

**MEETING DATES 2019-20****Background**

1. The Forestry Commission is going through a period of significant change as we complete the devolution process and see the Forestry Commission becoming an England only non-ministerial department from April 2019.
2. Plans are currently underway to implement the Future Forestry Commission (FFC) governance arrangements that were set out in the FFC document that was presented to the Committee in February 2018.

**Proposed Dates**

3. It is proposed that the National Committee will hold its final meeting on **7 February 2019**. This is on the basis that the current Commissioner recruitment campaign is concluded on schedule and that the new appointments will be in post for April 2019.
4. The attached calendar (Annex A) of meeting dates shows the proposals for the meetings of the new three Boards (with ARAC sub-committees) plus Commissioners. The timing of the meetings has been framed around the requirements in May/June to clear the Annual Reports and Accounts in order to meet the audit and Parliamentary laying timetable.
5. So far as possible meetings are being proposed as back to back (ARAC and full Board) but it is no longer planned that FS and FE Boards will meet on the same day.
6. It is expected that most meetings would be held in Bristol, except Forest Research, but it will be for the Boards, when appointed, to decide if they wish to amend this assumption.
7. It is anticipated that the FWAC Chairs will meet twice per year, the FC representation at these meetings remains undecided and these meetings have not been included in the meeting calendar but it is reasonable to assume they will be in May and November.
8. The National Committee is invited to:
  - Agree the final meeting date of 7 February 2019.
  - Note the proposed meeting dates for the new Boards in 2019-20.

**Richard Barker**  
**Director's Office**  
**12 September 2018**