



## United Nations Environment Programme

Distr.: General  
11 October 2012

English only

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### Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services

#### First session

Bonn, Germany, 21-26 January 2013

Item 2 of the provisional agenda\*\*

#### Organizational matters

### Scenario note

#### Note by the secretariat

1. The present scenario note contains information on planning and expectations to assist representatives in preparing for the first session of the Plenary of the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, which will be held at the World Conference Centre in Bonn, Germany, from 21 to 26 January 2013.

2. The Platform was formally established at the second session of the plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, held in Panama City from 16 to 21 April 2012. The session is being convened as the first session of the Plenary of the Platform in order to finalize the outstanding modalities and institutional arrangements and to enable the early commencement of the work of the Platform, thereby responding to paragraph 204 of the outcome document of the United Nations Conference on Sustainable Development, entitled "The future we want" (General Assembly resolution 66/288, annex), to provide the best available policy-relevant information on biodiversity and ecosystem services to assist decision makers.

### I. Pre-Plenary meetings (Saturday and Sunday, 19 and 20 January 2013)

3. Regional consultations will be held before the session. In addition to other matters that might be discussed, the outcome of the regional consultations is

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\* Reissued for technical reasons on 10 December 2012.

\*\* IPBES/1/1.



expected to be the selection of two nominees from each region for the members of the Bureau and any alternates, in addition to five nominees from each region for members of the Multidisciplinary Expert Panel. Proposals received for officers of the Bureau and of the Panel as at 7 November 2012 are presented in documents IPBES/1/8 and IPBES/1/9, respectively. Any proposals received thereafter will be reflected in addenda to be issued before the session. All the proposals are made available at [www.ipbes.net](http://www.ipbes.net). On the basis of the agreement reached at the consultations, representatives of the five regional groups are expected to present their nominations for the Bureau to the Plenary at the beginning of the session, on 21 January. They will also be invited to present their nominations for the members of the Panel. A guidance note has been prepared by the secretariat to support the nomination and selection of Bureau and Panel members and the deliberations at the regional consultations (IPBES/1/INF/11).

4. In addition, a one-day stakeholder meeting will be held on Sunday, 20 January, to support the preparations for the deliberations of stakeholders at the first session of the Plenary.

## **II. Organization of work**

5. The session will consist of six days of deliberations from Monday, 21 January, to Saturday, 26 January. Subject to agreement by representatives, two three-hour meetings will be held per day, one from 10 a.m. to 1 p.m. and the other from 3 p.m. to 6 p.m. A number of evening meetings may also be scheduled if the Plenary deems it necessary to do so. Simultaneous interpretation in the six official languages of the United Nations will be provided during each meeting.

6. The session will be opened at 10 a.m. on Monday, 21 January, by the Executive Director of the United Nations Environment Programme (UNEP), or his representative. Opening remarks will also be made by a representative of the Government of Germany. The Executive Director, or his representative, will announce the status of membership, which will be followed immediately by the nominations from each of the five United Nations regions for the Bureau of the Plenary, consisting of a chair, four vice-chairs and five other officers, ensuring that each region will be represented by two officers in the Bureau, taking into account the principle of geographical representation. In addition, alternates may be nominated. As stated above, the representatives of the regions will also be invited to present their nominations for members of the Multidisciplinary Expert Panel.

7. It is envisaged that the selection of officers for the Bureau will be straightforward, on the basis of the nominations put to the Plenary by the regional groups. If, however, no agreement can be reached by the regional groups, and subsequently by the Plenary, the Plenary may wish to consider taking a vote on the officers nominated.

8. The rules of procedure for the Plenary of the Platform have been agreed (see UNEP/IPBES.MI/2/9, annex I, appendix II) and will apply to the proceedings of the session. Should any existing gaps in the rules of procedure prevent the Plenary from moving forward with its work, considering that UNEP was requested to facilitate the work of the Platform until a secretariat could be established, as specified in the resolution adopted at the second session of the plenary meeting to determine modalities and institutional arrangements for an intergovernmental science-policy

platform on biodiversity and ecosystem services (see UNEP/IPBES.MI/2/9, annex I), the relevant rules of procedure of the Governing Council of UNEP will apply, *mutatis mutandis*, to the proceedings of the session.

