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

**Meeting Minutes of September30th 2015**

**13h00 Geneva/Rome, 14h00 Nairobi**

**Attendance:**

MG members and alternates

FAO: Maria José Sanz Sanchez

UNDP: Tim Clairs

UNEP: Edoardo Zandri

Secretariat: Mario Boccucci

Others

Secretariat: Jose Carlos Fernandez, Helena Eriksson, Jessica Holterhof

1. **Approval of minutes of previous call, September 2nd 2015**

*The Secretariat has sent the documents for revision and comment by the MG.*

No further comments have been provided by the MG on the decisions of the previous call and they are therefore approved.

Decisions and Actions:

* + The MG will provide written comments on the minutes and decisions from the last MG by Friday, 7 October if necessary.
	+ The Secretariat will amend the minutes and decisions and post on the workspace.
1. **SNA portfolio update – SNA transition**

The purpose of this session was to take stock and assess SNA progress against its expected results by 2015 and identify those activities that are likely to continue in 2016. To support this discussion, a status update of the country needs assessments (CNAs) and targeted support, a short summary of CBR+ and an overall SNA snapshot across outcomes was provided in advance of the call. It was proposed that progress under each SNA outcome will be further presented and discussed in the rolling SNA Portfolio Updates and a timeline for these updates was also included.

A further portfolio update for a later stock-taking on CNA and targeted support is planned for the MG call on 2 December. CBR+ will be further elaborated in the specific outcome update on Stakeholder Engagement, UNDP-led. The MG call on 25 November has been suggested for discussing this update.

**Country Needs Assessments (CNA)**

The Secretariat briefly introduced the current status of the CNAs. Currently, 9 needs assessments are undergoing, including 7 CNAs and 2 assessments at regional level (Mesoamerica and West Africa). 5 of those are led by FAO, 2 are jointly led by FAO and UNDP, 1 is led by UNDP and 1 by UNEP. The overall approved budget for CNA is US$ 1.2 million. All nine CNA workplans have been finalized and countries are at various stages of implementation. It is anticipated that 3 CNAs will be completed within 2015, whereas the remaining 6 will be closed in 2016. As of now, overall financial delivery has been around 20%, but most CNAs have just started. More detailed information will be provided by the Secretariat during the MG call on 2 December.

* FAO briefly reported that progress on all FAO-led CNAs is going well. The regional needs assessment focusing on West Africa is progressing slowly, but this is mainly due to the fact that the assessment needed to be set up from scratch. In Zimbabwe slow progress is due to that the national government has not dealt with REDD+ issues before.
* UNDP will provide more detailed information in the following weeks, but mentioned that although the CNA process has provided useful lessons learnt (especially at regional level) it has to be acknowledged that the CNA approach might not have worked the way it was initially intended to. Additionally, CNA might not be as useful as originally imagined, given the complex and varying landscapes at country level.
* UNEP will provide more detailed feedback on the current CNA status on South Sudan in the following weeks. UNEP agreed with UNDP that it will be useful to reassess the value of the CNA process, and how it should be best wrapped up in 2016.
* The Secretariat reminded the MG that although all CNAs will be fairly advanced by mid-2016, final reporting by that time might not be realistic. The needs assessment for the Mesoamerican region might take longer to be finalized because after the development of the cooperation action plan, their approved proposal includes implementation of some initial South-South cooperation activities that can only be done in 2016.
* The MG members noted that the best added value and lessons learnt have come from the regional needs assessments, as countries have been able to (i) develop the assessments jointly and (ii) increase communication beyond regional approaches and teams. The UN-REDD Programme has been able to strengthen cooperation between the regional teams of Mesoamerica and West Africa.

Decisions and Actions:

* The Secretariat will provide an information document on the key findings and lessons learnt from the CNA process, which will serve as a background note for the MG call on 2 December. The document will be sent after PB15, and latest by Friday, 20 November.

**Targeted Support**

The Secretariat summarized the current status of targeted support, which stands at US$ 16.7 m in approved amount to 43 countries and 3 regions, Table 1-5 in the background note.

A new stock-taking and discussion is planned for the MG call on 2 December as part of the rolling SNA portfolio updates. The Secretariat raised four main issues for MG consideration with the inputs and agreements seen below:

* + - Complete the information on the targeted support (Tables 1-3) (Inputs by email by 7 October).
* Confirm that the TS that are in the pipeline (5 expected requests) and the complete proposals from Indonesia and Zambia will be received by 30 Sept and if not, agree on way forward considering the agreed cut-off date for request.
* Confirm that also the TS pipelines will be completed within 2016.
* Indicate whether for TS carried forward into 2016 there should be a final evaluation in line with the new programming cycle for 2016 - 2020

*Agency input*

* Agencies agreed to review the records in the note and come back to the Secretariat by 7 October.
* FAO provided an update on all the pipelines, all referring to FAO, and told that there will be no requests coming in from Congo Basin, Kenya and Malawi. The agency will need to come back on the status on the foreseen requests from Madagascar and Malaysia, and mentioned that also Mexico has expressed interest of additional targeted support. An update will be provided for these countries at the end of next week. There are no pipelines from UNDP and UNEP and no intention to expand the pipelines at this point in time.
* It was mentioned that the official request from Zambia has been received[[1]](#footnote-1). Indonesia’s request, for which a letter of endorsement from the government has been received, FAO is seeking clarity on the minor part on MRV&M and if will need to be increased or other means to be look at for support. UNDP explained that the delay of Indonesia’s request is also related to the current discussions at country level on the letter of intent (new agreement between Norway and Indonesia). Although the deadline of 30 September cannot be met, an incoming request should still be considered as it will further strengthen the relationship with Indonesia.
* FAO mentioned that all their activities (not only for the pipelines) will be completed by end 2016, and it is expected that only one ‘project’ could run beyond summer 2016. UNDP and UNEP confirmed that no TS will run longer than 2016.
* UNEP proposed that an overall final SNA evaluation could address targeted support. FAO highlighted that if there are financial means to conduct separate evaluations without additional burden on regional UN-REDD staff, this procedure could be explored, but the priority is to concentrate in finalizing and maximizing delivery of the programme. UNDP mentioned that alternative options will also need to be linked to the next Programme phase. The Secretariat clarified that there is no final SNA evaluation currently planned and suggested that the question on targeted support evaluation should be revisit in the MG call on 2 December.

