



## **2<sup>nd</sup> Executive Board Meeting**

2 – 4 September 2020

### **Approved Recommendations**

#### **AGENDA ITEM 1: FORMALITIES:**

Opening Prayer – Director General of SPREP

Keynote Address – Hon. Tuilaepa Sailele Malielegaoi, Prime Minister of Samoa

#### **AGENDA ITEM 2: APPOINTMENT OF CHAIR AND VICE-CHAIR**

The Executive Board Meeting:

1. **confirmed** the Representative of **Solomon Islands** as **Chair**; and
2. **confirmed** the Representative of **Guam** as **Vice-Chair**.

#### **AGENDA ITEM 3: ADOPTION OF AGENDA AND WORKING PROCEDURES**

The Executive Board meeting:

1. **considered** and **adopted** the Provisional Agenda; and
2. **agreed** on hours of work.

#### **AGENDA ITEM 4: ACTION TAKEN ON MATTERS ARISING FROM 29<sup>TH</sup> SPREP MEETING**

The Executive Board Meeting:

1. **noted** actions taken against the decisions and directives of the 29<sup>th</sup> SPREP Meeting.

#### **AGENDA ITEM 5: 2019 OVERVIEW AND IMPLEMENTATION OF THE FIRST SPREP PERFORMANCE IMPLEMENTATION PLAN 2018-2019**

**Agenda Item 5.1: Presentation of Annual Report for 2019 and Director General's Overview of Progress since the 29<sup>th</sup> SPREP Meeting**

The Executive Board Meeting:

1. **noted** the report.

## **Agenda Item 5.2: COVID -19 Impacts on SPREP**

The Executive Board Meeting:

1. **noted** the negative impacts of the COVID-19 pandemic on the SPREP 2020 work programme and forecast reduction in expenditure of the 2020 budget; and
2. **noted** the Secretariat actions to manage the consequences of these impacts to maintain delivery of support to Members to the highest level possible.

## **Agenda Item 5.3: Strategic Outcomes from the 2018-2019 PIP**

The Executive Board Meeting:

1. **noted** the PIP 2018-2019 Strategic Outcome Report;
2. **noted** the Annual Work Programme and Budget (AWPB) 2020-2021 and progress made towards achievement of the 2018-2019 programme of work and budget, and 2018-2019 PIP strategic Outcomes;
3. **considered** Secretariat responses in addressing cross-cutting issues in implementation of the 1<sup>st</sup> PIP; and
4. **noted** that the PIP strategic planning mechanism will be evaluated after completion of the second (2020-2021) PIP in 2022.

## **Agenda Item 5.4: Audited Annual Accounts for 2019**

The Executive Board Meeting:

1. **reviewed** and **adopted** the audited Financial Statements and Auditors' Report for 2019.

## **AGENDA ITEM 6: REGIONAL COOPERATION**

### **Agenda Item 6.1: Blue Pacific vision and the 2050 Strategy**

The Executive Board Meeting:

1. **noted** the limited progress to date and **requested** that SPREP remain engaged in the development of the 2050 Strategy for the Blue Pacific Continent.

### **Agenda Item 6.2: Implementation of the Pacific Islands Forum Leaders and SIS Leaders decisions**

The Executive Board Meeting:

- 1 **noted** the coordinated efforts of SPREP to implement the CROP Strategic Work Agenda for 2019 -2020 of the Forum Leaders' and SIS Leaders' decisions from the 50th Pacific Islands Forum.

### **Agenda Item 6.3: SPREP Sub-regional presence**

The Executive Board Meeting:

1. **welcomed** the innovative approach by SPREP to support the sub-regional presence in Melanesian countries funded through projects and Government support and recommended this approach as a model for the region in terms of organisational resilience; and **expressed** appreciation to the Solomon Islands Government for providing office space in Honiara;
2. **welcomed** the formal opening of the SPREP Northern Sub-regional office;
3. **noted** the on-going work by the Micronesian Members' Working Group and further **encouraged** the Micronesian SPREP Members to actively work alongside the Transitional Office Manager to complete the costed draft operating model and budget to ensure timely identification of new funding sources for a fully funded SPREP Northern Sub-regional Office;
4. **noted** that the interim budget will support the work of the Northern Sub-regional Office as currently structured for the remainder of 2020; and
5. **requested** the Secretariat to report to Members with a budget that can support the proposed operating model for the Northern Sub-regional Office when that has been achieved.