9. All States that are members of the Platform are invited to participate fully in the session. Governments that have not expressed their intent to be members of the Platform may participate as observers. The representatives of those States that are members of the Platform and attending the session should submit to the secretariat their credentials issued by or on behalf of the member's Head of State or Government or Minister for Foreign Affairs, consistent with each country's policies and laws, no later than 24 hours after the opening of the session. Such credentials are required for the representatives to take necessary decisions at the session. Governments that are not members of the Platform, in addition to relevant United Nations bodies, funds, programmes and agencies, and other relevant organizations, may be represented in the session as observers.

10. It should be noted that, under rule 12 of the rules of procedure, each member is to be represented by a head of delegation and such other accredited representatives, alternate representatives and advisers as may be required.

11. Subject to the rules of procedure, the Plenary may wish to adopt the agenda, amended as appropriate, on the basis of the provisional agenda (IPBES/1/1).

12. In principle, discussions are expected to take place in plenary meetings. Working or drafting groups may, however, be established by the Plenary to consider specific issues. Unless agreed otherwise by the Plenary, those groups will meet outside the hours allocated to plenary meetings.

13. The Plenary may wish to consider the form of the outcome document that is needed from the session. It could include both recommendations and resolutions arising from the session, in addition to a report containing a summary of the proceedings. Such material should be considered for adoption on Saturday, 26 January, after which the session will be declared closed.

14. To make the session as environmentally friendly as possible, a paperless meeting system will be used. Participants are encouraged to access the designated website ([www.ipbes.net](http://www.ipbes.net)) for all pre-session and in-session documentation. A limited number of paper copies will also be made available. To that end, participants are encouraged to bring laptops to the session. Further details on the paperless meeting format can be found in the information note for delegates (available from [www.ipbes.net/plenary/ipbes-1.html](http://www.ipbes.net/plenary/ipbes-1.html)).

15. In the light of the volume of work anticipated at the session, side events are not encouraged. If any members of the Platform or observers wish to host a side event or exhibition, however, please contact the interim IPBES secretariat.

### **III. Rules and procedures for the operations of the Plenary of the Platform (agenda item 4)**

#### **A. Rules of procedure for meetings of the Plenary (agenda item 4 (a))**

16. Under this agenda item, following the deliberations at the first and second sessions of the plenary meeting to determine the modalities and institutional

arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, the Plenary may wish to complete its deliberations on the remaining rules of procedure for its meetings. The rules of procedure are presented in document IPBES/1/3, taking into consideration the comments provided by Governments and other stakeholders during the intersessional period. All the submissions received are also available online and are presented as an information document (IPBES/1/INF/2).

17. The agreement reached on the rules of procedure will also be reflected, as appropriate, in the functions, operating principles and institutional arrangements of the Platform, where text is currently enclosed in square brackets (see UNEP/IPBES.MI/2/9, annex I, appendix I).

18. The annex to the present note maps out how the links between the functions, operating principles, institutional arrangements and various procedures of the Platform will relate to one another.

19. Additional draft procedures for the Platform have been developed by the secretariat with input from Governments and other stakeholders during the intersessional period and will be further considered under agenda item 5, “Initial work programme of the Platform”. These draft procedures include:

(a) Draft procedures for the preparation, review, acceptance, adoption, approval and publication of assessment reports and other Platform deliverables (see IPBES/1/INF/3);

(b) Draft policy and procedures for conflicts of interest (see IPBES/1/INF/4);

(c) Consideration of initial elements: recognizing indigenous and local knowledge and building synergies with science (see IPBES/1/INF/5);

(d) Draft process for scoping potential assessments and other Platform activities once they have been prioritized by the Plenary (see IPBES/1/INF/6).

20. The outcome of this agenda item may be agreement on an updated set of rules of procedure for meetings of the Plenary.

## **B. Policy and procedures for the admission of observers (agenda item 4 (b))**

21. Under this agenda item, the Plenary may wish to consider the draft policy and procedures for the admission of observers (IPBES/1/4), which was prepared taking into consideration the comments provided by Governments and other stakeholders during the intersessional period.

22. The outcome of this agenda item may be agreement on the policy and procedures for the admission of observers to sessions of the Plenary.

