



Science and Policy  
for People and Nature



IPBES/TF/POL/2022/1/2

4<sup>th</sup> meeting of the IPBES  
task force on policy tools and methodologies  
under the 2030 IPBES rolling work programme  
Online, 31 October – 1 November 2022

## Main working document

### Introduction

The current document introduces the work of the task force on policy tools and methodologies and provides guidance on the key areas that will be discussed during its fourth meeting, which will be held online on 31 October and 1 November 2022.

### I. IPBES policy support function and terms of reference

One of the four functions of IPBES set out in its founding resolution is to support “policy formulation and implementation by identifying policy-relevant tools and methodologies, such as those arising from assessments, to enable decision-makers to gain access to those tools and methodologies and, where necessary, to promote and catalyse their further development”.<sup>1</sup>

In decision IPBES-7/1, the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) adopted the rolling work programme of IPBES for the period up to 2030. Objective 4 of the work programme aims to identify and promote the development and use of policy instruments, policy support tools and methodologies in the field of biodiversity and ecosystem functions and services. In this context, objective 4 (a), on advanced work on policy instruments, policy support tools and methodologies, focuses on supporting the use of these in the implementation of the programme of work relevant for biodiversity conservation, restoration and sustainable use as well as provision of ecosystem functions and services in the conduct of assessments, and on enabling the uptake of the findings of the assessments in decision-making.

In decision IPBES-7/1 (section V), the Plenary also established a task force on policy tools and methodologies to oversee and take part in the implementation of objective 4 (a) of the rolling work programme up to 2030. In accordance with the terms of reference (set in annex II of decision IPBES-7/1), the Bureau and the Multidisciplinary Expert Panel (MEP), through the IPBES secretariat, constituted the task force. The terms of reference of the task force will be reviewed by the Plenary at its tenth session.

The task force includes the following members:<sup>2</sup>

<i>Name</i>	<i>Country</i>	<i>Function</i>
<b>Vinod Bihari Mathur</b>	India	Task force co-chair, Bureau member
<b>Milan Mataruga</b>	Bosnia and Herzegovina	MEP member
<b>David bin Magintan</b>	Malaysia	MEP member
<b>María Elena Zaccagnini</b>	Argentina	Expert

<sup>1</sup> UNEP/IPBES.MI/2/9, annex I.

<sup>2</sup> Mersudin Avdibegovic, was task force co-chair until the end of his mandate as a MEP member at IPBES 9. Jacob Malcom had to step down from his role in the task force due to a change in their work and responsibilities.

<b>Senka Barudanovic</b>	Bosnia and Herzegovina	Expert
<b>Xu Jing</b>	China	Expert
<b>Juana Mariño</b>	Colombia	Expert
<b>Gemedo Dalle Tussie</b>	Ethiopia	Expert
<b>Ryo Kohsaka</b>	Japan	Expert
<b>Mialy Andriamahefazafy</b>	Madagascar	Expert
<b>Trine Setsaas</b>	Norway	Expert
<b>Marina Kosmus</b>	Austria / Argentina	Liaison expert from the values assessment
<b>Mi Sun Park</b>	Republic of Korea	Liaison expert from the sustainable use assessment * Alternate: Christina Hicks
<b>Melodie McGeoch</b>	Australia / South Africa	Liaison expert from the invasive alien species assessment (alternate member) * Alternate: Sonia Vanderhoeven

A representative of the Food and Agriculture Organization of the United Nations (FAO) participates in the work of the task force as resource person.

The term of office of all task force members will expire at the end of the tenth Plenary session, with the possibility of re-election.

## II. Workplan for the intersessional period 2022 – 2023

The Plenary requested the task force to develop specific deliverables for each of the priority topics set out in paragraph 8 of the rolling work programme up to 2030. In response to this request, the task force developed a set of deliverables and a workplan for the intersessional period 2022–2023 and presented them to the Plenary at IPBES 9.

In decision IPBES-9/1, the Plenary welcomed the progress made by the task force on policy tools and methodologies in the implementation of objective 4 (a) of the work programme of the Platform up to 2030, and approved the workplan of the task force on policy tools and methodologies for the intersessional period 2022–2023, as also set out in annex IV to the decision, consisting of the following activities:

1. Activities to promote and support the use of IPBES products in decision-making will include:
  - (a) Convening up to four dialogue workshops for actors at the science-policy interface in order to share experiences and better understand and promote the use of completed IPBES assessment reports and other IPBES products in decision-making processes, in synergy with the task force on capacity-building. Dialogue workshops will be held online or in person and, to the extent possible and when advantageous, as part of or back to back with existing regional or subregional meetings. Dialogue workshops will be primarily targeted to IPBES national focal points, other government officials, relevant IPBES experts, and regional and subregional organizations and other stakeholders working on matters related to the scope of each dialogue (fourth quarter of 2022 and first quarter of 2023/tenth session of the IPBES Plenary);
  - (b) Providing input to the meeting of IPBES national focal points organized by the task force on capacity-building to increase government participation in the use of IPBES deliverables and processes;
  - (c) Providing further support to strengthen the IPBES impact tracking database (TRACK) and promote its use;
  - (d) Identifying entry points and potential modalities for increasing the use of IPBES products by intergovernmental processes at the global, regional and subregional levels within their mandates, as well as potential barriers that may hinder engagement;
  - (e) In order to improve the communication and uptake of IPBES assessments, creating, with the IPBES communications team, fact sheets for the Thematic Assessment Report

