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

**Meeting Minutes of 10 June 2015**

**Participants:**

MG members and alternates

FAO: Maria Sanz Sanchez

UNDP: Josep Gari, Tim Clairs

UNEP: Tim Christophersen

Secretariat: Mario Boccucci

Others

Secretariat: Thais Linhares-Juvenal, Mike Spiers, Mirey Atallah, Jessica Holterhof

1. **Approval of minutes of previous week, 3 June**

* No further comments were provided on minutes and decisions from the last meeting.

Decisions and Actions:

* + The MG will provide written comments by Friday, 12 June, if necessary.
  + The Secretariat will amend the minutes and decisions and post on the workspace by Monday, 15 June.

1. **Feedback on the governance arrangements paper**

* The Secretariat presented a brief update on the latest draft of the governance arrangements, which has been circulated on Monday, 8 June. UNDP has already provided comments in the form of a fullz revised document, including a more detailed description on Programme background, context and functions of the different governance bodies. UNDP mentioned that these changes are in line with concerns expressed by Programme partner countries at PB14, requesting better clarification on the roles of PB, EB and NSC.
* FAO expressed its concern that the new document provided by UNDP might be too extensive, causing new confusion with partner countries, but also agrees that further explanation of principles, functions, etc. should be included to better display to non-partner countries and non-donors.
* The MG agreed to provide comments by Friday, 12 June, to allow for circulation by the Secretariat on Monday, 15 June. FAO and UNEP will base their comments on the version provided by UNDP. UNDP will then provide comments on top of the other two agencies’ review to ensure that the Secretariat gets a full picture of each agency’s stance. If necessary, the MG tentatively agreed on a call on Monday morning, 15 June, to address further concerns.
* The MG furthermore tentatively agreed that all three UN agencies should be represented in the EB. This follows the discussion whether or not one representative would be allowed to represent all three UN agencies. Although this would send a strong signal to stakeholders, an interagency legal agreement would be necessary from the FAO side to avoid conflict of interest.

Decisions and Actions:

* + The MG will provide additional written feedback on the latest version of the governance arrangements (provided by UNDP on Tuesday, 9 June) by Friday, 12 June. If necessary, the MG will reconvene on Monday, 15 June to discuss further comments. The Secretariat will revise the final draft and send to the PB by COB, Monday, 15 June.
  + For the paper to be circulated to PB on Monday, 15 June, UN membership of the Executive Board (EB) should be referred to as UN agencies and not one representing all three participating UN organizations.

1. **MG retreat planning**

* UNEP requested that in order to ensure the discussion on the results framework at the MG planning retreat to be effective and efficient the session should be extended to two days. A strong emphasis in the discussion should be laid upon Outcome 3. A revised agenda will be circulated by the Secretariat as soon as possible.
* Additionally, the MG agreed that an updated document on the results framework should be circulated at least one week before the MG planning retreat to provide a good basis for discussions. Working groups on specific items could be formed, working via email communication.
* It was requested to move the strategic staffing session to an earlier timeslot, allowing for a more detailed discussion. The MG will need to provide further comments on the documentation regarding the staffing analysis, which has been prepared by the Secretariat. Once FAO has made provided their comments to the first draft, the Secretariat will recirculate the document for input. The deadline for a final draft on estimates for staff contingent, staff and requirements should be Tuesday, 23 June.
* Due to time constraints for participation from UNDP, the agency requested that the sessions on cost estimate and resource mobilization should be switched, allowing UNDP to be present for the former.

Decisions and Actions:

* + The Secretariat will send a revised draft of the MG retreat agenda by Friday, 12 June for further discussion with the MG. MG written feedback should be provided by Tuesday, 16 June.
  + The Secretariat will extend the discussion on the UN-REDD Programme results framework, resulting in a two-day session carried out in parallel breakout-groups. Specific emphasis should be placed on the discussion regarding Outcome 3.
  + The Secretariat will further amend the agenda by rescheduling the sessions on strategic staffing and cost estimate to an earlier timeslot, and resource mobilization to a later one.
  + The Secretariat will extend an invitation to Mr Pierre Bardoux-Chesneau from the MPTF Office to participate at the MG retreat, especially in regard to sessions on transition and the results framework.
  + The MG will provide additional comments and inputs on the agenda by email by Tuesday, 16 June.

1. **Lead advisor**

* As the relevant documents have not been provided to the MG for further comments, the topic will be discussed at the next MG call on Wednesday, 17 June.

