

Minutes of the 1st Solomon Island REDD+ Programme Taskforce Meeting

Venue: Heritage Hotel

Date: 08th November 2012

# Summary of Minutes

The first Solomon Island (SI) REDD+ Taskforce (TF) meeting was held on Thursday the 8th of November at the Heritage Hotel in Honiara. The meeting had the following objectives:

* Finalise the ToR of the TF
* Establish three Technical Working Groups (TWGs) for MRV and REL, Drivers and Strategies, and Stakeholder Engagement and Safeguards
* Finalise the ToR of these working groups
* Agree and initial workplan for the TF

The meeting was opened by the Supervising Permanent Secretary for the Ministry of Environment and was well attended with over twenty five participants from government, the private sector, civil society and development partners (for full list please see Annex 1). Discussion throughout the meeting was comprehensive and constructive. With many participants new to the programme, however, it was not possible to achieve all of the meetings objectives with increased time spent on developing understanding of the programmes operation and purpose.

Positive discussion was had on the ToR for the Taskforce and a revised version of these ToRs are contained in Annex 2 of the document. Positive discussion was also had on the relationship between the TF and the TWGs in terms of operation and membership and the REDD+ TF Secretariat will circulate a final proposal for this based on discussions separately to these minutes.

Further information was also provided to participants on the nature of REDD+ and the nature of the national REDD+ programme with presentations on this provided in Annex 3.

## Summary of Decisions made

* Next meeting of the Taskforce was scheduled for second week of February 2012
* Revisions were made to ToR of the Taskforce - please see annex 2 for revised version
* Taskforce meetings should occur quarterly if not more frequently
* Technical working groups should meet every six weeks
* Meetings of Working groups should coincide with meetings of Taskforce
* Taskforce membership should be reviewed following proposals from the current meeting and circulated again to participants

# Summary of Agenda

## Objectives

The objectives of the workshop are to:

* Finalise the ToR of the Taskforce
* Establish Technical Working groups for MRV, Strategies, and Stakeholder Engagement and Safeguards
* Finalise ToR for Working groups
* Agree and initial workplan for REDD+ Taskforce and Working Groups

Outputs of the Workshop will include:

* Finalised ToR for Taskforce and Working Groups
* Initial working plan for Taskforce and Working Groups

Agenda:

|  |  |  |
| --- | --- | --- |
| **Time** | **Session**  | **Speaker** |
| 8:30- 9.00AM | **Opening and Welcome Remarks** | PS MECDM |
| 9:45-10:30 | Background Presentation on the TOR Taskforce – * Appointment of Chairs
* Discussion on the TOR
 | Permanent Secretary(Supervising) MECDM |
| 10:30- 10:45 | **Morning Tea** |  |
| 10:45-11:15 | Presentation on the TOR for all working groups * Appointment of Chairs
* Discussion on ToR
 | Phil Cowling / Fred Patison  |
| 11:15- 12:00pm | Divide into working groups to discuss; 1. TOR
2. Priority Activities
3. Date for the Next Meeting
 | Facilitators  |
| 12.00 | Lunch |  |
| 1.00 – 2.00pm | Working Group Presentations * Final TOR
* Priority Activities
 | Phil Cowling / Fred Patison |
| 2.00PM | Final wrap-up | Fred Patison |
| 15.00 | Afternoon Tea |  |

The meeting will be followed by a cocktail reception at Mendana Hotel at 6.00PM

# Meeting Discussion

Welcoming Remarks were provided by Mr. Chanel Iroi the Permanent Secretary (Supervising) for the Ministry of Environment. He thanked all the stakeholders for responding positively to the invitation and showing commitment towards the REDD+ readiness process. He emphasised the importance of REDD+ in the forestry in the Solomon Islands as a measure to address climate change and also to encourage sustainable forest management.

