Summary of the Eighth SAP Interim Coordination Mechanism Meeting
Virtual Meeting, 21-22 September, 2020

Participants

Name	Designation	Organization
Mr. Kareem Jamal Sabir	CARICOM Secretariat	CARICOM
Maren Headley	Research & Resource Assessment	CRFM
Yvette DieiOuadi	Secretary	FAO/WECAFC
Mr. Jeremy Mendoza	WECAFC consultant	FAO/WECAFC
Mr. Reinaldo Morales	General Director	OSPESCA
Mr. Chris Corbin	LBS Programme officer (SAP ICM Vice-chair)	UNEP-CEP
Ms. Ileana Lopez	SPAW Programme officer	UNEP-CEP
Mr. Cesar Toro	(Chair SAP ICM)	UNESCO-IOC
Mr. Salvador Nieto	Executive secretary	CCAD
Ana María Nuñez	Observer	UNDP
Mr. Patrick Debels	Regional Project Coordinator	CLME+ RPC
Ms. Laverne Walker	Senior Project Officer	CLME+ SPO
Mr. Ivan Pavletich	Operation & Finance Manager	CLME+ OFM
Mr. John Knowles	Monitoring specialist	CLME+ PCU
Sonia Gautreau	Technical Specialist, Marine Ecosystems	CLME+ PCU
Martha Prada	Technical Specialist, Marine Ecosystems	CLME+ PCU
Vladimir Puentes	Technical Specialist, Marine Ecosystems	CLME+ PCU
Mr. Camilo Martelo	Data Assistance Clerk	CLME+ PCU
Yves Renard	Facilitator	CLME+ PCU
Lenka Lazo	Project Management Support Associated	CLME+ PCU
Ms. Angelica Carrillo	Operations and Finance Associated	CLME+ PCU
Samuel Sotomayor	Intern	CLME+ PCU
Sofia Serrano	Intern	CLME+ PCU

Agenda

1. Welcome Remarks, Meeting Objective, Review and Adoption of Agenda
2. Introducing the concepts of the ICM Work Programme and Work Plan
3. Proposed revision of the ICM Rules and Procedures
4. Topics to be included under the ICM September 2020 - March 2021 Work Programme
5. Meeting decisions
6. Any other business

Meeting Development

1 – Welcome Remarks, Meeting Objective, Review and Adoption of Agenda

● The proposed agenda was adopted as presented. The uncertainty in times of the COVID-19 pandemic and the importance of planning considering that countries are focusing their resources to ensure security was highlighted.
● This meeting will look at the implementation of the CLME+ Project and the CLME+ SAP; important to ensure the sustainability of the project outputs through the proposed PROCARIBE Project.

2 – Introducing the concepts of the ICM Work Programme and Work Plan

● Two different concepts were introduced: the work programme, which would include more strategic level matters and require decisions by senior ICM members, and the work plan that would define activities to be undertaken by ICM organisations.
● The idea of creating a Board or Executive Group to take strategic decisions emanating from the work program was deliberated. It was noted that ICM members already have permission to take decisions on behalf of their organizations and that due to human constraints it is often the same people taking strategic decisions and implementing activities from the work plan.
● Whilst the meeting recognized the merit in making the distinction between a work programme and a work plan, some members expressed difficulties conceptualizing the difference between the two.
● It was mentioned that the addition of a new body could be done through a revision of the ICM Rules and Procedures, and would not require the revision of the MoU.
● It was suggested that the ICM test the concept of work program and work plan, and that the Loomio platform be used to advance work between meetings, workload allowed.

Decisions on this topic are presented in section 5 "Meeting Decision".

3 – Proposed revision of the ICM Rules and Procedures

● To increase transparency, the ICM Rules and Procedures could be made available to stakeholders via the CLME+ Hub, however for this to happen those Rules and Regulations need to be revised.
● It was suggested that the PCU make the changes to include the use of the Work Programme and Work Plan in the Rules and Procedures and that the ICM adopt this revised document, intersessionally through the Loomio platform by the end of October.

4- Topics to be included under the ICM September 2020 - March 2021 Work Programme

- After analyzing the proposed topics of the ICM Work Programme, the meeting agreed to cluster similar ones recognizing that all proposed topics appear to be relevant.

- There was consensus with the following thematic clusters:
    - Cluster #1: items related to the governance of the ICM
    - Cluster #2: items related to SAP implementation and tracking
    - Cluster #3: items related to knowledge management, the regional data infrastructure and SOMEE reporting
    - Cluster #4: items related to the continuity and sustainability of the CLME process
    - Cluster #5: items related to communications, advocacy and branding
- The PCU will continue working on the document entitled "Rapid Review of Achievements of the CLME+ Interim Coordination Mechanisms" expected to become a legacy document for the ICM, and it was recommended not to add new topics to the ICM work programme in this final phase of the project.
- It was agreed that future meetings of the SAP ICM should be short, no more than 2 hours in length, and that the second day be mostly dedicated to the meeting decisions on priority issues. They committed to working intersessionally.

