

sustainable development commission

**2007 Sustainable Development
Action Plan Progress Report**

Foreign & Commonwealth Office
With SDC Commentary

November 2007

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FOREIGN & COMMONWEALTH OFFICE'S SELF-ASSESSMENT SUMMARY

This is a summary of FCO's progress report; the full version begins on page 7.

The purpose of the Foreign & Commonwealth Office (FCO) is to work for UK interests in a safe, just and prosperous world. This remit covers reducing the risk of international terrorism, promoting UK economic interests in a global economy and promoting sustainable development underpinned by democracy, good governance and human rights. The SDAP covers the FCO and its Executive Agency FCO Services.

Progress against actions: 82% of actions were reported as complete or on target.

Embedding sustainability

- GOVERNANCE, MONITORING & REPORTING

- POLICIES
- PEOPLE
- OPERATIONS

1	2	3	4	5	6	7	8	9	10
Starting out		Some progress			On course			Fully integrated	

Procurement – Flexible Framework

- POLICY, STRATEGY & COMMUNICATIONS
- PROCUREMENT PROCESS
- ENGAGING SUPPLIERS
- MEASUREMENTS & RESULTS

- PEOPLE

Not met Level 1	Level 1	Level 2	Level 3	Level 4	Level 5
-	Foundation	Embed	Practice	Enhance	Lead

SDC'S SUMMARY COMMENTS

This is a summary of SDC's commentary; the full version begins on page 4.

Overall, FCO has reported fair progress against its SDAP. However, FCO needs to provide more detailed commentary and further examples to support the ratings chosen in its self-assessment, particularly in areas relating to procurement and embedding sustainability.

Strengths:

- Good progress was made on most of the numerous targets in the Action Plan
- New strategic priorities centred on climate security and sustainable developments were introduced.

Weaknesses:

- Progress is hard to ascertain in some instances as no specific timeframes for completion were set
- In embedding sustainability several important criteria for each assessment area were neglected and greater evidence required.

Challenges for next year's SDAP progress report:

- Report how FCO has assessed the SD impacts of its actions, and how SD is considered in policy making decisions (e.g. Impact Assessments)
- Report details of the systems in place to measure, monitor and report progress on the SDAP and on sustainable development in general.

INTRODUCTION

Government has made it clear that it wants the public sector to be a leading exponent of sustainable development (SD). The UK SD strategy, *Securing the Future*,¹ requires all central government Departments and their Executive Agencies (EAs) to produce Sustainable Development Action Plans (SDAPs) and report progress on them regularly. An SDAP sets out the strategic actions that the organisation intends to take to integrate sustainable development into its decision-making and everyday operations. It thereby helps the organisation make its required contribution to the delivery of the Government's commitments and goals set out in *Securing the Future*.

Securing the Future also empowers the Sustainable Development Commission (SDC) to act as the Government's watchdog for sustainable development. This includes "scrutinising and reporting on Government's performance on sustainable development".

Most Departments published their first SDAP in 2006. These plans contained commitments for 2006/07, and the SDC is now reporting on progress made by Departments against those commitments.

The purpose of progress reporting is three-fold:

1. To see what progress had been made against the first plans
2. To encourage Departments and others to evaluate the quality, purpose and contribution of their SDAPs, as well as the individual actions and policies, in regards to the UK's SD goals
3. To strengthen the quality of future SDAPs and reporting by identifying strengths, weaknesses and priority areas for improvement.

To help Departments and EAs produce quality progress reports, the SDC designed a self-assessment guidance tool. The tool covers the following areas:

- **Progress against actions:** Report progress against 2006/07 commitments and against any significant actions that did not feature in the original SDAP

¹ *Securing the Future - Delivering the UK Sustainable Development Strategy*, HM Government, March 2005.

- Consider the impact of actions and the contribution these actions would make to the SD "shared priorities for immediate action"² (from here on referred to as the "SD shared priorities")
- **Embedding sustainability:** Consider how well SD had been embedded into policies, people, operations and reporting mechanisms
- **Procurement:** Gauge progress on sustainable procurement against the criteria in the Flexible Framework³ or a suitable alternative
- **Taking stock:** Identify what had helped and hindered the organisation in delivering its SDAP.

The Foreign & Commonwealth (FCO) produced a new SDAP in January 2007, and have chosen to report progress against this new plan rather than its predecessor. FCO's Progress Report therefore covers progress made between January and August 2007. This report comprises the SDC's commentary, followed by FCO's full progress report.⁴

The SDC's commentary evaluates the progress reported by FCO, as well as the quality of its self-assessment.⁵ All ratings/levels reported are the organisation's own judgement of performance, and there was no process of external verification by the SDC.

The commentary does not review the content of the original SDAP. As such, comments should not be taken as an endorsement of actions and policies pursued. The SDC has already commented on Departments' first SDAPs and provided summarised assessments in the 2006 report *Off the Starting Block*.⁶

² The SD shared priorities for immediate action, as outlined in *Securing the Future*, are: sustainable consumption and production, climate change and energy, natural resource protection and environmental enhancement, and sustainable communities.

³ *Procuring the Future*, Defra, June 2006 – see Section 2 for more details.

⁴ Progress reported on 'UK International Priorities: The FCO Sustainable Development Action Plan', January 2007

⁵ Please see SDAP Progress Report methodology paper – www.sd-commission.org.uk.

⁶ *Off the Starting Block*, Sustainable Development Commission, November 2006.

SDC'S COMMENTARY

Progress against actions

FCO reported good progress against the actions in its 2007 SDAP.

- FCO considered that its actions as a whole made a good contribution to the SD shared priorities
- 82% of actions were reported as complete or on target, including more than half of those with high impact ratings (3 and 4)
- Evidence was provided against all actions, and was readily available in most instances
- Where targets were not met reasons were provided.

Many actions were reported as ongoing, although were in fact complete. For example, FCO's objective of building support for the UK position within the International Whaling Commission, and of ensuring the continuation of a moratorium on commercial whaling is acknowledged in FCO's commentary as being complete in terms of the SDAP timeframe, yet is classed as ongoing. If written properly this action should have been considered "complete".

Some good progress was reported, for example:

- The bi-monthly SDnews was circulated to all FCO staff, and the SDNet website was given wider expansion and publicity within the department
- The installation of 60 video conferencing screens in the diplomatic network to reduce travel was implemented
- FCO undertook joint-management of Defra's International Sustainable Development Funding project, alongside the Tropical Forest Trust.

FCO did not provide commentary for some of the actions in the SDAP. For example:

- On efforts to encourage staff to make a voluntary contribution from their travel budgets to offset travel emissions the SDC would have liked to see commentary regarding the progress against this action.

- On the commissioning of work from stakeholders on a case by case basis, for example to provide policy advice, SDC would have liked to see some commentary on the usefulness of this work, and how it has been integrated into FCO's SD policies.

The SDC would expect some commentary for all of the actions within the action plan.

On some actions, for example the development of staff knowledge of the range of live projects being pursued with stakeholders in order to further identify opportunities, FCO provided no rationale for the judgements made. On others it did not include specific deadlines for achievement, yet listed them as "behind target" or "recoverable".

Finally, the SDC would expect to see some rationale for the impact ratings selected for each action.

Embedding sustainability

FCO reported that it is "on course" towards embedding sustainability into *people, policies and operations*, and had made "some progress" in embedding SD in *governance, monitoring and reporting*.

However, on *policies*, FCO did not provide commentary relating to all the criteria in the self-assessment tool, and therefore progress was difficult for the SDC to assess. For example, the SDC would have liked to see more evidence of how FCO's sustainability strategy fits in with the UK SD Framework and the Government's SD principles as featured in *Securing the Future*. The SDC would also have liked to see more evidence of how SD policy was embedded into country business plans.

However, some good evidence of progress was reported:

- A new strategic priority for climate security was introduced
- FCO worked with Defra to increase the level of bilateral SD co-operation with G8+5 countries

- Appointment of climate change specialists, including a Special Representative on Climate Change.

On *people* FCO showed some evidence of how it has embedded sustainability into its core vision, through a new strategic priority for climate security. FCO also provided good evidence on embedding SD into its internal communications through information for overseas attachés and seminars to raise awareness of SD issues and climate change. Overall, however, the SDC felt that several important issues were not fully explored in the progress report, and that there was not enough evidence to justify the level selected. In particular, the SDC would like to see more detailed information on the following in future progress reports:

- Training and development
- Recruitment
- Volunteering and fundraising.

On *operations* the SDC would also have liked to see more commentary on how FCO was working to increase recycling and energy efficiency in its buildings, an area highlighted for improvement in the 2006 SDiG.⁷ While it was encouraging that BREEAM standards were applied to FCO new builds or extensive refurbishment projects, FCO did not discuss important aspects of operations such as:

- Energy, water, waste and biodiversity
- Details of any Environmental Management Systems (EMS).

FCO reported some difficulty in measuring the level of positive social impact, and in achieving structured meetings between key SD staff, due to the wide ranging nature of SD targets. The SDC would have liked to see further explanation of what the difficulties in measuring social impact were, and how FCO hoped to overcome them.

In *governance, monitoring and reporting* details of reporting or monitoring mechanisms relating to embedding sustainability were not given. Progress was made towards good SD governance however, for example through an annual EMS review meeting chaired by the Director of Global Issues in

⁷ *Sustainable Development in Government*, Sustainable Development Commission, February 2007

order to link policy and operations. The Director of Global Issues also consulted stakeholders and staff in advance of drafting the new SDAP.