## **AGENDA ITEM 7: INTERNATIONAL AND REGIONAL ENGAGEMENT EVENTS FOR 2020**

### **Agenda Item 7.1: 10<sup>th</sup> Pacific Islands Conference on Nature Conservation and Protected Areas**

The Executive Board Meeting:

1. **noted** the postponement of the 10<sup>th</sup> Pacific Islands Nature Conservation and Protected Areas Conference as a consequence of the COVID-19 pandemic and the change of delivery modality to a virtual conference;
2. **endorsed** national participation in consultation and sessions on the draft Framework held prior to, and as part of, the Conference; and
3. **endorsed** national support of the conference by encouraging participation of key national stakeholders to participate virtually, or other contributions.

### **Agenda Item 7.2: Update on CBD COP 15 and input to the Post-2020 Biodiversity Framework**

The Executive Board Meeting:

1. **noted** the actions taken to provide input into the Post-2020 Biodiversity Framework prior to the CBD COP15 in 2021;
2. **encouraged** countries to submit their own input to the Secretariat of the Convention on Biological Diversity for the Post-2020 Biodiversity Framework; and
3. **directed** the Secretariat to continue to support Members with the processes for providing input into the Post-2020 Biodiversity Framework prior to the CBD COP in 2021.

## **AGENDA ITEM 8: STRATEGIC PARTNERSHIPS**

### **Agenda Item 8.1: Pacific Climate Change Centre**

The Executive Board Meeting:

1. **noted** the progress and key achievements of the Pacific Climate Change Centre.

### **Agenda Item 8.2: Update on EU EDF-11 Programme Engagement**

The Executive Board Meeting:

1. **noted** the implementation status of EDF-11, ACP and OCT programmes including the impact of COVID-19 restrictions.

### **Agenda Item 8.3: Kiwa Initiative – Nature-based solutions for climate resilience**

The Executive Board Meeting:

1. **noted** the development and commencement of the Kiwa Initiative – Nature-based solutions for climate resilience and the funded implementation role of SPREP under Sub-Component B1;
2. **endorsed** SPREP's engagement and implementation of the KIWA initiative; and
3. **agreed** that the Secretariat will engage with Kiwa to provide more information on their proposal and for Members of the Board to subsequently consult with their constituencies and provide the Secretariat with the views of Members by the end of October 2020.

### **Agenda Item 8.4: SPREP accredited Entity role**

The Executive Board Meeting:

1. **noted** progress on SPREP's role as a regional implementing entity
2. **noted** the need for Member Country climate finance project ideas to conform with GCF investment criteria
3. **noted** the reaccreditation process for the GCF.

## **AGENDA ITEM 9: GOVERNANCE, INSTITUTIONAL ARRANGEMENTS AND MECHANISMS**

### **Agenda Item 9.1: Audit Committee Report**

The Executive Board Meeting:

1. **commended** the efforts of the Director General and all staff in the early and satisfactory completion of the financial accounts and audit, and **acknowledged** the work of the Audit Committee;
2. **noted** the improved process used by the Secretariat to provide the draft financial statements to the AC for review prior to the issuing of the final audit opinion, and the consultation between the AC and the External Auditor;

3. **noted** that the late receipt of member's voluntary contributions remains an issue, causing financial constraints on the Secretariat's annual budget, and **requested** Members to provide their voluntary contributions to the Secretariat in a timely manner;
4. **requested** the Secretariat address the human resource issue within the Internal Audit Unit as resources permit; and
5. **noted** and **approved** the report of the Audit Committee for the period July 2019-July 2020.

#### **Agenda Item 9.2: Partnership Engagement and Resource Mobilisation Strategy**

The Executive Board Meeting:

1. **endorsed** the draft Partnership engagement and resource mobilisation strategy.

