

**Bureau Meeting
Wednesday 6 June 2023**

10 am – 13h00 UK

Secretariat Updates to the Bureau

Bureau agenda Item 5

Financial Contributions – For 2022 financial contributions, 58 countries are in good standing and 30 have arrears. This means that the Commission is currently quorate and therefore can hold a vote if necessary. However, at the time of writing, we will not be quorate come 1 July as only 28 countries have paid 2023 financial contributions, another 17 countries need to clear their accounts.

Bureau agenda item 6

6.1 Budget

Discussions took place at SC69A as it is forecasted that the next SC meeting in April / May 2024 will be over budget. Due to no host Government, there is no option for overspend to be covered by the host, therefore, options to either generate additional voluntary income or reduce expenditure must be considered. Further work by the SC Budget Advisory Group will take place later this year.

A half year forecast will be produced in early July.

6.3 Possible review of RoP, Financial Regulations

The International Whaling Commission's Rules of Procedure and Financial Regulations (RoP) are agreed by the Commission and are modified after each Commission meeting if changes are agreed. The somewhat 'patchwork' approach to updating the documents has resulted in some inconsistencies in the text of the RoP. In addition, edits may be required given decisions by the Commission at IWC68 to implement elements of the Governance Review, as suggested by the Working Group on Operational Effectiveness – WG-OE. The WG-OE work continues, and progress will be presented at IWC69. Finally, the RoP could benefit from a comparative analysis with the RoP of other IGOs as a means of suggesting modifications that could be relevant and useful for guiding IWC's work.

The NOAA Grant has provided funding for this project. The Secretariat would like to issue a call for tenders for this work, to begin in the fall of 2023 and be ready for consideration at IWC69.

Bureau agenda item 7

7.1 Moving Secretariat office

At the time of writing, the sale of the Red House is nearly complete with final contracts to be signed within the next two weeks for a sale price of £1,305,000. We understand that the building will be used to house a children's nursery. With this sale, the IWC's reserve fund will increase. The estimated rate of return on the investment in this property, given a purchase price of £1m in 2016 and a discounted cash flow rate of 2%, is 11%.

The Secretariat has located a possible rental, in Vision Park less than 1km from the current location. Negotiations are underway for pre-move-in repairs and fresh paint/flooring, timing of the rental, and

level of rent for a ten-year lease, with a five-year break clause. The search for a new office was launched with a survey requesting staff input on required/desired features of the new space, then the assignment of a move team to ensure full consultation. The preferred rental is three floors and a total square footage of 2,151 sq ft. It is smaller than the Red House, and the use of hot desking and improved management of storage space will help ensure that we are making cost efficient use of our budget for office space, which is about on par with the 'costs' of working at the old Red House at £60k per annum. The Secretariat are working with professionals as needed to fit out the new facility and to move the larger items. This move is likely to happen late July/early August as stipulated in the sale contract.

7.2 IWC69

Following the offer to host IWC69 by Peru at IWC68, the Secretariat has been liaising with the Peruvian office to begin making the formal arrangements. A Secretariat Site Visit is planned for mid-June to early-July to evaluate 5 potential venues in Lima (1 convention centre and 4 conference hotels) and establish contact points for other meeting services. After this visit, the preferred venue will be chosen and contracts negotiated accordingly.

Peru have been invited to join the Bureau at this meeting and any subsequent meetings up to IWC69 in order to provide updates on progress and provide any further information/support.