Overall, FCO reported fair progress in the area of embedding sustainability. However greater discussion and evidence relating to all criteria is required in future reports. The SDC hopes that it will build on this in its new SDAP.

Procurement

FCO reported fair progress against the flexible framework, initiating measures that will hopefully encourage further embedding of sustainable procurement into the department.

For people, FCO reported it had reached the 'embed' level of the Flexible Framework. For policy, strategy & communications, procurement process, engaging suppliers and measurements and results FCO reported it had reached 'foundation' level. For people, procurement process and policy, strategy & communications FCO gave good examples to support how it had met the required criteria. For example:

- Sustainable procurement policy was included in FCO's main procurement policy manual to which all FCO staff have access on-line
- Contract terms and conditions included sustainability clauses and were subjected to audit
- A session on sustainable procurement was included in FCO's in-house 'introduction to procurement' course.

However, the SDC felt that the self-assessment for Measurement and Results did not provide sufficient examples to support the rating chosen, and as such did not provide a reliable indication of progress in this area. Furthermore, on people, there was no mention of specific sustainable procurement training with the 2006/07 financial year. Therefore the SDC does not feel that the "embed" level is justified.

Overall, many of the criteria in SDC's self-assessment guidance tool were not referred to in this section, and FCO may have found that the levels reported were difficult to justify.

Taking stock

FCO felt that strong commitment by senior managers, and the leverage provided by the Global Opportunities Fund had been invaluable. However, FCO also felt it had been hindered in its work because of political developments out of its control, and because of the wide-ranging nature of targets in the action plans that made structured engagement with stakeholders difficult. The SDC would have liked to see more explanation of the specific difficulties experienced, and how FCO hoped to overcome them.

FCO uses country business plans to record how the work of posts sits in line with strategic SD priorities, and an evaluation form is required at the end of each GOF project. The SDC would also expect to see a pre-implementation assessment, to ensure that the mitigation of potential risks has been optimised.

The SDC was pleased that activities are owned by different teams within FCO. SDC also welcomes the creation of an additional list of broad aims to help mainstream and consolidate long term objectives.

Summing up

FCO were unclear about the scope of their progress report, as it was stated as relevant to only FCO and FCO Services, yet the Wilton Park Executive Agency was also listed as having responsibility for some actions.

Overall the SDC felt that FCO reported fair progress on their SDAP. However, the SDC would have liked to see more evidence relating to the criteria provided in the self-assessment tool, to support the levels selected for embedding sustainability and sustainable procurement.

**2007 Sustainable Development
Action Plan Progress Report**

**Foreign & Commonwealth Office's
Self-Assessment**

24th August 2007

1 EMBEDDING SUSTAINABILITY

FCO was asked to consider whether the activities arising from its SDAP enabled it to capture the opportunities of sustainable development for its customers, partners and staff and, if so, how.

Regarding the work programme outlined in its SDAP, and based on progress towards actions, FCO rated itself out of 10 for its

performance on embedding sustainable development in its:

- Policies
- People
- Operations (i.e. operations policy)
- Governance, monitoring and reporting.

The following scale was used:

1	2	3	4	5	6	7	8	9	10
Starting out		Some progress			On course			Fully integrated	

FCO's response

Level: 6	Policies: On course	FCO's comments in support of this rating:
<p>Criteria:</p> <ul style="list-style-type: none"> • Much alignment of policy with Government SD Strategy, UK Framework and related guidance • Much joining-up policy goals under the SD umbrella • Much signalling of SD in external partnerships and relationships • Much embedding SD in policy approval processes / Regulatory Impact Assessments (RIAs) • Much effective stakeholder engagement • Much building SD capacity among delivery partners 		<p>Sustainable development forms a core part of FCO's policy work. FCO's strategic priorities, which include sustainable development (priority 7) and climate security (priority 6) form the backbone of our activities. Our network of Posts overseas has sustainable development and climate change policy embedded in their country business plans. Drafting and reviewing the SD Action Plan has helped us to see how much work FCO is carrying out under the SD umbrella. Whilst Global and Economic Issues Directorate owns the policy on SD and climate change, it is clear from the list of 94 actions in the Action Plan that SD work is embedded throughout the organisation's activities overseas. Our work on the SDDs in partnership with Defra has raised the level of bilateral sustainable development co-operation with the G8+5 countries. We expect this will continue as workplans develop and the Dialogues mature. Through the GOF (not just the sustainable development GOF but the climate change and economic governance funds as well) we build capacity in priority countries to deliver effective sustainable development outcomes.</p>
<p>www.sd-commission.org.uk</p>		 Sustainable Development Commission

Level: 6	People: On course	FCO's comments in support of this rating:
<p>Criteria:</p> <p>SD is greatly reflected in:</p> <ul style="list-style-type: none"> • Core vision and values • Training and development (e.g. core skills, induction, leadership development) • Performance management (e.g. competency framework) • Recruitment • Career planning and placements • Internal communications • Volunteering • Fund raising 		<p>FCO has made good progress in this category. Last June, the then Foreign Secretary introduced a new strategic priority for climate security, which has meant that all of our Posts are now working (at varying levels – of course) towards this goal. There were extensive discussions on Posts' work towards climate security during the 2007 Leadership Conference (annual conference for all Heads of Mission) demonstrating high level commitment to achieving this strategic priority. Furthermore, Global and Economic Issues Directorate has a small network management and communications team. The team disseminates information to sustainable development and climate and energy attachés overseas, the team also organises regular training and put together sustainable development and climate change awareness raising seminars for all officers working in London. Sustainable Development and Business Group and the communications team, have redeveloped the SDNet and the SDNews bulletin to give FCO staff access to information on SD issues. As FCO's work on climate change issues has grown. We have begun to recruit more specialists; this includes the appointment of a Special Representative for Climate Change – John Ashton.</p>

Level: 6	Operations: On course	FCO's comments in support of this rating:
Criteria: Much structure around the Framework for Sustainable Development on the Government Estate including elements such as: <ul style="list-style-type: none"> • Management systems (e.g. EMS) • Energy, water, waste (resource efficiency, recycling etc.) • Travel • Sustainable procurement (e.g. efficient, green, fair, local, healthy) • Construction and refurbishment. • Biodiversity • Positive social and community impact 		We apply BREEAM for any new build or major refurbishment work. There is an established EMS. Work on minimising travel is ongoing; this includes plans to install an additional 60 video conference suites in embassies in order to cut down on the need for travel. We find it difficult to measure levels of positive social and community impact; some embassies carry out a lot of work for the local community others because of security concerns or other reasons, may not have similar opportunities.

Level: 5	Governance, Monitoring and Reporting: Some progress	FCO's comments in support of this rating:
FCO rated itself based on how it felt it is progressing on creating and embedding the appropriate mechanisms and processes to record and report progress of SDAPs, and sustainable development generally. This was a subjective assessment, with no pre-defined criteria.		The reporting mechanisms for operations and procurement are very good. The EMS recently held its annual review meeting, chaired by Director, Global Issues, the aim being to make a link between policy and operations. The policy activities within the action plan are wide ranging and demonstrate that FCO is making good progress towards mainstreaming SD principles. However, it also means that regular meetings with everyone responsible for delivering the Action Plan are hard to arrange. SD Team hold regular ad hoc meetings/consultations with political and thematic teams/desk officers and are planning a bigger internal consultation in advance of drafting the next SDAP. Director Global Issues has also consulted stakeholders, which will feed into this internal discussion.

2 PROCUREMENT

Procurement is an area of key importance to delivering sustainable development. Sustainable procurement (policy, processes and operations) should be embedded into all areas of organisations, and should be incorporated in the whole SDAP process.

The Flexible Framework (detailed in *Procuring the Future*⁸) identifies 5 key themes which are, in effect, the key behavioural and operational change

programmes that need to be delivered in each public sector organisation to deliver sustainable procurement. For each theme, compliance criteria for five levels are detailed.

For each theme in the Flexible Framework, FCO identified the level it had reached, and provided information in support of this self-assessment.

⁸ *Procuring the Future*, The Sustainable Procurement Task Force National Action Plan. Department for Environment, Food and Rural Affairs, June 2006.

FCO's response

PEOPLE	
Level 2: EMBED	
<p>Criteria: Sustainable procurement champion identified. Key procurement staff have received basic training in sustainable procurement principles. Sustainable procurement is included as part of a key employee induction programme.</p>	<p>FCO's comments: Staff who are occasional procurers and where procurement therefore forms a small part of their job attend an in-house 'introduction to procurement' course. With effect from April 2007 this includes a session on sustainable procurement. Staff occupying designated or key designated slots study for Certificate of Competence or MNIPS at the National School of Government and therefore sustainability is part of the syllabus. They also keep up to date through continuous professional development.</p>

POLICY, STRATEGY & COMMUNICATIONS	
Level 1: FOUNDATION	
<p>Criteria: Agree overarching sustainability objectives. Simple sustainable procurement policy in place endorsed by CEO. Communicate to staff and key suppliers.</p>	<p>FCO's comments: Sustainable procurement policy is included in FCO's main procurement policy manual to which all FCO staff have access on-line. FCO's external website, accessible by suppliers, includes information on FCO's approach to procurement and includes information on environmental and SME issues and informs suppliers that contract-specific environmental issues (that suppliers need to be aware of) are included in ITTs.</p>

PROCUREMENT PROCESS

Level 1: FOUNDATION

Criteria:

Expenditure analysis undertaken and key sustainability impacts identified. Key contracts start to include general sustainability criteria. Contracts awarded on the basis of value-for-money, not lowest price. Procurers adopt Quick Wins.

