAEP will have to support all its Working Groups equally; therefore we need to decide on how many groups EFAEP can realistically support. For this a Business/Action Plan is needed.
8.5.	Working Groups will also need to produce Business/Action Plans so that the General Assembly and the Executive Committee know what they are doing, what they hope to achieve and how much it is likely to cost.
8.6.	Libuše Deylová proposed a Working Group on Hazardous Waste from Hospitals and Other Health Activities.
9.	<u>Raising the EFAEP Profile: Brief Update on EU Contacts</u>
9.1.	Jim Thompson reported that the recent meeting with Ladislav Miko had gone well and that Ladislav had been supportive of EFAEP and had provided a list of useful contacts.
9.2.	Vera Kessler is currently organising a meeting with DG Environment to introduce EFAEP and ENEP.
9.3.	Paul Horton commented that he would promote EFAEP where he could through his work with the European Water Association (EWA).
9.4.	All members were encouraged to promote EFAEP and ENEP wherever possible.
10.	<u>AOB</u>
10.1.	At the end of the meeting it was announced that the new EFAEP website was live on the internet.
11.	<u>Date and Venue of the Next GA</u>
11.1.	The General Assembly agreed that the 2009 meetings shall take place on 16-17 March 2009 (in Bilbao, Spain), organised by ATEGRUS, and on 17-18 September 2009 (in London, UK).

ANNEXES

1. List of participants
2. New byelaws approved by the General Assembly
3. Budget
4. ENEP presentation
5. Report of EMS Working Group