



International Union of Forest Research Organizations

Union Internationale des
Instituts de Recherches
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CPF GLOBAL FOREST EXPERT PANELS

1ST MEETING OF THE EXPERT PANEL ON FORESTS AND WATER

(CAMBRIDGE, UK, 26-29 JUNE 2017)

MINUTES OF THE MEETING

07 July 2017

The Global Forest Expert Panel (GFEP) on Forests and Water convened for its first meeting on 26-29 June 2017 at the Lucy Cavendish College in Cambridge, United Kingdom. Twenty-three participants, including sixteen Panel Members, observers and the GFEP team attended the meeting. It was moderated by GFEP Coordinator Christoph Wildburger and the designated co-Chairs of the assessment, Meine van Noordwijk and Irena Creed. A full list of participants is annexed to the minutes.

1) Opening of the Meeting

Document: Draft Agenda (GFEP FW 1st Panel Meeting)

Christoph Wildburger, GFEP Coordinator, opened the meeting and welcomed the participants on behalf of the GFEP initiative and the International Union of Forest Research Organizations (IUFR). He then gave the floor to David Coomes, Head of the Forest Ecology and Conservation group at the University of Cambridge, and Bhaskar Vira, Director of the University of Cambridge Conservation Research Institute, for their welcoming remarks on behalf of the host of the meeting. They both stressed the relevance of the topic and wished participants a successful meeting and stay in Cambridge.

In his introductory remarks Christoph Wildburger briefly explained the background of the meeting and introduced the GFEP team. Mr Wildburger then set out the draft agenda of the meeting as well as the organization of work during the meeting.

2) Brief Introduction of Participants

Participants introduced themselves in a *tour de table*. Andre Purret, GFEP project manager, conveyed regrets from invited Panel Members who could not attend the meeting in person. It was noted that a couple of them will try to connect to parts of the meeting virtually. The list of participants, annexed to the minutes, also includes the names and contacts of non-participating Panel Members.

3) Brief Introduction to the GFEP initiative

Document: Terms of Reference - GFEP on Forests and Water

Mr Wildburger explained the GFEP process in general. He noted that the Global Forest Expert Panels (GFEP) initiative was launched by the CPF in April 2007 as a mechanism to support forest-related intergovernmental processes by producing assessment reports on emerging global issues of high concern. GFEP provides its reports to international forums (e.g. UNFF, CBD, UNFCCC, UN-SDGs) to support informed decision-making at the global level, thus advancing the science-policy interface in forest-related sectors. The initiative is led and coordinated in the CPF by IUFRO.

Thematic assessment reports produced by GFEP consolidate available existing scientific information and expertise. They are prepared by panels of internationally recognized scientific experts and undergo rigorous peer review. All scientific experts participate in the assessment in their personal capacity and do not represent any organization or institution. No new research will be carried out, instead the scientists assess and synthesize existing scientific literature and information. Outcomes of the assessments serve as briefing documents for negotiators, guidance for strategic policy development, information for communicators and as teaching materials.

Mr Wildburger then handed over to Mr Purret who gave an overview of the main points and items included in the Terms of Reference of the Global Forest Expert Panel on Forests and Water. He briefed the participants on the task of the Expert Panel; main thematic elements to be covered in the assessment report; composition and the modalities of work of the Expert Panel; sources of information to be used; the peer review process; main outcomes of the assessment; and the duration of work and key deadlines in the timeline of the assessment.

Participants discussed the peer review process, the use of case studies and graphics in chapters, options for publishing results of the report, the distribution of the outcomes and main audiences, as well as the impacts of the assessment report and the approaches to be used in the study.

4) Introduction to the assessment

Document: Overview of the Assessment Process (GFEP FW)

Mr Wildburger introduced the participants to the procedural aspects of the assessment. He noted that the main goal of the assessment is to contribute to the 2030 Agenda for Sustainable Development and its SDGs. The assessment explores the interactions between SDG 6 on “water” and SDG 15 on “forests”. The outcomes of the assessment will provide input to the High-Level Political Forum on Sustainable Development and its session in 2018 (HLPF 2018) and will be also relevant for other international forums and bodies (e.g. UNFF 13, COFO 24, World Water Week 2018).