on the Sustainable Use of Wild Species<sup>3</sup> and the Methodological Assessment Report on the Diverse Values and Valuation of Nature<sup>4</sup> and a draft fact sheet for the invasive alien species assessment, targeted to user groups that may include policymakers, indigenous peoples and local communities, businesses and the general public. Like all communication products, fact sheets will not be made public until the summaries for policymakers are approved and will provide links to the underlying summaries and assessments. At the tenth session of the Plenary, the task force on capacity-building will report on the process used to develop the fact sheets and will provide advice on the preparation of versions for additional user groups, with a view to planning the development of future fact sheets and assessing their impact, while taking into consideration additional suggestions by IPBES members.

2. Activities to strengthen the policy relevance of IPBES assessments will include peer review by task force members of the first order drafts of the chapters of the nexus and transformative change assessment reports and the promotion of wider engagement of the policy and practitioner community in the peer review.
3. Activities to support authors of policy chapters in IPBES assessment reports will include:
  - (a) Convening and/or contributing to webinars for authors of the nexus and transformative change assessment reports based on the methodological guidance on how to assess policy instruments and facilitate the use of policy support tools and methodologies through IPBES assessments;
  - (b) Ensuring that supporting materials are ready for use by the authors of the business and biodiversity assessment report;
  - (c) Providing support for the identification of policy-related knowledge gaps in IPBES assessment reports through the process led by the task force on knowledge and data.

### III. Objectives of the 4<sup>th</sup> meeting of the task force

The main objective of the meeting is to continue the implementation of objective 4 (a) of the IPBES rolling work programme up to 2030, relating to the advancement of work on policy instruments, policy support tools and methodologies, in particular of the key activities identified in the workplan of the task force on policy tools and methodologies as approved by the Plenary at IPBES 9 in July 2022. The meeting will also provide a space to begin identifying lessons learned from the task force relating to the implementation of objective 4 (a) between IPBES 7 and IPBES 10.

In the context of the implementation of the workplan, and working within the limits of what is feasible and most appropriate for an online meeting, this meeting of the task force will focus on the following deliverables:

- Promotion of and support to the use of findings of IPBES assessments in decision-making;
- Increase the policy relevance of IPBES assessments;
- Support the authors of policy chapters in IPBES assessments.

### IV. Proposed areas of work and activities for the meeting

The following proposes ways in which the task force could move towards the realization of these key activities. It should be noted that the proposed areas of discussion presented below are not exhaustive but indicative. In that sense, the task force is strongly encouraged to propose further elements for discussion.

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<sup>3</sup> IPBES (2022): Methodological Assessment Report on the Diverse Values and Valuation of Nature of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services. P. Balvanera, U. Pascual, M. Christie, B. Baptiste, D. González-Jiménez (eds.). IPBES secretariat, Bonn, Germany. <https://doi.org/10.5281/zenodo.6522522>

<sup>4</sup> IPBES (2022): Thematic Assessment Report on the Sustainable Use of Wild Species of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services. J.-M. Fromentin, M.R. Emery, J. Donaldson, M.-C. Danner, A. Hallosserie, D. Kieling (eds.). IPBES secretariat, Bonn, Germany. <https://doi.org/10.5281/zenodo.6448567>.

Due to the meeting taking place online and the expected limitations of scheduling the call within a time window that is suitable to all participants, the task force will be encouraged to continue certain discrete pieces of work or elements of discussion online via email, if necessary.

### **A. Strategic planning of upcoming dialogue workshops**

The workplan of the task force outlines that dialogue workshops for actors at the science-policy interface shall be convened. To date, the task force has delivered three online dialogue workshops to promote the use of IPBES products, for Africa (<https://ipbes.net/events/regional-pilot-workshop-enhance-uptake-completed-ipbes-assessments-decision-making>) (18 March 2021), Asia-Pacific (<https://ipbes.net/events/dialogue-workshop-promote-use-ipbes-products-policy-making-asia-and-pacific>) (19 April 2022) and Latin America and the Caribbean (<https://ipbes.net/events/dialogue-workshop-promote-use-ipbes-products-policy-making-latin-america-and-caribbean>) (3 May 2022). Dialogue workshops are designed to focus on the benefits and challenges derived from the use of the IPBES products of most relevance for the targeted region in decision-making.

An online dialogue workshop for the Western Europe and Others Group is being planned and is expected to be held in early February 2023. The draft concept note for the dialogue workshop for Western Europe and Other States, including the proposed agenda, have been shared with members of the Bureau and MEP of the targeted region for their inputs. The current draft is set out in annex I to this document.

Another online workshop, targeting the Eastern European region, is tentatively being planned for March/April 2023. A draft concept note for this dialogue workshop is to be developed and shared with the Bureau and MEP members of the region as well as the secretariat.

#### ***Proposed activities for the task force meeting and towards the realization of the specific output:***

The task force will be invited to brainstorm ideas regarding key elements of future dialogue workshops. Some of the issues that the task force may want to consider include the following:

- (a) Discuss and identify lessons learned during the previous online dialogue workshops taking into consideration the results of the post-event surveys;
- (b) Focus of the future dialogue workshops for Western Europe and Other States, and Eastern Europe (e.g., IPBES assessments to cover, specific topics addressed by assessments);
- (c) Identify intergovernmental organisations of relevance to the two regions that are to be engaged and strategies to reach out to them.

