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| Board meeting 02/2021 | |
| Minutes | Web conference Thursday 29 April 2021 10:30-15:30 |

***Participants***

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| |  |  | | --- | --- | | *By phone*  Mr Giuseppe ABELLO, Assocasa  Ms Heather BARKER, RB  Ms Ana-Maria COURAS, A.I.S.D.P.C.L. *(until 12:30)*  Mr Jean-Paul DECHESNE, Colgate Palmolive  *(only a.m.)*  Ms Virginie D'ENFERT, Afise  Mr Ismaël DJELASSI, Spechim  Ms Helle FABIANSEN, KoHB  Mr Charles-François GAUDEFROY, Unilever *(proxy*  *To A.Scheidgen from 11 :00 to 12:30)*  Mr Ludger GRUNWALD, Ecolab  Mr Ad JESPERS, Diversey  Ms Sari KARJOMAA,KH  Mr Thomas KEISER, IKW  Mr Philip MALPASS, U.K.C.P.I.  Mr Stefan MUELLER, Dalli-Werke  Ms Anna OBORSKA, P.A.C.D.I  Mr Lorenzo POTECCHI, SC Johnson  Ms Mihaela RABU, Rucodem  Mr Thomas RAUCH, I.H.O. (Observer)  Mr Arndt SCHEIDGEN, Henkel  Ms Françoise VAN TIGGELEN, Detic  Ms Nadia VIVA, P&G (Chair) | *From A.I.S.E*  Mr Luca CONTI  Mr Sascha NISSEN  Ms Jan ROBINSON  Ms Valérie SEJOURNE  Mr Mohamed TEMSAMANI  Ms Susanne ZÄNKER | |

1. Welcome and OPENINg

The Chair, Nadia Viva opened the meeting by welcoming the attendees to the web-conference. She mentioned that the key topics are as following: Green Deal, the A.I.S.E. 2021- 2022 work programme incl. the resources linked to it, and the package for the GA. She also thanked the A.I.S.E. Team for the different activities that were undertaken since the last Board meeting, such as political outreach, the launch of the Hygiene Report and the progress in the SSG related to the PEF/ Charter. She emphasised that in her eyes all activities were undertaken using a firm tone, clear messages and were calling for science-based approaches.

1. Reminder on competition policy

The rules of the Competition law were reminded, and all agreed to adhere.

1. approval of agenda

The agenda with the addition of the programme of the Members’ webinar on the CSS in the framework of the GA as a point 10.4. was approved.

1. APPROVAL OF MINUTES & REVIEW OF ACTIONS OF LAST MEETINGS: Regular meeting on 11 February 2021, ExtraOrdinary calls on 1 march 21, 8 march 21 and 30 March 21

The meeting minutes of all 4 Board calls as listed above were approved. All actions were undertaken and most of them are covered through the agenda of the today’s Board meeting.

1. european green deal
   1. Chemicals Strategy for Sustainability *(J.Robinson)*
      1. COM High Level Round Table Meeting on 5th May: key messages

The Board endorsed the A.I.S.E. written statement, as provided on 28th April, for inclusion in the HLRT meeting record. It was agreed that it should be sent to the Commission only as the meeting begins.

It was agreed to publish the aforementioned statement on A.I.S.E.’s website and social media channels. A joint industry statement proposed by Cefic was also discussed; whilst the content was broadly acceptable (apart from a preference for the term “partners” rather than “ambassadors”), the Board preferred A.I.S.E.’s own messages to be prioritised in external communications. However, it was noted that it may send the wrong message if A.I.S.E. were the only industry participant declining to co-sign the statement, so the intentions of others (notably Cosmetics Europe) should also be monitored.

Board members expressed their concerns that the CSS will necessitate a change in the entire business model in order for some companies to survive. Concrete examples of investment and innovation needs will be very important for strategic discussions in the HLRT. It was therefore proposed to organise an additional call of the Board on this topic. Pre-discussion to frame the topic on innovation will take place in other groups, e.g. Advocacy SG.

***ACTIONS:***

***- Finalise A.I.S.E. statement and send to DG ENV on 5 May (A.I.S.E.)***

***- Liaise with Cosmetics Europe and provide feedback to Cefic on joint statement (A.I.S.E.)***

***- Schedule ad hoc Board call, focus on innovation needs: 31 May 14h (A.I.S.E.)***

*Post-meeting note*: In discussion with CEFIC to amend “ambassador” into “partner” and also in discussion with Cosmetics Europe, the Board agreed that A.I.S.E. co-signs the CEFIC statement together with 8 other industry sectors, while keeping focus on the A.I.S.E. statement.