FCO's comments:

Contract terms and conditions include sustainability clauses and have recently been subject to audit. Quick wins standards are published in the procurement manual and procurement policy is to award contracts on the basis of value-for-money taking into account whole life costs. Sustainability is increasingly taken into account.

ENGAGING SUPPLIERS

Level 1: FOUNDATION

Criteria:

Key supplier spend analysis undertaken and high sustainability impact suppliers identified. Key suppliers targeted for engagement and views on procurement policy sought.

FCO's comments:

Supplier and commodity/category spend analysis undertaken. Project initiated to optimise procurement across FCO, which will include the development of supplier engagement strategies.

MEASUREMENTS & RESULTS

Level 1: FOUNDATION

Criteria:

Key sustainability impacts of procurement activity have been identified.

FCO's comments:

Limited progress in this area due to lack of resources. FCO's procurement Optimisation Project identifies increased resource to develop progress against the Flexible Framework in general. At present Sustainable Procurement at a policy level is covered through approx. 5-10% of the Deputy Head of Procurement's overall responsibilities.

3 TAKING STOCK

SDC asked FCO a series of questions designed to reflect on the success, barriers and progress of its SDAP, and to identify what helped or hindered. FCO's responses to these questions are detailed below.

1. What has helped your organisation to deliver its SDAP? e.g., capacity, funding, culture, leadership, policies, procedures and/or organisational arrangements.

The role of FCO leadership and FCO policies has been important. The introduction of strategic priority six not only raised awareness of climate change but of environment issues more broadly. The commitment shown by ministers and senior management to working towards a global deal on climate change has been a great asset in helping us to mainstream sustainable development principles throughout the office. For delivery of the SDAP at Posts, the Global Opportunities Fund (GOF) has been invaluable. The three key funds are the sustainable development, climate change and energy and economic governance funds. All of these work towards exacting real change on the ground and offer our embassies excellent leverage for pushing forward priority issues such as sustainable forest management or low carbon economies.

2. What has hindered the delivery of your SDAP? e.g., capacity, funding, culture, leadership, policies, procedures and/or organisational arrangements.

Areas of the SDAP where progress is indicated in RED are all the result of activities and political developments outside of our control (e.g. change of government in Sweden led to a U-turn on PP10). This happens in foreign policy and, where possible, we negotiate to find ways through to achieving our goals or reaching a compromise. We would also have liked to have had more time free to engage with our stakeholders in a structured way; focusing specifically on the SDAP. We are confident that this will happen in the second half of the year now that we are making good progress on this year's SDAP and as we begin to look for guidance on drafting the next one.

3. What information do you hold and collect relating to the sustainable development impact of your organisation's overall policies/projects/activities? e.g., Regulatory Impact Assessments (RIA).

FCO carries out little legislation so RIAs are rare and don't reflect the overall work/policies of the Office. We try to ensure that sustainable development is included in Posts' work through country business plans. Each Post must draft their business plans along the lines of strategic priorities, which includes strategic priority six (climate change) and seven (sustainable development). For projects, the Global Opportunities Fund required that all projects are sustainable. This not only means that the projects need to have a positive impact on the local communities and the environment but it also means that they need to demonstrate long-term sustainability too. All GOF project implementers are required to fill in an evaluation at the end of each project in order that Programme Managers can keep track of this.

4. Were there any key updates/changes to your 2005/06 SDAP? Please briefly list.

This SDAP is more comprehensive, reflecting our ambition to mainstream SD principles throughout the office. It includes actions for a number of different FCO departments not just Sustainable Development and Business Group or the Environmental Estate Management Team. We have also found it useful to have a clear set of broad aims (in addition to the 94 specific actions) and guidelines on how we expect to achieve the aims. It helps us to be more strategic in our daily work.

4 PROGRESS AGAINST ACTIONS

The tables that follow report FCO's progress against specific actions in its 2007 SDAP. The table was designed by the SDC as part of the self-assessment tool for departments, and encourages critical assessment of the value of each action, as well as the progress achieved.

Progress is represented using a RAG+ Analysis (red, amber, green, +blue) (column E), and provides a subjective indication of the completion of an action towards its stated objectives:

- **Complete** indicates that an action is complete, and the associated output/outcomes fully realised
- **On target** indicates the action is incomplete in one or more aspects, but is still on target
- **Recoverable** indicates that an action is behind target, but recoverable
- **Behind target** indicates that an action is far behind target and that recovery is unlikely.

Column F details evidence to verify the reported progress made, such as:

- Published strategies, policies, Bills, guidance, literature
- Objective performance measures, indicators and associated sources of data
- Reports of events, particularly outcomes and next steps
- Auditable correspondence
- Auditable activities.

In column G, FCO reported whether this evidence is readily available for scrutiny by the SDC.

While each action is important in itself, the aim of the SDAP is to help organisations fulfil their contributions to the government's wider sustainable development priorities for

immediate action, as set out in its 2005 strategy, *Securing the Future*.⁹ These are:

- Sustainable consumption and production
- Climate change and energy
- Natural resource protection and environmental enhancement
- Sustainable communities.

Column H contains FCO's critical assessment of how each action impacts on these priority areas, using a scale of 1-4 (see table below).

Column H Level	Contribution of action to one or more of the priority areas
1	Zero or small
2	Fair
3	Good
4	Outstanding

⁹ *Securing the Future – Delivering the UK Sustainable Development Strategy*, HM Government, March 2005.

FCO's self-assessment of progress towards SDAP actions

A	B	C	D	E	F	G	H	I
Ref	Action	Target	Responsibility	Progress (RAG analysis)	Evidence/ crosscheck used to measure action	Readily available?	Impact (1-4)	Comments
1	Continue to encourage countries to comply with Rio Principle 10 and support implementation through The Access Initiative (TAI) and the Partnership for Principle 10 (PP10)	Ongoing	Sustainable Development & Business Group	Ongoing	Egram Letter to Brazilian MFA	✓	4	<p>We continue to work closely with government partners through Posts, with WRI (World Resources Institute) and others to promote P10. For example, lobbying egram sent in April to Abuja, Bangkok, Berne, Canberra, Copenhagen, Dublin, Kuala Lumpur, Lisbon, Oslo, Pretoria, Rome, Washington, Wellington and Yaounde. As a result of this effort, the government of Cameroon have just announced their intention to join PP10.</p> <p>Written to Brazilian MFA in December 2006 giving further details on PP10 membership.</p>

2	Secure the commitment of another developed country to join PP10 by the end of March 2007	March 2007	Sustainable Development & Business Group	Behind Target	Swedish election held September 2006 Lobbying Egram	✓ ✓	4	We had worked closely with the Swedish government and expected them to join PP10 in late 2006/early 2007. However, the September 2006 election brought a change of government and a change in policy direction. Sweden's membership plans are now on hold. We are still working closely with the Norwegians (a senior official visit to Oslo later this year will address PP10 among other things).
3	Use the Global Opportunities Fund (GOF; paragraph 3.9) SD Programme to build capacity on environmental governance from the local to the national and regional level	2 GOF SD bidding rounds per year	Sustainable Development & Business Group	Ongoing	GOF bids for 2007 now approved. GOF SD Egram	✓	4	The new GOF Sustainable Development strategy for 2007-08 includes environmental democracy as a priority theme.

4	Explore with DEFRA, DFID, and other stakeholders, including civil society and the private sector, ways to work more closely together to promote good environmental governance in support of Rio Principle 10.	Ongoing	Sustainable Development & Business Group	Ongoing	Correspondence between WRI and DFID	✓	2	Support for WRI's proposal for funding from DFID's Global Transparency Fund. Written to Holy See Roman Catholic faith organisation Caritas to suggest sharing experiences on access to information and justice.
5	Work with DEFRA and the Royal Institute of International Affairs (RIIA; Chatham House) to support the High Seas Task Force in its efforts to combat illegal, unregulated and unreported (IUU) fishing (www.illegal-fishing.info)	Ongoing	Sustainable Development & Business Group	Ongoing	FCO continues to engage with DEFRA and Chatham House on this issue. FCO staff attended the last IUU Programme Board meeting in May and FCO also attended the 3rd Consultative Meeting held at Chatham House also in May.	✗	4	DEFRA, DFID and FCO continue to examine ways to ensure the UK Overseas Territories are fully engaged in the fight against IUU fishing.

