

Terms of Reference

Steering Committee

To lead the Roadmap process towards a Post 2015 Strategy for Disaster and Climate Resilient Development in the Pacific Region

Background

In 2011 the process towards the development of a strategy for disaster and climate resilient development was initiated. This process (termed 'the Roadmap') outlines the steps to be taken until 2015 for the development of the strategy, which will come into effect in 2016 and succeed the current separate regional frameworks for Climate Change and Disaster Risk Management (respectively, the Pacific Islands Framework for Action on Climate Change 2006-2015 – PIFACC and the Pacific Disaster Risk Reduction and Disaster Management Framework for Action 2005-2015 - RFA). There has been significant interest and support at global, regional and national level in the Pacific for the development of this strategy, which will project the Pacific region globally as the first region to address DRM and CC risks in the context of an integrated policy framework.

The Roadmap process will adhere to the following principles:

- **'Inclusion'** of multiple stakeholder interests in the formulation of the strategy
- **'Leadership'** by Pacific Island Countries and Territories (PICTs) in defining the parameters and focus of the strategy
- **'Ownership'** by Pacific Island Countries and Territories and supporting partner organizations to ensure a sustainable approach to the implementation of the strategy

The Roadmap deliverables include:

1. The Strategy for Disaster and Climate Resilient Development in the Pacific Region, accompanied by related implementation arrangements and a Monitoring & Evaluation framework.
2. A regional synthesis report of progress in implementing the RFA and PIFACC.
3. A Compendium of case studies for the Pacific in DRM and CC.

These deliverables are to be submitted for endorsement in 2014 at the Pacific Platform for DRM, the Pacific Climate Change Roundtable, the SPREP Meeting, the SPC CRGA, and the Joint Meeting of the Pacific Platform for DRM and Pacific Climate Change Roundtable 2015, and then for formal approval by Pacific Leaders at the Pacific Islands Forum, 2015.

Purpose

This Steering Committee is established to provide leadership and guidance over the Roadmap process for the development of a strategy for disaster and climate resilient development.

The role of the Steering Committee will be to:

1. Provide overall leadership and guidance over the Roadmap implementation process
2. Review and comment on the format and content of the draft strategy (including implementation arrangements and M&E framework).
3. Review and comment on the format and content of the other two Roadmap deliverables (Regional Synthesis Progress Report on the implementation of the RFA and PIFACC and Case Studies on DRM and CC in the Pacific)
4. Take decisions on the strategic direction of the Roadmap process
5. Endorse deliverables that will be submitted for official endorsement in 2014 and 2015.

Members

The Steering Committee will comprise Pacific Island Country and Territory representatives from the SPREP Meeting, the SPC CRGA, the Regional Disaster Managers Meeting (RDMM), the Pacific Climate Change Roundtable (PCCR), the Pacific Meteorological Council (PMC), the Forum of Economic Ministers Meeting (FEMM), and a representative from the French Territories. These members will be expected to jointly represent the interest of the Pacific region.

The Chairs for the Steering Committee meetings will be selected by SC Members themselves.

Working Arrangements

The Steering Committee will be supported by a Technical Working Group.

The Secretariat of the Pacific Community (SPC), the Secretariat for the Pacific Regional Environment Programme (SPREP), the UN Office for Disaster Risk Reduction (UNISDR), the United Nations Development Programme (UNDP), the Pacific Islands Forum Secretariat (PIFS) and the University of the South Pacific (USP) will jointly facilitate the roadmap process. Representatives from these six organizations form the Technical Working Group to support PICTs in the development of the strategy and related Roadmap deliverables.

The TWG will provide support to the Roadmap process through the following activities:

- Support the development of the Steering Committee meetings' agendas
- Facilitate Steering Committee meetings
- Review and comment on all Roadmap deliverables for submission to the Steering Committee and to relevant global and regional fora, within the agreed timeframe
- Provide feedback and comments to the supporting documents (such as the TORs for the Steering Committee, the Milestones Calendar, the Engagement note, etc)
- Actively support the engagement of national stakeholders and other partners in the Roadmap process
- Actively support information and communication efforts related to the Roadmap process and especially in regards to the development of the strategy

The SPC will act as the Secretariat and will be in charge of circulating the agenda and key documents to participants before the Steering Committee meeting.

Duration

Following approval from the Steering Committee, SPREP and SPC will submit the Roadmap deliverables for endorsement at:

- The Pacific Platform for DRM, 2014
- The out of session Pacific Climate Change Roundtable, 2014
- The SPREP Governing Council, 2014
- The SPC CRGA, 2014
- The Joint Meeting of the Pacific Platform for DRM and Pacific Climate Change Roundtable, 2015

PIFS will then submit them for approval by Pacific Leaders at the Pacific Islands Forum, 2015.

These documents will also be presented for information to relevant committees and fora and will be disseminated in accordance with a communication and information strategy.

The Steering Committee will be active until December 2015.

Tentative Planning of Steering Committee meetings:

1st SC meeting: 13th September 2013 in Apia (back to back with the SPREP Governing Council).

2nd SC meeting: December 2013

3rd SC meeting: 1st Quarter 2014

Additional SC meetings will be convened in 2014 and 2015 as required

Management Structure for the Roadmap process

