MEDITERRANEAN ACTION PLAN

First Meeting of the Executive Coordination Panel

Athens, Greece, 26-27 February, 2008

DRAFT TERMS OF REFERENCE
OF THE EXECUTIVE COORDINATION PANEL

UNEP/MAP
Athens, 2008
Background

The 15th Meeting of the Contracting Parties to the Barcelona Convention (Almeria, Spain 15-18 January, 2008) approved the Governance Paper which provides inter alia for the setting up of an Executive Coordination Panel (ECP) to enhance accountability, collaboration and coordination across the MAP system. The ECP formalises the meetings of the RAC Directors and Coordinating Unit Officials albeit with a wider mandate.

Mandate

Taking into account the goals and principles outlined in the Action Plan for the Protection of the Marine Environment and the Sustainable Development of the Coastal Areas of the Mediterranean adopted in 1995, as well as in the Governance paper approved by the Contracting Parties during their 15th meeting in Almeria, Spain, considering also the terms of reference of the Regional Activity Centres as outlined in the respective Protocols or Host Country Agreements, the Executive Coordination Panel is mandated to ensure the implementation of good governance across the MAP system especially in terms of coordination, approaches to actions as well as the operational structure.

Objectives

In fulfilling its mandate, the ECP shall have the following objectives:

1. To draft the objectives, goals and strategic directions of the Mediterranean Action Plan and its priorities on the basis of the Convention, Protocols, MSSD and regional policy and operational strategies adopted by the meetings of the Contracting Parties;
2. to draft the biannual and five years rolling programmes of work of MAP and the respective programme budgets ensuring synergy and complimentarity among and between activities of MAP components;
3. to promote inter-linkages, encourage timely and relevant exchange of information on specific issues and compatibility of different approaches to achieve common objectives;
4. to advise and develop progress monitoring tools for the MAP system as a whole;
5. to provide a forum for brainstorming on relevant policy issues and providing advice to the Secretariat and the RACs on the methods and means to tackle operational issues;
6. to review and update, as necessary, the MAP information and communication policy;
7. to establish ad hoc groups, composed of RACs and Coordinating Unit officials or external experts for the purpose of addressing specific issues with a precise mandate;
8. to review the status of implementation of the Programme budget and work and decisions of the Meetings of the Contracting Parties and propose necessary measures and actions to their successful and timely implementation;
9. to undertake discussions and debate on strategic developments and or important and newly emerging specific issues of Mediterranean environmental concern in order to propose to the Bureau and to the meetings of the Contracting Parties a coherent platform for joint action and cooperation with other concerned actors and initiatives at the regional and international level;
10. to approve the report of the ECP meetings for submission to the Bureau for information;
11. to follow the implementation of the Governance paper with a particular focus on the:
a) preparation of a Resource mobilization plan and its regular update
b) preparation and where appropriate, revision of the Host country agreements in respect of the RACs;
c) preparation of Terms of References for each RAC and MEDPOL.

Membership

The members of the ECP shall be the Coordinator, the Deputy Coordinator, the Coordinator of MEDPOL and the Directors of the Blue Plan, SPA/RAC, PAP/RAC, CP/RAC, INFO/RAC and 100 Historic Sites. In case they are unable to attend the meeting, their deputies shall represent the members of the ECP. Other officials from the Coordinating Unit and the RACs may be invited to attend the ECP.

The meetings of the ECP shall be chaired by the Coordinator and, in his absence, by the Deputy Coordinator. The Coordinating Unit will provide the secretariat for the meetings of ECP.

Modus operandi

The members of the ECP will meet regularly, four times a year, once in January, April, July and October on dates to be agreed upon in advance. Each meeting shall last for two days and shall function in a results-driven, flexible and cost-effective manner. In the interim periods, the ECP members will maintain constant communications among themselves, using modern telecommunication technologies.

The ECP shall meet in the premises of the Coordinating Unit in Athens and in the premises of the different Centres on a rotation basis. The members of the ECP shall decide on the dates and venue of the next meeting at the end of each meeting. The Secretariat of the Centre hosting the meeting of the ECP shall provide the conference facilities, including interpretation service into French and other secretarial support. Travel and accommodation costs will be borne by the ECP members themselves.

Reporting

The ECP will draw up a report of its deliberations and decisions. It will be in telegraphic and point form and will be approved at the end of each meeting of the ECP. The report will then submitted to the Bureau for information. The reports of the meetings of the ECP shall be published on the MAP website and shall be circulated among MAP Focal Points.