

**Management Group (MG) of the UN-REDD Programme
Decisions of MG Retreat 30 Sept-3 October 2013**

Participants:

MG members and alternates

FAO: Mette Loyche Wilkie, Adam Gerrard

UNDP: Tim Clairs, Charles McNeill

UNEP: Tim Christophersen

Secretariat: Mario Boccucci, Thais Linhares Juvenal

Apologies: Keith Alverson

Others

Sharon McAuslan, Mirey Atallah, Tim Mealey (Facilitator, Meridian Institute)

Rod Abson, Dina Hajj, Jacinto Coello

Summary of decisions:

1. **PB Review:** The MG gave direction to the Secretariat and MG members of the PB Review Working Group on the current status of the WG recommendations and how they should be addressed from the MG's perspective.
2. **Development of +2015 Strategy:** The MG discussed the development of the +2015 Strategy and provided some initial inputs for the Secretariat to incorporate into a discussion paper and work plan.
3. **MoU:** The MG agreed with the approach proposed by the MPTF-0 regarding the 'extension' of the current MoU in the short term. The agreed approach will clarify that 31/12/2015 is last date for allocating funds, making reference to the 2011-2015 Strategy as the basis for this approach. The MG decided that options for revising the MoU to cover the post 2015 period will subsequently be explored with MPTF-0.
4. **Budget: 2012/3 shortfall:** The MG agreed that if following compilation of final 2012 figures and best estimates for 2013, a sufficient balance remains to cover FAO and Secretariat 2012 & 2013 expenditures, the remaining 2013 funds will be used to address the shortfall. If the funds are insufficient, the MG will revisit the options (identified below) to decide how to proceed:
 - a. Ask the Policy Board to cover additional costs for the Policy Board/Programme Evaluation etc. (least preferred option).
 - b. Arrange with the co-chairs for the 2014 transfer to cover the FAO shortfall.
 - c. Cover from the 2014 budget.
5. In relation to future budgeting, the MG also agreed on the importance of greater accountability and responsibility.
6. **2013/2014 revised work plan and budget:**
 - a. The MG decided to finalise the Concept Notes for resubmission to Norway by 11 Oct. It was agreed that there would be no further prioritization of the CNs, although some will be updated. Norway indicated the disbursement period will be extended until end 2014.
 - b. The MG reaffirmed that the additional funding for 3 new NPs and SNA activities will not be handled as a Tier 2 proposal, and requested the Secretariat to address with Norway and MPTF to ensure the funding transfer can be completed within Norway's required timeline, and the decision on the funding allocation taken at PB11.
 - c. For the additional country activities (including the UN-ODC East Africa proposal), the MG decided to reduce the number of countries, and reaffirmed to submit as a bundled Tier 2

proposal at PB11, for the PB to endorse the association of the Tier 2 activities with the UN-REDD Programme.