## Introduction to REDD+

Mr Fred Pattison UNREDD Programme Coordinator provided a short presentation on the background of REDD+ and the role of the UNREDD programme in the Solomon Islands a full copy of the presentation is provided in Annex 3.

## Discussion of Taskforce ToR

Mr Chanel Iroi (PS Supervising) chaired a discussion reviewing the Terms of reference of the Taskforce. The below information provides a brief summary of discussion under each section of the ToR. The revised ToR can be found in Annex 2:

### Taskforce Chair and Secretariat

* Broad agreement was provided that the MECDM should maintain the role of chair.
* It was discussed if the Chair role should be the PS or US of MECDM due to the heavy work schedule of the PS. It was decided that the PS should retain the position due to the importance of the issue but that they should be able to delegate to their deputy. This also represented a modification from the PS being able to delegate to any other staff with it being required that they should only delegate to the US.
* Discussion was then had on the need to have a Vice chair as well to lead meetings if the Chair was not able to attend. It was proposed that the MoFR should take this role with the same situation existing where the position being taken by the PS with the option for them to deputise to the US.
* Discussion on the Secretariat looked initially at the need for the Secretariat to sit in the same location as the Chair of the Taskforce with the decision being taken to move the Secretariat from MoFR to MECDM.
* Discussion on the role of the Secretariat concluded with a decision to maintain a broad support remit for the body as opposed to listing a number of tasks with the understanding that this would entail providing administrative and operational support to the Taskforce in combination with the UNDP Programme Management Unit (PMU).

### Discussion on the Advisory Panel

* It was agreed that the title of the group should be Advisory Panel and not board to ensure that there was clarity that they had no executive function.
* It was suggested that national experts could also be added to the Panel as could international NGOs. Final decisions on membership were however postponed until the composition of the Taskforce and Technical working groups were agreed.

### Work of the Taskforce

* A productive discussion was held on the work of the Taskforce with participants identifying the need to disaggregate between the work of the Technical working groups and the role that the Taskforce would plan.
* This resulted in a reduction in the tasks identified but with an increase in focus on the coordinating role of the TF.
* A bullet was also added on the need for TF members to act as representatives of their constituencies ensuring that they both provided information from TF meetings back to them, consulted them on their view and then represented these views during meetings.
* A full list of the work identified for the TF can be seen in the revised ToR.

### Reporting

* Building on discussions had on the work of the TF the reporting requirements were simplified to focus only on the need to report to the Climate Change Mitigation working group and for members to report back to their constituencies.

### Taskforce Duration

* Discussions were held on the potential duration of the Taskforce with clarity being sought from participants as to whether the TF was specifically a project (UNREDD) based TF or a government body. It was clarified that the TF was a government body but that it was gaining some additional support from the UNREDD Programme.
* Further discussion was had on how tightly the duration of the TF should be linked to the Roadmap development process and how long it was anticipated this process should take. Mr Phil Cowling also provided some experiences from other REDD+ programmes where TFs had stopped operation following development of Roadmaps resulting in a lack of continuity and loss of momentum between development and implementation. The discussion concluded that the TFs mandate should be reviewed following development of the Roadmap to allow for the body to be better structured to fit the implementation role and the strategies outlined in the Roadmap.

### Compensation

* It was noted that participating the TF could take significant time and would require travel, with questions being asked about the possibilities for compensation.
* The Chair noted this point and informed participants that further information on the details of this would be provided but that he anticipated some support being available.

## Overview of TF and Working Group Structure

Following these discussions there was a break in proceedings for lunch. After lunch, a short presentation was provided by Mr Phil Cowling (UNREDD Policy Advisor) on the relationship between the TF and TWGs, potential structures for operation and membership as well as experiences from other countries (see annex 3 for full presentation). This presentation focused less on the details of the TWG ToR as had been originally planned due to the need to finalise decisions on regularity of TF meetings and TF membership and the limited awareness of the details of the TF amongst many participants for whom this was their first meeting on REDD+.