### **B. Strengthen the policy relevance of IPBES by promoting wider engagement of the policy and practitioner community in the peer review**

The task force developed a strategy to further increase the involvement of practitioners in the assessment process. The strategy, which was submitted for information to the Plenary at IPBES 9 is now being implemented by the IPBES secretariat, which will provide a progress update on its implementation.

#### ***Proposed activities for the task force meeting and towards the realization of the specific output:***

The final version of the strategy is available in annex II to facilitate discussion of this issue. When reading the strategy, the task force may want to consider the following areas and questions to advance the discussion of this matter:

- (a) What approaches should be considered to identify individuals with practical experience in policy processes to serve as experts to an IPBES assessment (the policy areas on which expertise might be necessary would vary for the different assessments)?
- (b) Consider approaches to identify gaps in knowledge and experience in assessment teams;
- (c) How to encourage participation within the networks belonging to task force members and share other relevant networks that task force members are familiar with?
- (d) How can we strengthen the task forces communication to the right networks?

This activity needs to be implemented taking into account the procedures for the preparation of Platform deliverables<sup>5</sup> as well as any other relevant strategies that are in place under IPBES (e.g., stakeholder engagement strategy<sup>6</sup>).

### **C. Provision of support to authors of the policy chapters in IPBES assessment reports**

The task force has developed supporting materials for the orientation packs that authors of assessments receive at the start of the assessment process. The authors of the business and biodiversity assessment will be working on the assessment this coming year. For this purpose, task force members are encouraged to review the existing supporting materials (see annex III) and ensure they are ready for use by the authors of the business and biodiversity assessment report.

#### ***Proposed activities for the task force meeting and towards the realization of the specific output:***

For implementation of this activity, the task force may want to consider the following areas:

- (a) Review the existing supporting materials for authors (see annex III).
- (b) Review the business and biodiversity scoping document to identify additional support/materials which might be needed, e.g., information on mandates of relevant multilateral agreements or intergovernmental processes.

### **D. Identifying entry points and potential modalities for increasing the use of IPBES products by intergovernmental processes**

The task force is developing two annotated outlines for a mapping exercise aimed at identifying intergovernmental processes relevant to the nexus and transformative change assessments. The purpose of this activity is two-fold: (i) to provide assessment experts with relevant information on the mandates of these processes as they relate to the scope of the assessments, and (ii) to start exploring ways for these processes to make further use of IPBES assessments, once approved. The mapping exercise will be finalised by December 2022.

#### ***Proposed activities for the task force meeting and towards the realization of the specific output:***

For implementation of this activity, the task force may want to consider the following areas:

- (a) Review the draft annotated outlines (sent separately), which highlight potential entry points for increasing the use of IPBES products by intergovernmental processes;
- (b) Consider potential entry points to include within the draft annotated outlines as well as potential barriers that may hinder engagement;
- (c) Discuss next steps for this activity.

### **E. Development of fact sheets for the thematic assessment of the sustainable use of wild species and the methodological assessment regarding the diverse conceptualisation of multiple values of nature and its benefits including plans to develop a fact sheet for the thematic assessment on invasive alien species in 2023**

The Plenary, at IPBES 9, provided the following mandate relating to the development of fact sheets “In order to improve the communication and uptake of IPBES assessments, creating, with the IPBES communications team, fact sheets for the sustainable use of wild species assessment and the multiple values of nature assessment and a draft fact sheet for the invasive alien species assessment, targeted to user groups that may include policymakers, indigenous peoples and local communities, businesses and the general public.” In response to this mandate, the technical support unit on policy support, in collaboration with the technical support units of the Sustainable Use of Wild Species and the Multiple Values of Nature assessments have developed detailed steps and an indicative timeline for the development of fact sheets, which is set out in annex IV. The first drafts of the fact sheets, targeted at policymakers, are being developed by the drafting teams. The full drafts will be shared with the Bureau

<sup>5</sup> Decision IPBES-3/3, available at: [https://ipbes.net/sites/default/files/downloads/Decision\\_IPBES\\_3\\_3\\_EN\\_0.pdf](https://ipbes.net/sites/default/files/downloads/Decision_IPBES_3_3_EN_0.pdf)

<sup>6</sup> Decision IPBES-3/4, Annex II, available at [https://ipbes.net/sites/default/files/downloads/Decision\\_IPBES\\_3\\_4\\_EN\\_0.pdf](https://ipbes.net/sites/default/files/downloads/Decision_IPBES_3_4_EN_0.pdf)

and MEP for their feedback, prior to being shared with IPBES national focal points for the inputs in relation to structure and approach used in presenting the information.

At the tenth session of the Plenary, the task force will report on the process used to develop the fact sheets and share any lessons learned that may be considered in the preparation of future fact sheets, e.g., with respect to additional user groups.

*Proposed activities for the task force meeting and towards the realization of the specific output:*

For implementation of this activity, the task force may want to consider the following areas:

- (a) Discuss plans to develop the fact sheets with the assessment TSUs
- (b) Consider opportunities to strengthen the policy relevance and usefulness of the factsheets.