6	Support DEFRA in building and maintaining support for the UK position within the International Whaling Commission (IWC) by lobbying existing members and recruiting like-minded countries into the IWC. Help ensure that the moratorium on commercial whaling continues and promote whale watching as the only sustainable and profitable use of whales as a resource	Ongoing. May 07: IWC in Anchorage, USA,	Sustainable Development & Business Group	Ongoing	IWC egrams	✓ (but some Egrams may be classified)	3	Complete for this year – objectives achieved at IWC 2007. Now preparing for IWC 2008.
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7	Build support for regional Forest Law Enforcement and Governance (FLEG; www.illegal-logging.info) processes by continuing to encourage large timber importing and exporting countries such as China, Russia and Japan to contribute to the Europe and North Asia FLEG process; and by working with Brazil to support regional and international measures on sustainable forest management and law enforcement	Ongoing	Sustainable Development & Business Group	Ongoing	Workplan/ workstream documents for the sustainable development dialogues	✓	4	<p>Sustainable forest management forms a large part of our work with most Sustainable Development Dialogue countries (Brazil, China, India, Mexico). Defra's International Sustainable Development Funded project (helping Chinese wood product producers achieve market demands for legal and sustainable timber) is implemented by the Tropical Forest Trust/Timber Trade Federation and jointly managed by FCO.</p> <p>Following a meeting in February with BE Moscow, Defra, DFID and Forestry Commission, agreement that Russian forest experts visit FC this year under UK-Russia MoU on Environmental Protection. This visit has now been completed.</p>
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8	Support the work of DFID and DEFRA in delivering the EU's Forest Law Enforcement, Governance and Trade (FLEGT) Action Plan by promoting governance and capacity-building and developing Voluntary Partnership Agreements (VPAs) with timber producing countries, with at least one VPA agreed by April 2007	April 2007	Sustainable Development & Business Group	Recoverable	Correspondence showing agreed GOF funded consultants in Indonesia.	✓	4	VPA negotiations well underway in Cameroon, Ghana, Indonesia and Malaysia. Liberia and DRC expected to agree to start VPA process this year. DFID/FCO to initiate joint FLEGT activities in Indonesia by funding consultants based at the Embassy.
9	Support DFID and DEFRA in ensuring that the G8 commitments on illegal logging agreed at Gleneagles in 2005 are taken forward. Build on the 2006 review of these commitments; lobby in the G8; and work with the German and Japanese G8 presidencies in 2007 and 2008 – in particular through the pre-summit meetings on illegal logging – to monitor progress	Ongoing	Sustainable Development & Business Group	Ongoing	G8 Communique Report of March preparatory meeting in Tokyo	✓	4	G8 Summit Heiligendamm communiqué agreed that support for existing processes to combat illegal logging as part of the agreement to reduce emissions curbing deforestation should continue. Japan to agree that Illegal Logging will become a priority theme during their G8 Presidency. Preparatory meetings in March and December with G8 experts to decide topics.

10	With DEFRA, DFID and other stakeholders, take forward the recommendations of the Stern Review, including working with appropriate international frameworks to reduce deforestation; undertaking large-scale international pilot programmes; and leveraging the knowledge and expertise of the private sector and civil society	Ongoing	Sustainable Development & Business Group/ <u>Climate Change & Energy Group</u>	Ongoing	G8 Communique World Bank proposal establishing Global Forest Carbon Facility	✓	4	G8 Summit agreed that World Bank should initiate pilot projects to build capacity, creating and testing performance based instruments to reduce emissions from deforestation.
11	With DFID and other stakeholders, including civil society and the private sector, develop ways to work more closely together to promote sustainable management and use of natural resources in support of livelihoods and environmental protection, with a particular focus on sustainable forestry and the global timber trade	Ongoing	Sustainable Development & Business Group	Ongoing	TFT project reports. Project bidding form for Heart of Borneo action plan implementation.	✓	4	Tropical Forest Trust project helping Chinese wood product producers achieve market demands for legal and sustainable timber is implemented by the Tropical Forest Trust/Timber Trade Federation and jointly managed by FCO. Working with WWF to devise an action plan for the governments of Malaysia, Indonesia and Brunei to implement in the Heart of Borneo following tri-government declaration in February 2007.

12	<p>Promote the revised UK Strategic Priorities for UNEP, focusing on the Bali Strategic Plan for Technology Support and Capacity building and the Cartagena package of international environmental governance reforms at the annual UK-UNEP bilateral meeting, Governing Council sessions, and discussions of the Committee of Permanent Representatives in Nairobi</p>	<p>Feb 07: UNEP Governing Council</p> <p>May 07: UK-UNEP bilateral</p>	<p>Sustainable Development & Business Group</p>	<p>Ongoing</p>	<p>FCO's SD Team members' attendance at UNEP Governing Council and UK-UNEP bilateral to discuss work on UNEP Priorities.</p>	<p>✘</p>	<p>4</p>	<p>FCO supported Defra in ensuring positive Governing Council outcomes in February 2007. In particular, FCO worked to ensure a decision was agreed to allow UNEP to continue work on its core mandate of monitoring the State of the Environment (against tough US opposition).</p> <p>The UK-UNEP bilateral took place in June 2007. FCO encouraged UNEP's proposed climate change strategy in response to new UK government priorities. Also encouraged UNEP to continue to work on environmental mainstreaming through the development of the "One-UN" pilots.</p>
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13	Engage in consultations on reforming the UN's environmental activities, following-up on the 2005 UN World Summit Outcomes, to ensure that the General Assembly considers proposals for strengthening UNEP	Ongoing	Sustainable Development & Business Group	Ongoing	Copy of the EU contribution to the NY co-IEG Chairs.	✓	3	FCO staff contributed to ongoing discussions in the EU and NY on international environmental governance reform. The UK spearheaded the creation of the EU contribution to the Co-Chairs of the NY Group. FCO also took part in an HMG event with key stakeholders to discuss priorities for IEG reform.
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14	<p>Work for reform of UNEP, building on the prominence of environmental issues in the UN Secretary-General's High Level Panel Report on System-Wide Coherence (www.un.org/events/panel), including its recommendations for strengthening UNEP, as well as following-up on EU proposals for a UN Environment Organisation (UNEO)</p>	<p>Ongoing Feb 07: UNEP Governing Council</p>	<p>Sustainable Development & Business Group</p>	<p>Ongoing</p>	<p>UK membership of friends of UNEO Continued active UK role in NY Group</p>	<p>✓</p>	<p>2</p>	<p>UK joined the Friends of UNEO Group in February. FCO aim is to ensure that this Group widens discussion of the UNEO proposal to new Groups and countries. As a result, the EU has adopted a proactive approach towards involving stakeholders in the next Friends meeting (Nov 2007)</p> <p>FCO continues to work with UNEP in Nairobi, inter alia through the elaboration of it's Medium Term Strategy, to move UNEP towards a results-driven approach.</p>
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15	Building on the recommendations of the UN Secretary-General's High Level Panel on UN System Wide Coherence, explore with host governments, DFID and the wider development community how SD can be integrated into country poverty reduction strategies	Ongoing	Sustainable Development & Business Group	Recoverable	Inclusion of environment in the G14 position for the TCPR	✘	2	FCO lead on the follow-up for the environment aspects of the SWC recommendations (being discussed in NY). FCO working with DFID to consider how environment should be mainstreamed in the development of the "One UN" Pilots. Also involved in discussions on the development of a DFID Strategy for the UN.
16	Help ensure that the 15th session of the Commission on Sustainable Development (CSD) delivers action-oriented outcomes in each of the thematic cluster areas that endeavour to integrate the environment and development components of SD	May 2007	Sustainable Development & Business Group	Behind Target	Reporting on CSD15 UN DESA website	✓	4	UK joined the rest of the EU in rejecting CSD 15 outcomes in order to send a strong political signal about the importance of climate change and energy issues. The objective being to help clearly articulate the EU's expectations for robust lines/action at Bali.

17	Promote effective participation of all countries, particularly developing countries, in the work of the International Monetary Fund and World Bank	Ongoing	Sustainable Development & Business Group	Ongoing	Through our posts we support DFID and the Treasury's lobbying efforts on voting rounds etc	✓ (some Egrams may be classified)	1	
18	With DEFRA and other stakeholders, including civil society and the private sector, develop ways to work more closely together to promote international governance for SD	Ongoing	Sustainable Development & Business Group	Recoverable	Business and Trade Union Stakeholders were included in Delegations for UNEP Governing Council and CSD15. FCO arranged for African civil society leaders to meet Defra minister at CSD15 (as part of a current GOF CC project)	✗	2	

