**ANNEX 1**

**GEF-UN ENVIRONMENT-SPREP GEF 7 Planning and Prioritization Workshop for Chemical and Waste in the Pacific**

**21-22 March 2018**

 **Apia, Samoa**

**DRAFT AGENDA**

| **DAY ONE** **Wednesday, 21st March 2018** |
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| **TIME** | **TOPIC** | **Presentations, contributors, facilitators** |
| 8:00 – 9:00am | **Registration** | SPREP – **Adi Tamanikaiyaroi**  |
| 9:00 – 9:30am | **Official opening**1. Prayer
2. Welcome remarks by SPREP DG
3. Introductory Remarks by UN Environment
 | SPREP – **MC – Dr.** **Frank Griffin****Kosi Latu - Director General for SPREP****Sefanaia Nawadra/Kevin Helps – UN Environment** |
|  | **Photo session** | *SPREP - Communications* |
| 9:30 – 10:00am | **Session 1: Introduction and overview of the workshop agenda, objectives and outcomes**Objectives1. This session will introduce the agenda, objectives and expected outcomes, workshop structure and format. (15 mins)
2. Introduction of participants: Getting to know who’s who at the workshop – an opportunity to establish an understanding of the group dynamics, backgrounds, areas of interest and expertise, and expectations. (15 mins)
3. Voting for Meeting Chair: Participants are invited to vote for their preferred Chair for the entire meeting proceedings. The Chair will introduce the sessions and presenters and facilitate Q & A discussions.
4. Volunteers for rapporteurs: Participants are invited to volunteer as rapporteurs to work with the secretariat in drafting of meeting proceedings and reporting back to plenary.
 | SPREP – Director for Waste and Chemical Pollution Control Division – **Dr. Vicki Hall** |
| *10:00 – 10:30am* | ***Morning Tea*** |  |
| 10:30am – 12:30pm | **Session 2: Setting the scene – Explain the *Cleaner Pacific 2025* and efforts undertaken to secure funding for its implementation.**ObjectiveThis session aims at establishing a good understanding of the *Cleaner Pacific 2025* and strategic partnerships between SPREP and other development partners to implement the Cleaner Pacific 2025. It will also include challenges and opportunities, as well as a good understanding of linkages between the various funding windows that work together to implement the 15 waste streams identified by the Cleaner Pacific 2025.Explain progress to date with securing funding from the European Union, AFD, JICA, GEF, etc. and SPREP’s voluntary contributions.1. SPREP will use a timeline or Gantt chart to illustrate what the 15 waste streams are and their associated funding secured so far (25mins)
2. SPREP will provide a brief presentation on the GEF-7 replenishment and the proposed Healthy Oceans Programmatic Approach Concept Paper (20mins)
3. UN Environment Regional Pacific office will provide a broad outline of its work in the region (20mins)
4. UN Environment will provide an overview of the draft GEF7 Chemical and Waste concept note (25mins)

*Q&A (30 mins)***Key Messages to think about:** * 15 waste streams have been identified under the Cleaner Pacific 2025 that are degrading our environment.
* Significant funding is required to fully implement the activities needed to properly treat the problems emanating from each waste stream.
* More needs to be done and depending on funding, SPREP and its development partners will continue to mobilize additional resources to meet the financial demand for implementing the Cleaner Pacific 2025.
* There are opportunities for the unfunded waste streams to be funded in GEF-7.
 | Facilitator –  **Chair** will introduce the session and presentersPresenters:SPREP – Dr. Frank Griffin/Anthony Talouli/Meapelo MaiaiUN Environment – Sefanaia Nawadra and Kevin Helps. |
| *12:30 noon – 1:30pm* | ***Lunch*** |  |
| 1:30 – 3:00pm | **Session 3: Understanding Country Baseline and Progress in Chemical and Waste Pollution Management.**ObjectiveThis session aims at establishing a clear shared understanding of where countries are at with the implementation of their national goals/agenda on chemical and waste pollution. It is an opportunity for participants to share the issues and challenges that their countries face with respect to addressing solutions to their chemical and waste pollution problems. *(1.5hrs, 5mins per presentation)*1. Cook Islands
2. Federated States of Micronesia
3. Fiji
4. Kiribati
5. Marshall Islands
6. Nauru
7. Niue
8. Palau
9. Papua New Guinea
10. Samoa
11. Solomon Islands
12. Tonga
13. Tuvalu
14. Vanuatu

