

# Note by the Secretariat

This document contains…

Key dates for action and milestones …

Action required: for discussion and decision by the CSTP. …

# A Preliminary Draft Annotated Agenda of the CSTP Meeting at the Ministerial Level:

# *Creating our common future through science, technology and innovation*

# to be held on 20-21 October 2015, in Daejeon, Korea

|  |  |  |
| --- | --- | --- |
| **Timing** |  | **Supporting Documents (Target Dates)** |
| **Day 1** (Monday, Oct 19th  2015) | |  |
| All Day | **World Science and Technology Forum**  ***Current******Status*:**   * *The Steering group has received a preliminary draft concept paper prepared by the Korean government and requested a revision of it.*   ***Decision and Actions Required***:   * *The Steering Group to discuss and approve the revised Concept Paper for the Forum to be prepared by the Korean Delegation with the Secretariat’s input.* * *The Steering Group to comment and decide the themes of the WSTF which would benefit from a close alignment with the themes of the Ministerial, so that the Forum could effectively inform the Ministerial by gathering the views of the non-governmental stakeholders, namely the business sector, the scientific and research**community, and civil society on the Ministerial’ s Agenda.* * *Recommendation of high level panellists on the Forum’s sessions: CSTP Delegates should send recommendations of potential panellists to the Secretariat and the Korean Delegation.* * *Care should be taken to ensure the right balances of participants, between different stakeholders, including importantly the representatives of the civil society, scientists and entrepreneurs, as well as between international and Korean participants.* | Forum Programme (DATE???) |
| **Noon/evening** | **Welcome Lunch or Dinner**  The Korean government proposes to host either a lunch or a dinner for the WSTF participants. |  |
| **Day 2** (Tuesday, Oct 20th  2015) | |  |
| Morning | **Forum (Cont.)** |  |
| **12.00-13.00** | **Luncheon**  ***Current Status****:*   * *The decision is yet to be taken on whether the Korean host or some other delegation would host the luncheon.*   ***Decisions and Actions Required****:*   * *Country delegations are requested to inform the Secretariat if they would like to host a lunch/dinner during the Ministerial and the proposed theme and format, as early as possible.* |  |
| **13.00-13:50** | **Ministerial Opening Ceremony**   * Welcome Remarks by **Park Geunhye (TBC)**, President, Republic of Korea * Opening Remarks by **Choi Yanghee**, Minister for Science, ICT and Future Planning, Korea, and Chairman of the Ministerial Meeting * Congratulatory Remarks by **Angel Gurría**, Secretary-General, OECD |  |
| **13:50-14:00** | **Official Launch of STI Scoreboard 2015 and revised Frascati Manual,** by Andrew Wyckoff, Director for Science, Technology and Innovation, OECD | Science, Technology and Innovation Scoreboard 2015 and Revised Frascati Manual |
| **14:00-18:30** | **SESSION 1: Empowering science and innovation** |  |
| **14:00-14:45** | **SESSION 1 Plenary: Introduction and scene setting (45 Min)**   * Session 1 Chairperson’s welcome and introduction (9 min) by *Torbjørn Røe Isaksen*, Minister of Education and Research, Norway, and Vice Chairperson of the CSTP Ministerial meeting * Keynote speech on the theme of break-out session 1.1: *Making Innovation Strategies Work* (7 Min) * Keynote speech on the theme of break-out session 1.2: *Enhancing the Impact of Public Investment in Science and Innovation* (7 min) * Keynote speech on the theme of break-out session 1.3: *Science Policies for the 21st Century* (7 min) * Q&A 15 min (average 5 min after each keynote speech)   ***Current Status:***   * *The Secretariat has prepared the Discussion Paper on the themes of the Ministerial breakout sessions, which the Steering group has commented on.* * *The Steering Group has agreed that the two Ministerial Vice Chairperson as the Chair of the two Plenary Sessions.*   ***Decisions and Actions Required:***   * *Recommendation of breakout session keynote speakers: Country delegates are requested to recommend keynote speakers for the three breakout sessions. Please contact the Secretariat before* ***1 May****.* | Based on the Discussion Themes paper, a two-pager issue paper with questions for discussion will be prepared for each breakout session. (Final version by 1 September). |
| **14:45-15:15** | **Coffee break (30 min)**  **And moving to breakout session rooms** |  |
| **15:15-17:15** | **SESSION 1: Parallel breakout sessions (120 min)**   * Break-out session 1.1: *Making Innovation Strategies Work* * Break-out session 1.2: *Enhancing the Impact of Public Investment in Science and Innovation* * Break-out session 1.3: *Science Policies for the 21st Century*   ***Current Status:***   * *The Steering Group has agreed on the breakout session format that has the following features:* * *Three breakout sessions of approximately 17 Ministers each;* * *Each breakout group will focus on addressing one of the Plenary Session 1’s themes (see above)* * *A Chairperson for each breakout session to moderate the discussion.* * *The keynote speaker on the session’s topic will serve as a Rapporteur.*   ***Decisions and Actions Required:***   * *Indication of your Minister’s preference in joining one of the three breakout sessions should be made* ***1 May****, if possible.* * *Indication of your Minister’s interest in chairing a breakout session should be made by* ***1 May****.* * *Inform the Secretariat your Minister’s intention to make an intervention in the session by preferably* ***1 July.*** |  |