7. **2014 approved transfer:** The MG decided that the Secretariat will request the approved 2014 SNA budget allocation from the MPTF-O to ensure transfer of funds in sufficient time for Agencies to make necessary plans for 2014. Other possible transfers on additional funding for 2014 will be done through a subsequent request.
8. **2015 workplan and budget:** The MG agreed that there should be a 1Yr budget presented for 2015 at PB12 in June 2014. The MG requested the Secretariat to prepare a work plan/proposal for future review.
9. **Knowledge Management:** The MG provided guidance related to the emerging KM Strategy. On the KM Concept Note, the MG requested that the REDD+ Academy is characterized as a smaller element of the Programme's KM focus, and instead as a capacity building activity.
10. **Private Sector Engagement:** The MG agreed to the development of a Private Sector Engagement Strategy. The MG requested further consultation on country selection and for UNEP/UNEP FI to follow up on a number of fronts, including with the interagency WGs on legal preparedness and governance issues.
11. **PB11 Planning:** The MG provided guidance regarding the PB11 agenda.
12. **Internal Programme Governance:** Building on the discussion on the PB review recommendations, the MG affirmed that the status of the 'Coordination Group' as recognized in the PB ToR remains, but for internal purposes it is organized into the Strategy Group and the Management Group. The MG requested the Secretariat to review the functions of the SG indicated below, in order to identify how they can best be delivered:
 - a. PB Co-Chair
 - b. Resource mobilisation
 - c. Champions of the UN REDD Programme
 - d. Ensuring Inter-Agency collaboration/OneUN
 - e. Supervision role for Head of Secretariat
13. **Clarifying the UN-REDD Programme approach to addressing complaints:** The MG agreed to UNDP's proposal and timetable to follow up with the designated UNEP and FAO focal points, to seek any final inputs as appropriate. The paper will be revised by UNDP by 25 October and finalized by 15 November, with the aim of having something that can be presented at PB11.
14. **UNDP National level grievance document:** UNDP will recirculate the paper with explanation of how FAO's and UNEP's comments have been fully incorporated and UNDP will ask for any final comments so that the paper can become a joint "FCPF/UN-REDD" paper rather than as a joint "FCPF/UNDP" joint paper as it currently stands.
15. **Panama:** The MG requested a list of actions to be compiled. The MG will review and provide guidance on critical steps (including whether a further high level mission is required).
16. **Stakeholder Engagement:** The MG requested presentation of the Stakeholder Engagement strategy and objectives for information, and review as appropriate.
17. **Programme Evaluation:** The MG welcomed the proposed approach presented by the evaluation team to utilize a more global perspective, which will be proposed in their inception report, along with final country visit selection. The MG also provided input to the evaluators related to their emerging Theory of Change.

MG retreat decisions and agreed actions

Issue	Decision	Next steps/actions
PB Review	The MG gave direction to the Secretariat and MG members of the PB Review Working Group on the current status of the WG recommendations and how they should be addressed from the MG's perspective.	Prepare guidance note Revise categories & prepare proposals on how to deal with <i>(Secretariat)</i>
5Yr Anniversary events		<ul style="list-style-type: none"> • Prepare: <ul style="list-style-type: none"> - Full report of Bronx 'REDD+ Talks: NYC' and UNGA reception. - Blog/updates for website (include edited video/highlights if possible) <i>(Secretariat)</i> • Consider sending update to PB on both 5Yr Events and how to communicate results to broader audience (request of Norway) <i>(Secretariat)</i> • Follow up with attendees, including Peggy Kerry (Secretariat to coordinate, will involve actions for MG and others)
5Yr Report		<ul style="list-style-type: none"> • Incorporate some of the statements from the NY events in the 5Yr Report (e.g. Kanyinke's statement). • In lieu of some thought pieces, interview stakeholders and include as boxes in report (possibly as some way of making connection to future scenarios). <i>(Secretariat)</i>
Oslo REDD Exchange: UN R-P dinner and other outreach		<ul style="list-style-type: none"> • Organise meetings in Oslo: <ul style="list-style-type: none"> - Senior Agency participants (opportunity for meeting with representatives of new Govt) - MG meeting with Norway <i>(Secretariat)</i> • Coordinate REDD+ Academy lunch session (30 October) <i>(Tim Christophersen)</i>
+2015 Strategy	The MG discussed the development of the +2015 Strategy and provided some initial inputs for the Secretariat to incorporate into a discussion paper and work plan.	<ul style="list-style-type: none"> • To prepare: <ul style="list-style-type: none"> - Written paper/narrative: Draft 'think piece' based on retreat discussions - Timeline/Roadmap (incl. plan for PB11) - Updated version of schematic tier 1/tier 2. <i>(MPTF-O will support in the design of suitable governance structure in due course).</i> • Liaise with MPTF-O regarding outreach with GEF, GCF, WB/FCPF etc.