## **IV. Initial work programme of the Platform (agenda item 5)**

23. Under this agenda item, the Plenary may wish to consider the note by the secretariat on considerations for the preparation of an initial work programme and the institutional arrangements that may be required to support its implementation

(IPBES/1/2). In addition, the Plenary has before it a series of other documents relating to the work programme and potential procedures required for its implementation. These documents are introduced in section II of the note by the secretariat for consideration by the Plenary and as guidance for further work that may be required to initiate the work programme. Relevant documents relating to the work programme include:

(a) Critical review of the assessment landscape for biodiversity and ecosystem services (IPBES/1/INF/8);

(b) Elements to consider in a draft conceptual framework document (IPBES/1/INF/9);

(c) Compilation of the capacity-building needs on the basis of input by Governments and other stakeholders and capacity-building needs identified in multilateral environmental agreement reports (IPBES/1/INF/10).

24. In addition, relevant text enclosed in square brackets with regard to the functions, operating principles and institutional arrangements of the Platform relating to the work programme (see UNEP/IPBES.MI/2/9, annex I, appendix I), could also be considered, as appropriate, as part of the intersessional process. For example, work could be undertaken on definitions relating to the work programme and options for institutional arrangements to support the implementation of the work programme.

25. The outcomes expected under this agenda item are an agreed intersessional process for the development of the initial work programme, agreement on a procedure for receiving and prioritizing requests put to the Platform, agreement on the roles and responsibilities of the Multidisciplinary Expert Panel and an agreed process for determining institutional arrangements to support implementation.

#### **A. Next steps required for the preparation of the initial work programme (agenda item 5 (a))**

26. Under this agenda item, the Plenary may take decisions on the next steps required to initiate the work programme.

#### **B. Procedure for receiving and prioritizing requests put to the Platform (agenda item 5 (b))**

27. Under this agenda item, the Plenary may wish to consider the note by the secretariat on the procedure for receiving and prioritizing requests put to the Platform (IPBES/1/5), in which the secretariat outlines such a potential procedure, taking into consideration the comments provided by Governments and other stakeholders during the intersessional period.

28. The outcome of this agenda item may be agreement on the procedure for receiving and prioritizing requests put to the Platform.

### **C. Role of the Multidisciplinary Expert Panel in overseeing the preparation of the initial work programme (agenda item 5 (c))**

29. Under this agenda item, the Plenary may wish to consider section III of the note by the secretariat on considerations for the preparation of an initial work programme and the institutional arrangements that may be required to support its implementation (IPBES/1/2).

30. It is anticipated that the next steps identified under agenda item 4 (a) may directly involve the Multidisciplinary Expert Panel, which may, at the request of the Plenary, review and further consider options relating to the work programme and make recommendations thereon for consideration by the Plenary at its second session. Accordingly, in section III of the note, the secretariat presents possible options for the role of the Panel in overseeing the preparation of the initial work programme.

31. The outcome of this agenda item may be agreement on the role of the Panel in overseeing the preparation of the initial work programme.

### **D. Possible institutional arrangements for the implementation of the work programme (agenda item 5 (d))**

32. Under this agenda item, the Plenary may wish to consider section IV of the note by the secretariat on considerations for the preparation of an initial work programme and the institutional arrangements that may be required to support its implementation (IPBES/1/2).

33. To prepare for the implementation of the work programme, possible arrangements or structures to support its implementation are addressed in section IV of the note. It is anticipated that decisions may be taken during the session on the next steps required to put in place supporting structures for the implementation of the work programme. Accordingly, in section V of the note, the secretariat presents possible options for an intersessional process relating to the institutional arrangements to support implementation.

34. In addition, if deemed necessary, additional procedures may be requested to ensure the implementation of the work programme, such as procedures that govern meetings of other bodies of the Platform and working groups.

### **V. Nomination and selection of the members of the Multidisciplinary Expert Panel (agenda item 6)**

35. Each of the five United Nations regions will nominate five members of the Multidisciplinary Expert Panel. Such nominations are anticipated to be the result of discussions during the regional consultations held immediately before the beginning of the session. If required, further discussions could take place during the week, until discussion of the agenda item by the Plenary. Proposals received for officers of the Panel as at 7 November 2012 are presented in document IPBES/1/9. Any proposals received thereafter will be reflected in an addendum thereto, to be issued before the meeting. All the proposals are made available at [www.ipbes.net](http://www.ipbes.net). In

addition, the Plenary may wish to refer to the guidance document prepared by the secretariat on the nomination and selection process for officers of the Bureau and members of the Panel (IPBES/1/INF/11).

## **VI. Institutional arrangements (agenda item 7)**

### **A. Secretariat: joint proposal by the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme (agenda item 7 (a))**

36. At the second session of the plenary meeting to determine the modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, UNEP, the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization of the United Nations and the United Nations Development Programme were requested to finalize the collaborative arrangements for providing the administrative hosting of the secretariat of the Platform. Those arrangements are set out in document IPBES/1/7.

