**Management Group (MG) of the UN-REDD Programme**

**Meeting Minutes of 26 Sept 2017 DRAFT**

**15h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Jyoti Mathur-Filipp

UNEP: Gabriel Labbate, Dianna Kopansky

Secretariat: Mario Boccucci

Additional attendees: Florian Eisele (first two agenda items).

1. **COP23 Update**

Florian Eisele (Communications, UN Environment) provided a quick update of both planned events during COP23 in Bonn: the UN-REDD event (possible date Monday 13 November tbc) and the Cannondale/UN-REDD bike ride (12 November).

Decisions and Actions:

1. UN Environment to work on message platform for COP23 to guide not only these two events but any event with UN-REDD representation and/or participation
2. UN Environment to keep MG updated and circulate updated concept notes
3. This will remain as a standing agenda item for MG calls leading up to COP23
4. **Regional Knowledge Management**

Decisions and Actions:

1. UN Environment will send an overall update to the MG on the status of knowledge management activities by the end of next week (Oct 6)
2. MG to ensure proactive engagement of country teams in KM activities
3. Going forward, if there is anything strategic coming out of the communications working group meetings that needs MG attention, UN Environment will share as necessary
4. **2017 Portfolio Management**

Decisions and Actions:

1. MG to provide written reactions to the portfolio management document by 11 October
2. Secretariat to review and finalise by 13 October
3. MG to discuss any issues at next MG call 16 October
4. **2017 Semi-Annual Progress Update**

Decisions and Actions:

1. MG to send final edits – if any - to Secretariat by Wednesday 27/9 COB
2. Secretariat to carry out final copy edit and share with Executive Board with the forthcoming update
3. **Update from Norway**

Decisions and Actions:

1. Secretariat to share any comments from Norway with the MG (Norway has promised feedback by 27 September)
2. MG to share any comments on the meta results framework with Secretariat
3. **Consultations on 2018 Workplan and Budget**

Decisions and Actions:

1. UNEP to send the evidence on consultations by end of Wednesday (27 Sept)
2. FAO to send summaries and evidence of consultations by today
3. **UN-REDD update for FCPF Assembly in Laos**

Decisions and Actions:

1. Secretariat to revise based on MG comments
2. Any additional feedback to be shared with the Secretariat by today
3. Secretariat to send to team in Laos
4. **Funds Transfer Request for Chile**

Decisions and Actions:

1. Secretariat will send an email asking the agencies to sign off on the annual work plan budget so that funding can be transferred in tranches by the MPTF