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| Board meeting 04/22 | |
| Minutes | Webconference Tuesday 11 October 2022 10:30 – 14:30 CEST |

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| ***Participants***  *By phone*  Mr Giuseppe ABELLO, Assocasa  Ms Heather BARKER, Reckitt  Ms Ana-Maria COURAS, A.I.S.D.P.C.L.  Ms Virginie D'ENFERT, FHER  Mr Ismaël DJELASSI, Mondo-Spechim  Ms Helle FABIANSEN, KoHB  Ms Ana GASPAR, Colgate Palmolive  Mr Charles-François GAUDEFROY, Unilever  Mr Ludger GRUNWALD, Ecolab  Ms Yvonne IWANIUK, SC Johnson  Mr Ad JESPERS, Diversey  Ms Sari KARJOMAA, KH  Mr Thomas KEISER, IKW  Mr Philip MALPASS, U.K.C.P.I.  Ms Anna OBORSKA, P.A.C.D.I.  Ms Mihaela RABU, Rucodem  Mr Hans RAZENBERG, NVZ  Mr Arndt SCHEIDGEN, HENKEL  Ms Nadia VIVA, P&G (Chair) | *From A.I.S.E.*  Mr Luca CONTI  Mr Dave HEMINGWAY  Mr Sascha NISSEN  Ms Jan ROBINSON  Ms Susanne ZÄNKER  *Apologies:*  Mr Stefan MÜLLER, Dalli-Werke (proxy to I.Djelassi)  Mr Thomas RAUCH, IHO *(as Observer)* |

1. welcome and Reminder on competition policy

As the President could only join from 11h onwards, the Vice-President, H. Barker opened the meeting by welcoming the participants. N. Viva then took over from her.

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

1. approval of agenda

The agenda was approved. No additional items were added. The order was slightly changed during the discussion, the meeting minutes are kept in the order of the agenda.

1. APPROVAL OF MINUTES & REVIEW OF ACTIONS OF LAST MEETINGS (14/06/22 + 19/09/22)

The Minutes of both meetings were approved, and all actions were undertaken and/ or will be covered by the agenda.

1. Key topics
   1. **Circular Economy Action Plan**
      1. Addressing the CEAP objectives: Elevating the Charter and involvement of consultancy for project management *(for approval)*

**The Board endorsed** the MC recommendation – following the SSG proposal – to **mandate the consultancy 'PRé Sustainability' to support A.I.S.E. with technical project management for the next Charter revision**. In this context, the Board reconfirmed that the Charter continues to be the centerpiece within our sustainability strategy, and that a next revision of it is needed in order to address the CEAP objectives

The Board also endorsed PRé’s budget proposal (65K Euros in 2022 and 235K Euros in 2023) and provided the mandate to A.I.S.E. to sign a consultancy contract accordingly, covering the workstreams as clearly indicated in the request of proposal. In principle, the Board supported the funding structure, which is a balanced mixture of the following elements:

* Partly taken from Charter reserve
* Increase fee as of 2023 for Charter members by 10% for manufacturers (covering inflation) and introduce new annual flat fee for retailers (EUR 1,000, -)
* Partly taken from A.I.S.E. budget/reserve
* A.I.S.E. separately funded project by ordinary corporate members.

However, the Board requested to rebalance this to that effect that in addition to the planned 75K coming from the Charter budget, more budget should come from this source, e.g. via an increased use of existing Charter reserves. As the SSG assumes continuous involvement beyond 2023 for additional activities (external, budget and possibly A.I.S.E. staff), the Board is asking the SSG for a budget estimation for those additional costs, which will then be further evaluated with MC and Board in the coming months.

Background: The SSG consultancy selection process had been prepared and carried by the SSG during summer, finally concluding in a pitch with three consultancies; the recommendation to mandate 'PRé Sustainability' was finally based on several aspects, such as:

* pro-active and flexible approach in LCA & risk+ area with proven expertise on ecotox side; expertise available in a core team;
* successful vision of operating step by step and scaling up;
* involvement of experts from the industry and build on expertise: successful collaboration with A.I.S.E. for 10+ years & good knowledge of the sector.

***ACTION:  
- Mandate 'PRé Sustainability' to support A.I.S.E. with technical project management for the next Charter revision (Secretariat)  
- Rebalance 2023 funding this to that effect that more budget should come from the Charter budget (Secretariat)   
- Provide budget estimation for expected costs beyond 2023 (SSG)***

* + 1. ESPR – recent developments *(for information)*

The Board was updated regarding on-going activities on ESPR and proposed amendments. An overview of next steps was shared (see slides for details). In this context the Board was reminded that the current legislative proposal is a horizontal framework, which will be completed via delegated acts for specific product categories at a later stage. Recently, the JRC confirmed to A.I.S.E. in a written note that there is the intention to publish a first work programme with selected product categories at the end of this year, and in case detergents would be covered, A.I.S.E. would be invited to get involved.  
  
