

Report of the Executive Team and the Chair of the Standing Committee

Action requested:

The Standing Committee is invited to note the present report of the Executive Team and the Chair of the Standing Committee.

Background

1. This report provides an overview of the work carried out by the Chair of the Standing Committee and the Executive Team for the period following the 63rd meeting of the Standing Committee (SC63) which was held from 3 to 7 June 2024, through to 21 October 2024, the date of publication for SC64 documents.
2. The role and composition of the Executive Team is set out in paragraph 4 of Resolution XIII.4 on *Responsibilities, roles and composition of the Standing Committee and regional categorization of countries under the Convention*, which notes that “the Standing Committee’s oversight of the Secretariat is conducted on its behalf between meetings of the Standing Committee by its Executive Team (Chair, Vice Chair, and Chair of the Subgroup on Finance) with the Secretary General”.
3. The membership of the Executive Team is comprised of China as the Chair of the Standing Committee, Gabon as the Vice-Chair of the Standing Committee, and the United States of America as the Chair of the Subgroup on Finance. China as the Chair of the Standing Committee serves as the Chair of the Executive Team.

Work undertaken by the Chair of the Standing Committee

4. Following SC63, the Chair has been in regular correspondence with the Secretary General of the Convention via email and virtual calls to discuss management of the Secretariat and the Secretary General’s vision and priorities for the triennium, and how the Chair can best support both the Secretariat and Contracting Parties.
5. During the period of this report, the Chair has provided the Secretary General with ongoing guidance on technical and administrative matters.

Work undertaken by the Executive Team

6. A virtual meeting of the Executive Team was held on 11 September 2024 at which the Secretariat briefed the Executive Team on the preparation of SC64, progress of Working Groups and Subgroups and anticipated deliverables, status of preparations for the 15th meeting of the Conference of the Contracting Parties (COP15), a change in the Vice-Chair role of the CEPA

Oversight Panel, and planned travel and representation activities of the Secretary General for the rest of 2024. The Executive Team will meet again on 19 January 2025 in advance of SC64 to discuss management of SC64 proceedings.

7. During this meeting the Executive Team agreed to convene a meeting of the Management Working Group on 8 October 2024 to update the Group on activities and progress with the Programme on communication, capacity building, education, participation and awareness (CEPA), the Scientific and Technical Review Panel (STRP), SC64 preparations, COP15 preparations, and finalization of the guidance document for the recruitment of a new Secretary General.
8. The Executive Team has made itself available during the reporting period to provide ongoing guidance on administrative and governance matters as requested by the Secretariat.