

**Convention on
Biological Diversity**

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**MEETING OF THE BUREAU OF THE CONFERENCE OF THE
PARTIES TO THE CONVENTION ON
BIOLOGICAL DIVERSITY**

Sixth meeting

Cancun, Mexico, 4 December 2016

**MINUTES OF THE SIXTH MEETING OF THE BUREAU OF THE CONFERENCE OF THE
PARTIES IN THE INTER-SESSIONAL PERIOD****INTRODUCTION**

1. The sixth meeting of the Bureau of the Conference of the Parties (COP) in the inter-sessional period was held on 4 December, from 8:00 a.m. to 9:30 a.m., in the Bureau Room located in the Universal Building at the Moon Palace¹, Cancun, Mexico. The main purpose of the meeting was to review and finalize preparations for the thirteenth meeting of the Conference of the Parties and its concurrent meetings which would start later that day.
2. The meeting was chaired by Mr. Chun Kyoo Park, Director General of the Nature Conservation Bureau of the Korean Ministry of Environment, representing His Excellency, Mr. Cho Kyeong-Kyu, Minister of the Environment, COP 12 President. The meeting was attended by the following members of the COP Bureau: Ms. Malta Qwathekana (South Africa); Mr. Mike Ipanga (Democratic Republic of the Congo); Ms. Fumiko Nakao (Japan); Mr. Yousef Al-Hafedh (Saudi Arabia); Dr. Senka Barudanovic (Bosnia and Herzegovina); Mr. Randolph Edmead (St. Kitts and Nevis); Ms. Maria Luisa del Rio Mispireta (Peru); Ms. Tia Stevens (Australia); and Ms. Mette Gervin Damsgaard (Denmark).
3. Mr. Norbert Bärlocher (Switzerland), substituting for Australia for matters related to the Cartagena and Nagoya Protocols, was also in attendance.
4. Representatives of the Korean COP 12 Presidency in attendance included Mr. Beom-Sik Yoo, Director, Global Environment Division, Ministry of Environment, and Ms. Hyemin Park, Deputy Director, Global Environment Division, International Cooperation Office. Representatives of the incoming COP 13 Mexican Presidency included: Mr. Enrique Lendo Fuentes, Director, Foreign Affairs, Secretariat of the Environment and Natural Resources (SEMARNAT); Mr. Juan Antonio Mateos (COP 13 National Coordinator, SEMARNAT); and Mr. Hesiquio Benitez, Director, Liaison and Foreign Affairs, National Commission for the Knowledge and Use of Biodiversity (CONABIO). Also present as an observer was SBSTTA Chair, Mr. Andrew Bignell (New Zealand).

¹ Carretera Cancun-Chetumal Km. 36.5, Riviera Maya, 77500 Cancún, Q.R., Mexico

5. UN Environment was represented by Mr. Ibrahim Thiaw, Deputy Executive Director, and Mr. Balakrishna Pisupati, Head of the Biodiversity, Land and Governance Programme, Law Division. The Secretariat was represented by Mr. Braulio Dias (Executive Secretary), Mr. David Cooper (Deputy Executive Secretary and Conference Secretary), Ms. Amy Fraenkel, Mr. Ravi Sharma, Mr. Worku Damena Yifru, Mr. Robert Höft, Ms. Valerie Normand, Ms. Manoela Pessoa de Miranda, Mr. Paulo Tagliari and Ms. Monique Chiasson.

ITEM 1. OPENING OF THE MEETING

6. The meeting was opened at 8:25 a.m. by the Chair who delivered a statement on behalf of the COP 12 Presidency, stating that the Republic of Korea was happy to see the good progress made in the implementation of the “Pyeongchang roadmap for the enhanced implementation of the Strategic Plan and achievement of the Aichi Biodiversity Targets”, and on the initiatives launched at COP 12.

7. In his opening remarks, the Executive Secretary thanked the Republic of Korea for its contributions to the Convention, not only in hosting COP 12 and presiding over the Bureau in the biennium, but also through the many initiatives sponsored by the Republic of Korea. He drew attention to the Republic of Korea’s report which provides valuable information on lessons learned.²

8. Mr. Dias expressed satisfaction with the excellent discussions held during the high-level ministerial segment of COP 13, held on 2 and 3 December 2016, noting its positive outcomes and in particular the Cancun Declaration on mainstreaming the conservation and sustainable use of biodiversity for well-being, agreed by ministers and other heads of delegations. He added that the numerous mainstreaming pledges received from countries, the participation of the Biodiversity Forum, civil society forum and youth forum provided encouragement and good momentum and spirit for Parties to begin their deliberations at COP. He expressed his gratitude to Mexico for its partnership in preparing for the event and looked forward to the full support of Mexico over the next two weeks.

ITEM 2. ADOPTION OF THE AGENDA

9. The Bureau adopted the agenda for its meeting, as presented in document UNEP/CBD/COP/Bur/2016/6/1. The main item of the agenda was item 4 on preparations for the thirteenth meeting of the Conference of the Parties and its concurrent meetings.

