

**4th meeting [virtual meeting] of the IPBES
task force on policy support tools and methodologies
under the 2030 IPBES rolling work programme**
31 October – 1 November 2022

Report of the IPBES task force on policy support tools and methodologies on its 4th meeting under the 2030 IPBES rolling work programme

Introduction

The fourth meeting of the task force on policy support tools and methodologies was organised as an online meeting and took place on 31 October and 1 November 2022.

I. Opening of the meeting and agenda

1. David bin Magintan, member of the Multidisciplinary Expert Panel and of the management committee for the work of the task force, opened the meeting on 31 October 2023.
2. The task force adopted the agenda for the meeting, including the different sessions, as presented (see appendix I). All discussions took place in plenary sessions.

II. Objectives of the meeting

3. The main objective of the meeting was to continue the implementation of objective 4 (a) of the IPBES rolling work programme up to 2030, relating to advancing the work on policy instruments, policy support tools and methodologies. The meeting of the task force focussed on the following deliverables included in the workplan of the task force for the intersessional period 2022–2023, approved by the Plenary at its ninth session in July 2022:

- (a) Promotion of and support to the use of findings of IPBES assessments in decision-making;
 - (b) Increasing the policy relevance of IPBES assessments; and
 - (c) Supporting the authors of policy chapters in IPBES assessments.
4. In particular, the meeting aimed to kickstart and continue the process of implementing the following activities planned for 2022 and early 2023, as specified in the workplan of the task force:
- (a) Convening up to four dialogue workshops with actors at the science-policy interface to promote the use of findings of completed thematic, regional and global IPBES assessments in decision-making, including engagement with existing platforms and networks;
 - (b) 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;
 - (c) 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 and the Methodological Assessment Report on the Multiple Values of Nature 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;

(d) 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;

(e) 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;

(f) Ensuring that supporting materials are ready for use by the authors of the business and biodiversity assessment report.

5. The meeting also provided a space to identify lessons learned of the work of the task force relating to the implementation of objective 4 (a) between IPBES 7 and IPBES 10.

III. Summary of general discussions and presentations

A. Promotion of and support to the use of findings of IPBES assessments in decision-making

Strategic planning of upcoming dialogue workshops

6. The technical support unit (TSU) presented a summary of the two dialogue workshops that took place in 2022 for the Asia Pacific region and the Latin America and the Caribbean region, including feedback from the evaluation surveys of the workshops. Plans to convene two more dialogue workshops for early 2023 to promote the use of IPBES products in decision making were also presented. Upcoming dialogue workshops will be convened for Western Europe and Other States (tentatively planned for February 2023) and for the Eastern European region (tentatively planned for March/April 2023).

7. Several lessons learned and recommendations were identified from the previous dialogue workshops to inform the improved planning and organisation of future workshops. These lessons learned include the following:

(a) Improve the reach and potential impact of the dialogue workshops. This could be done through:

- (i) Increasing the attendance of practitioners at the dialogue workshop meetings and encouraging their involvement in IPBES work in practical ways;
- (ii) Continuing to invite regional organizations given in some regions they play an important role in supporting the implementation of international and national policies;

(b) Provide further concrete examples of how IPBES products have been used in decision-making, including on whether they have had an impact and how. This could be done through:

- (i) Asking participants to think of examples of IPBES products that had an impact on decision-making prior to the start of the workshop to have a richer set of examples to draw from during the moderated discussion;
- (ii) Showcasing how IPBES members and other countries have integrated IPBES products into their own policy instruments at national or sub-national levels;

(c) Further improve opportunity for dialogue and contributions from participants during the interactive discussion sections of the workshop. This could be done through:

- (i) Creating more breakout rooms to allow for increased exchange of experiences between member countries;
- (ii) Reducing the time provided for presentations to give way to increased time for discussion and sharing of experiences;

(d) Envisage ways of having IPBES documents translated into local languages. The language barrier can present a hurdle to increasing the involvement of practitioners at national government level or regional administrations;

(e) Improve the focus of the main findings of IPBES assessments to the region in question at the start of the dialogue workshop.

8. Building on the lessons learned from past dialogue workshops, the task force made the following recommendations for the work going forward:

(a) Consider conducting another dialogue workshop for the Africa region given the first one was a pilot dialogue workshop and subsequent regional workshops have seen greater participation;

(b) Reflect on the possibility of having smaller subregional dialogue workshops to further encourage the use of IPBES assessments by more easily identifying common issues of interest.