Participants then divided into groups to discuss the relationship between the TF and TWGs and their respective memberships. A summary of key points from the group work presentations is provided here.

### Frequency of meetings and link between TF and TWG meetings

* The TWGs should meet approximately every 6 weeks at least to begin with the potential for meetings to occur quarterly depending on progress
* TF and TWG meetings should occur at the same time but TF meetings could occur less frequently than TWG meetings
* These meetings could occur over a period of 2-3 days when combined

### Membership

* Membership of the TF should be smaller than the combined membership of the TWGs with proposals ranging from 10 – 15 people
* TF meetings could be open sessions allowing all TWG members to attend as observers if they wish
* TWGs should be 10-15 people each with approximately 3 from each group being represented on the TF
* Representation on the TF could be based on who chairs and co-chairs the working groups along with one or two other representatives
* All bodies should be multi-stakeholder having representatives from government, private sector, and civil society.
* Members should be named as individuals to help improve continuity of people attending meetings.

A final proposal for TF and TWG membership will be circulated to participants and other key stakeholders separately from these minutes.

# Annex 1: List of Attendees

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **ORGANIZATION** | **REPRESENTATIVE** | **EMAIL** | **MOBILE** |
|  | SEMRICC/UNDP | Valentine Thurairajah | Valentine.thurairajah@undp.org | 7623717 |
|  | Transparency Solomon Islands | Shepherd Lapo | alac.tsi@gmail.com | 7503987 |
|  | Solomon Forestry Association | Roselyn Rauna | rosarauna@gmail.com | 7492498 |
|  | GRML | Joshia Kera | j.kera@gmail.com | 7553387/ 38352/ 7690727 |
|  | SPC | Gideon Bouro | gideonb@spc.int.com | 8413377 |
|  | Mins. Development & Aid Coordination | Barnabas Bago | bbago@planning.com.sb | 7466736/ 38255 |
|  | LALSU | Tearo Walenenea | twalenenea@pso.gov.sb  | 7637498 |
|  | LALSU | Martha Manaka | mmanaka@pso.gov.sb  | 28406 |
|  | LALSU | Stephanie Price | sprice@pso.gov.sb  | 7585093 |
|  | Choiseul Provincial Government | Scott Butcher | butcherscott@hotmail.com  | 7573326/ 7573316 |
|  | TNC/LLCTC | Jimmy Kereseka | jkereseka@tnc.org  | 7650885 |
|  | SICCP | Michelle Papaol | michelle@siccp.org  | 23297/ 7670784 |
|  | S.I Council of Women | Emily Peoa | ncwfin@solomon.com.sb sincw@solomon.com.sb  | 27529 |
|  | TDA | Allan Tippet Bero | allantippetbero@gmail.com  | 7471510 |
|  | KIBCA | Ferguson Vaghi | coordinator@kibca.org  | 7401198 |
|  | KFPL | David Salt | honiara@kfpl.com.sb  | 7494358 |
|  | NRDF | Stephen Sutiagalo | sutiagalo@gmail.com  | 7590260 |
|  | Pamahima Association | Alick Pinihimae | alick\_pihini@yahoo.com.au  | 7469440 |
|  | Pamahima Association | Joachim Kuman | Jkyulle2000@yahoo.com.au  | 7477736 |
|  | Ministry of Forestry and Research | Gordon Konairamo | konaigordon@hotmail.com  | 7635293 |
|  | Kastom Garden | Moses Rouhana | mrouhana.ara@gmail.com  | 7482095 |
|  | Ministry of Forestry and Research | Benol Ngiloaia |  | 7493131 |
|  | Ministry of forestry and Research | Philip Zekele |  | 7471121 |
|  | UNDP/AF SWoCK | Mary Ramosaea | mary.ramosaea@undp.org  | 7622294 |
|  | Bank South Pacific | Rose Murray | rmurray@bsp.com.sb  | 7496337 |
|  | Ministry of Forestry and Research | Jeffrey Taugenga | jefftaugenga@gmail.com  | 7482334 |
|  | Ministry of Forestry and Research | Kingsley Tea |  | 7638650 |
|  | Eagon Pacific Plantation | Katalulu Maepioh | eagon@solomon.com.sb  | 7473702 |
|  | Bank South Pacific | Mark Corcoran | mcorcoran@bsp.com.sb  | 7494640 |
|  | MECDM | Chanel Iroi | c.iroi@met.gov.sb  | 7627936 |