		<ul style="list-style-type: none"> • Update Strategy Development funding concept note. • Plan for 2014 Programme Retreat (<i>Secretariat</i>)
MoU	<p>The MG agreed with the approach proposed by the MPTF-O regarding the 'extension' of the current MoU in the short term. The agreed approach will clarify that 31/12/2015 is last date for allocating funds, making reference to the 2011-2015 Strategy as the basis for this approach.</p> <p>The MG decided that options for revising the MoU to cover the post 2015 period will subsequently be explored with MPTF-O.</p>	<ul style="list-style-type: none"> • MPTF-O AA will clarify options by email (MPTF-O, done) • Confirm necessary language and process (for signing etc) (<i>Secretariat</i>)
Budget: 2012/3 shortfall:	<p>The MG agreed that if following compilation of final 2012 figures and best estimates for 2013, a sufficient balance remains to cover FAO and Secretariat 2012 & 2013 expenditures, the remaining 2013 funds will be used to address the shortfall. If the funds are insufficient, the MG will revisit the options (identified below) to decide how to proceed:</p> <ol style="list-style-type: none"> Ask the Policy Board to cover additional costs for the Policy Board/Programme Evaluation etc. (least preferred option). Arrange with the co-chairs for the 2014 transfer to cover the FAO shortfall. Cover from the 2014 budget. <p>In relation to future budgeting, the MG also agreed on the importance of greater accountability and responsibility.</p>	<ul style="list-style-type: none"> • Request information from agencies (<i>Secretariat</i>) • Provide information in timely manner (<i>Agencies</i>)
Budget: 2013/2014 revised workplan and budget:	<ol style="list-style-type: none"> The MG decided to finalise the Concept Notes for resubmission to Norway by 11 Oct. It was agreed that there would be no further prioritization of the CNs, although some will be updated. Norway indicated the disbursement period will be extended until end 2014. The MG reaffirmed that the additional funding for 3 new NPs and SNA activities will not be handled as a Tier 2 proposal, and requested the Secretariat 	<ul style="list-style-type: none"> • Make all CNs available in shared folder (<i>Secretariat – done</i>) • Review overlaps (e.g. safeguards included as individual and TS proposals) and demands to assess whether in line with TS requests (<i>Secretariat to coordinate with agencies</i>) • Liaise with Norway and MPTF-O on solution to sequencing of funding transfer/decision on funding allocation. (<i>Secretariat</i>)

	<p>to address with Norway and MPTF to ensure the funding transfer can be completed within Norway's required timeline, and the decision on the funding allocation taken at PB11.</p> <p>c. For the additional country activities (including the UN-ODC East Africa proposal), the MG decided to reduce the number of countries, and reaffirmed to submit as a bundled Tier 2 proposal at PB11, for the PB to endorse the association of the Tier 2 activities with the UN-REDD Programme.</p>	<ul style="list-style-type: none"> • Submit results framework for bundled T2 proposal (possibly based on generic MPTF-O structure) (<i>Secretariat to coordinate with Agencies</i>). • Outreach in advance of PB11 (<i>Secretariat to coordinate with Norway</i>).
Budget: 2014 approved transfer:	The MG decided that the Secretariat will request the approved 2014 SNA budget allocation from the MPTF-O to ensure transfer of funds in sufficient time for Agencies to make necessary plans for 2014. Other possible transfers on additional funding for 2014 will be done through a subsequent request.	<ul style="list-style-type: none"> • Submit request to MPTF-O week beginning 7 Oct (<i>Secretariat</i>)
Budget: 2015 workplan and budget:	The MG agreed that there should be a 1Yr budget presented for 2015 at PB12 in June 2014. The MG requested the Secretariat to prepare a work plan/proposal for future review.	<ul style="list-style-type: none"> • Prepare workplan/proposal and schedule on future MG call before PB11, with goal of discussing at post PB11 meeting in Geneva. (<i>Secretariat</i>)
NP		<ul style="list-style-type: none"> • Review how best to present information on NP delivery at PB11 (<i>Mirey and TimC1 to follow up</i>)
KM	The MG provided guidance related to the emerging KM Strategy. On the KM Concept Note, the MG requested that the REDD+ Academy is characterized as a smaller element of the Programme's KM focus, and instead as a capacity building activity.	<ul style="list-style-type: none"> • Respond to guidance provided and circulate revised KM Strategy • Redress balance in KM CN and share revised version. (<i>Secretariat</i>).
Private Sector Engagement	The MG agreed to the development of a Private Sector Engagement Strategy. The MG requested further consultation on country selection and for UNEP/UNEP FI to follow up on a number of fronts, including with the interagency WGs on legal preparedness and governance issues.	<ul style="list-style-type: none"> • Proceed with developing Strategy (UNEP/UNEP FI)
PB11 Planning	The MG provided guidance regarding the PB11 agenda.	<ul style="list-style-type: none"> • Prepare agenda with time allocations and circulate (week of 14 Oct) along with