Entry points and potential modalities for increasing the use of IPBES products by intergovernmental processes

9. An overview of the work conducted and planned to increase the use of IPBES products in intergovernmental processes was presented to the task force, for their input. This involves helping authors of IPBES assessments to enhance the way in which these processes are being covered and captured within them. As agreed at the third meeting of the task force, one of the tasks for this purpose was to identify key intergovernmental processes and international treaties, including multilateral environmental agreements (MEAs), of relevance to the nexus and transformative change assessments. The task force had initiated the development of two draft annotated outlines to map intergovernmental processes relevant to these two assessments. A preliminary version of the two drafts draft documents was presented to the task force for their consideration. In particular, the task force was asked to consider the type of information that they think should be considered by authors of these two assessments and the way in which to present this information in a manner that is useful to the authors.

10. The broad scope of both assessments leads to a wide range of key intergovernmental processes being relevant to each of them, making it difficult to prioritise and present them and the main provisions and decisions of their governing bodies in a manner that would be useful for the authors. As a result, it was agreed that the task force would not continue the exercise of developing the draft annotated outlines on entry points and potential modalities for increasing the use of IPBES products by intergovernmental processes. Instead, once the draft chapters are available for external review, the task force members will provide input to make sure that the international processes are adequately captured in the draft chapters. The task force will provide specific guidance in terms of which additional processes should be considered, the reasons for including these and what specific mandates they should consider in relation to these processes.

11. Several suggestions were made to strengthen the use of IPBES products by intergovernmental processes. Including:

(a) Focusing on provision of inputs during the external review period: Rather than the task force creating a particular document, the task force members should aim to share their inputs with respect to intergovernmental processes during the external review of draft chapters of the assessment reports. Through the feedback, opportunities to enhance complementarity between transformative change and nexus assessments will be explored;

(b) International processes: While the focus of the work of the task force has so far focused on identification and consideration of intergovernmental processes, the diverse scope of IPBES assessments (e.g., business and biodiversity assessment) may require that in some cases there might be a need to consider international processes more broadly (i.e., beyond those of intergovernmental nature);

(c) Reaching out to intergovernmental processes: Liaising with the secretariats of relevant intergovernmental processes during the assessment process and upon its completion, could be another way of ensuring the policy reach of IPBES assessments. MEAs could potentially use the assessment in their work and be involved in the assessment process during the review periods or once assessments are finalised. The IPBES secretariat have already begun reaching out to a number of relevant MEAs that are relevant to the nexus and transformative change assessment and hope to build these relationships over the coming years. The task force may want to support this work by identifying intergovernmental processes that would be relevant for upcoming IPBES assessments such as the business and biodiversity assessment.

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

12. A summary of the work undertaken based on the mandate received at IPBES 9 to create fact sheets for the new Sustainable Use of Wild Species Assessment and the Multiple Values of Nature Assessment, as well as to create a draft fact sheet for the invasive alien species assessment was presented during the meeting. The timeline for the development of the fact sheets for the two new IPBES assessments was presented as well as next steps for the work relating to their development. It was explained that a preliminary draft of the fact sheets for the two new IPBES assessments would be prepared for the end of November 2022. Based on the process presented to the Plenary, the respective assessment teams would draft the fact sheets and would make sure that the content reflected the text in the summary for policymakers of their assessment as adopted by the Plenary.

13. Members of the task force will have the opportunity to review the draft factsheets before they are finalised to provide feedback on the way in which information is being presented rather than make edits to the content of the fact sheets.

B. Increasing the policy relevance of IPBES assessments

Strengthen the policy relevance of IPBES assessments by promoting wider engagement of the policy and practitioner community

14. This session provided a space to discuss progress in implementing the strategy to further increase the involvement of individuals with practical policy experience in the assessment process that the task force had developed.

15. Bonnier Myers from the IPBES secretariat provided an overview of how the secretariat has sought to engage practitioners with the nexus and transformative change assessments.

