



Center for International Forestry Research

A CGIAR Consortium Research Center

Evidence-Based Forestry Initiative Steering Committee

Meeting 2

12 September 2013

By WebEx

1800-2000 Bogor

Draft Minutes

Present: Peter Holmgren (CIFOR)(Chair), Alain Billand (CIRAD), Bryan Finegan (CATIE), Peter Kanowski (CIFOR), Michael Kleine (IUFRO), Gillian Petrokofsky (University of Oxford), Tony Simons, *vice* Phil Dobie (ICRAF)

1. Welcome, introductions, review of agenda

Peter Holmgren welcomed participants. There were no amendments to the proposed agenda.

2. Minutes of EBF Steering Committee Meeting 1

The minutes of EBF Steering Committee Meeting 1 were approved without amendment.

3. Matters arising from the minutes

All matters arising were addressed in subsequent agenda items.

4. Update on Evidence-Based Forestry initiative

Steering Committee noted the summary of activities presented in Attachment 2.

There was a substantial discussion prompted by the paper *Evidence-Based Forestry Initiative: Guidance On Systematic Reviews* (Agenda Attachment 3); including of the ambition of the Initiative, the need for clarity of its purpose and scope, how the credibility of its outputs would be established and demonstrated, and which international organisations or fora might be champions for the Initiative. A number of the issues raised were carried forward to subsequent agenda items.

Decision 1. Steering Committee agreed that a brief prospectus for the EBF Initiative should be developed, outlining the Initiative's vision, purpose and role (Action: Peter Kanowski, for next SC meeting)

5. Terms of Reference of Steering Committee

Gillian Petrokofsky explained the evolution of the draft ToR (Agenda Attachment 4) and the intention of 'light' governance arrangements as background to this item. Discussion explored the potential role of Steering Committee in monitoring and evaluation of the Initiative, and metrics that might be useful; clarified the responsibilities of the Committee, which do not include decisions about the funding of review proposals; noted the possible links to CGIAR Research Program – Forests, Trees & Agroforestry; noted that the current ToR included some, but not all, procedural matters; discussed the extent to which separate, more detailed, procedures were needed; and agreed the need for Steering Committee ToR to evolve with the Initiative.

Decision 2. Steering Committee adopted the draft ToR, subject to the provisos that:

- they would be revised prior to the next meeting, to incorporate text outlining a monitoring and evaluation role for the Committee (Action: Gillian Petrokofsky, based on inputs from members; by 30 Sept)
- they would be revisited at subsequent Steering Committee meetings, and further developed, as necessary (Action: Peter Kanowski, for subsequent agendas)



6. Documents required for governance of EBF initiative

6a. Overview of documents

Gillian Petrokofsky provided an overview of the documents identified in Agenda Attachment 5. Subsequent discussion covered the need for legal review of any formal documents, the way in which Editorial Committee roles might be structured, the need for the documents to be developed for and discussed by Steering Committee in a timely manner as the Initiative developed, but also the intention to maintain the 'light' governance arrangements discussed under Item 5.

Decision 3. Steering Committee endorsed the development of the key documents identified, on a schedule that met the Initiative's needs. (Action: Gillian Petrokofsky to propose outline schedule, for next Steering Committee).

6b. Possible call and funding for next tranche of reviews

Peter Holmgren introduced the proposal to instigate a broad call for the next tranche of review topics, with funding allocated by CIFOR. The Steering Committee discussed and strongly endorsed the proposal (Agenda Attachment 5a) for a general call for the next tranche of review topics, with funding allocated by CIFOR. There was some discussion of the best way to communicate and realize the expectation of co-funding in the call document.

Decision 4. Steering Committee endorsed the proposal for an immediate call for a next tranche of review topics, with a closing date of 1 November, and for consideration at the next Steering Committee meeting. (Action: Peter Kanowski)

7. Future review topic priorities

7a. 'T20Q' approach

Gillian Petrokofsky spoke briefly to the revised 'T20Q' topic prioritisation approach (Agenda Attachment 6). Subsequent discussion identified the need for the process to be multilingual, with French and Spanish suggested as the two other languages; noted the learnings that might be taken from the civil society consultation process associated with Rio+20; and suggested that the Initiative might look to specific endorsement of process and outcomes in the emerging SDG documentation.

Decision 5. Steering Committee endorsed the 'T20Q' initiative. (Action: Gillian Petrokofsky to propose implementation process, for next Steering Committee)

7b. Pool of possible Tranche 2 topics

In the light of Decision 4, it was agreed that it was not necessary to discuss the pool of possible Tranche 2 topics (Agenda Attachment 7)

8. Any other business

There was no other business.

9. Next meeting

Decision 6. Steering Committee agreed to meet in conjunction with the Global Landscapes Forum, Warsaw, 15 November 2013, 1600-1800 local time. (Action: Peter Kanowski)

End of Minutes

Distribution:

CATIE: B Finegan

CIFOR: P Holmgren/ P Kanowski

CIRAD: A Billand

ICRAF: T Simons/ P Dobie

IUFRO: M Kleine

Oxford Univ: G Petrokofsky