19	Support DEFRA in helping to ensure that the EU position on SD issues, including on EU environment legislation, reflects UK Priorities	Ongoing	Sustainable Development & Business Group	Ongoing	Verify with UKRep, Cabinet Office, Defra, EUDG. Completed Write-round	✓ ✗	3	The SD Team and CCEG's EU Team produce round-up letters on ministerial exchanges of correspondence (The European Policy Committee) regarding the UK's Environment policy in the EU. All such round-ups have been produced in time for deployment in Brussels.
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20	<p>Work through the EU's Green Diplomacy Network (GDN; a network of officials from the ministries of foreign affairs of the 27 EU member states; ec.europa.eu/comm/external_relations/env/gdn/index.htm) to build support among non-EU countries, for the EU's international SD objectives</p>	<p>GDN meetings: Jan 2007 July 2007 Jan 2008</p>	<p>Sustainable Development & Business Group</p>	<p>Ongoing</p>	<p>Record of GDN meeting from the Presidency. Issued demarche instructions.</p>	<p>✓ ✗</p>	<p>4</p>	<p>FCO Officials attended the GDN hosted by the German Presidency in Berlin in January 2007.</p> <p>Agreement was made on various demarches: on Climate Change a demarche based on the outcome of the Spring European Council and aiming at the preparation of the SB 26 meetings in Bonn; On Biodiversity, demarches before the respective COPs, CITES in June 2007 and CBD in May/June 2008; demarches on chemicals were also noted as possibilities.</p> <p>A demarche was issued in preparation of the CSD-15, with the High Commission in Bridgetown delivering it on behalf of the EU troika.</p> <p>SD Team officials attended the GDN meeting in Lisbon in July.</p>
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21	Contribute to the implementation of the EU's Sustainable Development Strategy (ec.europa.eu/sustainable/sds2006/index_en.htm) and help to ensure that its principles are considered in European decision-making	Autumn 2007 – Commission's review of progress	Sustainable Development & Business Group	Ongoing	Letter from David Roberts	✓	4	Head of SDBG wrote to heads of EU teams bringing their attention to the EU SDS. Informal follow-up has occurred with Mainstreamed EU officers, with a view to a more formal approach this summer. FCO officials attended an EU meeting in Berlin on the challenges facing the EU SDS.
22	Support the DEFRA-led Partners for Environmental Cooperation in Europe (PECE) initiative (a public-private partnership which funds SD projects in eastern Europe, Caucasus and central Asia; www.pece.co.uk), by helping to assess projects and seeking advice from our posts in the relevant countries	Ongoing June 07: EfE project board	Sustainable Development & Business Group	Ongoing	PECE Secretariat. Project Board Outcome notes.	✓	3	Last (November 2006) Project Assessment Board (PAB) was attended by the then head of the SD policy team. The future direction of the PECE initiative and Defra/FCO involvement is currently under review.

23	Support DEFRA in making progress under the UK-Russia Memorandum of Understanding on environment issues	Ongoing	Sustainable Development & Business Group	Recoverable	Correspondence regarding planned visit of Russian Forestry experts.	✓	2	A lack of engagement on the Russian side has led to a lull in activities, though a visit by officials from the Russian Forestry ministry, initiated from the SD Attaché at the Moscow Embassy, looks likely this year.
24	With DEFRA and other stakeholders, including civil society and the private sector, develop ways to work more closely together to better integrate SD into the EU's external policies	Ongoing	Sustainable Development & Business Group	Ongoing	Email exchange between FCO and Commission. Programme of European Sustainability Berlin 07 Conference.	✓	3	FCO has proposed an initiative (well received) on closer cooperation and collaboration between EU Member States on the external elements of the EU SDS. SD Team was represented at the European Sustainability Berlin 07 Conference in May.

25	Implement FCO's business engagement strategy up to March 2008, working with UK Trade & Investment (UKTI) to help UK companies seize opportunities overseas, with a particular focus on sectors where business, and its contacts, can act as a multiplier for achieving the Government's international priorities, including on SD	Jan 07 – March 08	Sustainable Development & Business Group	Ongoing	FCO Stakeholder Management Plan for Business	✓ (FCO Website)	1	
26	Support and promote international CSR frameworks, such as the UN Global Compact (UNGC), including by widening the circle of government donors. Help to foster UNGC local networks in key countries, such as China, including through the Global Opportunities Fund (GOF) Economic Reform Programme	Ongoing July 07: UNGC Leaders summit	Sustainable Development & Business Group	Ongoing	www.ungc-uk.net FCO website for coverage of the launch of www.ungc-uk.net	✓	2	China has now become a donor for UNGC. Representatives from across government presented to a group of East European networks to help them develop the UNGC in their countries. FCO GOF funded development of a website for the UK network of the UNGC was recently launched by FCO Minister Dr. Kim Howells.

27	With DTI and DFID, play a constructive role in the new arrangements for the National Contact Point for the Organisation for Economic Co-operation and Development (OECD) Guidelines on Multinational Enterprises	Ongoing	Sustainable Development & Business Group	Ongoing	FCONet Leaflet Powerpoint presentation and speaking notes Notes of NCP meetings	✓	1	Promotional work has already begun: NCP PowerPoint, promotional leaflet, outreach letter and website material completed. NCP case handling improved, but still slow.
28	Through the OECD and EC Investment Committees, promote and protect trade and investment legislation worldwide that is open, transparent and non-discriminatory	Ongoing	Sustainable Development & Business Group	Ongoing	SDBG representative on the OECD Committee which meets in Paris 2-3 times a year.	✓	1	The OECD Committee aims to improve and promote investment opportunities and regulatory legislation worldwide through the promotion of good practice and internationally recognised standards. The Committee includes representatives from the NGOs, the Trades Unions and the international business community.

29	Agree and implement new governance arrangements for the Voluntary Principles on Security and Human Rights, enhance the in-country process in Colombia and Indonesia, and set up an in-country group in Nigeria by April 2007. Expand participation in the Voluntary Principles at the next annual plenary in or around April 2007	April 2007	Sustainable Development & Business Group	Ongoing	VPs website: www.voluntaryprinciples.org	✓	3	Governance arrangements have been set and plenary meeting agreed to widen membership including by asking Colombia to join. But there has been a delay in setting up an in-country group in Nigeria
30	With DFID, promote transparency in the extractives sector through the Extractive Industries Transparency Initiative (EITI), achieve independent audits of EITI implementation in 11 of the 20 countries implementing EITI, and secure the commitment of at least three emerging market countries and six emerging market companies to EITI by the Heiligendamm G8 Summit in June 2007	June 2007	Sustainable Development & Business Group	Recoverable	Documentation available from the EITI secretariat in DFID.	✓	3	8 countries have reported so far, but only Nigeria has had its report audited. The only emerging market country currently supporting EITI is Mexico. So far the emerging market Companies supporting EITI are Pemex and Petrobras (Both are either on, or are alternating members of, the EITI board).

31	Support the European Commission's chairmanship of the Kimberley Process (KP) in 2007. Seek opportunities to enhance the Government Diamond Office's (GDO) service to UK business and use our business network to raise awareness of this model for dealing with conflict resources	Throughout 2007	Sustainable Development & Business Group	Ongoing	Evidence includes job description for EC secondee, copies of leaflets and GDO pages on www.fco.gov.uk/kimberleyprocess . Ghana and Romania Review Visit reports issued on time.	✓	3	12 month Secondment to EC completed. Assessment of secondment objectives is ongoing. GDO officer took part in KP Review Visit to Romania and KP Review Mission to Ghana, emphasising UK's support for the KP and EC Chairmanship. GDO information leaflets have been printed and are to be distributed to industry and the public. An overhaul of the GDO pages on FCO website has been completed.
32	Show leadership in the fight against international corruption, consulting business and civil society as a matter of course and raise awareness in the business community of the risks of corruption to society and business	Ongoing	Sustainable Development & Business Group	Ongoing	Awareness raising sessions carried out in last 12 months: with business in 5 countries, and joint sessions with civil society and business in UK regions. Wide distribution of leaflets and DVDs via posts and UKTI.	✓	1	

33	Work with DFID, the Home Office and other government departments, as well as with our international partners, on taking forward the outcomes of the first Conference of the States Parties to the UN Convention Against Corruption. Use our posts overseas to lobby for our objectives and as we begin to use implementation and monitoring mechanisms under the Convention during 2007	Ongoing Dec 07: COSP/ CAC	Sustainable Development & Business Group	Recoverable	UNCAC working groups have not yet met.	✘	1	
34	Coordinate the Government's position on the review and monitoring of the OECD Anti-bribery Convention	Ongoing	Sustainable Development & Business Group	Ongoing	Regular meetings of 12+ departments and agencies chaired by SofS DFID.	✓	1	
35	Work with DFID and the British construction and engineering sector's anti-corruption forum to share best practice with counterpart business organisations in other OECD countries	Ongoing	Sustainable Development & Business Group	Ongoing	Consultations between Dfid and representatives of construction sector.	✓	1	

36	Ensure UK priorities are reflected in the 2007 report of the UN Secretary General's Special Representative on Business and Human Rights, including by consulting business leaders and civil society	June 2007	Sustainable Development & Business Group	Ongoing	Interim report published in March and agreed at the Human Rights Council in June.	✓ UNSG's report is publicly available	2	
37	Beginning in 2007, implement a Corporate Social Responsibility (CSR) Strategy for FCO	Jan 2007 onwards	Sustainable Development & Business Group	Ongoing	CSR strategy is on FCO website. Milestones are being drawn up. Consultations on implementing the strategy are ongoing.	✓	2	Strategy document has been written and progress is already underway on implementing the strategy. For example, on Voluntary Principles and through improvements to the UK's National Contact Point for the OECD Guidelines.
38	Continue to support and develop GOF projects that promote growth, support livelihoods and protect the environment through sustainable tourism	Ongoing: 2 GOF bidding rounds per year	Sustainable Development & Business Group	Ongoing	SD GOF strategy 07-08	✓	4	Sustainable Tourism remains a priority for SD-GOF funding. FCO staff in London have worked closely with staff at various Posts to develop contacts with UK sustainable tourism experts who can offer advice and guidance on GOF projects that FCO will fund this year.