## **F. Initiating the development of a revised terms of reference and draft future workplans for the task force**

The Plenary, in decision IPBES-7/1, decided to review the mandate and terms of reference of the task force at its tenth session. At that session, the term of office of the task force members will also expire. Therefore, the task force will prepare a list of bullet points with actions that will inform the development of future terms of reference by the MEP and Bureau, as appropriate. Specific actions to be identified should consider the following intersessional periods:

- Period IPBES 10 – 11 (mid-2023 to end 2024)
- Period IPBES 11 – 12 (end 2024 to end 2025)
- Period IPBES 12 – 13 (end 2025 to end 2026)

Potential activities for future workplans may be refined in future iterations, after the fourth meeting of the task force.

*Proposed activities for the task force meeting and towards the realization of the specific output:*

In initiating the development of elements for future terms of reference and draft workplans, the task force may want to:

- (a) Undertake a review of the task force's work since IPBES 7 and identify any experiences and lessons learned, including with respect to the regional approach used for the dialogue workshops.
- (b) Brainstorm a list of major activities required to implement, between IPBES 10 and IPBES 13, the deliverables under the objectives 4 (a) of the IPBES rolling work programme up to 2030, using Miro board (an online whiteboard tool) to document the discussion. To the extent possible, provide an indication of specific quarters for these activities for 2023, 2024, 2025.

# Annex I. Concept note for the dialogue workshop to promote the use of IPBES products in policymaking in Western Europe and Other Group region (draft)

## 1. Mandate as set out in the workplan for the task force on policy tools and methodologies for the intersessional period 2022-2023

Objective 4 (a) of the IPBES rolling work programme up to 2030, “advanced work on policy instruments, policy support tools and methodologies”, includes a focus on enabling the uptake of the findings of IPBES assessments in decision-making. To address this, the task force on policy tools and methodologies identified the promotion of and support for the use of findings of IPBES products in decision-making as one of the deliverables in its workplan for the intersessional period 2022-2023, approved at IPBES 9.

In order to support the implementation of the aforementioned deliverable, the task force included in its work plan the activity “convening up to 4 dialogue workshops for actors at the science-policy interface to share experiences and better understand and promote the use of completed IPBES assessment reports and other IPBES products in decision-making processes, in synergy with the task force on capacity-building”.

## 2. Considerations

- A pilot online dialogue workshop, focusing on the African region, was held on 18 March 2021. The pilot aimed at testing an approach that allowed IPBES members and experts from the region to share practical examples on how IPBES products have influenced the consideration of biodiversity and ecosystem services in policymaking, as well as how these products could be improved to better fit their needs in the field;
- The task force also delivered online dialogue workshops to promote the use of findings of IPBES products for the Asia-Pacific region (19 April 2022) and for the Latin America and the Caribbean region (3 May 2022);
- The present draft concept note takes into consideration the lessons learnt from the previous three online dialogue workshops.

## 3. Scope

In line with the objective to hold at least one dialogue workshop in each of the five UN regions before the end of the mandate of the task force at IPBES 10, and as suggested by some IPBES members during IPBES 9, it is proposed that the fourth dialogue workshop focuses on the Western Europe and Other States region.

## 4. Objectives

The dialogue workshop will aim at achieving the following two objectives:

- *Better understanding how IPBES products are being used to support policymaking.* The dialogue workshop aims at providing a platform for sharing experiences on ways in which IPBES products were used to advance biodiversity-related policies at the regional, national and subnational levels;
- *Identify ways in which IPBES products could better respond to the needs of actors at the science-policy interface.* Building on the results of the survey on the use of IPBES assessments<sup>1</sup>, the dialogue workshop can help to identify aspects of IPBES products that could be improved in the future in order to increase the use of IPBES products in decision-making at the regional, national and subnational levels.

With a view to fostering a dialogue on plans of IPBES members to promote the use of recently completed assessments, the dialogue workshop may include special emphasis on the Thematic Assessment of the Sustainable Use of Wild Species and the Methodological Assessment of the Diverse Values and Valuation of Nature (Values Assessment).

## 5. Modality

The event will be held online via Zoom or a similar platform for about 2.5 hours.

<sup>1</sup> IPBES/8/INF/13, Appendix I

The dialogue workshop will be organized by the task force on policy tools and methodologies, in consultation with the task force on capacity-building and its TSU, the IPBES secretariat and the Bureau/MEP members relevant to the specific region.

## 6. Participants

The dialogue workshops will target the following stakeholders at the science-policy interface:

- a. IPBES National Focal Points (NFP) (when a country has no designated NFP for IPBES, its NFP for the Convention on Biological Diversity will receive the invitation);
- b. NFP for other relevant multilateral environmental agreements, e.g., CBD and CITES, as applicable;
- c. Government representatives from sectors linked to the conservation and sustainable use of biodiversity and ecosystem services (for example, public agencies including research institutions in charge of agriculture, forestry, fisheries, tourism, infrastructure, energy, mining, and commerce);
- d. Regional organizations with a relevant role in the conservation and sustainable use of biodiversity and ecosystem services;

The following non-exhaustive list provides some examples of regional organizations whose contributions may enrich the present dialogue workshop. A prioritized list with those more directly relevant to the scope of the upcoming dialogue will need to be developed with input from MEP and Bureau members from the region:

- UNEP Regional Office for Europe
  - UNEP Regional Office for North America
  - International Union for the Conservation of Nature (IUCN)
  - European Biodiversity Partnership (Biodiversa+)
  - The Arctic Council
  - Global Biodiversity Information Facility (GBIF)
- e. Experts and authors from the region who participated in IPBES assessments; and
  - f. Members of the task force on policy tools and methodologies, as well as members of IPBES Bureau and MEP of the relevant region;
  - g. BES-Net will be invited to join as an observer.

