

Terms of Reference: The ICVCM Indigenous Peoples and Local Communities Committee

This document sets out the terms and procedures for the Indigenous Peoples and Local Communities Committee of the Integrity Council for the Voluntary Carbon Market (ICVCM). This document should be read with ICVCM’s Modalities and Procedures, the Code of Conduct Policy, and any other policies determined by the Board.

1. Purpose of the IPs & LCs Committee

The purpose of the Indigenous Peoples and Local Communities Committee is to support all Indigenous Peoples and Local Communities related activities in the ICVCM under a structured horizontal collaborative workstream. The Committee should ensure the workstream activities and direction align with the ICVCM strategy goals, while applying best practice governance and prioritising the role of Indigenous Peoples and Local Communities in the ICVCM and the voluntary carbon market (VCM).

2. Summary of the IPs & LCs Committee responsibilities

1. The main objective of the Indigenous Peoples and Local Communities Committee is to provide guidance to ICVCM’s Indigenous Peoples and Local Communities strategy and execution, on behalf of the Governing Board. The Indigenous Peoples and Local Communities Committee will also be responsible for making decisions (where delegated authority is given) and making recommendations to the Governing Board on matters arising.

The committee shall be responsible for:

- Providing independent expert guidance and direction to the ICVCM secretariat on Indigenous Peoples and Local Communities related matters as required.
- Taking decisions related to ICVCM Indigenous Peoples and Local Communities strategy and execution as required.
- To raise awareness of and advocate for the Indigenous Peoples and Local Communities strategy with partners and communities.
- Identify stakeholders to take part in category level assessments and Continuous Improvement Work Programs to ensure that the ICVCM Assessment Framework is inclusive of the needs of Indigenous Peoples and Local Communities who might be affected by its use.
- To ensure that communication and engagement approaches are tailored to Indigenous Peoples and Local Communities to meet their needs.
- To ensure close working relationships between ICVCM and the Indigenous Peoples and Local Communities Engagement Forum.

- To provide advice and recommendations to the Governing Board on all Indigenous Peoples and Local Communities related issues in ICVCM’s work and in relation to the Indigenous Peoples and Local Communities Engagement Forum.
2. The Governing Board may, at any time, request the Indigenous Peoples and Local Communities Committee to perform further tasks.
 3. The Chair shall provide governance guidance and leadership, including chairing meetings and delegating tasks.

3. Composition, Quorum and Attendees

- The committee comprises up to 8 ICVCM members and is chaired by an Indigenous representative of the ICVCM governing board. At least one of the Co-Chairs of the Expert Panel is also to be a member of the Committee.
- Members will be self-nominated and agreed by the ICVCM Governing Board.
- At the meeting, no less than three Committee members must be present, including one of the Expert Panel Co-Chairs, to constitute a quorum for decision making, of which at least one must be an Indigenous Peoples and Local Communities representative Governing Board member.
- If no Chair of the Committee is present, the Committee members shall select one of the attendees to act as Chair for that meeting.
- The committee shall be attended and supported by the Executive Secretariat, including the CEO and Indigenous Peoples and Local Communities Associate Director.

4. Conflicts of interest

Committee members shall declare any conflicts of interest arising, to be handled as the Chair deems appropriate in accordance with the Conflicts of Interest policy, the Modalities and Procedures of the ICVCM, the Code of Conduct, any other policies determined by the Board.

5. Cadence

- Meetings will be held every two months, closely following the meetings of the Indigenous Peoples and Local Communities Engagement Forum.
- The Committee may seek to have direct meetings with the Indigenous Peoples and Local Communities Engagement Forum.
- Meetings should be up to 1.5 hours unless otherwise agreed.
- Pre-read materials are to be sent out no less than 5 days before the meeting.
- At times extraordinary meetings may be required or approvals through electronic communication methods.