

*Inaugural meeting of the Coordination Committee of the CCM, 29  
September 2011*

**Minutes and Action Points**

**Intro / welcome:**

- (N.A.): A note of thanks to all attending the meeting, as your participation here at such short notice is greatly appreciated, as is your involvement in this newly formed Committee.
- This meeting is intended as an opportunity to "sound out" future decisions and courses of action, as a means of discussing and sharing ideas concerning the route ahead as we move towards the 3MSP in Oslo.

**Agenda Item 1 - Short debrief of the 2MSP in Beirut:**

- 2MSP was largely considered to have been a success, and was well received by the States in attendance. It is also clear that the momentum has not slowed down since the 1MSP in Laos, rather we have seen the opposite, with 131 States attending the proceedings over the week. Notably within that figure were 41 non-states parties, as well as 17 Middle East and Arab States. These numbers are highly encouraging, and reflect the fact that support continues to grow among members of the international community for the Convention, and the humanitarian imperative that it is establishing.
- A series of draft decisions and recommendations were presented by the Presidency and subsequently adopted by consensus during the closing day of the 2MSP. These decisions outlined a general schematic for the future work of States Parties, and including courses of action relating to the thematic working groups, as well as a Directive on the Implementation Support Unit to the Convention, outlining its core tasks and responsibilities.

## **Agenda Item 2 - Introduction of Coordinators:**

- Lebanon has already had the pleasure of working closely with some of the Committee members as Friends of the Lao Presidency over the course of last year, and now looks forward to a productive year ahead as we approach the 3MSP. In this regard, would now like to introduce the members of the Coordination Committee, and the thematic areas that they will be covering over this period leading up to 2013:

Working Group on the General Status and Operation of the Convention – in 2012 (**Holy See**), and in 2012 and 2013 (**Zambia**);

Working Group on Universalization – in 2012 (**Japan**), and for 2012 and 2013 (**Portugal**);

Working Group on Victim Assistance - in 2012 (**Austria**), and for 2012 and 2013 (**Bosnia and Herzegovina**);

Working Group on Clearance and Risk Reduction - in 2012 (**Lao People's Democratic Republic**), and for 2012 and 2013 (**Ireland**);

Working Group on Stockpile Destruction and Retention - in 2012 (**Germany**), and for 2012 and 2013 (**Croatia**);

Working Group on Cooperation and Assistance – in 2012 (**Spain**), and for 2012 and 2013 (**Mexico**);

Reporting – in 2012 and 2013 (**Belgium**); and

National Implementation Measures – in 2012 and 2013 (**New Zealand**).

- Given the nature of the Working Groups, which will focus on specific thematic areas, it appears that each of the Coordinators can form their working groups,

in collaboration/consultation with other States as they see fit; however, would welcome any input that you may have in this regard and would also encourage the participation of expert organisations as appropriate.

- (S.S.): UN have some experience in the manner in which these groups have functioned, and also some challenges in active participation in taking the work forward. We are now seeing in the cluster groups that attempts are being made to clearly define/categorise the members within each group, due to a high volume of members. This demonstrates the disadvantages of having such a wide base of membership, as levels of commitment can vary greatly.

This perhaps suggests that the working groups should be limited in size, to avoid this eventuality. It would also be useful to secure commitments from a certain number of those within the group prior to beginning the tasks ahead, so that specific agreements have been made, with some States/organisations dedicating a percentage of staff time to participation and input for each group.

The contact list for the Coordination Committee is currently being circulated, please update where it is necessary.

- (P.K.): Please note that UNODA stands ready to work with the various working groups wherever this is deemed necessary.

### **Agenda Item 3 - The ISU Mandate:**

- A Directive for the ISU was adopted by consensus at the 2MSP, outlining a general course for action in relation to both an interim body to fulfil some of the functions of the ISU, as well as an eventual handover to a more permanent structure subject to negotiations with GICHD. According to this decision, the establishment of the ISU should take place no later than the 3MSP. It is likely that this time will be needed to allow for an open and constructive dialogue between the Presidency and GICHD on one hand, and discussions between the Coordination Committee as well as wider consultations with States;
- **Preliminary discussions will be held between the Presidency and GICHD before the next meeting in November. These discussions will only serve as a platform to share ideas and views with regards to the future shape of the ISU, but specific terms for an agreement will not be formulated until after the next CC meeting. In this time, the President will consult**