* + 1. Impact Assessment project (IA): status and next steps

The Board was informed that following the signature of the contract with the consultants Ricardo to run for A.I.S.E. the impact assessment, the preparation started to reach out to members. For that purpose, 2 members’ webinars will be organised. In parallel, intensive discussion took also place with IFRA and Cosmetics Europe, who are intending to run their IA with Ricardo to align in the approach and to organise the launch webinars together.

The Board called for a large participation in the IA and encouraged the NA to reach out to their members in order to ensure a statistically relevant number of participating companies and many SMEs to have a robust report to substantiate with facts and figures our advocacy.

***ACTIONS:  
- Inform companies of our sector about the IA and invite those to participate (Companies, NAs)***

***- Notify the A.I.S.E. secretariat (***[***caroline.dubois@aise.eu***](mailto:caroline.dubois@aise.eu)***) about the companies’ participation (All).***

*Post-meeting note*: Members’ webinar by the consultant jointly with IFRA and Cosmetics Europe will be on 10 and 17 May, calling for members to actively engage in the process.

* + 1. Watch-out information: Revisions of REACH and CLP: timing and activities

See pre-reading and presentation for an overview of the Commission’s intentions.  
*Post-meeting note*: The Inception Impact Assessments (Roadmaps) on revision of the regulations were both published on 4 May, for four weeks’ public consultation until 1 June.

* 1. Circular Economy Action Plan (CEAP) *(S.Nissen)*
     1. Activities with focus on green claims, consumer empowerment, Environmental Footprint method (PEF): Draft work plan on top 3 priorities
     2. EU Institutions Outreach *(M.Temsamani)*

This point was not covered during the meeting.

* 1. Publication of Commission EU Industrial Strategy (M.Temsamani)

The EU Industrial Strategy’s publication was delayed so it could not be presented and confirmed as an “A-level” priority by the Board. However, M. Temsamani presented the secretariat’s proposal on revamping the work linked to the protection of the EU Single Market for detergents.

S. Zänker also raised the fact that A.I.S.E. should come up with a position (key demands) on how to foster Innovation and Competitiveness in the EU. The Board was open to the idea but highlighted that the added-value, risks and opportunities of engaging on this new deliverable should be considered before kicking-off the work, also in light of current limited resources. (see also 5.1)

***ACTIONS:  
- update the A.I.S.E. position paper on the EU Single Market, and review the content of the EU Industrial Strategy when published. (A.I.S.E).   
- draft a thought starter on Innovation/ Competitiveness and discuss how to move the project forward. (A.I.S.E.)***

1. SUSTAINABILITY
   1. Single-Use Plastics Directive for wet wipes (M.Temsamani)

M. Temsamani informed the group about the state of the file and positive news regarding the exclusion of viscose and lyocell in the draft guidelines for scope and definition. The secretariat understands that the inter-service consultation is closed meaning that these guidelines are close the publication.

The secretariat also considers it highly important to take stock of the learnings of the SUPD advocacy and prepare a political statement for the Commission to focus on evidence-based policy-making and ensure that stakeholders are consulted.

***ACTIONS:  
- prepare a political statement and outreach plan on learnings of SUPD and seek cross-industry alignment. (A.I.S.E.)   
- monitor the finalization of the Commission guidelines, and influence discussions on “placing on the market” if once more possible. (A.I.S.E.)***

1. COMMUNICATIONS/ADVOCACY (V.Sejourne, M.Temsamani)
   1. Joint A.I.S.E./IFH report on targeted hygiene – Debrief/Next steps *(V. Séjourné)*

The [presentation](https://aise.wall.idloom.com/#/filelastversion/11917) on the launch event (attended by 400 participants), coinciding with World Health Day and supported by Professor Didier Pittet was made by V.Séjourné, who also indicated that in addition to the media coverage obtained, several follow up meetings are now being organised with key stakeholders (Commission DG Santé (Biocides Unit and EU4Health), ECHA). The summary overview of the launch also included many activities by the A.I.S.E. network and VS thanked the NAC for their active support to promote this pan-European launch through their own communication channels. This event and the communication efforts and achievements were welcomed by the Board. It was also mentioned that this milestone could be extremely helpful in the upcoming advocacy work that will be needed notably related Green Deal and CSS, highlighting the importance of our product portfolio for society and EU citizens’ health.