## 7. Date

It is proposed that the dialogue workshop be held at a date to be identified in February 2023 from 12:00 to 14:30 (CET). Invitations should be sent as soon as possible.

UTC-time	Berlin	Washington DC	Brussels	Wellington	Canberra
Tuesday, 31 January 2023, 11:00:00	Tue 12:00	Tue 06:00	Tue 12:00	Wed 00:00 *	Tue 22:00 *
Tuesday, 31 January 2023, 12:00:00	Tue 13:00	Tue 07:00	Tue 13:00	Wed 01:00 *	Tue 23:00 *

UTC-time	Berlin	Washington DC	Brussels	Wellington	Canberra
Wednesday, 1 February 2023, 18:00:00	Wed 19:00	Wed 13:00	Wed 19:00	Thu 07:00 *	Thu 05:00 *
Wednesday, 1 February 2023, 19:00:00	Wed 20:00	Wed 14:00	Wed 20:00	Thu 08:00 *	Thu 06:00 *
Wednesday, 1 February 2023, 20:00:00	Wed 21:00	Wed 15:00	Wed 21:00	Thu 09:00 *	Thu 07:00 *



## 8. Provisional annotated agenda

The provisional agenda below reflects the suggestions made by members of the Bureau and the MEP, and the task force, and areas where guidance is still required.

Time	Session
15 minutes	Join meeting
15 minutes	Opening of the meeting <ul style="list-style-type: none"> <li>Anne Larigauderie, Executive Secretary, IPBES (tbc)</li> <li>Ana Maria Hernandez Salgar, IPBES Chair (tbc)</li> </ul>
10 minutes	Overview of IPBES and its work, with focus on completed assessments <ul style="list-style-type: none"> <li>TBC – Chair(s) of completed IPBES assessments</li> </ul>
30-35 minutes	<ul style="list-style-type: none"> <li>Examples of how IPBES products have been used for policymaking in Western European and Other States TBC (List of country examples for potential presentations)</li> </ul>
10 minutes	Overview of opportunities to engage with IPBES <ul style="list-style-type: none"> <li>Technical support unit on policy support tools and methodologies</li> </ul>
1 hour	<p>Moderated discussion [questions are still to be further developed and reviewed]</p> <p>a. Identify further examples of how IPBES products have been used in policymaking</p> <ul style="list-style-type: none"> <li>Have IPBES products been used in your country or at the regional level to support policymaking? If so, which ones and how?</li> <li>At which levels (regional, national or subnational) are IPBES products being used the most? Why do you think that is the case?</li> <li>Have you used IPBES assessments to support policy processes? If so, which specific parts of the assessments have you used and why? (e.g., summaries for policymakers, chapters (any chapter in particular?))</li> <li>Have IPBES products been used only by environment agencies or also by governmental agencies in other development sectors? Which ones?</li> <li>For what purpose have you used IPBES products? (e.g., to formulate policy and technical measures, elaborate technical reports, promote capacity-building and awareness raising)</li> </ul> <p>b. Discuss challenges and opportunities for increasing the use of IPBES products (including complete, ongoing and future IPBES assessments in policymaking)</p> <ul style="list-style-type: none"> <li>What are the key challenges that you face in using IPBES products for policymaking?</li> <li>What are the key benefits that you have experienced of using IPBES products to support policy processes?</li> </ul> <p>c. Identify how IPBES can help overcome some of the challenges mentioned and engage a wider range of national agencies in using those findings</p> <ul style="list-style-type: none"> <li>What could be done to further promote and facilitate the use of IPBES products in supporting policymaking?</li> <li>How can the challenges identified earlier be most effectively addressed, and by whom?</li> <li>How can IPBES build on and further promote sharing of experiences of countries in using IPBES products most effectively?</li> </ul>
15 minutes	Wrap up and closing remarks

## 9. Expectations and evaluation surveys

Two online surveys will be shared among the participants of the dialogue workshop. It is proposed that:

- i. A very brief survey (or poll) is shared at the start of a dialogue workshop, also to be used as an ice breaker. It would consist of a few questions aimed at getting a sense of what participants are expecting to take away from the dialogue workshops.
- ii. The second survey will be shared after each dialogue workshop with the aim of assessing the meeting itself. The questions will ask participants regarding the utility of the content and the effectiveness of

the logistical organization of the dialogue workshop that they attended. It will also allow participants to submit additional contributions on how they are using IPBES products in their respective regions.

Responses to both surveys will help the task force to evaluate whether the dialogue workshops are aligned with the needs of their targeted audiences and make the necessary changes to improve the content, design, and delivery of future dialogue workshops.

