

Draft Minutes / Action Points
Safeguards Coordination Group
Support to National REDD+ Action / Global Programme
Teleconference
22 April 2013, 14:30 CET

Attendance:

FAO : Maria SanzSanchez
UNDP : Kimberly Todd, Claudia von Segesser
UNEP: Julie Greenwalt, Lera Miles
UN-REDD Secretariat: Clea Paz Rivera

Agenda:

1. Approval of draft agenda
2. Final tweaks/missing elements in group's recommendations/workplan
 - a. Consistency of references to accountability work (raised on MG call)
3. Coordination on Technical Support
 - a. Costa Rica targeted support inception workshop
 - b. Regional workshops on safeguards and multiple benefits
 - c. Webinar/ Web-based training with national and regional staff on safeguards
4. CCBA Standards – 3rd edition of CCB Standards out for public comment
5. Upcoming REDD+SES meetings
 - a. REDD+ SES workshop on safeguard information systems, Oxford, UK, 4-5 June
 - b. REDD+ SES meeting in Bogor, Indonesia, 1 – 3 July
6. Updates on items from workplan
 - a. Web-based decision tree
 - b. BeRT
 - c. Conceptual framework
7. Monitoring framework 2013-14: Setting Targets/Country-specific support/possible rapid evaluation of NPs
8. UNDP intern support
9. AOB

Minutes:

1. Approval of draft agenda

The draft agenda was approved, with an additional item posed by the Secretariat to discuss the table of guidelines, tools in the National Programme handbook.

2. Final tweaks/missing elements in group's recommendations/workplan

a. **Consistency of references to accountability work (raised on MG call)**

- The section “accountability” and its relationship to Objective 1 needs to be clearer. Several edits will be made to clarify that the accountability work is outside of the mandate of the group, and that it was discussed within the broader context of Objective 1.
- UNDP suggested postponing the item on the info session to Q4 as there will not be an information session related to safeguards during PB10.
- Regarding the updating of the SEPC/Cancun document, UNDP requested another volunteer, and inquired about nature of PB request on this, to inform the timing to be indicated in the workplan. UNEP clarified that it was not a formal decision/request from the PB but rather “notes” so we are not expected to formally present the SEPC/Cancun document back to the PB. Rather, we will intend to include it in the info session at PB11 (so timing can be delayed to Q4).
- While discussing decisions at the last PB meeting, The Secretariat raised that decision 17 at PB 9 (“The Secretariat will provide clarification on the principles, criteria, guidelines and quality assurances procedures referred to in the Tier 2 Terms of Reference, as well as on the level of compliance required”) relates to the safeguards work (including the SEPC) and that in order to present further clarifications, support from the safeguards group is needed.
- UNDP suggested internal follow-up given the broader nature of the PB decision and the relevance to accountability work.

Action items:

- Follow-up with Emelyne on co-lead for SEPC/Cancun document
- UNDP to follow up internally (Kim to raise with Jen), then to follow up directly with the Secretariat.
- To change the “accountability” header of the workplan section to “Objective 1”, in order to have more consistency between the titles both in the recommendation section as in the workplan.
- To revise the workplan with the proposal for a safeguards info session at PB11 rather than PB10.

3. Coordination on Technical Support

a. **Costa Rica targeted support inception workshop**

- UNDP requested additional information regarding the final dates and the agenda of the workshop.
- UNEP clarified that there weren't further updates and it was expected that the workshop was still being planned for April 29th. However, there was to be a call with Gabriel Labbate immediately following the safeguards group call and UNEP would provide an update after that.

- FAO confirmed that its representative (Maria) will not be able to attend the workshop if it is held week of 29 April.

Action item:

- UNEP to inform the group after speaking to Gabriel, regional focal point in Latin America, and to confirm the details of the inception workshop in CR with the group. (done – Julie provided the update that the workshop has been postponed until mid-May timeframe).

b. Regional workshops on safeguards and multiple benefits

- UNEP went through the proposed plan for the three regional workshops this year and explained that they wish to collaborate with UNDP and FAO and discuss in more detail the scope for other agencies' participation:
 - Asia Pacific (Land Use Planning with Multiple Benefits) – focus on these aspects, given recent A-P regional exchange on safeguards
 - Africa : planning to schedule back-to-back with a Green Economy Workshop in mid-September, covering both Francophone and Anglophone countries.
 - Latin America (Safeguards and Multiple Benefits) to be held in October in either in Panama, Costa Rica or Ecuador.
- UNEP also provided an update that Lucy Goodman from WCMC was able to attend the UN-REDD MRV workshop being led by FAO the week of 22 April, to address how national forest inventories are being undertaken and relationship with the SIS
- UNDP affirmed support for collaborating on the workshops and indicated availability to provide input on each workshop in this regard.
- FAO addressed the importance of being updated on these workshops, expressing interest to contribute to the concepts and planning of the workshops, particularly the land-use planning focused workshop in A-P.
- FAO also requested more information on the timing decisions, particularly the reason to start with A-P given the safeguards workshop had just been held. Also reminded that Asia-Pacific is more diverse and quite a different scenario than Africa and Latin America, therefore the importance to include other actors.
- UNEP explained that they are committed to do all three workshops this year, and in the case of Africa, that is already fixed timing given the scheduling back-to-back with the Green Economy workshop , and that for Latin America assumed it was better to delay given current situation in Panama, so timing decisions were pragmatic. Also clarified that their framework is Multiple Benefits rather than safeguards only.
- The Secretariat suggested that if the LAC workshop to be planned in Panama, it will be essential to coordinate it with The Secretariat well in advance as the current situation with the NP is delicate. Additionally, if the workshop to be held in Paraguay, it will be necessary to wait until June when new authorities will be in place. In any case, they declared the urgency to coordinate dates with activities of the NPs. UNEP agreed to the importance of this.

