

## **Draft Annotated Agenda**

### **Conservation Committee Planning Group**

**Friday 19 July 2019, 9.30 –12.30**

**Location: Room 808, Nobel House, Defra, SW1P 3JR.**

#### **1. Welcome and aims of the meeting**

- a) Appointment of Chair [tbc]
- b) Appointment of Rapporteur [The Secretariat will offer to act as rapporteur]
- c) Terms of Reference and aims of the meeting
- d) Review of documents available to the meeting

*At IWC66, the Commission endorsed Terms of Reference (see Annex 1) for annual Conservation Committee Planning Group meetings which would help set the agenda for the biennial Conservation Committee meeting and ensure progression of the Conservation Committee work plan in the intersessional period.*

#### **2. Adoption of the agenda**

#### **3. Conservation Committee update since IWC67 (Lorenzo Rojas Bracho/Jamie Rendell)**

*The Chair of the Conservation Committee will present an update paper summarising intersessional progress. In-depth discussion is not anticipated unless specific action or advice is needed.*

#### **4. Database of recommendations**

- a) Update on the database of recommendations

*This item provides opportunity for the Conservation Committee to receive an update on the database of recommendations and a short demonstration. Agenda item 5 will allow further discussion on how the database can be embedded into Conservation Committee working practices.*

*The Secretariat will give a demonstration of the database, summarise recent Scientific Committee discussion on its use, and present some options for the Conservation Committee to consider.*

- b) Language used in Conservation Committee recommendations

*This item will allow discussion on the language used in CC recommendations to facilitate entry to the database of recommendations. The Secretariat will prepare a paper for the next CC meeting and in the meantime working groups are asked to use this language when submitting their reports and draft recommendations to IWC68.*

- c) Joint Conservation Committee-Scientific Committee Working Group (Jamie Rendell, UK and Robert Suydam, USA)

*This item will allow for a discussion on the future work plan of the Joint CC/SC Working Group (including the timing and agenda) for its next meeting) and, if appropriate, its Terms of Reference.*

*In addition, it will allow for discussion on communication between the Conservation Committee and Scientific Committee. At the Scientific Committee in May 2019, the whale watching sub-committee agreed to trial the use of the database to facilitate communication between the committees. This agenda item will allow discussion on the best way to achieve this.*

## **5. Preparation for IWC68**

- a) Draft Conservation Committee agenda

*This item provides an opportunity for a discussion on the agenda for the next Conservation Committee to be held in September 2020. This will include a discussion on how the database of recommendations can be embedded into Conservation Committee working practices and how this might be trialled at IWC68.*

## **6. Developing work areas on the CC agenda**

*This agenda item will allow for discussion of topics on the Conservation Committee Strategic Plan that have not yet developed work plans.*

- a) Noise (Miguel Iñiguez)
- b) Climate Change (TBD)
- c) Pollution (TBD)

## **7. Finance**

*A brief paper will provide an update on progress in implementing the recommendations of the Intersessional group on strengthening finance and the Voluntary Conservation Fund.*

*This item will also include discussion on opportunities for fund-raising to take forward issues on the Conservation Committee agenda.*

## **8. Relationship with other inter-governmental organisations (Secretariat)**

*The Secretariat will provide a brief update paper on engagement with other inter-governmental organisations and proposals for next steps.*

## **9. Any other business**

## **Annex 1. Terms of Reference for annual Conservation Committee Planning Group meeting**

The Conservation Committee Planning Group is tasked with helping set the agenda for the biennial Conservation Committee meeting and progression of the Conservation Committees work plan in the intersessional period.

It will:

- Consider the Committee's progress since the last meeting of the Committee, in particular with regards to intersessional work, and support continued effective delivery of its work.
- Identify key discussions, priorities and deliverables for inclusion on the agenda of the next meeting of the Committee.
- Support the Chair in preparing for Conservation Committee meetings.
- Provide an additional opportunity for discussing the strategic development of the Conservation Committee, particularly with regards it's outward facing strategic plan, strategic development of priorities, engagement with other organisations, and funding.

### *Membership*

The group is intended to be small and focused and does not replace a full meeting of the Conservation Committee. Attendance is not restricted but may be limited by available space. It will primarily be composed of the Chair and vice-chair of the Conservation Committee, Chairs of the Committee's standing working groups, and nominees from contracted governments. Additional expertise will be invited as appropriate to the agenda by the Chair and Vice-Chair of the Conservation Committee. The meeting will be Chaired by the Chair of the Conservation Committee.

### *Timings*

The Conservation Committee planning meeting should meet at least annually and where possible in conjunction with meetings of the Scientific and/or Conservation Committee to ensure best use of resources.