**Key Messages to think about:** * Pacific SIDS continue to face capacity constraints and limited funding opportunities to meet their national goals for chemical and waste pollution.
* Positive results have achieved in the past through strategic partnerships between countries and their development partners in the reducing waste volumes and treatment of hazardous wastes. But more work is needed.
* Limited technology and expertise exists in some countries to supplement national efforts to be effective in managing chemical and waste pollution.
* Waste management challenges can contribute to social inequalities. Solutions that take into account these uneven impacts can help meet national goals, including SDG 5 on equality. Are there specific groups it has been challenging to reach, serve, or monitor impacts?
 | Facilitator – **Chair** will introduce the session. Presenter – Country Representatives will introduce themselves, Ministry, role and expectations for the meeting. |
| *3:00 – 3:15pm* | ***Afternoon Tea***  |  |
| 3:15 – 4:30pm | **Session 4: Cleaner Pacific 2025 - 15 waste streams – what the unfunded waste streams to date are**ObjectiveThis session will discuss the 5 waste streams that have not yet received any funding attention to date. Participants will break-up into sub-working groups under each of these 5 unfunded waste streams and discuss the issues and challenges that are encountered by each stream from their own perspective. This will provide for a better understanding among participants and meeting organisers of what type of actions are important to the countries for each unfunded waste stream. This will help SPREP and the UN Environment to understand and translate these issues and challenges into priorities under the Cleaner Pacific 2025 for each unfunded waste stream.Presentation on the 5 unfunded waste streams. (10 mins)1. Group work: A key part of this session will include a discussion in identifying the capacity gaps for each unfunded waste stream. Participants are encouraged to think about the problems and issues that are caused by each of the 5 unfunded waste streams. Also think about examples where a national effort has led directly to a successful solution or talk about an area of work that could be further supported or enhanced to create bigger and lasting benefits to the environment.
2. Groups will attempt to translate the issues and challenges into clusters of priority areas and may also consider ranking them in order of priority. Also important to think about the scale of intervention that is needed to effect a truly transformation change in your national efforts to resolve the issues and challenges you are facing under these 5 unfunded waste streams.

Country focus discussion (40 mins)Iii) Report back to plenary (10 min per group) **Key Messages to think about:** * Why are there unfunded waste streams? Is it because there is no demand from countries or lack of funding opportunities for these 5 waste streams?
* What is the necessary scale of intervention required to be effective in solving problems arising out of the current capacity to manage chemical and waste pollution?
* Is there sufficient and adequate support from the decision makers at home to address chemical and waste pollution?
 | Facilitator – **Chair** will introduce the session. SPREP – Dr. Frank Griffin/Anthony TalouliGroups will be provided with flip charts and markers to record their discussions. These will be used for reporting back to the plenary sessions. Each group should appoint a chair, rapporteur and a presenter. |
| 4:30 – 4:45pm | **Wrap up – Overview of key outcomes for Day 1** | **Facilitator** – **Dr.** **Frank Griffin** |

