SPREP
Secretariat of the Pacific Regional Environment Programme

10th Pacific Islands Conference
NATURE CONSERVATION AND PROTECTED AREAS
Nature Conservation Action for a Resilient Pacific

UN environment
United Nations Environment Programme

THE ABS CAPACITY DEVELOPMENT INITIATIVE

REGIONAL PROJECT STEERING COMMITTEE MEETING
"ACCESS AND BENEFIT SHARING (NAGOYA PROTOCOL) REGIONAL PROJECT"

JOINT REGIONAL PROJECT STEERING COMMITTEE
ACCESS AND BENEFIT SHARING REGIONAL PROJECT
& ABS CAPACITY DEVELOPMENT INTIATIVE PACIFIC COMPONENT
7pm, Apia- Samoa, 14 September 2020
Online Conference via Zoom

TENTATIVE ANNOTATED AGENDA

ITEM 1: OPENING
The Chair of the ABS Steering Committee, a representative of the Executing Agency (EA) will open the meeting by calling to order. There will be at least three sub-regional representatives (Tuvalu, Vanuatu/PNG, Palau), GEF UNEP-SPREP ABS Project PMU, a representative of the Implementing Agency and the ABS Capacity Development Initiative representative.

Action Required: None

ITEM 2 – QUORUM
The quorum for this meeting to commence is 75% of the country (sub-regional) representatives and the representatives of the Implementing Agency (UNEP) and Executing Agency (SPREP). Numerically for this meeting this adds to 4 plus one as per the Terms of Reference for the Steering Committee. The ABS Project PMU is the Secretariat for the Committee and they will inform on the quorum including any apologies that are to be recorded.

Action Required: None

ITEM 3 – ADOPTION OF THE AGENDA
The Chair will request the members to agree to the draft agenda for the meeting attached as **RSC14/09/2020/Agenda.**

Action Required: *The agenda can be adopted by members as proposed or with amendments.*

ITEM 4- MINUTES OF THE LAST MEETING & MATTERS ARISING FROM THE PREVIOUS MEETING
The Secretariat has prepared the minutes of the last meeting attached as **RSC14/09/2020/Minutes**. The Chair will invite the Project to take the members through the last recorded minutes and matters arising or take it upon at his discretion.

Action Required: *Members will be required to adopt the minutes of the last meeting and endorse the matters arising from the last meeting.*

ITEM 5 – COVID 19 Impacts and Activity Updates

PART A. PACIFIC REGIONAL ABS BRIEF PROGRESS REPORT 2020

The Chair will invite the ABS Regional Project Team to present a condensed summary in a report format of the project implementation from 1 June 2019 – 30 July 2020. The report will be summary highlights of progress and successful interventions in the 14 Project countries. The report is attached as R**SC14/09/2020/Progress**

PART B. ABS CAPACITY DEVELOPMENT INITIATIVE UPDATES AND PACIFIC WORKPLAN FOR 2021

The Chair will invite the ABS CDI Project Coordinator for Pacific to present a summary of the activities implemented by the Project in 2019 to date and highlight key achievements and progress updates.

For both, Part A and Part B above, the members will be able to ask questions and seek clarifications on the implementation and progress updates at the end of each presentation.

Action Required: *Members will be required to endorse the report and commend the progress made in line with the discussions.*

ITEM 6 – STRATEGIC DECISIONS ON PROJECT IMPLEMENTATION (CHALLENGES AND FUTURE DIRECTIONS)

The Chair will invite the ABS Project to highlight key issues that needs decision or noting by the Steering Committee Members. These are any challenges and revisions in budgetary allocations. These issues are attached as **RSC14/09/2020StrategicDecisions.**

Action Required: *Members will be required to approve the recommendations contained in the document attached as* **RSC14/09/2020StrategicDecisions.**

ITEM 7 –Revised BUDGET FOR 2021

The Chair will invite the Pacific ABS Project Legal Adviser to present the revised Budget for 2021 for consideration by the members. The budget is attached as **RSC14/09/2021Budget**

Action Required: *Members are required to note the proposed budget re-distribution of the ABSLA salary and approve the document attached as* **RSC14/09/2010AWPBudget** with or without any amendments as per the discussions that proceeds during the meeting.

ITEM 8 – OTHER MATTERS

The Chair may invite members to bring any additional agenda items of relevance and importance that is not listed above.

CLOSE

The meeting shall end in an hour especially if members are able to look at all necessary attachments in advance of the meeting date