37. The Plenary may wish to discuss the information presented therein and take a decision on the institutional arrangements for the Platform's secretariat, including on the possible working mechanisms among the organizations, in addition to options for administering the Platform's trust fund, in particular whether the funds will be managed through the Multi-Partner Trust Fund Office or by one organization according to its rules and regulations, for the purpose of the Platform.

### **B. Link between the Platform and the United Nations system (agenda item 7 (b))**

38. At the second session of the plenary meeting to determine the modalities and institutional arrangements for an intergovernmental science-policy platform on biodiversity and ecosystem services, it was decided that, at its first session, the Plenary would decide on the link between the Platform and the United Nations system. Further guidance on this issue is provided in document IPBES/1/11.

39. The Plenary may wish to discuss the information presented therein with a view to taking a decision and/or making a recommendation on the link between the Platform and the United Nations system.

## **VII. Financial and budgetary arrangements for the Platform (agenda item 8)**

### **A. Financial procedures (agenda item 8 (a))**

40. Once the institutional arrangements for the Platform's secretariat have been identified, financial rules and procedures will be required for the administration and

management of the Platform's trust fund. The secretariat has prepared draft financial procedures, taking into consideration the comments received by Governments and other stakeholders during the intersessional period (IPBES/1/6).

41. The outcome of this agenda item may include agreed financial procedures, which will enable the host institution or institutions to establish the Platform's trust fund following the session.

## **B. Initial budget of the Platform (agenda item 8 (b))**

42. Having considered the next steps for the initial work programme for the Platform, the structure of the Platform and the institutional arrangements for its secretariat, the Plenary may wish to discuss the information contained in a note by the secretariat on indicative budget requirements for the administration and implementation of the Platform (IPBES/1/10). It may also wish to consider financing options, including potential contributions to the Platform from Governments represented at the session, to determine the availability of resources for the Platform. In this regard, representatives of Governments that may be in a position to provide contributions to the Platform are encouraged to express their intention to do so in advance of or during the discussions on this agenda item.

## **VIII. Provisional agenda, date and venue of future sessions of the Plenary of the Platform (agenda item 9)**

43. The Plenary may wish to consider the provisional agenda, date and venue of its second session.

## **IX. Adoption of decisions and the report of the session (agenda item 10)**

44. Before the adoption of any decisions, recommendations and/or resolutions, and in accordance with rule 14 of the rules of procedure, the credentials of Government representatives participating in the session will be examined by the Bureau. The Bureau will report thereon on the morning of Saturday, 26 January.

45. Having considered the above matters, and with due attention having been paid to the report of the Bureau on credentials, the Plenary may wish to consider adopting decisions, recommendations and/or resolutions that reflect the outcomes of the deliberations during the session, in addition to a procedural report of the session, which will be based on a draft prepared by the rapporteur.



## Annex

### **Potential relationship of the functions, operating principles, institutional arrangements and various procedures of the Platform**

Provided below is an anticipated structure of how the functions, operating principles, institutional arrangements and various procedures of the Platform will relate to one another.

The functions, operating principles and institutional arrangements of the Platform (currently contained in the annexes to document UNEP/IPBES.MI/2/9) will form the basis for the operations of the Platform and will be amended as agreed, as noted in paragraphs 17 and 23.

Annex I will contain the rules of procedure for the Plenary (on the basis of document IPBES/1/3). It will also contain two appendices. Appendix I will contain the policy and procedures for admission of observers (on the basis of document IPBES/1/4), while appendix II will contain the procedures for receiving and prioritizing requests by Governments and other stakeholders (on the basis of document IPBES/1/5).

Annex II will contain the procedures for the preparation, review, acceptance, adoption, approval and publication of assessments and other Platform deliverables (on the basis of document IPBES/1/INF/3). It will have three appendices. Appendix I will contain the process for scoping potential assessments and other platform activities (on the basis of document IPBES/1/INF/6), while appendix II will contain the policy and procedures for conflict of interest (on the basis of document IPBES/1/INF/4). Appendix III will contain the policy and procedures for recognizing indigenous and local knowledge and building synergies with science (on the basis of document IPBES/1/INF/5).

Annex III will contain the financial procedures (on the basis of document IPBES/1/6).

This relationship is described pictorially below.