16. The discussion with task force members built on the update provided by the IPBES secretariat to discuss how to identify individuals with practical policy experience, improve the identification of knowledge and experience gaps in assessment teams and encourage participation from individuals part of task force member's own networks. Several suggestions were made, including the following:

(a) It was suggested that practitioners should be more involved in the entire lifecycle of the assessment writing process rather than only in external review sessions. This could be done by having more practitioners within the assessment teams. The business and biodiversity assessment process attempts to involve more practitioners. To adjust the requirements of the nomination process for experts, the application process provides an opportunity for practitioners who may not have peer reviewed publications to provide grey literature or internal reports as part of their application;

(b) A suggestion was made to consider developing a framework to improve outreach to practitioners in a more organised and systematic way. A mapping process at the level of international organizations and research organisations with policy departments that comprise individuals who are both experts and policy practitioners could potentially help with this;

(c) The importance of the task force members personally forwarding the notifications for the external review of draft chapters of the assessments to people in their own networks who have policy expertise and who are relevant to the IPBES process but who may not yet be involved was reiterated. Directly approaching someone in a personal capacity is far more effective than impersonal or automated email requests;

17. Given that several of the task force members participate in some capacity in the assessment team of the transformative change assessment, it was suggested that the task force organizes, in collaboration with the TSU for the assessment, a webinar to discuss policy relevance of the assessment;

C. Support the authors of policy chapter in IPBES assessments

Support to authors of policy chapters in IPBES assessment reports

18. The task force discussed the supporting materials for the orientation packs that authors of assessments receive at the start of the process to determine whether any changes need to be made to it within the context of the business and biodiversity assessment authors starting work on their assessment

in 2023. The task force provided the following suggestions relating to the material that is available in the two-pager guidance document (see appendix III) which will be sent out to the business and biodiversity assessment authors:

(a) It was pointed out that different IPBES assessments use definitions of the concept of governance which is different from the one included in the IPBES glossary of terms. It is suggested that the gap between the science and policy chapters could better be bridged through improved use of the glossary and agreed upon definitions;

(b) The importance of threading policy coherence throughout IPBES assessment chapters, rather than only focussing on policy in the chapter dedicated to it, was also remarked upon by task force members.

19. The TSU will review the scoping document approved by the plenary and provide any additions deemed necessary before sending these to the task force for their approval.

D. Initiating the development of revised terms of reference and draft future workplans for the task force

20. In preparation for IPBES 10, when the mandate and terms of reference for the task force on policy support tools and methodologies will be reviewed, the task force convened a discussion regarding ideas that could inform the development of future terms of reference by the Bureau and the MEP and consider lessons learned since IPBES 7. The discussion was split into two sections: compiling lessons learned from the task force's work since IPBES 7 and then brainstorming activities to inform a potential future workplan between IPBES 10 and IPBES 13. The contributions from the task force members were recorded through the use of Miro, an online whiteboard tool. The Miro notes documenting the discussion can be found in appendix IV.

21. The discussion on lessons learned during the current mandate of the task force on policy support tools and methodologies was wide-ranging with recommendations relating to lessons learned for specific activities undertaken as well as reflections on the purpose and effectiveness of the task force itself. Appendix IV contains the full list of recommendations made, however, some of them can be summarised as follows:

Specific lessons learned from activities carried out

(a) Overall, the task force acknowledged that it has achieved what had been possible given the circumstances, in particular the challenges posed by the pandemic for most of the duration of the current mandate of the task force;

(b) There was a shared view that dialogue workshops have proven a useful activity to better understand how IPBES products are being used, facilitate the exchange of experiences among IPBES members and promote their use;

(c) Task force members highlighted the importance of continuing to have targeted approaches for the different dialogue workshops given the differences between regions;

(d) In terms of participants of dialogue workshops, the importance of involving IPBES national focal points and to work with them to involve representatives from other sectors of relevance to the work of IPBES was emphasized. Task force members also mentioned the need for the further involvement of practitioners in regional dialogue workshops;

(e) Adjusting the format and modality of work to the changing circumstances presented by COVID-19 through holding online dialogue workshops showed commendable adaptability;

(f) Concerning the support provided to authors of policy chapters of IPBES assessments, it was suggested going beyond the policy chapters to cover all IPBES assessment report chapters, which are intended to inform policy as a whole.

Challenges and lessons learned for the mandate, scope and operations of the task force in general

(a) Some task force members expressed the need for further clarity in terms of expectations from IPBES members for the realisation of IPBES policy support function. Development of the task

force's workplans and implementation of its activities would benefit from further clarity and articulation on the expected outcomes resulting from the implementation of the policy support function;

(b) Task force members expressed the need for policy support to be innovative, while continuing to be policy relevant but not prescriptive;

(c) Task force members emphasized that being policy relevant but not prescriptive remains a challenge for the work of IPBES. This is an area on which further work could be done;

(d) The task force should continue having a focus on the use of IPBES products in decision-making opposed to mere communication regarding policy. This should also account for continued consideration of the audience for the work of the task force and how to respond to their needs;

(e) Regarding the operations of the task force, it was suggested that the task force should meet twice a year to increase engagement of task force members and their contributions to the work of IPBES;

(f) Task force members should be more open about the time that they have available to fulfil their role as members of the task force, also allowing for a targeted allocation of work depending on availability.