**the former President and President-designate, with the aim of devising concrete proposals for the structure of the ISU.**

- **With relation to future planning regarding the ISU, the Committee will aim to follow the already existing terms laid out in the Directive.**
- **These plans will be further developed in the coming month by the Presidency, with a more concrete framework and programme of work established in time to be presented at the next Coordination Committee meeting.**

#### **Agenda Item 4 - Working Methodology of the Coordination Committee:**

- Presidency would like to draw on the Coordinating Committee as well as establishing a consultative group consisting of the former President, the current President, and the President-designate, to ensure continuity throughout the mandate period as a means of providing a basis for future courses action and the work plan ahead. Notes gratitude for their support and expresses hope that throughout the mandate of the Lebanese Presidency they will be able to draw on this expertise.
- **Open-ended consultations to be held throughout this process (involving both States and non-states parties), at which the Presidency will provide updates on progress and the work that they have achieved.**
- (A.A.): Notes that in the first week of November many of the Committee members will still be in New York attending the DISEC meetings. Regular meetings should take place to ensure that all potential areas for discussion have been approached in due time before the intersessionals.
- **Meetings will be held (approximately) once a month to facilitate the maintenance of a continuous and constructive dialogue between Committee members.**

**The next meeting will be held in November (tentatively scheduled for 7<sup>th</sup>, pending approval by members), where a clear timetable and work plan for the coming year will be established.**

- (P.D.): Would like to emphasise the need to use existing regional mechanisms as an important tool for encouraging cooperation between States, and the sharing of technical expertise. In this regard, Germany will continue to work to ensure that such cooperation is a fundamental element of work under the Convention.
- **Regional structures such as (eg. SEESAC) will be engaged when forming working groups to ensure that the focus remains on cooperation and assistance between States.**
- (T.J.): It is important to clarify now as to when consultations on the ISU/financial agreements will be finalised and what form they will take. They need to take place as early as possible so as not to leave these discussions disconnected from the process of forming the agreement itself
- (P.B.): How will staffing be covered? Are some of the contributions granted by States to be used to staff the Executive Coordination team?
- (S.S.): Essentially contributions gained will determine how large the team is itself.

Experiences from the APMBC demonstrate that there certain areas of work should be covered to ensure an effective overall work flow. The procurement process is an example of this, as it is tied into the ISU proposal, which should ideally be submitted and secure funding as soon as possible.

- (A.A.): In Norway's view it would also be advisable to identify these costs as soon as possible, so that donors can follow up on their commitments, as well as evaluating to what extent staffing will be covered.
- **Finances and projected costs are to be established at as early a point as possible; the Executive Coordinator and her team will prepare a proposal outlining the duties that fall within their mandate, based on paragraph (f) of the 2MSP Draft Decisions and Recommendations. This proposal will include a budget of projected costs for the ISU.**

#### Oslo Progress Report

- Given the current role of UNDP in this interim period, and with reference to the draft directive relating to the ISU, the Presidency believes it would fit that

the Executive Coordinator be appointed the task of assisting Zambia and the Holy See (as Coordinators on General Status & Operation) in their drafting of the report. It would perhaps be suitable to assume that this report could be presented in Oslo, with Zambia and the Holy See assisted by UNDP, collating substantive contributions from the various thematic Coordinators throughout the course of the next year. Again, with respect to the report, any comments or suggestions would be more than welcome.

- As stated in the decisions adopted at the 2MSP, it was also agreed that an informal intersessional meeting for 2012 be convened at the World Meteorological Organization in Geneva from 16 to 19 April 2012 and also that the Coordination Committee is charged with the development of the intersessional work programme and the organisation of the intersessional meeting in April.
- In the lead up to that meeting, over the course of the next 6 months, we hope that significant progress will be made with regards to “optimising result oriented, practical, and cost effective and efficient working methods,” including those found within the structure of an ISU. As such it would be expected that these outcomes will form part of next year’s Progress Report.
- (N.A.): The Presidency would like to reaffirm its commitment to ensuring both openness and transparency throughout these meetings and this process generally, and thanks the Committee members for their attendance.

**[Meeting closes]**