		provisional decisions (<i>Secretariat</i>)
Internal Programme Governance	<p>Building on the discussion on the PB review recommendations, the MG affirmed that the status of the 'Coordination Group' as recognized in the PB ToR remains, but for internal purposes it is organized into the Strategy Group and the Management Group.</p> <p>The MG requested the Secretariat to review the functions of the SG indicated below, in order to identify how they can best be delivered:</p> <ol style="list-style-type: none"> a. PB Co-Chair b. Resource mobilisation c. Champions of the UN REDD Programme d. Ensuring Inter-Agency collaboration/OneUN e. Supervision role for Head of Secretariat 	<ul style="list-style-type: none"> • Review functions of the SG (<i>Secretariat</i>)
Clarifying the UN-REDD Programme approach to addressing complaints	The MG agreed to UNDP's proposal and timetable to follow up with the designated UNEP and FAO focal points, to seek any final inputs as appropriate. The paper will be revised by UNDP by 25 October and finalized by 15 November, with the aim of having something that can be presented at PB11.	<ul style="list-style-type: none"> • Finalise the draft paper on the 'UN-REDD approach to addressing complaints' (<i>Agencies to provide inputs; UNDP to revise document</i>).
UNDP National level grievance document	UNDP will recirculate the paper with explanation of how FAO's and UNEP's comments have been fully incorporated and UNDP will ask for any final comments so that the paper can become a joint "FCPF/UN-REDD" paper rather than as a joint "FCPF/UNDP" joint paper as it currently stands.	<ul style="list-style-type: none"> • Recirculate paper (<i>UNDP to recirculate; Agencies to provide feedback</i>)
Panama	The MG requested a list of actions to be compiled. The MG will review and provide guidance on critical steps (including whether a further high level mission is required).	<ul style="list-style-type: none"> • Prepare list of actions (<i>Secretariat to coordinate with input from the country team</i>).
Stakeholder Engagement	The MG requested presentation of the Stakeholder Engagement strategy and objectives for information, and review as appropriate.	<ul style="list-style-type: none"> • Present SE Strategy to MG. • Circulate declaration from recent German FPIC workshop. • Think about preparing a blog or similar to ensure recognition of UNRP role in FPIC workshop.

		(UNDP)
DRC	No MG decision on this issue.	
Programme Evaluation	The MG welcomed the proposed approach presented by the evaluation team to utilize a more global perspective, which will be proposed in their inception report, along with final country visit selection. The MG also provided input to the evaluators related to their emerging Theory of Change.	<ul style="list-style-type: none"> • Provide any additional inputs on slides circulated by Evaluation Team (<i>Agencies; Secretariat to circulate slides and compile consolidated feedback to evaluators</i>) • Follow up with EMG members regarding proposed (global) approach (<i>Agencies and Secretariat to liaise with respective EMG members; Ashwin to also follow up with remaining EMG</i>). • Coordinate with evaluation team and MG to facilitate logistics/scheduling of meetings during forthcoming missions. (<i>Secretariat</i>) • Explore with EMG the possibility of organizing a second face to face meeting with the evaluation team in early 2014 (<i>Secretariat</i>) • Consider whether a Programme Evaluation WG/other modality should be established (ahead of PB11). (<i>Secretariat</i>)