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

**Meeting Minutes of 28 Feb 2017 DRAFT**

**14h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Josep Garí

UNEP: Tim Christophersen

Secretariat: Mario Boccucci

1. **Secretariat Update on the SG Call**

The SG commended the MG on their work developing the TOR for MG, SG, and Secretariat. They recommended some minor changes in wording, which have been incorporated into the final version.

The SG also had a discussion on the 2018 – 2020 planning roadmap. The SG acknowledged the risks associated with the tight timeline but wanted to make clear that the consultations will begin in March. The document has been updated to reflect this change. The SG appreciated the risk management strategy developed by the MG, and underscored that resource mobilisation remains a priority for the programme.

Decisions and Actions

The Secretariat will share the final TOR with SG’s edits, but requested that MG members await the SG’s final approval before sharing with teams.

1. **2018 – 2020 programming**

The 2018 – 2020 programme planning process will cover four areas:

* 1. General survey [March]
  2. Development of the budget and workplan for the global component
  3. Development of the budget and workplan for the national component (priority countries)
  4. Consultations with EB and constituencies. This involves a further two step process:
     1. Consulting the EB on the programming process [March]
     2. Informing the EB and constituencies on the outcome of this process [May]

It is critical that these four activities are completed and presented to the EB in advance of the June 15 – 16 meeting. However, it was agreed that it will be critical to keep the EB informed throughout the process.

The general survey is progressing well and the first draft is expected next week. There was considerable discussion surrounding the workplan global component, including the need to ensure that the narrative of the component reflects the goal, characterized as “multinational capacity building support and knowledge management for REDD+ implementation”. Given the importance of the discussion with Norway surrounding the activities and deliverables associated with this component, the MG will prepare an internal CN in anticipation of the call with Norway next week. This CN will outline possible UN\_REDD activities, alternatives, and also red flags (areas deemed to be outside the comparative advantage of UN-REDD).

The country component requires the development of selection criteria in order to identify the 6 – 8 countries that will receive funding. This country selection will then need to be agreed with both the donor (Norway) and the EB. FAO will lead the development of the first draft of these criteria.

In terms of the overall timeline for the 2018 – 2020 planning, it was reconfirmed that given the tight timeframe for this process, the staff time required to meet the challenges must be made available.

Decisions and Actions

1. General Survey: FAO nominated Julian Fox to join the team developing the first draft of the survey, joining Josep Garí and Gabriel Labbate.

The due date for the first draft has been pushed back one week to Wednesday, 8 March

1. Global Component : FAO to send further comments by email, preferably by 28 Feb.

In advance of the Norway call: MG to prepare an internal note, outlining concretely what the program can do in this area. This note will also consider alternatives and also options that are not in UN-REDD’s interests/comparative advantage. Please send additional comments for the revision of this internal CN by Friday, 3 March.  
Sec to organise a call with Norad and NICFI, possibly Wed 8 March at 11:30am GVA/Rome.

1. Country component: The MG will determine the criteria based on the starting point of the pool of 14 countries identified for 2017. The next step will be to formulate selection criteria to identify 7 of these countries. FAO will develop the first draft of these criteria by the end of this week (3 March). This will be followed by a discussion and feedback from the MG, and then discussion with Norway next week.
2. 1) Sec to refine and revise the 2018 – 2020 roadmap and present to MG. This will then be presented to the EB in May, and the EB can later decide whether to present to the constituencies. The EB will be engaged in a continuous way throughout.

2) Consultation on the outcome: the Secretariat will incorporate feedback on the roadmap and present the final version of the workplan and budget for approval by the EB during the first meeting in June.

1. **2016 SNA Extension:**

Decisions and Actions

Agencies will send inputs by Friday, 3 March.

1. **Nigeria no-cost extension:**

Decisions and Actions

FAO to reflect on remaining deliverables and determine whether the extension is required.

1. **National Program no-cost extension:**

Decisions and Actions

Josep (UNDP) is preparing a draft guidance note to share with MG on how to address no-cost extensions.

If MG members have any further comments, please send along with comments to these minutes, preferably by Friday 3 or Monday 6 March, and present to the IC at the same time as the 2016 SNA Extension decision.

1. **AOB**:

Decisions and Actions

Given FAO commitments and travel, there will be no MG call next week. However, most agenda items will be advanced by email. Secretariat to commence email trails on relevant items.

1. **2017 additional 25% budget update:**

Decisions and Actions:

Agencies agreed to send an update via email regarding the preparation of the notes to file as per previous MG discussions.