22. The second part of the discussion revolved around brainstorming activities for future workplans for the intersessional periods between IPBES 10 and IPBES 13. The discussion was organized around the current three deliverables of the task force. Some of the recommendations are as follows:

Promotion of and support to the use of IPBES products in decision-making

(a) Continue convening dialogue workshops beyond IPBES 10, engaging sectors beyond the environment sector;

(b) Development of fact sheets for future assessment reports;

(c) Future editions of the survey on the use of IPBES assessments in decision-making;

Increase the policy relevance of IPBES assessments

(a) Continue providing written inputs as part of the external review of draft chapters and summaries for policymakers of IPBES assessment reports ;

(b) Assess the implementation of the strategy to include individuals with experience in policy processes in IPBES assessments;

Support the authors of policy chapters in IPBES assessments

(a) Provide a presentation of the methodological guidance and more broadly on the work of the task force at the introductory meeting for authors of new IPBES assessments and/or at the first author meetings;

(b) A short video could be provided with orientation packs for the IPBES assessment authors to present the methodological guidance;

(c) Update the methodological guidance to address lessons learned from its use, as well as aspects derived from the work of the task force and further communicate and support its use by assessment authors.

IV. Closing session

23. The meeting was closed by the technical support unit of policy support tools and methodologies and it was reiterated that the next steps will include consultation with the task force members for input into the documents discussed.

Annex I: Agenda of the 4th meeting of the task force on policy support tools and methodologies under the 2030 IPBES rolling work programme

Objectives

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 advanced work on policy instruments, policy support tools and methodologies. In particular, the implementation of key activities identified in the workplan of the task force on policy tools and methodologies for the intersessional period 2022–2023, as approved by the Plenary at IPBES 9 in July 2022, will be discussed. The meeting will also provide an opportunity to identify experiences and lessons learned of the task force's work since IPBES 7. This meeting will kickstart or continue the process of implementation of the following activities planned for 2022–2023:

1. 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;
2. Providing further support to strengthen the IPBES impact tracking database (TRACK) and promote its use;
3. Identify 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;
4. 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. Like all communication products, fact sheets will not be made public until summaries for policymakers are approved and will provide a link to the underlying summary and assessment. At the tenth session of the Plenary, the task force 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;
5. Activities to strengthen the policy relevance of IPBES assessments will include peer review by task force members of the first order draft of the chapters of the nexus and transformative change assessment reports and by promoting wider engagement of the policy and practitioner community in the peer review; and
6. Activities to support authors of policy chapters in IPBES assessment reports will include ensuring that supporting materials are ready for use by the authors of the business and biodiversity assessment report.

31 October 2022, 12:30 (CET)

Time (minutes)	Agenda Item
12:15 – 12:30 15 mins	Join the meeting: 05:15 Colombia / 12:15 Germany / 19:15 Japan
12:30 – 12:45 15 mins	1. Opening of the meeting <ul style="list-style-type: none"> Welcome – David bin Magintan, Member of the management committee of the task force Round of introductions
12:45 – 13:05 20 mins	2. Orientation and reflections <ul style="list-style-type: none"> Outcomes of IPBES 9: Overview of approved workplan for the task force on policy tools and methodologies until IPBES 10 – TSU on policy support Update on the activities carried out during the first half of 2022 – TSU on policy support Objectives of the meeting and proposed organization of work – TSU on policy support
13:05 – 13:45 40 mins	3. Strategic planning of upcoming dialogue workshops <ul style="list-style-type: none"> Discussion on lessons learned during the previous online dialogue workshops in the Asia-Pacific region and the Latin America and the Caribbean region and any recommendations Discussion and identification of plans for convening workshops in the Western Europe and Other States region and the Eastern Europe region
13:45 – 13:50 5 mins	Break
13:50 – 14:35 45 mins	4. Strengthen the policy relevance of IPBES assessments by promoting wider engagement of the policy and practitioner community in the peer review <ul style="list-style-type: none"> Presentation of approach to involving practitioners in the external review of the nexus and transformative change assessments – Bonnie Myers, IPBES secretariat
14:35 – 15:05 30 mins	5. Support to authors of policy chapters in IPBES assessment reports <ul style="list-style-type: none"> Recap on the existing supporting materials for authors Review the business and biodiversity scoping document to identify additional support/ materials which might be needed
15:05 – 15:15 10 mins	6. Wrap up and details for the next day – TSU and management committee