#### **Agenda Item 9.3: Country and Territory Strategic Partnership Frameworks**

The Executive Board Meeting:

1. **endorsed** the concept and process for developing Pacific Strategic Partnership Frameworks; and
2. **agreed** to consult within their constituencies and report back to the Secretariat by the end of 2020.

#### **Agenda Item 9.4: SPREP Independent Corporate Review and Mid-Term Review of SPREP Strategic Plan 2017-2026**

The Executive Board Meeting:

1. **approved** the proposal to combine the Independent Corporate Review of SPREP with the Mid-Term Review of the SPREP Strategic Plan 2017-2026, to be undertaken in 2021 at lesser cost than that of two separate reviews;
2. **approved** the attached draft Terms of reference and timeline for this Review noting the intention to establish a Reference Group to guide the Review;
3. **directed** the Secretariat to ensure the outcomes of the combined Review are considered by the 2021 SPREP Meeting; and
4. **noted** the interest in principle from Australia and New Zealand to assist with funding the Review noting that this is not included in the 2021 budget.

#### **Agenda Item 9.5: People Strategy**

The Executive Board Meeting:

1. **reviewed** and **endorsed** the final draft of the People Strategy.

## **Agenda Item 9.6: Review of Staff Remuneration - Terms and Conditions**

The Executive Board Meeting:

1. **deferred** the engagement of an independent consultant to review the Secretariat's Remuneration Systems to 2021; and
2. **noted** that a report will be provided to the 2021 SPREP Meeting.

## **Agenda Item 9.7: SPREP Director General's Performance Assessment – closed session**

The Executive Board Meeting:

1. **noted** and **endorsed** the review completed by the Troika of the DG's PDP for the period Sept 2019 - Sept 2020, acknowledging the many initiatives and positive outcomes despite the current challenges of COVID-19, as well as areas requiring attention over the next year; and
2. **noted and endorsed** the proposed way forward by the Troika for the DG's next PDP, Sept 2020 – Dec 2021. Members are invited to propose relevant and appropriate specific targets they wish to be included in the DG's next PDP by the end of September 2020. The Troika will work with the DG over the next month to finalise the next PDP targets by end of October 2020.

## **Agenda Item 9.8: Process for the Recruitment of the Director General for 2021 – closed session**

The Executive Board Meeting:

1. **noted** that as of 31<sup>st</sup> July 2020, no comments have been received by the Secretariat from Members on the Job Description of the Director General post; and
2. **considered** and **approved** the proposed recruitment process presented to the Board (*Table 1 of WP 9.8*)

## **AGENDA ITEM 10: STRATEGIC FINANCIAL ISSUES**

### **Agenda Item 10.1: Report on Members' Contributions**

The Executive Board Meeting:

1. **considered** the report and **addressed** the issue of outstanding member contributions; and
2. **committed** itself collectively and individually to paying current and outstanding contributions in full in 2020.

### **Agenda Item 10.2: Sustainable Financing**

The Executive Board Meeting:

1. **considered** the report and **provided** guidance on options proposed to address the impact of COVID-19, on the Secretariat's financial position.

## **AGENDA ITEM 11: 2020-2021 BIENNIAL WORK PROGRAMME AND BUDGET**

### **Agenda Item 11.1: Climate Change Resilience**

#### **Agenda Item 11.1.1: Updated Highlights of the 2020-2021 Work programme**

The Executive Board Meeting:

1. **noted** the updated highlights of the Climate Change Resilience 2020-2021 Work Programme

#### **Agenda Item 11.1.2: Framework for Resilient Development in the Pacific and the Pacific Resilience Partnership**

The Executive Board Meeting:

1. **noted** the progress of the Secretariat in supporting the implementation of the FRDP;
2. **noted** that the Secretariat's rotation as CROP representative on the PRP Taskforce will end this year;
3. **noted** that the Secretariat will continue to be a member of the PRP Support Unit; and
4. **noted** the Secretariat will continue to lead the Communications and Engagement Sub-Committee.

