

Draft Minutes CC2– 26 April 2019
Webinar 4.30-6 PM CET

Participants:

Council members present:

- | | | |
|----|-------------------------|----------------------------|
| 1 | Pierre Hupperts | Council Chair |
| 2 | Abhishek Bansal | Arvind Limited |
| 3 | Nikhil Hirdaramani | Hirdaramani |
| 4 | Melina Tse | Esquel Enterprises Limited |
| 5 | Darren Chastain | Gap Inc. |
| 6 | Aleix Busquets Gonzalez | C&A |
| 7 | Ninh Trinh | Target |
| 8 | Tamar Hoek | Solidaridad |
| 9 | Darrell Doren | Elevate |
| 10 | Steve Harris | Expert |
| 11 | Anna Burger | Expert |
| 12 | Roopa Nair | ILO/ Better Work |

Apologies

- | | | |
|----|--------------------------|-----|
| 13 | Baptiste Carriere-Pradal | SAC |
|----|--------------------------|-----|

SLCP Secretariat

- | | |
|----|-----------------|
| 14 | Janet Mensink |
| 15 | Holly Menezes |
| 16 | Susanne Gebauer |

External guests

- | | |
|-------------|---|
| Ivo Spauwen | Better work
(for agenda item 7 only) |
|-------------|---|

Agenda item	Pre-reads	Ask to CC
1. Opening and Welcome (5 min)	N/A	<ul style="list-style-type: none"> Welcome especially to new Council members Anna Burger and Steve Harris
2. Minutes CC1/SC47 (5 min)	Draft minutes CC1/SC47	<ul style="list-style-type: none"> Approve/amend minutes CC1/SC47
3. Governance: Transition SC -> Council 2019+ (15 min)	SLCP Governance Document 2019, V16 April	<ul style="list-style-type: none"> Check updates in alignment with decisions CC1 (yellow highlighted) Approve/amend SLCP Governance Document/Articles of Association, Option legal check of Governance Document within your organization?

		<ul style="list-style-type: none"> FYI: Communication announcement new Council members to signatories and stakeholders: 23-25 April
4. SLCP organizational set up (10 min)	Update SLA 2019 with SAC and 2020 organization and further	<ul style="list-style-type: none"> Be updated on 2019 SAC Service Level Agreement (SLA) negotiation Amend/approve process 2020 organization scenarios/direction
5. 2019 Budget (15 min)	Budget update 2019 (and further)	<ul style="list-style-type: none"> Be aware of financial situation: opportunities and challenges Check in on actions addressing budget gap stipulated in CC1 (deadline 1 July to reduce gap to 0): <ul style="list-style-type: none"> 1) brand signatories extra donations (Industry Summit-Council Lead: Aleix/C&A and Ninh/Target) , 2) manufacturers' signatories extra donations, Council Lead: Abhishek/Arvind and Nikhil/Hirdaramani , supported by Christian/ITMF, 3) grant funding, Council to support in leads, (Nikhil-HSBC) and US government /ILAB (Council contact Darren/Gap and Ninh/Target).
6. SLCP Operation (10 min)	SLCP Operation progress updates: winding off LOPs, preparing 2019 Operation	<ul style="list-style-type: none"> Be updated on LOPs result and publication of summary evaluation report (full report available on request) Be aware on discussion 'true data' and implications. Initial feedback on option to include in Signatory Commitments 2020. Transparency: Approval of voluntary overview SLCP facility names on Gateway
7. SLCP Partnerships: ILO-BW (25 min) – from 5.30 Onwards	Proposal ILO-BW	<ul style="list-style-type: none"> Approve/amend collaboration proposal
8. SLCP Council meetings and outreach (5 min)	8A. Updated 2019 schedule 8B. SLCP Comms and SHE	<p><i>Council meetings 2019</i></p> <ul style="list-style-type: none"> Be aware of meetings (should be in your e-calendars already). Call out: <ul style="list-style-type: none"> TBC: 25 June (or 28 June) Barcelona in-person 16+17 September Hong Kong <p><i>Communication:</i></p> <ul style="list-style-type: none"> ✓ Reminder: planning for high impact press-release(s) Spring 2019. Practical support required, please coordinate through Holly: <ul style="list-style-type: none"> Which organization(s) communication department can offer support with developing press release and sharing media contacts? Bank of senior leadership quotes: can each Council member submit quotes for general use in presentations/ Info Pack etc.? Can we have some appointed spokes persons available for interviews? ✓ Council photos & bios: Would Council members be prepared to provide a photo and a short bio for use on SLCP website? <p><i>Stakeholder engagement</i></p> <ul style="list-style-type: none"> ✓ Calendar of conferences & events: can each Council member commit to speaking on behalf of SLCP at one event this year?