ITEM 3. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS

10. The Bureau adopted the minutes of its meeting held on 6-7 October 2016 in Mexico City (document UNEP/CBD/COP/Bur/2016/5/2). The minutes had been provisionally agreed earlier by e-mail.

ITEM 4. PREPARATIONS FOR THE THIRTEENTH MEETING OF THE CONFERENCE OF THE PARTIES AND CONCURRENT MEETINGS OF THE PARTIES TO THE CARTAGENA AND NAGOYA PROTOCOLS

11. The Chair invited Mexican representative, Mr. Enrique Lendo Fuentes, to lead the discussions on this item.

Items 4.1 and 4.2: Nominations for the next Bureau, chairing roles and other officers

12. Mr. Lendo provided an overview of the chairing roles for WGI and WGII, and other officers, that had been agreed at the previous Bureau meeting held on 6-7 October 2016 in Mexico City, as detailed in the minutes to the previous meeting (document UNEP/CBD/COP/Bur/2016/3/2):

- (a) Ms. Mette Damsgaard (Denmark) as Chair of WGI
- (b) Ms. Malta Qwathekana (South Africa) as Chair of WGII

² Report by the Government of the Republic of Korea on the Activities of the Presidency of the Twelfth Meeting of the Conference of the Parties to the Convention on Biological Diversity, UNEP/CBD/COP/13/INF/26.

(c) Ms. Maria Luisa del Rio Mispireta (Peru) as representative of the Bureau for the review of credentials

13. The Bureau also agreed that the newly designated representative from Belarus, Mr. Sergei Melnov, would serve as Rapporteur.

14. The Bureau had also previously nominated Mr. Spencer Thomas (Grenada) as Chair of the Budget Contact Group.

15. Mr. Lendo reminded Bureau members that nominations from regional groups for members of the next Bureau and other officers should be made as soon as possible. The Secretariat clarified that the new Bureau would take office at the end of COP 13 and that this agenda item would be opened in the first plenary session to be held later that day, with the expectation that nominations would be made in plenary on Friday, 9 December. The Conference of the Parties would also have to elect the new SBSTTA Chair (on the basis of a nomination from the Asia and Pacific region) and potentially the Chair of SBI (on the basis of a nomination from the African region). Bureau members should therefore approach their regional groups on these matters as soon as possible.

16. The Bureau agreed that newly-designated prospective Bureau members could participate in Bureau meetings as observers during the current COP.

17. The Secretariat reminded the Bureau that members of the Bureau and other officers should be elected from among those delegates of Parties with valid credentials. The Secretariat provided figures on the status of credentials that had been received as of Saturday (3 December) evening. For COP 13, of the 143 Parties registered, 71 had submitted credentials that are fully compliant, 15 had submitted credentials that were not compliant, and 57 Parties had not yet submitted credentials. For COP MOP 8, of the 132 Parties registered, 62 Parties had submitted credentials that were fully compliant, 12 Parties had submitted credentials that were not compliant and 58 had not yet submitted their credentials. For COP MOP 2, of the 77 Parties registered, 31 Parties had submitted credentials that were fully compliant, 8 Parties had submitted credentials that were not compliant and 38 had not yet submitted their credentials. The Secretariat commented that the holding of the High-Level Segment prior the COP 13 may have enabled improvement in the rate of submission of credentials. As Parties must provide credentials within 24 hours, Bureau members were urged to bring this matter up as soon as possible at their regional meetings. Information would be updated by Ms. Maria Luisa del Rio Mispireta (Peru) by Friday and made available on the Convention's website. In the meantime, updated information would be provided to members at Bureau meetings.

18. The Secretariat also reminded Bureau members of the provisions of COP decision XII/32 (paragraph 19), confirming that Parties whose contributions are in arrears for two (2) or more years will not be eligible to become a member of the COP Bureau (this would not apply to the least developed countries and small island developing States, and to Parties that had already entered into arrangements with the Executive Secretary to bring their contributions up to date).

19. The Secretariat reminded the Bureau that the COP would also have to elect members to the Compliance Committee of each of its Protocols (one per region for the Nagoya Protocol and 2 per region for the Cartagena Protocol), as these terms would come to an end at the end of the year.

Item 4.3 Workload, expected decisions and time planning

20. Further to discussions at the previous meeting of the Bureau in Mexico City, and subsequent consultations by e-mail, the Secretariat had circulated a note providing further guidance on the organization of work (UNEP/CBD/COP/13/Add.3). Bureau members reiterated the need for discipline and good time management to ensure that the various agenda items could be considered in a timely way, and emphasized that the Chairs should seek to discourage the opening of issues that had previously been agreed by consensus at the preparatory meetings of the subsidiary bodies.

21. The possibility of re-assigning work between the two Working Groups, in the event that one of the Groups completed their work quickly, was discussed. The Secretariat clarified that this is a decision that plenary only can take, and that this situation could be monitored in the Bureau.

22. The Secretariat briefed the meeting on the improvements made to the documentation pages for the COP and concurrent meetings on the Convention's website.