| **17:15-17:45** | **Coffee break (30 min) and moving back to plenary meeting room** |  |
| **17:45-18:30** | **SESSION 1 in Plenary Session: Conclusion (45 min)**   * Rapporteur report on Breakout session 1.1 (7 Min) * Q&A (5 Min) * Rapporteur report on Breakout session 1.2 (7 Min) * Q&A (5 Min) * Rapporteur report on Breakout session 13 (7 Min) * Q&A (5 Min) * Plenary Session 1 Chairperson’s conclusions (9 Min)   ***Current Status***   * *The Steering Group has agreed that the keynote speaker will serve as the Rapporteur of the relevant breakout session.*   ***Decisions and Actions Required***   * *None* * *Ideas and suggestions welcome.* |  |
| **18:30-19:30** | **Free and bilateral meetings, as appropriate.**  ***Current Status:***   * *A number of meeting rooms for bilateral meetings will be available at the Ministerial Venue.* * *Reservation of the bilateral meeting rooms will be taken from July.*   ***Decisions and Actions Required:***   * *None.* * *Ideas and suggestion welcome.* |  |
| **19:30-21:30** | **Ministers Working Dinner4: *STI for COP 21: An action agenda for governments***   * Keynote speaker (15 minutes) e.g.Rajendra Kumar Pachauri, Chair of IPCC * Free interventions by Ministers and Keynote speakers   ***Current Status:***   * *The Steering Group has agreed on theme and format of the Working Dinner, which will be a working dinner, hosted by the Chairman of the Ministerial on behalf of the Korean Government, and attended by only Ministers and Ministerial-Rank Heads of Delegations, as well as the keynote speakers of the Ministerial meeting.* * *This format of the dinner is intended to enable Ministers to have an informal discussion on a topic of general interest.* * *A separate dinner could be organised for other participants*   ***Decision and Actions Required***:   * *Identification of alternative keynote speaker for the Ministers’ Working Dinner.* * *Country delegates to confirm the Secretariat your Minister’s participation in the Working Dinner, by preferably 1 May.* * *Please inform the Secretariat your Minister’s interest to make intervention during the Working Dinner by preferably 1 May.* * *Suggestions on how to organise the intervention during the Working Dinner are welcome.* |  |
| **Day 3** (Wednesday, Oct 21st  2015) | |  |
| **9:00-9:30** | **Keynote speech:** *Better**STI Policies for More Sustainable and Inclusive Growth and Wellbeing of Our Societies: An action agenda for policies and international cooperation*  ***Current Status***:   * *The Steering Group has agreed that the theme of the keynote address should address the overarching theme of the Ministerial meeting.* * *The speaker and specific theme are yet to be identified.*   ***Decisions and Actions Required***:   * *Identification of potential keynote speaker: This speaker would feature a world-renowned speaker who can give a high-profile presentation on the core theme of the Ministerial linking to the themes of the breakout sessions. Ideas are welcome: Delegates who wish to recommend a candidate keynote speaker should contact the Secretariat (see cover page contacts).* ***Deadline for recommendation: 15 April****.* * *The Secretariat shall compile a shortlist of recommended keynote speakers for the Steering Group to take the decision on the speaker by* ***no later******than 1 May****.* |  |
| **9:30-12:35**  **and**  **14:30-15:15** | **SESSION 2: Science, Technology and Innovation for Addressing Grand Challenges** |  |
| **9:30-10:15** | **SESSION 2: Plenary introduction and scene setting (45 min)**   * Session 2 Chairperson’s welcome and introduction (9 min) by *Carmen Vela* (Ms.), Secretary of State for Research, Development and Innovation, Spain, and Vice Chairperson of the CSTP Ministerial meeting * Keynote speech on the theme of break-out session 2.1: *Applying Science and Technology to Health and Environmental issues* (7 min) * Keynote speech on the theme of break-out session 2.2: *Fostering International Cooperation in STI for Addressing Global and Societal Challenges* (7 min) * Keynote speech on the theme of break-out session 2.3: *Science and Innovation for Global Inclusiveness* (7 min) * Q&A 15 min (on average 5 min after each keynote speaker)   ***Current Status:***   * *The Secretariat has prepared the Discussion Paper on the themes of the Ministerial breakout sessions, which the Steering group has commented on.* * *The Steering Group has agreed on the role of the Ministerial Vice Chairperson as the Chair of the two Plenary Sessions.*   ***Decisions and Actions Required:***   * *Recommendation of breakout session keynote speakers: Country delegates are requested to recommend keynote speakers for the three breakout sessions. Please contact the Secretariat before* ***1 May****.* | Based on the Discussion Paper, a two-pager issue paper with questions for discussion will be prepared for each breakout session. (Final version by 1 Sept.) |
| **10:15-10:35** | **Coffee and change of meeting rooms (20 min)** |  |