He then outlined the following objectives of the 1st Expert Panel meeting – to introduce Terms of Reference to the Panel Members; to agree on key concepts and methodological approaches; to develop a comprehensive annotated outline of the assessment report and its chapters; to clarify the roles and specific contributions of Panel Members in their roles as authors; to

identify areas of expertise that require involvement of additional scientific experts; and to refine the schedule of Panel Meetings and the assessment in general.

The moderator informed that the format of the assessment report will follow those of previous GFEP reports. Detailed instructions and guidance are included in the “Editorial guidelines” and will be sent to the authors after the meeting in Cambridge. Panel Members are expected to follow these editorial guidelines through-out the assessment process.

Mr Wildburger noted that all the thematic elements annexed to the Terms of Reference have to be covered by the Expert Panel when carrying out the assessment. He emphasized the need to use agreed terminology and pointed out that the report will include a glossary. He then introduced the roles, tasks and responsibilities of Panel Members. He highlighted that Coordinating Lead Authors (CLAs) are responsible for delivering integrated chapter manuscripts, Lead Authors (LAs) produce designated chapter sections, and Contributing Authors (CAs) assist with preparing chapter sections and elements.

5) General Discussion on Key Concepts and Annotated Outline of the Assessment

Mr Wildburger explained the draft thematic outline of the assessment (Annex I of the Terms of Reference) and invited comments from the participants. Participants debated the use of terminology and widely accepted definitions (e.g. “forests”), time frames and scales, interdisciplinarity of chapters, as well as conceptual approaches and potential “storylines” for the assessment. The group agreed to explain the key terms for the purpose of the assessment in the glossary. The Panel Members discussed potential information sources and the use of knowledge, and agreed on the importance to document knowledge and research gaps. The GFEP team draw attention to the issue of drylands and informed the participants about the suggestions received from the UNCCD Secretariat.

The participants discussed data availability and metrics, issues related to quality, quantity, time and space and stressed the need for a coherent narrative through chapters. It was agreed that the study would address various stakeholder groups, concentrate on the synthesis of key relevant information, and include references to the developments on Forest Landscape Restoration (in addition to the SDGs). Consequently, the Panel Members decided to rearrange the outline of the assessment and use a multi-disciplinary structure of chapters. All elements listed in the Annex I of the Terms of Reference will be covered in the new structure and chapter arrangement. The debate also touched upon options to develop practical guidelines (e.g. “How to manage forests for water”) on basis of the assessment in a sub-sequent publication.

6) Allocation of Lead Authors to chapters

Following the moderator’s proposal, Panel Members anonymously agreed to designate Prof. Irena Creed (Western University, Canada) and Prof. Meine van Noordwijk (ICRAF) as co-Chairs of the Expert Panel on Forests and Water.

The newly appointed co-Chairs continued the moderation of the agenda item and invited the Panel Members to announce their preferred allocation to the chapters of the assessment and

encouraged them to contribute to more than one chapter. All participants expressed their interest in chapters and specific roles (CLA, LA, CA) in a *tour de table*. Mr Purret informed the group about the preferences of those Panel Members that were not able to participate in the meeting in person.

7) Break-out Groups

The Panel split into break-out groups to further elaborate the structure of the assessment and to refine chapter outlines.

8) Reporting Back from Break-out Groups

The co-Chairs of the assessment asked break-out groups to report the outcomes of their work to the plenary. An additional Panel Member (E. Archer), who was not able to join the meeting in Cambridge, was connected to the discussion via Skype.

9) Discussion of Issues Arising

The Panel discussed the reports from break-out groups and emerging issues, including the conceptual approaches, overlaps between chapters and methodological issues.

10) Break-out Groups

Chapter teams further developed the detailed chapter outlines and discussed the work schedule of chapters. They divided their tasks according to the refined outlines and assigned sections of chapters to authors.

11) Reporting Back from Break-out Groups

Co-Chairs of the Expert Panel asked groups to report on progress made so far. Groups replied to the comments and questions raised.

12) Break-out Groups

Chapter teams continued to work on the detailed chapter outlines and discussed the chapter work and content in more detail.

13) Reporting Back from Break-out Groups

Co-Chairs asked break-out groups to report back to the plenary. Designated Coordinating Lead Authors (CLAs) reported on the progress made. The Panel discussed the involvement of additional experts who could cover the missing expertise.