39	Fund the Royal Institute of International Affairs (RIIA; Chatham House) to carry out a research project, to be completed by February 2007, which will assess existing international initiatives and develop a set of criteria for assessing future partnerships for sustainable tourism	February 2007	Sustainable Development & Business Group	Complete	Chatham House paper	✓	3	
40	Hold regular discussions with the Travel Foundation and representatives of the travel industry to support the integration of SD into their work. Ensure that participation in this forum is broadened to include all parts of the travel industry (e.g. airlines and cruise operators as well as the large tour operators). Hold the next meeting by summer 2007	Ongoing: meeting Summer 2007	Sustainable Development & Business Group	Recoverable	FCO hosted Travel Foundation's AGM in June 2007 Ministerial meeting with TF and industry leaders planned for October/ November 2007	✓ ✗	2	SDBG hold regular meetings with Travel Foundation staff and continue to observe on the Travel Foundation Board. SDBG has also arranged meetings between a TF Director and visiting staff from overseas to enhance the links between TF and our overseas Missions. Plans for a ministerial meeting with the Travel Foundation did not materialise, but both TF and FCO have rescheduled for October.

41	Continue to promote sustainable tourism practice abroad through the Know Before You Go section of the FCO website (www.fco.gov.uk/travel).	Ongoing	Sustainable Development & Business Group	Ongoing	FCO website	✓	3	
42	Reframe the debate and mobilise new constituencies around climate security, particularly foreign policy-makers, by making the case that a stable climate is an immediate security and prosperity imperative, and by recognising it as a core goal in other policy fields e.g. foreign and security policy, energy policy, innovation and competition, and SD	Dec 07: UNFCCC COP13 and MOP3	Climate Change & Energy Group	Ongoing	Reporting Egrams	✓ (some Egrams are classified)	4	FCO has made good progress towards achieving its new Strategic Priority on Climate Security. One of the most significant examples of this was the UK Presidency's ability to secure a UN Security Council debate on climate security in Spring '07.

43	Provide EU leadership by building a stronger, more ambitious and coherent EU position on climate change. This will be demonstrated by evidence of a transition to a low carbon economy in the EU's internal political, economic and energy policies; engagement through its major external partnerships; and a more cohesive global role in building consensus on the need and frameworks for collective action. We will help support the development of and long term commitment by member states to a successful EU Emissions Trading Scheme (ETS) and work to expand the ETS to become the centre of a global carbon market and include emissions from aviation	Ongoing	Climate Change & Energy Group	Ongoing	Reporting from the Spring European Council	✓ (some reports are classified)	3	The Spring European Council met in Brussels on 8/9 March. The main focus of the Council discussions was energy and climate change. EU Heads made an historic decision to press ahead with building a low-carbon economy in Europe, through an ambitious and far-reaching package of measures.
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44	Contribute to the G8 Gleneagles Dialogue. To address the entrenched differences in the formal processes, break down barriers to discussions on a future framework, and promote progress to a low carbon economy, we will help to maintain the momentum of the Gleneagles Dialogue process and widen the stakeholders therein; assist future presidencies of the G8 to make tangible progress in implementing the Gleneagles Plan of Action up to 2008; and develop a post-2008 Gleneagles Dialogue process	Ongoing	Climate Change & Energy Group	Ongoing	Reporting from Ministerials	✓ (some Egrams/ reports are classified)	4	The next ministerial meeting of the Gleneagles Dialogue will be hosted by Germany, in Berlin from 9-11 September. The meeting will continue the themes of previous Gleneagles Dialogue Ministerial meetings (investments, technology and frameworks). The outcomes will feed into a G8+5+Indonesia meeting in mid-October.
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45	Reach out to key stakeholders in business and civil society. We will help to build consensus among significant global business leaders, that a stable climate is essential for strategic investment and on the nature of the frameworks required that will enable business to deliver low carbon outcomes; and with civil society groups, that a secure climate is essential for our energy security, development, economic and environmental objectives	Ongoing	Climate Change & Energy Group	Ongoing	FCO strategy for engaging business on climate change agreed by Foreign Secretary, consisting of a series of targeted interventions which are now being delivered.	✘	2	This is work in progress. FCO contributes to cross-Whitehall outreach workstream on climate change.
46	Contribute to the international section of the forthcoming Energy White Paper to be published in early 2007	April 2007	Climate Change & Energy Group	Complete	Strong international chapter in EWP, fully reflecting FCO policy.	✓	4	EWP publication slipped back to late May. FCO (CCEG & Special Rep CC) contributed actively to EWP process. Our comments on international energy issues were reflected in the EWP. Full briefing circulated to attaché network for possible follow-up lobbying.

47	Continue to offset irreducible carbon emissions generated by the official air travel of Ministers and FCO staff based in the UK through a pilot project with REEEP (the Renewable Energy and Energy Efficiency Partnership; www.reeep.org)	Ongoing	Security and Estates Directorate	Ongoing	Documents supplied by REEP	✓	4	
48	Continue to encourage staff in our posts to make a voluntary contribution from their travel budgets to an airline or other organisation to offset the carbon emissions from air travel	Ongoing	Security and Estates Directorate	Ongoing	FCONet, emails	✗	2	
49	Exploit new IT and other technologies, as far as is practicable, including tele- and video-conferencing where appropriate, to reduce air travel and other sources of emissions	Ongoing	Security and Estates Directorate	Ongoing	Updates from FCO Services	✗	3	We expect that by November 2007 the diplomatic network will have about 60 additional secure VC terminals.

50	Aim to ensure that at least one post is on the path to carbon neutrality by March 2008	March 2008	Security and Estates Directorate	Ongoing	Information from Post	✓	3	Several Posts are currently working on achieving carbon neutrality.
51	Use feedback from the environmental management pilot project, in which nine posts participated, to model a system of environmental management for the wider network, initially for 20 posts	April 2007	Security and Estates Directorate	Complete	Reports; emails Guidance issued	✓	3	
52	Working with our facilities management agents and others, such as the Carbon Trust and the Sustainable Development Commission, make progress towards the targets for sustainable operations on the government estate, covering energy efficiency, carbon emissions, waste, water consumption, recycling and biodiversity, as well as procurement policy	Ongoing	Security and Estates Directorate	Recoverable	SDIG 2006 report	✓ online	3	Mixed results. Some targets have been achieved or surpassed, but others such as energy and carbon emissions are not currently on track. We are implementing a Carbon Management Programme to help with those that are not.

53	Ensure that major refurbishments and new builds in the UK receive an excellent BRE Environmental Assessment Method (BREEAM) Rating	Ongoing	Security and Estates Directorate	Ongoing	BREEAM assessments	✓	3	Process and procedures to achieve this action are in place.
54	Use feedback from the three BREEAM pilot projects running overseas to apply the bespoke BREEAM to all major refurbishments and new builds on the overseas estate from April 2007	April 07: Assess feedback Aug 07: Apply overseas BREEAM	Security and Estates Directorate	Recoverable	BREEAM assessments	✓	3	This action is slightly behind schedule as projects at the pilot Posts are not yet complete. We still expect that the action will be achieved.
55	Use the FCO intranet; FCO's in-house magazine - News and Views; and related campaigns, to raise awareness of these issues with FCO staff, starting with an energy saving campaign in January 2007	January 2007 onwards	Security and Estates Directorate	Ongoing	Publications themselves	✗	2	All actions completed, except the energy saving campaign. We are now constantly reminding colleagues that they must save energy.

56	Wilton Park will continue to be sustainably managed, reducing its environmental impact by sourcing products and resources sustainably, minimising waste, increasing recycling, promoting energy efficiency, and providing fair trade products to its conference participants	Ongoing	Wilton Park	Ongoing	SOGE reports	✓	3	
57	Seek planning permission and funding to implement a biomass heating solution to meet the large majority of its heating needs from fuel sourced from surrounding sustainably managed woodlands by the end of 2007	End 2007	Wilton Park	Complete	Biomass heating plant installed 90 metres from Main House	✓	4	

58	By April 2007, develop a database of key contacts on SD which sets out those organisations and contacts who can support our aims and who should be kept informed about and consulted on our work	April 2007	Sustainable Development & Business Group	Recoverable	Existing Contacts spreadsheet. Investment team model database/spread sheet	✓ ✓	1	An initial list of contacts has been drawn up and will populate a key stakeholders spreadsheet (drawing on a model produced by the Investment team within SDBG), identifying the importance of each stakeholder in implementing our actions.
59	Improve communication with our stakeholders and raise awareness of FCO's role and objectives	Ongoing	Sustainable Development & Business Group	Ongoing	SDAP distribution SD Attachés conference programme. Stakeholder meeting on SDAP (see point 60).	✓ ✓ ✓	2	SDAP has been circulated to key NGO's. Various NGO and Private Sector speakers were involved in SD Attachés conferences. We are considering an awareness campaign to highlight our SD strategy ions.

60	Launch a continuous process of review on SD to promote partnership working between FCO and stakeholders to galvanise international support for SD. We will do this by inviting our stakeholders to assess our progress under this Action Plan annually, with the first review meeting around April 2007	Ongoing. Annual Stakeholder consultations from April 07	Sustainable Development & Business Group	Recoverable	Letter to stakeholders	✓	2	SDBG have regular internal reviews with FCO colleagues. Director, Global Issues, held a further round table with SD stakeholders in July 2007.
61	Ensure the views of stakeholders are taken into account during the development of initiatives, projects and policy discussions on SD	Ongoing	Sustainable Development & Business Group	Ongoing	Regular meetings with stakeholders	✘	1	SDBG has a number of ways of engaging with stakeholders such as the Business engagement plan and our Corporate Social Responsibility strategy. Furthermore, through both the GOF programmes and policy work desk officers in SDBG have regular contact with NGOs to discuss GOF programmes and general policy ideas.