23. The Secretariat circulated a list of potential contact groups (or other informal groups) and chairs to assist the Chairs of the two Working Groups in identifying such persons. Several members of the Bureau had agreed to make themselves available to chair a contact group. It was noted however that such roles were not limited to Bureau members. It was also noted that, for any contact groups that addressed matters under the Protocols, the chair, or at least one of the co-chairs, should be from among the Parties to the respective Protocol(s). It was agreed that the number of groups facilitated by delegates from any one Party should be minimized. The Bureau agreed to keep the list of potential contact groups under review; the Secretariat would update the list after the Bureau meeting.

Item 4.4 Hosting of COP 14

24. The Executive Secretary updated the Bureau on the status of the offers from Egypt and Turkey to host COP 14: both countries were currently maintaining their offers. He indicated that meetings had been recently held with the delegations of Egypt and Turkey, and that Egypt had increased their offer of financial contributions to host COP 14. Options for one of the countries to defer offer to COP 16, or to hold preparatory intersessional meetings, including perhaps ministerial level meetings, had been presented to the two Parties. The Parties had found this proposal interesting but nothing had yet been agreed. They would continue to have bilateral meetings on this matter and consult with their regions, and had asked the Executive Secretary to facilitate these discussions. Both Egypt and Turkey had indicated that they would like a decision taken on the basis of consensus. Mr. Lendo added that both countries had also approached the Mexican delegation.

25. The Secretariat drew attention to the note it had prepared regarding steps to be taken on this issue and the rules of procedure for a potential vote, as well as the option of an informal vote to guide a formal decision by consensus. The Secretariat also noted that, if no decision could be taken at COP 13, COP 14 would be held at the seat of the Secretariat in Montreal.

26. On the issue of the hosting of COP 14, Mr. Thiaw stated that it should be regarded as a credit to the credibility of the CBD to have received two offers to host COP 14.

27. The Bureau agreed that all steps should be taken to facilitate the reaching of an agreement between the two candidate countries prior to formal consideration by the COP.

Item 4.5 Briefing on the outcomes of the High-Level Segment

28. Mr. Lendo stated that Mexico was very satisfied with the outcomes of the High-Level Segment, particularly with respect to the level of participation of ministers, and the participation of international organizations, such as the FAO and the World Tourism Organization, and the report of the round table. He added that it is hoped that the Cancun Declaration will provide meaningful political guidance to improve mainstreaming not only in the biodiversity agenda but in other multilateral agreements. He acknowledged the hard work of the Secretariat in preparing for this event.

29. Bureau members congratulated Mexico on the successful High-Level Segment.

Item 4.6 Update on logistics

30. Mr. Juan Antonio Mateos stated that the transportation timetables were being improved in light of the needs and would continue to be adjusted during the course of the meeting.

31. He invited Bureau members to attend the reception to be offered by the Government of Mexico that evening (4 December).

Item 4.7 Update on funding of participants

32. The Executive Secretary briefed the Bureau on the funding status of participants from developing countries to COP 13, COP-MOP 8 and COP-MOP 2. A list of countries funded (total 120) was provided to Bureau members.

Item 4.8 Side events

33. The Secretariat indicated that it had received more requests for side events than could be accommodated and had worked with proponents to encourage them to combine events where feasible. Information on side events was available on the Convention's website at <https://www.cbd.int/side-events/>.

Item 4.9 Press/Media

34. The Secretariat referred Bureau members to the Information Note for Participants for details on procedures on media accreditation (see <https://www.cbd.int/doc/meetings/cop/cop-13/other/cop-13-info-note-en.pdf>), and encouraged Parties and observers to make full use of these facilities.

Item 4.10 Schedule of Bureau meetings during COP 13

35. As agreed at its meeting on 6-7 October, during COP 13, the Bureau would meet daily from 8:00 a.m. to 9:00 a.m., from Tuesday, 6 December, onwards, unless it decides otherwise.

ITEM 5. OTHER MATTERS

36. Mr. Thiaw requested the Bureau's guidance in regard to the term of office for the new Executive Secretary, stating that it would be good to have this matter concluded by the end of the week. He added that UN Environment was considering offering a three-year term, as a first term, and indicated that Ms. Cristiana Paşca Palmer would be available to take up her duties at the Secretariat in March 2017. The Secretariat added that the usual term of the Executive Secretary is three years.

37. The President drew attention to the note it had prepared concerning the lessons learned by the COP 12 Bureau. In regard to improving the functions of the Bureau, a Bureau member commented that Bureau meetings were sometimes not long enough to address more strategic issues. To address this constraint, Mexico had offered to host a meeting, perhaps in a retreat format. The Secretariat noted that the outgoing Presidency (Korea) could be invited as an observer to facilitate learning from the experience of the outgoing Bureau.

ITEM 6. CLOSURE OF MEETING

38. On behalf of the Executive Secretary, Mr. David Cooper expressed his gratitude to the Republic of Korea for their support over the term of the COP 12 Presidency.

39. The Chair closed the meeting at 10:15 a.m.