5 – Meeting decisions

on Revised Governance Arrangements

Decision 1.1. The ICM: (a) adopts the concepts of "**ICM Work Programme**" and "**ICM Work Plan**" as a means to enhance its conduct of business; (b) acknowledges that: 1. The **Work Programme** identifies and lists all matters to be considered for **strategic-level discussions and decision-making** by the ICM member representatives during any given Work Programme's implementation period, and 2. The **Work Plan** identifies, plans, assigns responsibilities and timelines, and monitors progress with the implementation of collaborative **activities** of the ICM members and the Secretariat and (c) adopts the formal use of Work Programmes and Work Plans in the furtherance of the ICM goal and objectives, and requests the Secretariat to support the processes leading to their development, implementation, and monitoring and evaluation.

Decision 1.2. The ICM agrees to incorporate in the ICM Work Programme for September 2020 to March 2021 a total of 14 items, grouped in 5 main thematic clusters as follows:

- Cluster #1: items related to the governance of the ICM
- Cluster #2: items related to SAP implementation and tracking

- Cluster #3: items related to knowledge management, the regional data infrastructure and SOMEE reporting
- Cluster #4: items related to the continuity and sustainability of the CLME process
- Cluster #5: items related to communications, advocacy and branding

Decision 1.3. The ICM agrees to review and provide inputs, inter-sessionally, on a proposed draft "full" version of the ICM Work Programme, to be prepared by the Secretariat, with the aim of adopting it at its next regular meeting (ICM9).

Decision 1.4. The ICM: (a) considered and discussed the proposal of the Secretariat to establish an ICM board or similar structure; and (b) while recognising the importance of the creation of an executive group in the context of the forthcoming long-term mechanism, decided not to create new structures within the ICM at this stage.

Decision 1.5. In order to facilitate the successful implementation of the ICM September 2020 – March 2021 Work Programme, the ICM agrees to a meeting schedule consisting of two additional meetings: ICM9 (November 2020, dates to be confirmed) and ICM10 (first trimester of 2021, dates to be confirmed). The ICM also agrees to use a digital platform facilitating the inter-sessional work under the Work Programme.

Decision 1.6. The ICM agrees on a need for the ICM "Rules & Procedures" to be reviewed, revised and updated, and requests the Secretariat to: (a) document the need for such changes and (b) formally submit such proposed revisions to the ICM members, for consideration at ICM9.

Decision 1.7. The ICM: (a) acknowledges the Secretariat's efforts to create a **dedicated ICM section on the CLME+ Hub** (clmeplus.org/regional-coordination-mechanisms/#ICM), for the purpose of providing permanent access to, amongst others, the ICM MOU, Rules & Procedures, Work Programme, Work Plan and Meeting Reports and Decisions documents; and (b) commits to review such documents when available and provide clearance to the Secretariat for their publication on the CLME+ Hub ICM.

Decision 1.8. The ICM asks the Secretariat to liaise with the UN ECLAC on its behalf regarding their **possible adhesion to the ICM**, and report back to the ICM on this matter at ICM9.

on the Priority Issues for ICM 8 under the Work Programme

- The Meeting received a summary of the work undertaken by the MoU drafting group, including the number of meetings. The most challenging issue considered was the international legal personality for the Coordination Mechanism which remains unsolved by this group.
- The Meeting agreed that it was important that the SAP ICM demonstrate to the GEF and CLME+ countries their programmatic approach for SAP implementation. This issue was discussed during the Fifth SAP ICM Meeting in 2019 in Panama City.

4

- The Meeting agreed in the inclusion of the SAP monitoring tool and recognized the need to agree on the frequency to provide input into the tracking sheet.
- The Meeting agreed to use a logo for awareness raising in communications related to CLME+ Project activities and possibly anything ICM related. They however indicated not to be in full agreement with the text associated with the logo and considered developing branding guidelines. They questioned why this point is being introduced at the end of the project, and its potential impact for materials just sent out for publication.
- The Meeting recognized the important role of the PCU in collating information onto the CLME+ Hub. Ideally, ICM members should be aware of the initiatives being undertaken by other members, and the Secretariat, to enhance coordination between organizations with an ocean's mandate and promote each other's work with their constituencies. This activity should be expanded to include the identification of opportunities for enhanced collaboration (ie: sargassum and marine protected areas).

On Advancing the development of the SAP ICM Work Plan

- The Meeting agreed to focus on tasks that need to be done within a specific timeframe.
- More detailed feedback at the institutional level is needed to provide a joint position on the draft Coordination Mechanism MoU.
- The following topics were suggested for inclusion in the work plan: *Sargassum* initiatives being implemented by SAP ICM members, engagement with other SAP ICM partners when defining new projects and initiatives, the active involvement with the Project Programmes and Initiatives (PPI) database in the CLME+ Hub, including 'in-the-pipeline' projects.
- It was suggested that a template be developed for project profiles to be uploaded to the PPI database.

Full meeting decisions can be accessed here.