1 November 2022, 12:30 (CET)

Time (minutes)	Agenda Item
12:15 – 12:30 15 mins	Join the meeting: 05:15 Colombia / 12:15 Germany / 19:15 Japan
12:30 – 12:40 10 mins	1. Recap of previous day and plans for the day

Time (minutes)	Agenda Item
12:40 – 13:25 45 mins	2. Entry points for increasing the use of IPBES products by intergovernmental process <ul style="list-style-type: none"> • Presentation of the draft annotated outline which highlights potential entry points 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 • Discussion: Review the annotated outlines, identify potential entry points and discuss next steps for this activity
13:25 – 13:55 30 mins	3. Fact sheets for the Sustainable Use of Wild species Assessment and the Multiple Values of Nature Assessment <ul style="list-style-type: none"> • Presentation to outline the steps taken and plans to develop the fact sheets with the assessment TSUs – TSU on policy support
13:55 – 14:00 5 mins	Break
14:00 – 15:00 60 mins	4. Develop a revised terms of reference and draft future workplans for the task force <ul style="list-style-type: none"> • Gather lessons learned during the current period of the task force on policy support tools and methodologies • Share views and reflections for future potential task force such as the ideal profile of members, for example, preferred experiences or fields of expertise. • Discuss specific actions for the task force workplans up to IPBES 13 <ul style="list-style-type: none"> - 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)
15:00 – 15:15 15 mins	5. Closing of the meeting <ul style="list-style-type: none"> • Summary of action points and next steps – TSU • Closure of the meeting – TSU and management committee

Annex II: List of Participants

MEMBERS OF THE TASK FORCE

David Magintan	Member of the MEP, Malaysia
Milan Mataruga	Member of MEP, Bosnia and Herzegovina
Gemedo Dalle Tussie	Task force on policy tools and methodologies, Ethiopia
Juana Marino	Task force on policy tools and methodologies, Colombia
Mialy Andriamahefazafy	Task force on policy tools and methodologies, Madagascar
Ryo Kohsaka	Task force on policy tools and methodologies, Japan

RESOURCE PERSONS

Dan Leskien	FAO
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SECRETARIAT

Bonn Secretariat

Bonnie Myers	Programme Management Officer
Satomi Yoshino	Programme Management Officer
Simone Schiele	Head of Work Programme

Technical Support Unit

Daniela Guarás	Technical support unit for the policy tools and methodologies task force
Sebastien Kaye	Technical support unit for the policy tools and methodologies task force
Laura Mack	Technical support unit for the policy tools and methodologies task force

Other Technical Support Units

Aidin Niamir	Technical support unit for the knowledge and data task force
Renske Gudde	Technical support unit for the knowledge and data task force
Ingunn Storro	Technical support unit for the capacity building task force
Naoki Amako	Technical support unit on invasive alien species assessment
Machteld Schoolenberg	Technical support unit for the task force on scenarios and models

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;

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, supports 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:

<h2>Resources</h2> <h3>Guidance for assessing policy instruments and facilitating the use of policy support tools and methodologies through IPBES assessments</h3> <ul style="list-style-type: none"> • 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. 	
<h3>IPBES Policy Support Gateway</h3> <ul style="list-style-type: none"> • 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. 	 <p>Available at: https://ipbes.net/policy-support</p>
<h3>IPBES Core Glossary</h3> <p>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</p>	

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

Annex IV: Miro board



Promotion of and support to the use of findings of IPBES assessments in decision-making

Continue dialogue workshops going forward

proactive in reaching out to other audiences

Engaging other sectors more

Get NFP involved and have them suggest the most appropriate person from the sector

Can we learn from the CBD COPs?

Make use of formal IPBES processes

Have plenary consider factsheets going forward

Future additions to the survey on the use of IPBES assessments at different levels

Increase the policy relevance of IPBES assessments

Facilitate thematic dialogues to receive input from actors across sectors

Dialogue with authors with a focus on specific partners

Expand peer review of drafts to other organisations

Facilitate timely feedback of review processes

How can we help IPBES members to be empowered and participate actively

Inclusion of more political/practitioner expert groups

Support the authors of policy chapters in IPBES assessments

Presentation of the guidance before or after the 1st order draft

A short video could be provided for the authors to present the guidance

Peer review of draft chapters and SPMs

Revisiting the guidance and see what elements are not accounted for in relation to intergovernmental processes are trying to inform

Organise the reviews a bit better - not everyone has to review everything. Allocate reviewing work to task force members

Task force members could be more open about the time that members have