62	On a case by case basis, commission specific work from stakeholders, for example to provide us with policy advice and analysis	Ongoing	Sustainable Development & Business Group	Ongoing	Chatham house paper on sustainable tourism Millennium Ecosystems Assessment Project	✓	4	
63	Provide clear guidance to Posts on working with stakeholders and, as part of the SD training modules (paragraph 3.15), build their understanding of stakeholders' role in delivering our SD objectives	Ongoing	Sustainable Development & Business Group	Ongoing	Conference and Course programmes	✓	2	Key stakeholders regularly speak on SD Course, including the SDC and M&S. Other stakeholders (such as WRI, SAB Miller, First Choice, and WBCSD) were invited to speak at the SD Attachés conference in April attended by overseas attaches.

64	Encourage posts to continue to build and maintain stakeholder networks, not just for project implementation, but also for analysis and to support advocacy	Ongoing	Sustainable Development & Business Group	Ongoing	<p>Conference programme</p> <p>Examples of stakeholder engagement on the Stakeholder pages of the intranet under best practice.</p>	✓	2	<p>A session focussing on engaging Stakeholders was delivered at the SD Attachés conference by the stakeholder outreach team. It was followed by a practical example of working with stakeholders from SDBG's Business Team.</p> <p>New Heads of Post and DHM's are briefed on the importance of stakeholder engagement. There are also workshops and a module on the PPAO course on stakeholder engagement. There is an e-learning platform for Stakeholder engagement in development.</p>
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65	Work through Wilton Park's core conference theme on sustainability and the environment to organise conferences to engage stakeholders on SD issues	Ongoing	Sustainable Development & Business Group	Ongoing	Wilton Park website www.Wiltonpark.org.uk - quick links to conference programmes.	✓	3	Sustainable Development remains a key Wilton Park priority. Conference themes are in line with the FCO strategic priority 7 promoting "sustainable development, underpinned by democracy, good governance and human rights".
66	Develop staff knowledge of the range of live projects being pursued with stakeholders in order to identify further opportunities, ensure efforts are complementary, and better tackle areas of greatest need	Ongoing	Sustainable Development & Business Group	Recoverable	SDNet Sitemap Draft pages as available	✓	3	A new Programme Funds section of SDNet will outline the range of funds available to Posts, and will provide easy access to information on current projects (particularly GOF-SD projects) that attachés can draw on. GOF-SD Team members visited staff in Mexico in 2007 to provide advice on bidding for GOF funds.

67	<p>Make an active contribution to cross-government structures on sustainable development including:</p> <ul style="list-style-type: none"> •The Sustainable Development Programme Board and the SD Policy Working Group; •The Inter-Departmental Working Group on International Sustainable Development; •The Sustainable Tourism Working Group; •The Sustainable Operations Board and its supporting Working Group; •Other ad hoc groups, e.g. on carbon offsetting and procurement, as they arise. 		Sustainable Development & Business Group	Ongoing	Defra colleagues could confirm	✘	2	
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68	Use these cross- government structures to help ensure that our network of overseas posts and their host governments, who we are seeking to influence, as well as our partners in civil society, academia and the private sector, receive consistent and mutually reinforcing messages on SD	Ongoing	Sustainable Development & Business Group	Ongoing	SD Net Literature from SD Attachés conference	✓	3	Private sector and NGOs already participate heavily in attachés conference and training.
69	Focus on priority countries and working through our posts: Work through our posts in these priority countries to deliver the UK's international SD objectives	Ongoing	Sustainable Development & Business Group	Ongoing	Ongoing work of SDBG.	✓	3	Each desk officer in the SD team has a geographical responsibility. The promotion of SD ideas is ongoing through the SD attaché's network< SDNet and SDNews and through regular conferences and training such as the tri-annual SD modules.

70	Encourage priority posts to develop annual Country Action Plans (CAPs) to set out their SD priorities and specific activities to meet these including through the Sustainable Development Dialogues (paragraphs 3.7 and 3.15), funding programmes, lobbying, visits, engaging stakeholders, and scholarships and fellowships. These Country Action Plans will be agreed with other relevant government departments to ensure that FCO posts are supporting government (rather than just FCO) SD objectives	Spring 2007: Review CAPs April 07: Develop revised CAPs Autumn 2007: Review progress Mar 08: Review & revise CAPs	Sustainable Development & Business Group	Recoverable	Priority Posts are consulting SDBG on their Country Business Plans.	✘	2	SDBG are commenting on a number of revised 07-08 country business plans.
71	Through our network of SD attachés in posts (paragraph 3.14), lobby on ad hoc issues in order to build support for UK positions	Ongoing	Sustainable Development & Business Group	Ongoing	Several egrams with lobbying instructions (examples include CITES, PP10, IWC, CSD, UNEO)	✓ (some Egrams are classified)	4	

72	Work through our multilateral posts, particularly our Mission to the UN and Representation to the EU, to support delivery of the actions in chapter 2 through multilateral organisations	Ongoing	Sustainable Development & Business Group	Ongoing	Work of UKMis New York, UKRep and UKDel UNEP colleagues	✘	3	UKMis NY, UKRep and UKDel UNEP remain key delivery agents for HMG objectives On IEG and CC. Other multilateral posts such as Geneva and Vienna remain engaged on UN reform issues relevant to SD governance and have represented HMG at relevant meetings (for example, a recent meeting on financing for a UNEO in Geneva).
73	Through posts, identify strong candidates for Chevening Scholarships (which enable overseas students to study in the UK on a wide range of subjects) and use the Chevening Fellowships scheme to build capacity overseas on environmental governance and environmental democracy	Aug 07: Fellowship selection Jan-Apr 07 & 08: Fellowships run	Sustainable Development & Business Group	Ongoing	Chevening egram inviting bids for 07/08	✓	3	Following some disappointing feedback of aspects of the 06/07 course Public Diplomacy Group and SDBG worked together to help the course implementers develop a re-vamped programme for 2008. The programme is now significantly improved and has attracted more than 40 applicants for 15 places.

74	Encourage posts to share good practice (e.g. through SDNet and SDNews – paragraph 3.15) and co-ordinate their activities	Ongoing	Sustainable Development & Business Group	Ongoing	www.SDNet.gov.uk	✓	2	SDNews and SDNet have been overhauled based on recommendations of an independent report. Specific areas have been created for posts to share knowledge and experiences.
					Job descriptions	✗	3	South-South learning is being built in to the job descriptions of locally-engaged SD Dialogue officers in the 5 SDD posts.
75	Identify and achieve clear outcomes for each SD Dialogue and develop specific initiatives under the Dialogues' key themes	Ongoing	Sustainable Development & Business Group	Ongoing	China workplan on web	✓	4	UK-China workplan was agreed and launched by the DPM in Beijing in early 2007.
					Mexico workplan	✓		
					Brazilian workstream	✓		The Mexico workplan was launched in July 2007

76	Agree on and launch an SD Dialogue with South Africa by March 2007	March 2007	Sustainable Development & Business Group	Complete	Statement text and press release on Defra website.	✓	4	Then Defra Secretary of State, David Miliband, and South African Minister of State (DEAT) Van Schalkwyk signed off the UK-SA SD Dialogue statement in March 2007. Visits by Defra and FCO officials have followed to agree a workplan. Minister Van Schalkwyk is likely to visit the UK later this year.
77	Work with DEFRA to use the SD Dialogues as a framework for sharing expertise, working on joint initiatives, learning from partner countries, and as a platform for raising the profile of SD with the governments of these countries	Ongoing	Sustainable Development & Business Group	Ongoing	Reporting egrams of SDD visits SDD workplans/ workstreams	✓ (some Egrams are classified) ✓	3	

78	Use programme funds strategically to build capacity overseas. Oversee and manage these programmes, and review the structure of the SD Programme by April 2007 to provide greater clarity on the strategic direction of the programme so that FCO specifies the changes it wants to see and implementers bid for our support in achieving them	April 2007	Sustainable Development & Business Group	Ongoing	GOF SD egrams	✓	4	<p>The new GOF SD strategy was finalised in February 2007 and a definitive list of priority countries has been agreed.</p> <p>The new programme board structure met for the first time in June 2007 to discuss bids under the new strategy.</p> <p>Nine bids have now been approved for this bidding round</p>
79	Ensure that GOF funding continues to achieve concrete results through effective project selection. We will achieve this by consulting DEFRA, DFID, the British Council and other stakeholders; by driving up the quality of bids through sharing good practice; and by ensuring desk-level ownership or sponsorship of individual projects	2 GOF bidding rounds per year	Sustainable Development & Business Group	Ongoing	New Programme Board structure	✗	3	<p>New structure of GOF SD board sat in June 2007.</p>

80	Collect sufficient and robust performance information to evaluate and assess the relative cost-effectiveness and full impact of different projects to ensure they represent value for money to the taxpayer. We will achieve this by good monitoring and evaluation of projects by posts through quarterly evaluation reports – including where feasible, the collection of baseline data – which focus on impacts rather than activities; and by ensuring activities are measurable and aligned with our SD priorities	Ongoing	Sustainable Development & Business Group	Ongoing	Bidding form/evaluation matrix	✓	1	All projects must factor in monitoring and evaluation in order for them to be considered.
81	Ensure that GOF funding complements other UK Government funds for SD and leverages the cooperation, funding and experience of other organisations, particularly other donors, civil society and the private sector on corporate social responsibility	Ongoing	Sustainable Development & Business Group	Ongoing	New GOF SD strategy	✓	3	The new strategy aims to avoid duplicating the work of other government departments by focusing on three 'themes' which seek to add value in areas not being tackled by OGDs, such as Sustainable Tourism and Environmental Democracy.