## Annex II. Draft strategy to further increase involvement of policy practitioners in IPBES assessment process<sup>8</sup>

### I. Introduction

The IPBES rolling programme of work up to 2030 currently includes two thematic assessments and one methodological assessment, in addition to two thematic assessments and one methodological assessment still under way from the previous work programme. The overall purpose of the Platform and its assessments is to “*strengthen the science-policy interface for biodiversity and ecosystem services for the conservation and sustainable use of biodiversity, long-term human well-being and sustainable development*”.<sup>9,10</sup>

IPBES aims to support “*policy formulation and implementation by identifying policy-relevant tools and methodologies, such as those arising from assessments, to enable decision makers to gain access to those tools and methodologies and, where necessary, to promote and catalyse their further development*”, and in doing so to “*provide policy-relevant information, but not policy-prescriptive advice*”.<sup>11</sup>

Involving individuals with practical experience in policy processes at all stages in IPBES assessment processes in order to contribute their knowledge and perspectives can support the achievement of this mandate. This involvement is different from the role of IPBES members in the approval of scoping documents and summaries for policymakers, and acceptance of assessment chapters.

### II. Aim of the strategy

The **overall aim** of this strategy is to increase the involvement of individuals with practical experience in policy processes (hereafter, policy practitioners) throughout the IPBES assessment process with a view to enhancing the policy relevance of IPBES assessments and promoting their use.

### III. Scope and definitions

This strategy is intended to cover the engagement of **policy practitioners**. For the purposes of this strategy these are identified as individuals who:

- (a) Fulfil a policy-related role in governmental or non-governmental institutions dealing with policies and/or contributing to policy processes;
- (b) Work or have worked in policy formulation and/or implementation, in particular at national or sub-national levels;
- (c) Work or have worked in policy formulation and/or implementation amongst indigenous peoples and local communities;
- (d) Work or have worked at the science-policy interface, in particular where this has involved practical engagement with policy making processes;
- (e) Work or have worked in the private sector, academia or civil society, but have participated in and provided substantive inputs to policy processes.

This strategy is intended to **cover all stages in the IPBES assessment process**. Consistent with the *IPBES Guide on the Production of Assessments* and the IPBES policies and procedures on which this guide is based.<sup>12</sup> For the purposes of the strategy the relevant parts of the IPBES assessment process are understood to include:

- (a) Scoping process;
- (b) Expert evaluation of the state of knowledge and associated review processes;
- (c) Communication and use of the final assessment findings.

<sup>8</sup> Final draft submitted to IPBES 9. See IPBES/9/INF/15, appendix IV

<sup>9</sup> Decision IPBES-7/1 [https://ipbes.net/sites/default/files/decision\\_ipbes-7\\_1\\_en.pdf](https://ipbes.net/sites/default/files/decision_ipbes-7_1_en.pdf)

<sup>10</sup> See <https://ipbes.net/assessing-knowledge>

<sup>11</sup> Functions, operating principles and institutional arrangements of IPBES [https://ipbes.net/sites/default/files/downloads/functions\\_operating\\_principles\\_and\\_institutional\\_arrangements\\_of\\_ipbes\\_2012.pdf](https://ipbes.net/sites/default/files/downloads/functions_operating_principles_and_institutional_arrangements_of_ipbes_2012.pdf)

<sup>12</sup> <https://ipbes.net/guide-production-assessments>

#### IV. Strategic approach

A number of steps are needed in this strategic approach for increasing the engagement of policy practitioners with the IPBES assessment process, including:

**Step 1:** Focused communication, to strengthen understanding by Governments and stakeholders of the important role that individuals with practical experience in policy processes can play in increasing the relevance, accessibility and use of IPBES assessments; this step would have as a goal to trigger the nomination of such individuals in response to IPBES calls for experts.

**Step 2:** Selection of such individuals in IPBES assessments, in line with IPBES procedures.

**Step 3:** Targeted outreach to directly encourage policy practitioners to become actively engaged in the communication and use of IPBES outputs, following approval of IPBES assessments.

Implementation of this strategy will involve not only the task force on policy support and its technical support unit, but also others including in particular the IPBES secretariat, and the task force on capacity-building and its technical support unit.

##### A. **Step 1: Focused communication**

**1.1 Value of IPBES assessments to support policy:** Communication will focus on the relevance of IPBES assessments for supporting policy formulation and implementation, as a way to trigger the interest of policy practitioners to engage in IPBES. *Specific targeted communication of the value of IPBES assessments to support policy formulation and implementation will facilitate this.*

**1.2 Value of policy experts engaging in IPBES assessment processes:** There are potential benefits from increasing understanding of important contributions that can be made in the assessment process by individuals with practical experience in policy processes, and the opportunities for contributing. This will inform both those responsible for nomination and those responsible for selecting individuals engaged in IPBES assessment processes. *Specific targeted communication of the benefits that individuals with practical experience of policy processes will bring to IPBES assessments, and the ways in which they can contribute.*

**1.3 Launch of IPBES assessments:** The launch of new IPBES assessments presents opportunities to highlight the value of IPBES assessments to support policy formulation and implementation, and the value and importance of individuals with practical experience of policy processes in their development. *Consider whether there are opportunities to further increase the focus on this aspect during launch and promotion of IPBES assessment products.*

##### B. **Step 2: Selection of policy practitioners as experts for IPBES assessments**

The following mechanisms can be considered for increasing the involvement of policy practitioners in IPBES assessments.