The specific role of the national associations was highlighted, due to the nature of the co-shared legislation process; discussions at local level have started already. It was agreed that whenever there is the opportunity, it would be good that NAs engage with their national authorities, e.g. sharing A.I.S.E.’s position and amendments as well as get updated on intelligence and developments on the dossier at national level.

* 1. **Chemicals Strategy for Sustainability**
     1. Detergent Regulation revision *(for information)*

The Board noted and commended the good relationship A.I.S.E. has fostered with DG GROW, which has enabled a lot of input to be provided through informal dialogue. It was queried whether A.I.S.E. has an integrated position on digitalisation and on-pack information; developments in this area are anticipated in the Detergents Regulation, CLP and also the Digital Product Passport for ESPR, but at present details are lacking. A.I.S.E. will leverage its previous work (including 2021’s simulated website including both safety and sustainability information) to feed these initiatives.

Some members are concerned about immediate application of detergent labelling requirements for fragrance allergens included in the Cosmetic Products Regulation. A.I.S.E.’s goal is to decouple the Detergents Regulation from cosmetics legislation, but if this is not possible a Q&A from the Commission will be sought to clarify the timing of obligations.

The Board requested an overview of A.I.S.E.’s objectives, threats and potential gains for the revision of the Regulation. This will be taken into account in future presentation of the strategic priorities.

***ACTIONS:  
- Compile previous work and positions on digitalisation into one document for multiple use (Secretariat).***

***-Provide overview of goals and measures of success for strategic priorities at future meetings (Secretariat)***

* + 1. CLP revision *(for information*)

The A.I.S.E. position on the delegated act introducing new hazard classes is in preparation. The validation and implementation of non-animal test methods was reiterated as an important aspect to be included in the response.

* + 1. Revision of REACH: Generic Risk Approach *(for information)*

The targeted revision of REACH is expected to be adopted and transmitted to the EP and Council in Q1/Q2 2023 [*post-meeting note:* now postponed to Q4 2023]. However in parallel with the Ordinary Legislative Procedure – expected to be concluded in the next parliamentary term - the Commission will develop its implementation plan for the GRA, in readiness to roll this out as soon as the empowerment is formally granted.  
The Board asked for a regular overview of goals and success markers as above. Board members urged A.I.S.E. not to abandon safe use in its advocacy or to allow hazard to be used as a proxy for risk; it was noted that the GRA is here to stay, but the common DUCC position and proposed process flowchart (currently in process of finalisation) do incorporate safe use in a form that could potentially be acceptable to the Commission.

***ACTION:  
- Share DUCC messages and proposal with Board for information when ready (J. Robinson)***

* 1. **A.I.S.E. Key priorities (follow up of Board meeting 19.9.22)** *(for information)*

At the extra-ordinary Board call on 19.9, the objective to enhance the political standing, setting the A.I.S.E. policy priorities and the structure to govern these priorities via Strategic Priority Steering Groups (SPSGs) was agreed. The MC on 18 October will discuss how to implement the SPSGs. The point left open to be further worked upon is related to the lack of resources, i.e. finances and FTE. The Financial TF will meet on 20 October to investigate the budget 2022 – 2024 with the aim to ensure the financial sustainability of A.I.S.E.. This work will take into account inflation, the energy and raw material crisis impacting the companies and on the other side the work priorities to be tackled by A.I.S.E. The organisational chart, as requested at the last Board call, was shared at the Board meeting.

The Board appreciated seeing an overview of the outreach that was undertaken by A.I.S.E. and its network over the last 18 months with all 3 EU institutions (see the set of the [shared presentations](https://aise.wall.idloom.com/#/group/6/files/structure/3977)). The need to sustain the established contacts at the EP level and to even foster it once the rapporteurs/ shadow rapporteurs are nominated was explained by D. Hemingway.

The Board suggested to map/scope out the meeting strategy on all the different dossiers relevant for our sector. An update of the priority dossiers should be provided at each of the upcoming Board meetings, namely ESPR and linked to this Charter/ PEF, Detergents regulation revision, GRA, and others where relevant. This would include feedback on meetings, messages, dates, and suggestions on the way forward, including the network collaboration via the NAC with all 3 EU institutions.   
***ACTIONS:  
-Provide an update at the next Board meeting on the financial analysis of the A.I.S.E. Budget with recommendations for discussion to ensure the financial sustainability of the association (A. Scheidgen)  
- Provide an update on the status of the political outreach (D. Hemingway)***

* 1. **Format of the 7th of December meetings**: Board, High Level Meeting with Commission, Cleaning & Hygiene Forum & 70th Anniversary Reception *(for decision)*

Based on the comprehensive pre-reading summarising the organisational situation as to internal resources and potential travel restrictions, the Board agreed to organise all meetings on 7th and 8th December in a virtual format as following:

7th December: Board meeting via web conference starting at 9h30, followed by the Cleaning & Hygiene Forum from 15h until 17h30.

8th December: NAC virtual meeting starting at 10h.