The revised outline of the assessment report is structured into the following chapters:

- 1) Introduction
- 2) Conceptual chapter
- 3) Drivers and their pressures on forest ecosystems
- 4) Forest ecosystems – current and altered states
- 5) Impacts and consequences of changes in forest ecosystem state
- 6) Management options
- 7) Implications for governance and policy
- 8) Conclusions

It was agreed that chapters 2 to 7 shall include conclusions and knowledge gaps, case studies and examples, and shall address the cross-cutting issues including indigenous knowledge, gender perspectives as well as accountability and metrics.

14) Organization of work

Mr Wildburger explained the next steps in the assessment process. He showed the tentative timeline of the assessment and provided information about key milestones. He emphasized that the next important deadline is July 2017, when final detailed chapter outlines are due. The deadline for turning in first chapter manuscripts was slightly revised and is now set to 6 October 2017.

The GFEP team informed the meeting participants that date and location of the 2nd meeting of the Expert Panel on Forests and Water are now confirmed – the meeting will be held on 18-20 October 2017 in Leeds, United Kingdom. It was agreed that the final deadline for submitting chapter manuscripts for the peer-review process is 30 November 2017 (instead of 15 Nov. 2017).

Panel Members discussed possible dates for the 3rd Expert Panel Meeting. They agreed on 17-19 January 2018 as their first preference, the back-up option would be 31 January – 2 February 2018, location to be confirmed. All other deadlines remained unchanged. The GFEP team also shared the first announcement of the “International Forests and Water Conference 2018” with the meeting, where the results of the assessment could be communicated.

Mr Purret informed the participants about the GFEP website. The list of Panel Members, minutes of the Panel Meetings and other relevant information for the public will be uploaded to that website (www.iufro.org/science/gfep/forests-and-water-panel/). Participants also discussed issues related to the communication between authors, within the chapters and between all Panel Members.

The revised tentative timetable of the assessment was set as follows:

Scoping Meeting of GFEP on Forests and Water (Rome, Italy)	16-17 March 2017
Terms of Reference for the Expert Panel	March 2017
Selecting members of the GFEP Expert Panel on Forests and Water	March/April 2017
1st meeting of the Expert Panel on Forests and Water (Cambridge, UK)	26-28 June 2017
Final detailed chapter outlines	17 July 2017
CLA meeting, if needed (to discuss draft outlines of chapters)	End of July 2017
First draft manuscripts of chapters	6 October 2017
2nd meeting of the Expert Panel on Forests and Water (Leeds, UK)	18-20 October 2017
Final draft of chapters (for peer review)	30 November 2017
Peer review process of chapters	December to early January 2018
2 nd CLA meeting, if needed	December 2017
3rd meeting of the Expert Panel on Forests and Water (location TBC)	January 2018
Final revision of the chapters	Deadline: end of February 2018
Editing of the Assessment Report and Policy Brief	March - April 2018
Layout of the Assessment Report and Policy Brief	May 2018
UNFF 13 (New York) – <i>advertise study/present emerging results</i>	May 2018
Printing and shipping of the Report and Policy Brief	June 2018
UN High-Level Political Forum (HLPF 2018) on Sustainable Development 2018 (New York), review of <u>SGDs 6, 7, 11, 12 and 15</u>: <i>Launch of the report and presentation of results</i>	End of June - July 2018
FAO Committee on Forestry (COFO 24), Rome, IT – <i>present results</i>	Summer 2018
World Water Week 2018 (Stockholm, Sweden), theme: ‘Water and Waste: Reduce and Reuse’ - <i>present results</i>	End of summer 2018

15) Closing Remarks

Irena Creed and Meine van Noordwijk as the co-Chairs of the assessment thanked participants for their efforts and hard work. They asked Panel Members to “clean” their chapter outlines during the next days and send it back to the co-Chairs, who will then circulate the draft outline of the assessment report. Panel Members were also requested to confirm their allocation to chapter teams and suggest additional experts that could be involved in the assessment. Co-Chairs looked forward to working with Panel Members and wished everyone a safe journey home.

On behalf of IUFRO and the GFEP team, Christoph Wildburger thanked the participants for their strong commitment, looked forward to seeing everyone in the 2nd Expert Panel Meeting, and closed the meeting.

ANNEX I: List of Participants

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