Action item:

- UNEP to share concept notes and additional information with the group in advance, (as available) in order to coordinate activities jointly among the NPs and agencies.

c. Webinar/ Web-based training with national and regional staff on safeguards

- UNDP (Pierre-Yves) had expressed interest in the safeguards group providing web-based training/webinars for regional and country-level agency staff, with an emphasis on ensuring the Costa Rica CO has the updated information before the inception workshop. This was raised on a coordination call for the Costa Rica TS but is applicable to all regions.
- UNEP wanted to assess interest from the group. UNEP suggested we rotate this responsibility and offer in Spanish and English, and also stated that this feature will give all of us in the group the opportunity to practice the safeguards slides and improve them. In addition, they requested further information regarding webinar software and time of preparation required.
- UNDP explained the software used for UNDP webinars and some of its features.

Action items:

- To make sure that the presentation is given to the country staff in CR before inception workshop.

4. CCBA Standards – 3rd edition of CCB Standards out for public comment

- The Secretariat inquired about the significance/benefits of providing formal comments as a programme to CCBA.
- UNEP expressed that, given the CCB Standards are applicable to a project vs programme scale, this should not be a priority.
- UNDP agreed with UNEP and suggested that if there is any major issue/question, etc, it can be raised through our channels with Joanna and Phil directly.
- FAO also agreed, explaining the importance to make them understand that the standards are in another scale.

Action item:

- If group members do review the revised CCBA standards and have major issues, concerns, etc. do inform the group, and then the message can be conveyed to the CCBA focal point (Joanna Durbin)

5. Upcoming REDD+SES meetings

a. REDD+ SES workshop on safeguard information systems, Oxford, UK, 4-5 June

- UNEP explained that Emelyne requested that SES send Lera the invitation. Given the countries who will be there (Brazil, Indonesia and Ecuador), WCMC is recommending Cordelia on their team attend, as she is working with Ecuador.

b. REDD+ SES meeting in Bogor, Indonesia, 1 – 3 July

- Kim and Julie were cc'ed on an invite to the regional colleagues (Ben, Aki, and Thomas) from phil Franks, REDD+ SES. UNEP and UNDP will follow up with regional colleagues to see if they have discussed/are considering participation. No plans/limited availability for HQ staff to attend.

- **Action item:**
 - UNDP/UNEP to follow-up with regional staff to discuss if someone can attend.

6. Updates on items from workplan (status check)

a. *Web-based decision tree*

- FAO explained that the task on FAO's side was passed on to Emelyne.
- UNDP say that they will reach out to Emelyne to collaborate, given the co-lead on the workplan on this item.

Action item:

- UNDP to get in contact with FAO for further development of the tool/tree.
- FAO/UNDP will provide update for the next call.

b. *BeRT*

- UNEP explained that they have compiled all feedback received on the BeRT. These documents have been shared with Jen as co-lead on this item. The next step is for Jen to review and then will be shared with the group.

c. *Conceptual framework*

- UNDP communicated that there is no major update in the framework, however that there is a need to clarify some references of the tool:
 - Guidance documents, e.g., Governance manual – need to indicate where UN-REDD only versus other partners involved
 - Add Gender references from the UNFCCC decision on SIS
 - Draft documents – indicate which guidance, tools are still in development
- Regarding additions to be made to Section 3, UNDP requested recollection/notes from the Planning Meeting in order to address in the finalization of the conceptual framework. Details are not included in the meeting report.
- UNEP explained that they no longer have notes in the matter; however available to go through and finish the document with UNDP.

Action items:

- UNDP to prioritize the finalization of the framework.
- UNDP to coordinate with UNEP either later this week or early next week.
- UNDP to provide an update for next call.

7. Monitoring framework 2013-14: Setting Targets/Country-specific support/possible rapid evaluation of NPs

- UNEP pointed out the importance of documentation in order to reflect the progress and achievements of countries in terms of SIS and its inclusion in policies.

- UNEP suggested compiling a UN-REDD Programme Table that includes all the approaches of SIS and how countries are planning their work. In addition, they clarified that this effort does not have to be seen as a comparison exercise.
- UNDP also detected the “comparison” risk but agreed that as an internal tool, the table could be very useful.
- The Secretariat commented that they have already constructed a tracking tool for NPs and partner countries that are receiving TS. They suggested building up on this tool. The Secretariat explained their wish to update the table before sharing it among the group.

Action items:

- The Secretariat to share the link to the “Tracking Tool” Table with the group.
- UNDP to follow up with the Secretariat.
- To provide updates for next call.

8. UNDP intern support

- UNDP updated on about current/planned internship support in Geneva and New York with relevance to safeguards and SIS work:
 - Geneva: Claudia providing support to the Safeguards group by joining the teleconference calls, taking minutes, following-up specific tasks to support on safeguards items lead by UNDP and UNEP
 - New York: starting in June for a 3-month internship, a Columbia University climate change masters student; focusing on participatory monitoring, gathering case studies, research to inform UN-REDD thinking on this topic.

9. AOB

a. Table of Guidelines in National Programme Handbook

- This item was raised by The Secretariat to point out that they are planning to finish the handbook, therefore the importance to update any information/links included in the document. The handbook has been uploaded to SharedDocs.

Action item:

- To look at updated information/links asap, as agreed in planning meeting. Clea to re-send link.