1. Governance
   1. **A.I.S.E. Financial**
      1. Situation as of 30 June 2022 *(for information)*

A. Scheidgen commented the financial situation as at 30/06/2022 sent in the pre-reading. Nothing unexpected in the half year financial situation. Most revenues are invoiced during Q 1 and are in line with budget. An estimated financial situation as at 31/12/2022 will be presented at the Board meeting of 7th December.

No questions have been raised.

* + 1. Unpaid Membership Fees *(for discussion)*

As stated in the pre-reading 5 National Associations encountered difficulties to pay to A.I.S.E. their membership fees. The reason for this is that those associations can pay their A.I.S.E. Membership fee only once their members have contributed to the special A.I.S.E. fund, constituted mostly by the A.I.S.E. direct member companies. Hence the request to the Board member companies to ensure that locally the payments to the National Associations are made in time allowing those NAs to timely pay their fees to A.I.S.E.. This allows them to vote at the A.I.S.E. GA, as requested by the A.I.S.E. statutes.

* 1. **Board Observer seat** *(for approval)*

The Board approved the nomination of Thomas Rauch (IHO) as PC&H Board Observer for the mandate 2022 – 2023.

* 1. **Membership matters**
     1. Application Symrise (Associated) *(for discussion and approval)*

The Board endorsed the application of Symrise as A.I.S.E. Associate Member. Symrise will be granted the Observer status, allowing to join A.I.S.E. WGs and TFs, until A.I.S.E. Annual General Assembly of June 2023 where the application will be officially approved. First payment for membership fees is due in 2023.

* + 1. APCOHM (Russian Association) membership *(for discussion)*

The Board discussed the political situation in Russia and the potential impact for the Russian Association as to their A.I.S.E. membership. The following points were addressed, but any further discussion and possible decision postponed to the next Board meeting:

* Potential sanctions and actions against organisations having relations with Russian organisations.
* Reputational impact on A.I.S.E. and ethical situation
* A.I.S.E. statutes: L. Conti reiterated that the situation when compared to the discussion in June remains the same, i.e. no legal grounds to expel APCOHM. He also added that no note had been issued by the Belgian Government notifying associations about any infringement of having a Russian Association as a member. Finally, he explained the procedure laid down in the Statutes related to suspension and expulsion of Members. (A simple majority of the Board is required to suspend the membership, and at the GA level 2/3 majority is required to expel a member.)

***ACTION:***

-***Prepare a table compiling information on the above elements to allow for a rational discussion at the next Board meeting. (LC/SZ)***

* 1. **Calendar for dates in 2023** *(for approval)*

The dates as proposed for the meetings in 2023 were all approved:

Tuesday 7 February 2023, 10h30 – 16h00, Brussels

Wednesday 26 April, 10h30 – 15h30, webconference

Tuesday 13 June 2023, 8h30 – 10h30, Brussels (GA Day)

Tuesday 10 October 2023 10h30 – 15h30, webconference

Wednesday 6 December, 10h00 – 13h00 Brussels

1. Topics for information/ question only

Refer to [meeting guide](https://aise.wall.idloom.com/#/filelastversion/19264)

* 1. **Likochema Activity Report – 1st Semester 2022**

The Board members appreciated the report and had no question.

* 1. **Biocides**
  2. **Revision of Unfair Trading Practices Directive**
  3. **Taxonomy**

1. Next Meeting Date(s) and closure of the meeting

N. Viva closed the meeting by thanking all participants for their active input. She welcomed the focused agenda allowing for a more extensive discussion on key points. Referring to point 4.3, she reiterated her suggestion to provide an update on the political outreach status on the key priorities.

Next meeting: Wednesday 7 December 2022, 09:30-13:00, web conference

Extra-ordinary calls, if need be, can be organised.

Closure of the meeting: 14h40

**ACTIONs RECAP**

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| ***What*** | ***who*** | ***when*** |
| ***4.1.1. - Mandate 'PRé Sustainability' to support A.I.S.E. with technical project management for the next Charter revision  - Rebalance 2023 funding with the effect that more budget should come from the Charter budget  - Provide budget estimation for expected costs beyond 2023*** | ***A.I.S.E.***  ***A.I.S.E.***  ***SSG*** | ***asap*** |
| ***4.2.1. -Provide overview of goals and measures of success for strategic priorities at future meetings***  ***-Compile previous work and positions on digitalisation into one document for multiple use*** | ***A.I.S.E.***  ***A.I.S.E.*** | ***asap*** |
| ***4.2.3. - Share DUCC messages and proposal with Board for information*** | ***J.Robinson*** | ***when ready*** |
| ***4..3. Key priorities: Provide an update on the financial analysis of the A.I.S.E. Budget with recommendations for discussion to ensure the financial sustainability of the association  - Provide an update on the status of the political outreach*** | ***A. Scheidgen***  ***D. Hemingway*** | ***Next Board*** |
| ***5.3.2. - Prepare a table compiling information on APCOHM (Russian Association) membership* *to allow for a rational discussion at the next Board meeting*** | ***LC/SZ*** | ***Next Board*** |

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