**2.1 Nomination and selection:** Individuals with practical experience in policy processes in a position to commit the time required can be formally nominated to act as experts in assessments including in their scoping reports. Those nominated are subject to the selection process implemented by the Multidisciplinary Expert Panel.<sup>13</sup> *Governments and organizations are encouraged to nominate individuals with practical experience in policy processes to serve as experts in an IPBES assessment. The information included in the nomination form as well as the application of the selection process should consider the skills and expertise related to individuals with practical experience in policy processes.*

**2.2 Addressing gaps in knowledge and experience:** It is important to understand what knowledge and experiences are needed in the group of experts preparing an assessment, recognising that this will vary depending on the nature of the assessment. Gaps in the availability of expertise, including appropriate experience of policy formulation and implementation, can be addressed using the procedure for filling gaps in expertise set out in annex I to decision IPBES-4/3. *Approaches in place to identify gaps in knowledge and experience in assessment teams can consider whether there is a gap which individuals with practical experience in policy processes could fill.*

<sup>13</sup> In addition, during the assessment author meetings, online sessions with authors could be organized where policy practitioners could serve as resource persons, to provide input and feedback on the practical and policy relevance of the assessments as well as suggestions on how to make the outcomes of the assessment more policy relevant.

**2.3 Review of assessments:** During the external review periods, there is value in explicitly inviting individuals with practical experience in policy processes to review drafts of the assessments from the perspective of policy relevance. One way of achieving this could be meetings with authors aimed at supporting individuals with practical experience in policy processes in their review. *Further explore the potential of using online dialogue workshops with policy practitioners during the external review as a means of increasing feedback from individuals with practical experience in policy processes.*

### C. **Step 3: Targeted outreach**

The smooth implementation of the previous steps assumes the active engagement of qualified individuals. A more proactive approach might however be necessary to complement these two steps, as explained below.

**3.1 Mapping exercise:** In order to increase engagement of individuals with practical experience in policy processes, it will be important to identify them together with the best way of reaching them with both communication materials and invitations to engage. Many such individuals may also be accessed through particular organizations and networks. *Carry out a mapping exercise to identify what experience and skills are needed, where to find such individuals, and how best to reach and involve them. Different assessments may need different mapping exercises, so these exercises could be carried out after or in parallel with scoping exercises.*

**3.2 Follow-up using existing processes:** There are already processes in place for notifying opportunities for engaging with IPBES assessments, through notifications reaching all subscribers to the IPBES mailing list – currently around 18,000 individuals, including IPBES national focal points. Building on the mapping exercise there may be opportunities for encouraging more individuals with practical experience of policy processes to subscribe to the IPBES mailing list, and it may also be useful to engage with national focal points in this regard using communications materials developed above. *Consider options for encouraging more individuals with practical experience of policy processes to register for receiving notifications from IPBES concerning opportunities for engaging, and to make contributions.*

**3.3 Workshops to increase engagement:** Building on the experience of the dialogues already organized for national focal points, there may be value in convening online dialogue workshops with individuals identified during the mapping exercise to further inform on IPBES and gauge potential interest in engaging. Similar workshops could also be useful at the national level. *Consider opportunities for bringing together identified individuals with practical experience of policy processes in order to enhance understanding of IPBES and opportunities to make an impact.*

### V. **Tracking and review**

To evaluate the effectiveness of the strategy in achieving its aim, one could keep track of the number or the proportion of nominees with practical experience in policy processes, and of the characteristics of these nominees in terms of region and sector; and of examples of the use of IPBES assessments in policymaking documented, for example, in TRACK.

## Annex III. Supporting materials for the orientation packs for authors of IPBES assessments

### IPBES POLICY SUPPORT IN THE CONTEXT OF THE ASSESSMENT PROCESS

Policy support is one of the four functions of IPBES set out in its founding resolution. In this regard, IPBES is to support “policy formulation and implementation by identifying policy-relevant tools and methodologies, such as those arising from assessments, to enable decision makers to gain access to those tools and methodologies and, where necessary, to promote and catalyse their further development” (UNEP/IPBES.MI/2/9, annex I).

In line with this function, the **IPBES rolling work programme up to 2030** includes “supporting policy” as one of its six objectives to identify and promote the development and use of policy instruments, policy support tools and methodologies in the field of biodiversity and ecosystem functions and services (Decision IPBES-7/1).

#### TASK FORCE ON POLICY TOOLS AND METHODOLOGIES

Established at IPBES 7 to support the implementation of **objective 4 (a)** of the new rolling work programme up to 2030: “**advanced work on policy instruments, policy support tools and methodologies**”, the task force on policy support tools and methodologies undertakes the following:

- Supports the use of policy instruments, policy support tools and methodologies in the implementation of the work programme in the conduct of the assessments, and in enabling the uptake of the findings of the assessments in decision-making;
- Catalyses the further development of policy instruments, support tools and good practices to fill gaps identified in IPBES assessments;
- Oversees the development of content for the IPBES policy support gateway, provides support to the use of the gateway by Governments and stakeholders and ensures that policy instruments, policy support tools and methodologies identified in IPBES assessments are featured on the gateway and accessible to decision-makers.

The task force is supported by a **technical support unit (TSU)** based at the UN Environment Programme World Conservation Monitoring Centre (UNEP-WCMC) in Cambridge, United Kingdom. The TSU currently consists of Claire Brown, Daniela Guarás and Sebastien Kaye.

