10 Year Framework of Programmes on Sustainable Consumption and Production (10YFP)

Second Meeting of the 10YFP Board

United Nations Environment Programme (UNEP), New York Office

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Draft agenda

OBJECTIVES OF THE MEETING

- Provide an update on the development of the programmes and review requests received for new programme areas;
- Report progress in the regions (multi-stakeholder cooperation, capacity-building and regional roadmaps for the 10YFP implementation) and regional activities for 2014;
- Finalize and adopt the operating guidelines of the Trust Fund; deliberate on the first call for proposals given existing funds;
- Review Secretariat note on 10YFP/SCP indicators
- Update on activities of the sub-group on SCP for SDGs and post-2015 development agenda;
- Share information and prepare for the forthcoming ECOSOC session.

AGENDA

08:30 - 09:00  Board members’ arrival

09:00 - 09:20  Opening and Welcome Remarks

09:00 - 09:10  Opening and welcome remarks
Opening remarks from Chair and Co-Chair of the Board and the 10YFP Secretariat highlighting key achievements since the first meeting and the importance of 2014 for programme development, launch and engagement of new partners for implementation of the 10YFP.

09:10 - 09:20  Presentation and adoption of the agenda
The Chair of the Board will present the agenda for its adoption, and provide an overview the main objectives and expected outputs.
Session 1 – Update on the 10YFP Programmes

09:20 - 10:00 Status of the 10YFP Programmes and timeline for launching
The 10YFP Secretariat will provide an update on the current status of the five initial 10YFP programmes, including consultation process, leads and co-leads, main partners identified, and timeline for the launching.

Information documents for the session
- Briefing on the 10YFP Programme development (version 7 March)

10:00 - 10:30 Revised guidance document for the 10YFP Programmes development
The Secretariat will present the revised guidance document for programme development and implementation based on feedback, consultations and experience with programme development. The modifications respond to the need for clearer guidance on the governance and coordination of the programmes, roles and responsibilities of lead / co-lead actors and multi-stakeholder advisory committees (MACs), as well as on how to participate in their implementation.

Document for information
- Revised Guidance document on the 10YFP Programmes: criteria, structure and steps to develop and operationalize them (10YFP/PRG/1.V1/2014)

10:30 - 11:00 Request for new programme areas
The Secretariat will present requests and concept notes received for new programme areas (probably on Sustainable Food Systems) for the consideration and decision of the Board.

Document for deliberation
- Request and concept note for a new programme area on Sustainable Food Systems, and
- Official letters requesting the development of a new programme on Sustainable Food Systems

Information documents for the session

10:40 - 11:00 Coffee break

Session 2 - 10YFP progress in the regions

11:15 - 12:00 Reporting on regional progress: multi-stakeholder cooperation, capacity-building and implementation roadmaps
Board members present progress achieved since October 2013, including outcomes of multi-stakeholder dialogue activities, capacity-building activities, engagement of National Focal Points and the development or adoption of regional implementation roadmaps for the 10YFP (to be supported by the Secretariat with briefings). The Secretariat provides a short presentation on the 10YFP Regional meetings. Discussion of implications for programme development and implementation over the next six to eight months.

Information documents
- Policy Recommendations on SCP from the Latin American and Caribbean Region
- Draft revised document on the African 10YFP
- Asia and the Pacific Regional Roadmap for the 10YFP implementation
- Arab Regional roadmap for the 10YFP implementation
- SCP Decision adopted at the Regional Forum on Ministers of Environment of Latin America and the Caribbean (to be adopted the 12 March, 2014)

11:45 - 12:00 Regional events and activities convened by the 10YFP Secretariat in 2014
The 10YFP Secretariat to briefly present the regional, sub-regional and inter-regional multi-stakeholder dialogue activities and capacity-building events targeted at 10YFP NFPs and SFPs to be organized in 2014.

Information documents
- The 10YFP Milestones for 2014

12:00 - 13:00 Session 3 (a) – Fund raising for the 10YFP and Trust Fund

12:00 - 12:45 Main characteristics and funding streams for the 10YFP – including the Trust Fund
The 10YFP Secretariat will present the current contributions to the 10YFP and its Trust Fund; follow by a presentation of the different funding streams and operational aspects.

Information documents
- Briefing note for 10YFP funding streams

13:00 - 14:00 Lunch break

14:00 - 16:00 Session 3 (b) – Operationalizing the 10YFP Trust Fund

14:00 - 15:30 Discussions and deliberations on the 10YFP Trust Fund operationalization
The Secretariat will present the guidance note on the 10YFP Trust Fund operationalization, including roles and responsibilities of the relevant actors, call for proposal, selection process and monitoring and reporting.

Document for deliberation and decision
- 10YFP Trust Fund – guidance note on funding process
- Templates (proposals, reporting,)

15:30 - 16:00 Planning for the first 10YFP Trust Fund call for proposals
Board members to agree on the conditions for the first call for proposals under the 10YFP Trust Fund (programme areas concerned, dates, amounts, etc.).

Information documents
- Proposal from the Secretariat

16:00 - 16:15 Coffee break
16:15-17:30 Session 4 – 10YFP indicators, SCP and SDGs, preparing for ECOSOC

16:15 – 16:45 Tracking progress and reporting on the 10YFP
The Secretariat will present a first draft of possible indicators for the 10YFP to measure and report progress, including Secretariat activities and the Programmes.

Information documents
- Secretariat’s note on 10YFP/SCP indicators. This document will be circulated one week before the meeting. It will be presented to the Board, for first feedback. The Board will be invited to provide written comments after the meeting.

16:30 - 17:00 Up-date on the work on SCP and SDGs
Follow up the Swiss proposal to the 10YFP Board to work on a short document on SCP and SDGs. The Secretariat and some Board members will present current work and some proposals on concrete elements on SCP to be included in the post-2015 development agenda and SDGs and the added value of the 10YFP.

Document for deliberation
- UNEP’s Two pager on SCP in the post-2015 development agenda and SDGs
- IIID & Schandl first draft of the Discussion Paper on SCP target and Indicators for SDGs, due 11 March 2014 - this paper has been commissioned by UNEP.

17:00 - 18:00 Planning for reporting on progress to ECOSOC and other key international events
The session will start with a presentation from Mr. Nikhil Seth, Director, Division for Sustainable Development, DESA, updating the Board on preparations for ECOSOC and the HLPF sessions in June and July, and on developments in the OWG on SDGs and process on the post-2015 development agenda.

The 10YFP Secretariat will provide detail on its preparations for the ECOSOC session, (annual report, organization of side events) and other related key activities, including during the HLPF. The Secretariat will also outline how SCP will be addressed in the agenda of the UNEA in June. The presentation will be followed by an interactive discussion on preparations for ECOSOC and the Board’s desired outcomes.

18:00 - 18:15 Summary of conclusions and next steps
- Summary of main discussion and recommendations
- Next steps
- Close of Meeting

20:00 Dinner (optional)