0. Summary key decisions

- Council approves Governance document barring a few minor amendments on Whistle Blower policy. Roopa to send her suggested edits to wording to Pierre & Janet as soon as possible
- Document will be sent to the lawyer for review, ideally to be completed within next 2-3 weeks (TBC)
- If no/ few changes following legal review, final document will be circulated to Council end May. If there are major issues to address following legal review, these will be dealt with during June Council Meeting.
- 2019 Service Level Agreement with SAC 'organizational host for SLCP Secretariat': WG to develop letter for SAC listing requirements as starting point for conversations
- 2020 organizational set up SLCP: Within next two weeks Council (for approval) will receive an updated/more detailed process document for upcoming months.
- Updated budget endorsed. Janet to provide update in June meeting
- Actions to fill existing budget gap:
 - Manufacturer group to meet & speak to other manufacturers to agree an approach to take to request additional funding contribution from this stakeholder group. Update next Council meeting.
 - Continue lobbying grant funders
- On data transparency (listing SLCP facilities): Council approves proposal to ask facilities if their names can be shared on Gateway on voluntary basis
- On data integrity ('True data'), more thought and discussion required on this. Agreement to make it a key topic for September in-person Council meeting with further work to be done in advance of this.
- Better Work (& SLCP Secretariat) to enhance proposal document to provide further clarification on couple of items and recirculate to Council
- Council agree that they can live with the exemptions Better Work are requesting, given ILO's mandate restrictions, for the purpose of the Indonesia pilot
- Council requests to be regularly updated on progress of collaboration with Better Work (i.e. at each subsequent Council meeting)
- Indonesia pilot to include regular check-points at which Council will be updated on progress
- Enough Council members available to confirm in-person Council meeting in Barcelona on 25 June => go-ahead
- Move HK Sept with 1 or 2 days. Janet to confirm in-person Council meeting in Hong Kong coordination with Target, who will be hosting.
- Council members to provide photos & bios for SLCP website. Holly to follow-up by email.

###

1. Opening and Welcome

- Welcome by Pierre
- Reconfirmation on SLCP rules of engagement, including anti-trust guidelines
- Attendance check – all Council members present except Baptiste: quorum to continue
- All participants agreed to proposed agenda & were informed that Ivo Spauwen/ILO-BW would join at 17:30 for agenda item 7
- On behalf of Council, Pierre offered condolences to Nikhil for the recent atrocities in Sri Lanka & in particular on the sad loss of a member of Hirdaramani staff

2. Minutes CC1/SC47

- Minutes CC1/SC47 approved

3. Governance: Transition SC -> Council 2019+

Context

Following Council discussions & agreement at CC1 in April 2019, the SLCP Governance document has been updated with changes and additions highlighted in the text. Council asked to check and approve these written changes before document is sent for legal approval.

Decisions

- Council approves Governance document barring a few minor textual amendments on Whistle Blower policy. Suggested edits to be sent to Secretariat and Chair as soon as possible
- Document will be sent for legal review, ideally to be completed within next 2-3 weeks (TBC)
- If no/ few changes following legal review, final document will be circulated to Council end May. If there are major issues to address following legal review, these will be dealt with during June Council Meeting.

4. SLCP organizational set up

Context

At CC1, Council agreed that a small working group (Pierre, Darren, Aleix) would establish a light-touch process to review options on future organizational set-up of SLCP. Council asked today to approve the proposed process which includes interviews with signatories; SWOT analysis; and development of detailed scenarios. Process would be completed by June with a view to Council considering results in June Council meeting and making a high-level decision on the future scenario for organization set up. Council also updated on progress of SLA 2019 review with SAC: next step to include a letter to SAC setting out SLCP requirements and a meeting in early May between Council Chair & interim SAC Director.