1. A.I.S.E. WORK PROGRAMME (for approval) (S.Zänker)

The work programme as sent in the pre-readings [Revision 2021- December 2022](https://aise.wall.idloom.com/Post/Preview?ID=11749) was discussed, addressing 2 areas:

- Amount of work versus available resources

The Board expressed its worries for the A.I.S.E. team to cover the work programme as presented. The activities related to the Green Deal are work intensive and are coming in addition to the “normal” workplan. It was therefore suggested 1. to reach out where possible to consultants, and 2. to increase resources within A.I.S.E.. The Board agreed to this proposal and invited A.I.S.E. to define the needs for an advert and to also share it with companies to help in the recruitment process. The support given by A.I.S.E. to companies on the on-going and upcoming work initiated by the Commission is key and most valuable for the companies and therefore adequate staffing means also investing into the future of the business.

It was also suggested to review the work plan after the GA to further streamline it, where possible.

- Green Deal

Being the key topic of A.I.S.E. covering all pillars of the A.I.S.E. strategy, the Board suggested to better illustrate the interlinks and the activities in the current work plan.

***ACTIONS:***

***- Define the needs for additional support at A.I.S.E. as to consultants, team members and/ or companies support (S.Zänker).***

***- Recruit additional support (S.Zänker)***

***- Include in the current workplan an illustration of the A.I.S.E. activities linked to the Green Deal, and the connections with the different pillars of the A.I.S.E. strategy. (A.I.S.E.)***

***- After the GA, review the A.I.S.E. work plan in view of the period of 2022 – 2023 (MC/ A.I.S.E. Team)***

1. FINANCIAL MATTERS AHEAD OF GENERAL ASSEMBLY (for approval)(A. Scheidgen)
   1. Final audited financial situation as at 31/12/2020 and auditor’s report

The Board approved the 2020 audited accounts as shared in the pre-readings.

* 1. Revised budget 2021 including carry overs and new activities

The Board approved the revised 2021 budget however asked to include the additional resources as discussed under point 7. (see pre-readings)

***ACTION:  
- Update the budget 2021 to include expenses for additional A.I.S.E. staff. (A.I.S.E.)***

* 1. Budget proposal year 2022

Same as for 2021, due to the decision to increase the FTEs within A.I.S.E., the expenses for 2022 should be adapted. The rest was approved by the Board as shared in the pre-readings. It was highlighted that for several reasons the income will decrease, e.g., reduced membership for UKCPI, change in a membership category for one member, the period for the reduced rental price expired. (see for details in the pre-readings).

***ACTION:***

***- Update the budget 2022 to include expenses for additional A.I.S.E. staff. (A.I.S.E.)***

* 1. Evolution of operational reserve

The above-mentioned decisions to increase in 2021 and 2022 the FTE within A.I.S.E. will also impact the level of the operational reserves. The forecast is that in 2023 the threshold of the agreed €650K will be reached, requiring reflections now on the future financing in order to secure a proper functioning of the association. In this context the companies mentioned that additional financial support to finance the extra people, could be envisaged, i.e., raising an exceptional extra-fund from the companies.

***ACTION:***

***- Review the development of the reserves until end of 2022.***

* 1. 2022 membership fees

The Board agreed to maintain the membership fees for 2022 at the same level as in 2021. However due to the situation as described under 9.3 and 9.4, it was strongly recommended to develop a plan for 2023 and beyond. The treasurer suggested to elaborate a proposal together with the secretariat and to discuss it with interested Board members, before submitting ways forward to the autumn A.I.S.E. Board meeting. H. Fabiansen expressed her interested to be part of the “sounding” board, to assess the ideas.

A. Scheidgen thanked for the support from I. Djelassi in the revision of the above approved documents and C. Baïer for her thorough work in establishing all documents.

***ACTIONS:***

***- Elaborate proposals for ways forward on membership fees to be presented to the Board in autumn (A.Scheidgen, I.Djelassi, A.I.S.E. secretariat)***

***- Indicate interest to be part of the “sounding” board to assess ideas (Board members)***

1. PREPARATION OF THE GENERAL ASSEMBLY 15 June 2021 (S.Zänker)
   1. Approval of the [Agenda](https://aise.wall.idloom.com/Post/Preview?ID=11746) of the Statutory Part

The agenda for the GA on 15 June 2021 was approved by the Board.