82	Use GOF to help build in-country capacity on issues such as environmental governance, the enforcement of environmental legislation, and the importance of Principle 10; sustainable forest management; sustainable tourism; and, through the GOF Economic Reform Programme, corporate social responsibility	Ongoing	Sustainable Development & Business Group	Ongoing	List of approved projects from the most recent bidding round	✓	4	
83	Enhance awareness of the impacts of GOF projects by highlighting success stories through effective public diplomacy and in SDNews and on SDNet (paragraph 3.15)	Ongoing	Sustainable Development & Business Group	Ongoing	FCO website Environmental Audit Committee memo	Web page - ✗ Memo - ✓		One of FCO's GOF SD projects was to train South Africa environmental inspectors – the Green Scorpions project. The SA authorities have now mainstreamed this project. We have used this as an example of GOF success both on the front page of the FCO website and in a memo to Parliament.

84	<p>Use the Overseas Territories Programme Fund (OTPF; www.ukotcf.org) to maintain the security, governance, stability and prosperity of the Overseas Territories within an SD framework. Working in partnership with DFID, we will use the Overseas Territories Environment Programme (OTEP), within OTPF, to enhance the quality of life and livelihood opportunities for the inhabitants of the UK's Overseas Territories (OTs). This will be achieved through the sustainable use, or protection where necessary, of environmental and natural resources, while securing global environmental benefits within the scope of the core principles of the relevant Multilateral Environmental Agreements (MEAs), including the Convention on Biological Diversity and its 2010 biodiversity target</p>	<p>Ongoing</p> <p>Feb 07: Assessment panel sits</p> <p>Sept 07: OTEP bidding begins</p> <p>Feb 08: Assessment panel sits</p>	Overseas Territories Department	Ongoing	Websites; egrams; newsletters and other publications.	✓	4	<p>OTEP continues to fund a number of projects in the UK OTs with a focus on updating environmental legislation, leading to the ability to have MEAs extended to them. For example in Anguilla, Montserrat, and the Turks and Caicos Islands. OTEP has also agreed to fund a number of habitat restoration projects in Bermuda, South Georgia, and the Falkland Islands. Funding has also been approved for feasibility studies to determine whether or not it is possible to eradicate mice and rats from Dog Island in Anguilla and Gough Island in Tristan da Cunha. All projects are being carried out with the participation of NGOs and civil society.</p>
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85	Work with DEFRA, the Joint Nature Conservation Committee (JNCC), as well as other stakeholders including civil society and the conservation community, to deliver co-funded SD projects in the OTs with a particular focus on biodiversity (e.g. recent projects with DEFRA's Darwin Initiative and Flagship Species Fund)	Ongoing	Overseas Territories Department	Ongoing	Websites; egrams; newsletters and other publications	✓	3	We continue to work closely with DFID, DEFRA and the Joint Nature Conservation Committee. We have co-funded a number of projects with JNCC and DEFRA. We also have strong links with NGOs, particularly the UK OT Conservation Forum and their member organisations. Co-funded projects have included Rodent eradication on Eagle Island, Economic Valuation Toolkit for the OTs and the appointment of a Plant Conservation officer in the Falkland Islands.
86	Provide advice on project proposals under DEFRA's WSSD Implementation Fund (WIF) and their Environment for Europe (EfE) Fund (which funds project under the Partners for Environmental Cooperation in Europe or PECE initiative – paragraph 2.10). When appropriate our posts will help monitor and implement these projects	June 2007	Sustainable Development & Business Group	Ongoing	WIF Board minutes	✓	3	Head of FCO SD Team sat on WIF project assessment board, and will sit on revised ISDF board. For EFE (PECE) see 22.

87	<p>Raising awareness and building skills within FCO: Provide three one-day training modules for staff on SD, energy and climate security. These modules will explain the issues, why they are important for foreign policy, what role FCO plays, and how staff can help with delivery. The set of modules will be run three times every year. In particular, we will encourage staff working in and with our priority countries to attend the modules</p>	<p>Feb 07, May 07, Oct 07: Training modules</p>	<p>Network Management & Communications Team</p>	<p>Ongoing</p>	<p>Course Programme</p> <p>List of Participants</p>	<p>✓</p> <p>✓</p>	<p>3</p>	<p>Courses ran in February and May, with revised content and speakers, and will run again in October. Good feedback was received from participants of both courses.</p>
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88	Build the capacity of FCO staff at home and overseas, particularly our network of SD attachés, to develop innovative local solutions to make their work more sustainable	Ongoing	Network Management & Communications Team	Ongoing	<p>Summary of environmental management session</p> <p>Green Committee minutes</p> <p>Futerra Designs</p>	<p>✓</p> <p>✓</p> <p>✓</p>	3	<p>Session on environmental management at SD Attachés Conference.</p> <p>GEID away day 06 agreed that a Green Committee should be set up to lead on issues of best practice, perhaps as a model to roll out office-wide. A number of meetings have been held since.</p> <p><i>An on-line SD/CCE quiz/scenario module has been developed and will be made available on Firecrest ahead of the October 2007 classroom based modules and could be made available to staff globally.</i></p>
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89	Promote better coordination between our climate change and energy, science and innovation, economics and SD attachés at post	Feb 2007: Conference for SD and Climate & Energy attachés	Network Management & Communications Team	Ongoing	<p>Email chain</p> <p>Conference round-ups</p> <p>FCO Net</p>	<p>✘</p> <p>✓</p> <p>✓</p>	3	<p><i>The possibility of a combined intranet (a GEID Net, also encompassing the FCO Global Economy Group) was investigated, but was not technically feasible. But our FCOnet presence has instead been made more cohesive.</i></p> <p>Joint conferences on SD & CCE have been held for the past two years, with next already scheduled for February 08. Training modules for SD, Climate Security and Energy are always held on successive days to make it easier for overseas visitors to plan their visits around.</p> <p>Web pages have been so designed so that posts go through the correct GEID portal to access relevant FCOnet pages or extranets.</p>
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90	Redevelop FCO's intranet site on SD – SDNet – so that it becomes the definitive one-stop shop for our network of SD attachés in posts overseas for news, policy briefings, resource information and contacts on SD. We will also publicise SDNet more widely across other government departments	Ongoing	Network Management & Communications Team	Ongoing	Futerra report SDNet.gov.uk	✓ ✓	2	Work on the site started in April 2007 New pages and updated information appear every week, and the site is starting to come together well.
91	Produce a bimonthly SD newsletter for staff – SD News – to highlight key developments and events	Ongoing	Network Management & Communications Team	Ongoing	Previous Issues of SDNet Revised SDNet template	✓	2	SD Team has taken ownership of production of SDNews. Content will tie in more closely with items on SDNet. The first revised issue went out in June 2007.

92	Hold a series of lunchtime seminars for staff on SD, energy, climate security and the role of the private sector to raise awareness and expose staff to a range of views on SD issues	Ongoing	Network Management & Communications Team	Ongoing	Talks held throughout 2007	✘	2	Six lunchtime talks in the past 18 months have taken place on Science in Foreign Policy; Corporate Social Responsibility; Carbon Offsetting; The Economics of Climate Change; the State of the Planet & on Globalisation. These talks aim a to bring such issues to the wider office.
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93	Use SDNet, the FCO intranet and FCO's staff magazine – News and Views, to build awareness of SD, to share best practice, and in particular, to help staff understand the environmental impacts of their own behaviour and how they can minimise these	Ongoing	Network Management & Communications Team	Ongoing	SDNet FCONet News & Views	✓ ✓ ✓	3	<p>Best Practice Section of SDNet is being revised.</p> <p>Trash Waste campaign was advertised through FCO weekly bulletin and on elevator screens</p> <p>GEID has used the staff newsletter News & Views to promote interesting issues such as work on the Kimberley Process. The next edition will feature a story on how staff recently presented on Climate Change Economics / commercial opportunities to a select group of Bahraini businessmen, by videoconference! It was a neat low-carbon, low-cost way to get our messages across and the technology worked well.</p>
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94	Monitoring and evaluation Review progress on the Action Plan in March 2007, and report on our website and in the FCO's annual departmental report, which is published every spring. Carry out a full review of the Action Plan by March 2008, and at the same time, review our sustainable development priorities and consider FCO's future Sustainable Development Strategy	March 2007 & March 2008	Sustainable Development & Business Group	Recoverable	Review meeting with stakeholders	✓	1	Because the Action Plan was not published until January 2007, we decided that it was best to put back the review until FCO has had a chance to make some headway on the actions within the Plan. We expect the annual review to still take place in March 2008.
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FCO response signed by:

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SDC review and commentary:

Commentary by: Siobhan O’Keeffe, Watchdog Team

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Sign-off date: 30/10/07