Decisions

- 2019 Service Level Agreement: WG to develop letter for SAC listing requirements as starting point for conversations
- 2020 organizational set up SLCP: Within next two weeks Council (for approval) will receive an updated/more detailed process document for upcoming months.

5. 2019 Budget (15 min)

Context

The budget has been re-profiled since CC1 based on new information and this has led to a significant reduction in the 2019 budget gap. The reduction is largely due to 15 brands now firmly committing to USD 50,000 contributions as well as better-than-expected forecasts for signatory charter fees. New budget profile is also based on revised adoption figures & Accredited Host targets following Light Operation. 2019 break even if we only reach 75% of targets. In addition there is still a significant gap in 2020 budget. Moreover it would be wise to build a cushion for 2020.

Decisions

- Updated budget endorsed. Janet to provide update in June meeting
- Actions to fill existing budget gap:
 - Manufacturer group to meet & speak to other manufacturers to agree an approach to take to request additional funding contribution from this stakeholder group. Update next Council meeting.
 - Continue lobbying grant funders

6. SLCP Operation

Context

Update from CC1 is that we are now very close to 150 facilities for Light Operations (LOps). The extensive learnings from LOps are being used to prepare for 2019 Operations. A summary of LOps learnings has just been published on the SLCP website. One key issue that was raised by signatories at Hong Kong evaluation meeting (Feb) was the importance of the integrity & transparency of SLCP data. Council therefore asked to consider options including:

- Data Integrity:
 - i) Adding a statement to the Terms of Use of the Converged Assessment Framework that commits facilities to submitting only accurate data
 - ii) Seeking options to drive collaboration between brands on remediation
 - iii) Considering including a statement on transparency in the Signatory Charter commitments

when these are next updated end 2019/ start 2020

- Data Transparency:
Asking all facilities, when they sign-up on the Gateway, if they would be prepared to have their facility's name listed publically on the Gateway. This would be on a voluntary basis (i.e.e not a condition of using the Gateway) and only the facility's name would be shared (not the status of their SLCP assessment).

Decisions

- On data transparency (listing SLCP facilities): Council approves proposal to ask facilities if their names can be shared on Gateway on voluntary basis
- On data integrity ('True data'), more thought and discussion required on this. Agreement to make it a key topic for September in-person Council meeting with further work to be done in advance of this.

7. SLCP Partnerships: ILO-BW

Context

Better Work have submitted a letter to the SLCP Council setting out how Better Work can engage in the SLCP Converged Assessment Framework, while working within their specific mandate as a program of the International Labor Organization (ILO). Council asked to consider and approve Better Work's requested exemptions from standard SLCP rules & procedures. Specific requests include:

- To grant Better Work an exemption from the testing and approval/removal of verifiers by the SLCP Verification Oversight Organization.
- To allow Better Work to include compliance against national laws and International Labor Standards within their SLCP verified assessments
- To be open to make amendments to the SLCP tools based on the results of consultation with national governments (in line with the standard SLCP change management process)

Decisions

- Better Work & SLCP Secretariat to enhance proposal document to provide further clarification on couple of items and recirculate to Council
- Council agree that they can live with the exemptions Better Work are requesting, given ILO's mandate restrictions, for the purpose of the Indonesia pilot
- Council requests to be regularly updated on progress of collaboration with Better Work (i.e. at each subsequent Council meeting)
- Indonesia pilot to include regular check-points at which Council will be updated on progress

8. SLCP Council meetings and outreach

Context

Council asked to confirm their availability for potential in-person Council meetings in June in Barcelona and in September in Hong Kong. Council also asked to consider a range of requests from SLCP Secretariat for support on communications & stakeholder engagement. This includes providing bios & photos for SLCP website; agreeing to represent SLCP at conferences & events; and providing quotes for use in SLCP communications materials.

Decisions

- Enough Council members available to confirm in-person Council meeting in Barcelona on 25 June => go-ahead
- Move HK Sept with 1 or 2 days. Janet to confirm in-person Council meeting in Hong Kong in coordination with Target, who will be hosting.
- Council members to provide photos & bios for SLCP website. Holly to follow-up by email.