Decisions and Actions:

* Agencies agreed to review the background note presented by the Secretariat and come back with comments by the end of next week (by 7 October).
* The UN agencies will provide more detailed updates on potential incoming targeted support requests during the next MG call.
* The MG agreed that those five countries that potentially will submit TS requests/complete their requests (Indonesia, Madagascar, Malaysia, Mexico and Zambia) should be allowed to do so after the deadline of 30 September.

**Community-based REDD+ (CBR+)**

As a component that also will stretch into 2016, a short summary mainly based on the semi annual update reporting, was provided on CBR+. The CBR+, approved at PB10, has an overall budget of US$ 4 million for work in 6 pilot countries. As of mid-2015, CBR+ is fully operational and progress is ongoing in all six pilot countries. It is anticipated that the activities will continue until 2017, as projects could run up to 2 years and could not be started before early 2015. The details will be further elaborated in the portfolio update on Stakeholder Engagement, UNDP-led, planned for 25 November.

* Due to short preparation time for the MG call, UNDP will be able to provide updated information within the coming week.
* The MG agreed that more detailed information is needed on issues such as (i) clarification on fund disbursement (pot to countries versus pot in backstopping, etc.), (ii) main challenges and lessons learned, (iii) how progress is perceived, and (iv) how this can relate to the possibility of jointly developed targeted support requests between governments and with CSO/IPs.

**SNA portfolio update on overall progress against targets**

The Secretariat introduced a snapshot of the overall SNA delivery in Annex 2 of the background document. It shows the achievements against the SNA 2015 targets and the interim financial delivery (commitment and exp. out of budget) across the outcomes as of June 2015 and is the same illustration as in the draft semi-annual update, shared with agencies for review. The portfolio updates per outcome suggested for the coming months, October-December, will offer opportunities for discussion of each outcome in details. The Secretariat will prepare a background note on each outcome ahead of each call, following the format used for this note and will seek inputs from relevant agency teams. The idea is to not only do a progress review and ensure proper closure of the SNA but also to test how the MG portfolio management works, the level of information needed and the process. The MG was asked for any overall concerns of the SNA delivery and on the proposed portfolio update timeline and process.

* No major comments were received on the SNA overall snapshot but more time is likely needed to review the background information to the snapshot, which is included in the semi-annual update.
* The agencies were fine with the timeline of the portfolio updates. Concerning process there were suggestions mainly for the coming Programme phase. It was proposed that the responsibility of the portfolio updates should not lie with the Secretariat, but rather with the agencies/regional offices of the UN agencies. It will therefore need to be discussed what the role of the Secretariat within portfolio management should be in the future. Additionally, FAO future portfolio updates could be by region instead of outcome based. When there is a technical coordinator as in the case for safeguards, he/she has a lead role in the compilation of the updates.

Decisions and Actions:

* The MG agreed on the proposed timeline for next portfolio updates as seen below for discussing SNA activities per outcome in the upcoming weeks, starting on 14 October. A short background note will be provided well in advance of each call, preferable 5 days before. This also depends on when input is provided by the UN agencies.

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| **Date of MG meeting/call** | **Theme** | **Scope** | **Involvement of agencies in preparation of update** |
| 14 Oct | Gov/Legal preparedness | Outcome 2 | Secretariat together with FAO & UNDP |
| 21 Oct | Comms/KM | Outcome 7 | Secretariat with inputs from Comms/KM WG. |
| 28 Oct  | Private sector/ Green economy | Outcome 6 | Secretariat together with UNEP |
| 18 Nov | MRV&M | Outcome 1 | Secretariat together with FAO |
| 25 Nov | SE | Outcome 4 | Secretariat together with UNDP |
| 2 Dec | Secretariat/CNA/TS | Outcome 8 | Secretariat |

1. **AOB**

**UN-REDD Governance arrangements**

*All three UN agencies will provide a short update on internal discussions with their legal departments. As the draft Fund documents will need to be finalized by mid-October, potential issues should be raised as soon as possible.*

**REDD+ side event at COP21**

*Following the invitation for UN-REDD to present at the EU Pavilion, an application for an EU side event has been brought forward by Steven Swan. A first concept note on the EU side event “Country approaches to REDD+ Safeguards and safeguard information systems: initial experiences, emerging lessons, opportunities and challenges” has been developed, but will need further consultation.*

Due to time constraints, none of the below AOB items have been discussed in detail. UNDP will provide a short information note on the following aspect to the MG:

**Memorandum of Understanding for UNORCID**

*Following a brief update on the current status of signature of an extension for the second phase of UNORCID during one of the last MG calls, UNDP will provide a quick update.*

Decisions and Actions:

* + UNDP will provide a short written update on the current situation of UNORCID to the MG within this week.
1. The budget was incomplete in the request received from Zambia and an updated request is expected by Friday, 2 Oct. [↑](#footnote-ref-1)