**The task force, with the support of the TSU support the authors of policy chapters mainly by:**

- Developing guidance on how to assess policy instruments and facilitating the use of policy support tools and methodologies through IPBES assessments;
- Providing on-demand support to authors of the chapters dealing with policy options/responses in the application of the guidance; and
- Participating in the peer-review of draft scoping documents, draft chapters and summaries for policymakers of ongoing assessments to increase their policy relevance.

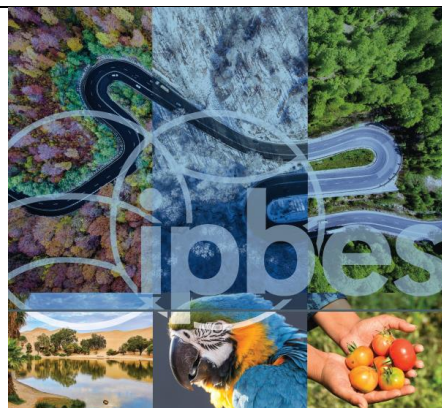
#### RESOURCES

The following resources may be useful for authors of IPBES assessments, in particular those dedicated to the chapter(s) focusing on governance and policy options and responses:

Resources	
Guidance for assessing policy instruments and facilitating the use of	

## policy support tools and methodologies through IPBES assessments

- This [guidance](#) constitutes Module D of the [IPBES Guide on the production of assessments](#).
- This guidance is aimed at IPBES assessment authors, in particular those selected to assess policy instruments and to facilitate the use of policy support tools and methodologies through the assessment. It may also support authors in coordinating the development of key themes and narratives across chapters and the development of the summary for policymakers.
- The guidance is a living document and will be updated based on the ongoing work of IPBES. Users should ensure they are using the latest version. Feedback by users can be provided to the relevant technical support unit and the IPBES secretariat.



### THE IPBES GUIDE ON THE PRODUCTION OF ASSESSMENTS CORE VERSION



## The IPBES Policy Support Gateway

- Contains information regarding a range of policy instruments and policy support tools and methodologies linked to assessments, case studies, capacity-building opportunities and resources, and communities of practice.
- This gateway can support authors to assess the usability of policy support tools and methodologies in their specific assessment contexts, including resources required and types of outputs that can be obtained, and thus help to identify gaps in tools and methodologies (IPBES/3/INF/8).
- It is no longer being updated.

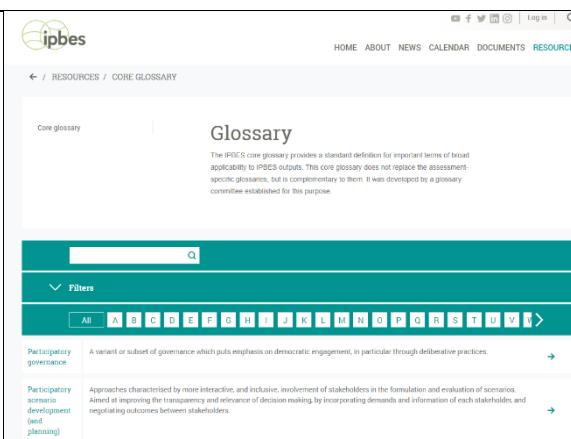


Available at: <https://ipbes.net/policy-support>

## IPBES Core Glossary

Policy support tools and policy instruments are commonly misunderstood and used interchangeably. It is important to understand the differences. Definitions of key terms and concepts can be found in the IPBES

glossary <https://ipbes.net/glossary>



## ACHIEVING COHERENCE ACROSS CHAPTERS

- Most policy analysis is expected to occur within the chapter focusing on governance and policy instruments.
- However, policy instruments are likely to be addressed in other chapters too, for example, the chapter on drivers. The location of the analysis will be dependent on the scope of the assessment and the chapter structure.
- Authors are encouraged to refer to the scoping document and other chapters in the assessment at any point during the assessment process to ensure consistency around the assessment of policy instruments.

## FURTHER SUPPORT

For further support and guidance on policy support tools and methodologies, please **contact the TSU** at: [ipbes.tsu.policysupport@unep-wcmc.org](mailto:ipbes.tsu.policysupport@unep-wcmc.org)



## Annex IV. Detailed steps proposed for developing the factsheets

	Task	Responsible TSU	2022					2023	
			Aug	Sept	Oct	Nov	Dec	Jan	Feb
1.	Share the process document with the co-chairs of specific assessment to inform them of the recently approved workplan and process to develop factsheets	TSU on policy support							
2.	Arrange meeting with the TSU of the assessment, co-chairs to brainstorm about the scope of the factsheet (including key messages and graphics to be captured)	TSU on policy support							
3.	Identify and propose potential drafting team	Assessment teams							
4.	Propose draft elements for the factsheet	Assessment teams							
5.	Develop draft of factsheet	Assessment teams							
6.	Full draft of the factsheet is reviewed by the IPBES secretariat	TSU on policy support				tbc	tbc		
7.	Full draft of the factsheet is reviewed by the MEP and Bureau	TSU on policy support				tbc	tbc		
8.	Launch review to gather feedback from IPBES NFPs relating to structure, layout and overall presentation of the information in the draft	TSU on policy support							
	Deadline review by IPBES NFPs								
9.	Finalization of factsheet	Assessment teams							
10.	Communication of factsheets to IPBES 10	TSU on policy support							
11.	Outreach?	IPBES secretariat – Communications team							