* 1. Confirmation of the Board members 10th June 2020 – June 2022

All Board members confirmed to remain in their positions for the second year of their mandate as elected last year.

* 1. Statutory changes to accommodate for UKCPI membership *(L.Conti)*

The Board approved the proposed change of A.I.S.E. Statute to accommodate UKCPI membership as indicated below:

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| Current A.I.S.E. Statutes | Modification to the A.I.S.E. Statutes |
| ***Article 5.1.1: Ordinary National Association members***  Organisations based in a Member State of the European Union (EU) or in a Member State of the European Free Trade Association (EFTA) may be admitted to Ordinary membership as Ordinary National Association members if they meet the following conditions: | ***Article 5.1.1: Ordinary National Association members***  Organisations based in a Member State of the European Union (EU), in a Member State of the European Free Trade Association (EFTA) ***or in a former Member State of the European Union*** ***(former EU)*** may be admitted to Ordinary membership as Ordinary National Association members if they meet the following conditions: |
| ***Article 30: temporary provision***  As an exception to Art. 5.1. of the Statutes, the UK National Association (UKCPI) will still be considered as an Ordinary National Association Member of A.I.S.E. during a transitional period ending on 31 December 2021. During this transition period, UKCPI will have the same rights and obligations as any other Ordinary National Association Member. | ***Article 30 to be deleted*** |

The change to the Statute will be submitted to the General Assembly in June 2021 for final approval.

***ACTION*:  
- *Submit the proposal to the General Assembly. (A.I.S.E.)***

* 1. Members Webinar linked to the GA

The Board agreed on the proposed webinar for the members to be organised in the frame of the GA, i.e., 15 June 2021 in the afternoon. The objective is to inform all members about the current statutes of the Chemical Strategy for Sustainability, the activities of A.I.S.E. and very importantly about the main messages and positions. The title of the webinar was suggested as following: Transforming the Chemicals Strategy for Sustainability into a real success for our industry.

* 1. General Assembly 2022

The Board agreed to organise the GA in 2022 back-to-back with Cosmetics Europe in Brussels. The reason for Brussels as venue is based on financial engagement already made in 2019, which were put on hold since then due to Covid. Common members of both associations were invited to ensure a good alignment of the programme of both associations to avoid overlaps in the respective programmes.

For 2023, the idea for the organisation of the GA abroad was put forward, with the question mark to the NAC about reflecting on a venue.

1. FOR INFORMATION/QUESTIONS ONLY
   1. Slovenian Association: [Activity Report H2 2020](https://aise.wall.idloom.com/Post/Preview?ID=11747) (S.Zänker)

The Board approved the report provided by the Slovenian association linked to A.I.S.E. via a service agreement.

* 1. Microplastics Advocacy (M.Temsamani)

No additions to prereading

* 1. EU Green Dot Advocacy at French at EU-levels (M.Temsamani)

No additions to prereading

* 1. Biocides (M.Temsamani)

No additions to prereading

* 1. Publication of Commission EU Better Regulation Communication (M.Temsamani)

No additions to prereading

* 1. Sleeves *(V.Séjourné)*

No additions to prereading

* 1. PSP Capsules- 2021 *(V.Séjourné/L.Conti)*

Following the updates related to advertisement and companies’ reporting foreseen on the PSP Capsules for 2021, the project description is currently under review to align it to these aspects. When the new consolidated version will be finalised, the signature of a new update commitment letter from participating companies would be advised.

No further question was asked during the meeting.

* 1. Corporate communication (activity report and website) *(V.Séjourné)*

No additions to prereading

* 1. Digitalisation Roadmap and Detergents Regulation (V.Séjourné/J. Robinson)

See pre-reading. No questions were raised during the meeting.

1. Next BOARD Meeting DateS

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| Tuesday 15 June 2021  Followed by **GA**  Members **Webinar (**topic tbc) | 09:00 – 11:00  11h30 – 13:00  14h00 – 15h30 | Web conference |
| Thursday 14 October 2021 | 10:30 – 16:00 | Brussels (A.I.S.E.) (tbc) |
| Wednesday 8 December 2021 | 10:00 – 13 :00 | Brussels (venue tbc) |

Document name: 2021-04-29 BOARD Minutes A.I.S.E., 11 May 2021