# Annex 2: Revised REDD+ Taskforce ToR

National REDD+ Readiness Roadmap Taskforce in the Solomon Islands

**Terms of Reference**

**November 2012**

# Background

REDD+ (Reducing Emissions from Deforestation and forest Degradation) is proposed as a new international mechanism to reward developing countries for reducing their rates of deforestation and forest degradation, and for increasing carbon stocks. As part of a future international climate change agreement under theUnited Nations Framework Convention on Climate Change (UNFCCC), REDD+ will operate at the national level and will cover all forested areas in a country. Any reductions in deforestation or forest degradation at the sub-national level will not be rewarded through the international mechanism, unless overall national rates also decline. Similarly, increases in carbon stocks will not be rewarded unless the increase takes place at the national level.

It is therefore necessary to establish a national coordinating body, which has broad cross-sectoral representation across government in order for REDD+ to be implemented on a national scale. The body should also include representatives from non-government stakeholders and should adopt a process to ensure engagement with all stakeholders.

Under the emerging UNFCCC framework for REDD+,[[1]](#footnote-1) countries should adopt a phased approach to REDD+, as follows:

* Phase 1: REDD+ Readiness: Development of a national REDD+ strategy or action plan and development of necessary capacities and institutions to implement REDD+ at the national level
* Phase 2: Demonstration and Piloting of Policies and Measures: Field testing of practical measures and strategies may be done, through demonstration activities, in addition to continuous capacity building and development of new policies and legislation
* Phase 3: Implementation of REDD+: A national performance-based system of resource distribution or benefit sharing

These Terms of Reference address the preliminary part of Phase 1 only, namely, the development of a national REDD+ Roadmap for the Solomon Islands which will set out how the country plans to design and implement a more comprehensive national REDD+ strategy: see the process below.

# Ministerial Appointment to establish the Taskforce

A National REDD+ Roadmap Taskforce in Solomon Islands is by the Minister for Environment, Climate Change, Disaster Management and Meteorology (MECDM).

# Taskforce objective

The National REDD+ Readiness Roadmap Taskforce is responsible for coordinating the preparation of a National REDD+ Readiness Roadmap for the Solomon Islands (Phase 1 above). Following the completion of the Roadmap, it should be noted that further work will be required to develop a comprehensive REDD+ Strategy for the country.

# Membership and structure

The Members of the National REDD+ Taskforce represent a cross section of key institutions in forest and land use sectors in the Solomon Islands. They include government and civil society representatives. Membership is by invitation from the Permanent Secretary of the MECDM. Membership is voluntary. Institutions which agree to delegate representatives to the Taskforce must ensure that these individuals demonstrate the commitment, in time and resources, necessary to contribute constructively to the work of the Taskforce. Membership is held by institutions, not individuals but each institution should name a representative and must ensure that they have well-informed alternates available to attend Taskforce meetings as required.

Institutions may be added to the membership by invitation from the Permanent Secretary of the MECDM, on the recommendation of the current Taskforce membership.

## Chair and Secretariat

The Chair of the Taskforce is the Permanent Secretary for the Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM) or the Undersecretary. The vice chair will be the Permanent Secretary for the Ministry of Forest and Research (MoFR) or the Undersecretary. The Chair will be responsible for calling meetings of the Taskforce and the Working Groups.