#### **Agenda Item 11.1.3: UNFCCC CoP26 Update**

The Executive Board Meeting:

1. **noted** the developments around UNFCCC COP26 and the implications for planning in the region; and
2. **welcomed** the support provided by the One CROP Plus team led by SPREP.

### **Agenda Item 11.2: Island and Ocean Ecosystems**

#### **Agenda Item 11.2.1: Island and Ocean Ecosystems Programme 2020-2021 Update**

The Executive Board Meeting:

1. **noted** the update on key implementation activities for the 2020-2021 PIP.

#### **Agenda Item 11.2.2: Development of the Pacific Regional Invasive Species Management Support Services (PRISMSS)**

The Executive Board Meeting:

1. **noted** the progress in the development of the PRISMSS; and
2. **encouraged** Members and their invasive species coordinators to actively maintain communications with and utilise the PRISMSS.

### **Agenda Item 11.2.3: Outcomes of the Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) project**

The Executive Board Meeting:

1. **noted** the outcomes of the PEBACC project in promoting ecosystem-based adaptation in Fiji, Vanuatu and Solomon Islands, and the region;
2. **noted** the success of the project in securing an additional €4 million to implement a second 4-year phase;
3. **encouraged** participating government ministries and departments to continue their support for the demonstration projects and seek to expand and apply the knowledge gained on EbA to new areas; and
4. **encouraged** all Pacific island country governments to adopt ecosystem-based adaptation as an effective approach to building climate resilience in the region.

### **Agenda Item 11.3: Waste Management and Pollution Control**

#### **Agenda Item 11.3.1: Waste Management and Pollution Control Programme 2020-2021 Update**

The Executive Board Meeting:

1. **noted** the update on key implementation activities for the 2020-21 PIP.

#### **Agenda Item 11.3.2: The Cleaner Pacific 2025 and Development of the new Implementation Plan 2021-2025**

The Executive Board Meeting:

1. **endorsed** in principle the new Implementation Plan 2021 – 2025 for the remaining period of the CP2025; and
2. **requested** Members to work with SPREP and other partners to improve the regional management of waste and pollution over the next 5 years using the new Implementation Plan 2021-2025

### **Agenda Item 11.4: Environmental Monitoring & Governance**

#### **Agenda Item 11.4.1: Environmental Monitoring & Governance Programme 2020-2021 Update**

The Executive Board Meeting:

1. **noted** the update on key implementation activities for the 2020-2021 PIP.



**Agenda Item 11.4.2: Draft Regional Guidelines on Regional Strategic Environmental Impact Assessment reports for Pacific island Countries and Territories**

The Executive Board Meeting:

1. **approved** the Regional Guidelines on Strategic Environmental Assessment for Pacific island Countries and Territories; and
2. **urged** Members to promote and use the approved Guidelines as a planning tool to systematically evaluate the environmental and socio-economic impacts of Members' policies, plans and programmes.

**Agenda Item 11.4.3: Policy Guidance Note for the periodic update of the Regional State of the Environment and Conservation Report for the Pacific island region**

The Executive Board Meeting:

1. **welcomed** the development of the first Pacific Regional State of the Environment and Conservation report planned for release in November 2020;
2. **noted** the desirability for the development of a Policy Guidance Note for periodic reporting in the future.

**Agenda Item 11.5: Consideration and Approval of the supplementary budget for 2021**

**Agenda Item 11.5.1: 2021 Supplementary Budget**

The Executive Board Meeting:

1. **considered** and **approved** the proposed Supplementary Work Programme and Budget of **USD\$30,411,287** for 2021. The provisional budget for 2021 as approved last year at the 29SM was USD\$30,453,596.

**AGENDA ITEM 12: OTHER BUSINESS**

**AGENDA ITEM 13: DATES OF THE 30<sup>TH</sup> SPREP MEETING**

The Thirtieth-SPREP Meeting will be held from 6 – 10 September, 2021

**AGENDA ITEM 14: ADOPTION OF THE OUTCOME OF THE SECOND EXECUTIVE BOARD MEETING**

The Executive Board adopted the outcomes of the Second Executive Board Meeting.

**AGENDA ITEM 15: CLOSE**