1. **MG response to the audit**

* The first draft of the audit management response was sent on Sunday, 19 April by the Secretariat. Following a recommendation by the SG to have a unified management response to the recommendations, the Secretariat has consolidated inputs received to date but further input from the MG is needed, especially in regard to recommendations 8 (knowledge management) and 10 (Secretariat).
* The UN agencies confirmed they will be able to provide their comments by Friday, 19 June, including consultation with their SG representatives. If there is common agreement, the Secretariat will forward the revised document to the audit team. In case there is need for further discussion, it will be brought to the MG call of Wednesday, 24 June, with an aim to send the management response to the audit team on Friday, 26 June.

Decisions and Actions:

* + The Secretariat will combine all responses – detailed review and table of recommendations and management actions – in one document to facilitate the review by the UN agencies. Deadline for comments is Friday, 19 June.

1. **UN-REDD logo**

* The Secretariat has circulated the latest logo option on Friday, 5 June. FAO and UNDP have approved of the logo, as long as both the UN-REDD Programme logo as well as the UN agencies logo will (at least) be displayed on the same page of a document. UNEP has not been able to reach the Director of Communications, and will therefore provide its final approval latest by Friday, 12 June.
* The MG propose a switch of UN agency logos from alphabetical to reverse-alphabetical order, as the overall flow of the logo will be less disturbed by the additional text from the FAO logo while displayed on the right.

Decisions and Actions:

* + FAO and UNDP cleared the proposed treatments of the revised log. UNEP will provide final approval by Friday, 12 June.
  + For the letterhead of the joint message to Norway by the heads of the UN agencies, the Secretariat will use the proposed UN-REDD Programme logo (with logos of the UN agencies arranged in alphabetical order).

1. **AOB**

* **Article on Go-REDD**
* The Secretariat and UNDP gave an update on the current situation resolving around #45 of Go-REDD+ on ‘The world’s first “Summary of information” on the Cancun Safeguards’, which has been published by the Asia-Pacific regional office.
* There has only been limited outreach for the publication (40 downloads from external stakeholders), and no public reaction as of yet.
* The MG has requested that Go-REDD+ from the UN-REDD Programme Asia-Pacific regional office should be terminated, as it is not in line with the UN-REDD Programme communication strategy and goes through no internal global review process. The Secretariat will notify the involved Asia-Pacific region staff through the official MG email address including a short disclaimer that personal views expressed should not be published under the UN-REDD Programme. The MG further requested UNDP to internally follow-up, and reassess whether additional steps should be taken. Furthermore, it was decided that Steve Swan, REDD+ Safeguard Specialist, will send an official reply to the CSOs on this issue.
* The MG noted that they welcome different views and an open discussion on topics of concern in relation to REDD+ activities, but it needs to be done within a framework that is managed appropriately by the UN-REDD Programme (i.e. blogs, editorial note in newsletter).

Decisions and Actions:

* + A short response to the CSO request will be sent from Steven Swan.
  + The MG affirmed that the use of a UN-REDD branded communication channel to express personal view is a serious breach of proper professional behavior and concurred UNDP to internally follow-up, and reassess whether additional steps should be taken.
* **GCF**
* UNDP provided a brief update on the current status of work in relation to the Green Climate Fund. A concept note on REDD+-related activities on supporting measures for implementation in Ecuador has been forwarded to GCF from UNDP, as requested by the minister in Ecuador as a way to follow up on where Ecuador currently stands in regard to REDD+-readiness. Discussions between Ecuador and Germany’s REM have been raising internal concerns about potential funding; therefore new opportunities on funding are currently explored. Once comments from GCF have been received, next steps are determined. If successful, a project proposal could be send to the GCF in July (to be considered for the next GCF Meeting of the Board in October).
* In line with this concept note, the question was raised whether or not co-financing of projects to support countries with REDD+ activities within the framework of the new strategy of the UN-REDD Programme was feasible. The MG will consult on this aspect further during the session on the GCF during the MG retreat.
  + A more detailed discussion on a potential Green Climate Fund participation at the next PB, also in regard to what extent, will be done at the MG retreat.

Decisions and Actions:

* + UNDP will share the latest draft of the concept note it has submitted to the GCF on REDD in Ecuador. The document will be kept confidential.
  + UNDP will prepare the MG retreat session on the GCF.

**Next week’s call: review of draft agenda of 17 June, 14h00 Geneva/Rome, 15h00 Nairobi**

1. Approval of minutes of previous week, 10 June (5 min)
2. Quarterly SNA Portfolio updates – targeted support (15 min)
3. Transition/message to staff (15 min)
4. Resource mobilization update and planning (15 min)
5. Any other specific issues related to MG retreat planning (15 min)
6. UNORCID (10 min)
7. AOB (10 min): Please raise any issues before the call
8. Next week’s call (5 min): review of draft agenda of 10 June