The Secretariat of the Taskforce is in the Climate Change Division of the MECDM initially with the assistance of the Programme Management Unit of the UN-REDD Country Programme for the Solomon Islands. The Secretariat will be responsible providing support to the Taskforce and Working Groups.

## Working Groups

The Taskforce may carry out its work through Working Groups. The Chair of the taskforce shall determine the membership and tasks of each Working Group, based on the recommendations of Taskforce members, and the willingness and ability of Taskforce members to commit time and knowledge to ensure effective operation of the Working Groups. The Chair may appoint one or two (co-) chairs for each Working Group. The PMU of the UN-REDD country programme will assist with providing facilitators for each Working Group.

All Taskforce members must volunteer for membership of one of the Working Groups. The Chair will be responsible for ensuring that members are evenly distributed between Working Groups.

Frequency and management of meetings will be determined by the membership of each Working Group. Agendas for each Working Group meeting will be developed and circulated by the (co-) chair(s) prior to each meeting. At the beginning of each meeting, Working Group members must identify and declare potential conflicts of interest in agenda items, which, for example, may involve discussions of contracts for which they may bid.

## Advisory Panel

The Taskforce will be supported by an Advisory Panel, consisting of international organizations and agencies. The members of the Advisory Panel will be available to provide advice and expertise to the Taskforce and Working Groups, but will not participate in the decision-making processes of these bodies. International organizations may be invited to join the Advisory Panel by the Chair of the Taskforce, on the recommendation of the Taskforce members. Initially, the Advisory Panel will have the following members:

* UNDP Country Office, Solomon Islands
* UNDP Asia-Pacific Regional Centre
* FAO Regional Office for Asia and the Pacific
* UNEP Asia Pacific Regional Office
* SPC/GIZ.
* National Experts
* INGOs

# Work of Taskforce

Meetings will be held on a monthly basis, and require a quorum of 50% +1 member in order to make decisions, including recommendations of new members of the Taskforce or Advisory Panel. Agendas for each meeting will be developed and circulated by the Chair, and will be designed based on the following objectives

* To identify the tasks necessary to complete the REDD+ Readiness Roadmap for the Solomon Islands and its implementation.
* To participate in and manage the process of drafting and reviewing the REDD+ Readiness Roadmap, including coordination and guidance of the Technical Working Groups
* Represent their respective constituencies on the taskforce and provide information concerning REDD+ activities.
* To request technical guidance and assistance from the Advisory Panel as and when required during the preparation of the REDD+ Roadmap
* To ensure that the development of the national roadmap is consistent with international guidance on REDD+ under the UNFCCC framework.
* To guide the process of stakeholder consultation and awareness-raising about REDD+ and to ensure that all relevant stakeholders are consulted during the process of developing the REDD+ Readiness Roadmap.
* Undertake tasks as related to REDD+ issues and /or climate change issues as required by the Mitigation working group.
* The Taskforce will serve as the main advisory and coordinating body to all projects and programmes in the Solomon Islands which contribute to the development of the REDD+ Readiness Roadmap or the implementation of activities therein, including the UN-REDD Country Programme and the SPC/GIZ project Climate Protection through Forest Conservation in Pacific Island Countries.

# Reporting

The Chair of the Taskforce will report to the Chair of the Mitigation Working Group as specified under the National Climate Change Policy 2012. Each member of the Taskforce will be responsible for reporting to his or her own line agency or organization.

# Duration of Taskforce

The role and duration of the taskforce will be subjected to review with the endorsement of the Roadmap by the Mitigation Working Group of the established under the National Climate Change Policy.

# Operational and Financial Support

Taskforce members will be provided with support to cover the costs incurred in undertaking their responsibilities as members of the Taskforce.

# Annex 3: Presentations

Please see attached PDF documents.

1. Introduction to REDD+
2. Overview of the task force and TWG.
1. Cancun Agreements, Dec. 1/CP 16, Chapter III C. [↑](#footnote-ref-1)