| **DAY TWO****Thursday, 22nd March 2018** |
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| **TIME** | **TOPIC** | **Presentations, contributors, facilitators** |
| 9:00 – 9:15am | **Session 5: Re-Cap of Day 1**ObjectiveThis session will recall the key messages and discussion points of Day 1.  | Facilitator – **Chair** will introduce the session. SPREP **–** Anthony Talouli / Dr. Frank Griffin / Meapelo Maiai |
| 9:15 – 10:00am | Session 4: Continued – groups reporting back to plenary | **Facilitator – Chair** |
| *10:00 – 10:30am* | ***Morning Tea*** |  |
| 10:30 – 12:30am | **Session 6: Problem Tree and Root Cause Analysis**Having gone through the identification of issues, challenges and priorities of the 5 unfunded waste streams, groups are requested to analyse the causes/root causes in-order to define the correct action that is required specifically to address an issue or challenge. Groups are expected to produce a problem tree or root cause analysis of their chosen waste stream and identify activities that will address environmental problem faced under each of the 5 unfunded waste stream.Participants will be divided into sub-working groups to achieve the following tasks:1. Explain a problem tree or root cause analysis methodology and findings for their chosen unfunded waste stream. (30 mins)
2. Provide an Action Plan of activities to address the issues and challenges under their chosen unfunded waste stream. (30 mins)

Report Back to Plenary (60 mins)**Key Messages to think about:** * The issues and challenges under each unfunded waste stream should translate into a priority cluster or area for programming. By diving deeper into the causes of these issues and problems, participants will gain full understanding of how they all link together to form a potential solution. It is important to take time to understand this methodology and reflect on how well you are able to carry it out properly as a way of upskilling and improving knowledge to scientifically analysis issues and their solutions. This will help you design appropriate actions and activities in all your project proposals.
 | Facilitator – **Chair** will introduce the session. SPREP – Meapelo Maiai/Dr. Frank Griffin/Anthony TalouliGroups will be given flip charts and sticky notes to create their problem tree and root cause analysis.Groups will appoint a chair, rapporteur and a presenter. |
| *12:30 – 1:30pm* | ***Lunch*** |  |
| 1:30 – 2:30pm | **Session 7: GEF-7 Proposals**ObjectivesThis session will discuss the current efforts between SPREP and the UN Environment to develop a regional proposal for addressing micro-plastics, marine debris and marine litter. This proposal is earmarked for GEF-7 funding.The meeting organizers will present on revisions made to the concept note that Kevin presented in Day 1. These revisions are informed by the analysis and discussions through the various group work happening since Day 1. The meeting organisers will identify what these updates are and how they are eligible for GEF 7 funding. The goal of this session is to:1. Reiterate and strengthen participant’s knowledge and awareness of the regional proposal to address micro-plastics, marine debris and marine litter by SPREP and UN Environment. (30 mins)
2. Invite country comments and endorsement for the regional proposal by SPREP and UN Environment. (10mins)

**Key Messages to think about:** * How does this impact my national allocation for GEF-7? Are countries required to contribute STAR resources?
* Will this proposal address the scale of intervention that is required to address the problems arising from micro-plastics, marine debris and marine litter? If not, what sort of impact is this proposal trying to achieve?
* What are the requirements for countries to participate in this regional proposal? What is the target for co-financing ratio?
* How is the project component structured: is it mostly regional activities or a mix of regional and national activities? How did you strike a balance in designing and allocating resources to regional and national activities?
 | Facilitator – **Chair** will introduce the session. UN Environment – Kevin HelpsSPREP – Dr. Frank Griffin/Anthony Talouli |
| 2:30 – 3:30pm | **Session 9: Wrap-Up**ObjectivesThis session will revisit key discussions, action points, and general agreement on how to move forward with the Cleaner Pacific 2025. Key outcomes identified and agreed to will form the basis of the workshop report.Reflect on issues raised in session 1-8**Key Messages to think about:** * Were my expectations for this workshop met? If not, please explain during plenary of this wrap up session.
 | Facilitator – **Chair** will introduce the session. UN Environment – Sefanaia Nawadra/Kevin Helps.SPREP – Dr. Frank Griffin/Anthony Talouli |

**Workshop resource team:**

1. Resource persons — Kevin Helps, Sefanaia Nawadra, Bronwen Burfitt, Dr. Tiffany Straza, Dr. Vicki Hall, Dr. Frank Griffin, Anthony Talouli, Meapelo Maiai.

**Workshop logistics:**

1. SPREP: Adi Tamanikaiyaroi