| **10:35-12:35** | **SESSION 2: Parallel Breakout Sessions (120 min)**   * Break-out session 2.1: *Applying Science and Technology to Health and Environmental issues* (7 min) * Break-out session 2.2: *Fostering International Cooperation in STI for Addressing Global and Societal Challenges* (7 min) * Break-out session 2.3: *Science and Innovation for Global Inclusiveness* (7 min)   ***Current Status:***   * *The Steering Group has agreed on the breakout session format that has the following features:* * *Three breakout sessions of approximately 17 Ministers each;* * *Each breakout session will focus on debating on one of the Plenary Session 2’s themes (see above).* * *A Chairperson for each breakout session to moderate the discussion.* * *The keynote speaker on the session’s topic will serve as a Rapporteur.*   ***Decisions and Actions Required:***   * *Indication of your Minister’s preference in joining one of the three breakout sessions should be made* ***by 1 May****, if possible.* * *Indication of your Minister’s interest in chairing a breakout session should be made as soon as possible, but no later than* ***1 May****.* * *Inform the Secretariat your Minister’s intention to make an intervention in the breakout session that s/he participates preferably,* ***by 1 July****.* |  |
| **12:35-12:45** | **Short refreshment and change of room (10 min)** |  |
| **12:45-14:15** | **Working Luncheon: Improving the tools for policy making – the role of scientific advice**   * Welcome remarks by the Luncheon’s Chairperson (host) * Keynote Address on Scientific Advice (15 min) * Free Intervention * Closing remarks by the Luncheon’s Chairperson (host).   ***Current Status***:   * *The Steering Group has agreed the proposed theme of the Luncheon and its format.* * *The keynote speaker is yet to be finally identified. One prominent candidate is: Sir, Prof, Peter Gluckman, Chief Science Adviser to New Zealand’s Prime Minister (TBC)* * *The chairperson of the Luncheon?*   ***Decisions and Actions Required***:   * *Identification of potential keynote speaker: This speaker would feature a world-renowned speaker who can give a high-profile presentation on the theme of the luncheon. Ideas are welcome: Delegates who wish to recommend a candidate keynote speaker should contact the Secretariat (see cover page contacts).* ***Deadline for recommendation: 1 May****.* * *The Secretariat shall compile a shortlist of recommended keynote speakers for the Steering Group to take the decision on the speaker by* ***no later******than 15 May****.* | A two-pager on scientific advice for policy making, (final version by 1 Sept.) |
| **14:15-14:30** | **Short refreshment after luncheon and change of room (15 min)** |  |
| **14:30-15:15** | **SESSION 2 in Plenary Session: Conclusion (45 min)**   * Rapporteur report on Breakout session 2.1 (7 Min) * Q&A (5 Min) * Rapporteur report on Breakout session 2.2 (7 Min) * Q&A (5 Min) * Rapporteur report on Breakout session 2.3 (7 Min) * Q&A (5 Min) * Plenary Session 2 Chairperson’s conclusions (9 Min)   ***Current Status:***   * *The Steering Group has agreed that the keynote speaker will serve as the Rapporteur of the relevant breakout session.*   ***Decisions and Actions Required:***   * *Delegates send recommendations for keynote speakers by* |  |
| **15:15- 15:45** | **CONCLUDING SESSION (30 min)**   * Agreement of Ministerial Statement: Daejeon Declaration * Chairperson’s Summary (or closing remarks)   ***Current Status:***   * *The Steering Group has discussed the draft Daejeon Declaration, which the CSTP is to discuss during the CSTP meeting in March.*   .  ***Decisions and Actions Required:***   * *Delegates to discuss the content of the Declaration in capitals and send their written comments on the draft Declaration by* ***1 May***. | Daejeon Declaration  (approved by Council by 1 Sept.) |
| **15:45-16:15** | **Press Conference by Chairman and Vice Chairpersons of the Ministerial and OECD Secretary-General**  ***Current Status:***   * *The Steering group has agreed that the Press Conference should be attended by the Chairman, two Vice Chairpersons and the OECD Secretary General.*   ***Decisions and Actions Required:***   * *None.* * *Ideas and suggestion welcome.* | **Press Release (1 Oct.)** |
| **16:15-18:00** | **Free and bilateral meetings, as appropriate.**  ***Current Status:***   * A number of meeting rooms for bilateral meetings will be available at the Ministerial Venue. * Reservation of the bilateral meeting rooms will be taken from July.   ***Decisions and Actions Required:***   * None. * Ideas and suggestion welcome. |  |
|  |  |  |
| **18:00-20:00** | **Farewell Dinner**  ***Current Status:***   * *Details on the farewell dinner are yet to be decided.*   ***Decisions and Actions Required:***   * *None.* * *Ideas and suggestion welcome.* |  |
| **Day 4** (Thursday, Oct 22nd  2015) | |  |
| **9.30-17.00 pm** | **107TH CSTP MEETING**   * CSTP Regular Session   ***Current Status:***   * *CSTP will hold a one-day regular session, with the agenda focusing on discussing follow ups to the Ministerial outcome.*   ***Decisions and Actions Required:***   * *An agenda for the regular meeting will be prepared closer to date of the CSTP session.* * *Ideas and suggestion for agenda items welcome.* |  |