

64th Annual Meeting of the International Whaling Commission**FINANCE AND ADMINISTRATION COMMITTEE**

09.00 Hrs Thursday 28 June 2012

**DRAFT AGENDA
and annotations****1. INTRODUCTORY ITEMS**

- 1.1. Appointment of Chair *[Donna Petrachenko, Australia, is proposed]*
- 1.2. Appointment of Rapporteurs *[Simon Brockington & Cherry Allison, Secretariat, are proposed]*
- 1.3. Review of documents

2. ADOPTION OF AGENDA**3. ADMINISTRATIVE MATTERS****3.1. Annual Meeting Arrangements and Procedures****3.1.1. Need for a Technical Committee**

The IWC's Technical Committee is constituted under Rule of Procedure M.7 and its primary functions are to provide advice on the management of whaling. The Technical Committee has not met at Annual Meetings since IWC 51 in 1999. However, the Commission has agreed to keep the need for a Technical Committee under review.

3.1.2. Report of the Intersessional Group on Quorum [IWC/2012/IGQ3]

Following discussions on the proposed South Atlantic Whale Sanctuary at IWC/63 in 2011 the Commission agreed to establish an intersessional group to consider the interpretation of its Rules of Procedure regarding the quorum necessary for a decision to be taken. This item will allow the F&A Committee to hear the report of the Intersessional Group.

3.1.3. Report of the Intersessional Group on Biennial Meetings and Establishment of a Bureau

The 2011 meeting of the Finance and Administration Committee noted a widespread support for moving to biennial Commission meetings. As a result, a small group was convened to prepare a series of actions to enable the Commission to meet every two years from 2013 onwards. The report of the small group was adopted by the Commission at IWC/63 who also established the Intersessional Group on Biennial Meetings and establishment of a Bureau. The Intersessional Group was tasked with compiling a checklist and associated options for moving to biennial meetings. This item will allow the F&A Committee to hear the report of the intersessional group.

3.1.4. Report of the Working Group on the Role of Observers at Meetings of the Commission [IWC/64/Rep7 – distributed to F&A as Draft Report]

Resolution 2011-1 adopted at IWC/63 requested the Secretary to convene a working group of Contracting Governments and Observers immediately prior to IWC/64 to consider the role of observers at meetings of the Commission based on experience gained in that regard at IWC/63. This item will allow the F&A Committee to hear the report of the working group.

3.2. Website

The Secretariat will report on the progress of work to maintain, expand and otherwise improve the Commission's website [IWC/64/F&A9]

3.2.1. Maintenance and Expansion

3.2.2. Translation

3.3. Report of the Working Group on Providing Options to Governments with Limited Means to Participate in the Commission's work [IWC/2012/WG-AGLM 3]

At IWC/63 the Commission adopted Resolution 2011-1 which inter alia requested the Secretary to report 100 days before the 64th Annual Meeting of the Commission on potential options for providing assistance to member governments with limited means to participate actively in the Commission's work, while retaining consistency with the Convention. The Secretary convened a working group for the purpose of developing the requested options, and this item will allow the F&A Committee to hear the report of the working group.

3.4. Review of the work of the technical adviser assigned to the Secretariat [IWC/64/F&A6]

4. OPERATIONAL EFFECTIVENESS

At IWC/63 the Commission adopted Resolution 2011-1 which inter alia resolved to include the effectiveness of the operations of the IWC as a regular item on the Commission's agenda so as to ensure the Commission's rules and procedures are kept up to date with international good practice, and to address any specific problems or issues arising in the operation of the Commission.

5. COST-SAVING MEASURES

At the 2011 Meeting of the F&A Committee discussion on the merits of carbon neutrality highlighted the potential opportunity for costs savings that may arise by moving to a paper-free way of working at Commission meetings. The Secretary will present a short report on possible options (IWC/64/F&A11).

6. FORMULA FOR CALCULATING CONTRIBUTIONS AND RELATED MATTERS

This item provides opportunity for discussion on the formula for calculating financial contributions or any other related matters.

7. REPORT OF THE INTERSESSIONAL CORRESPONDENCE GROUP ON STRENGTHENING IWC FINANCING

At IWC 62 in 2010 the Commission endorsed a recommendation from the F&A Committee that it convene a small group to work by correspondence to examine ways to integrate conservation funding into the overall budget of the IWC. The terms of reference stated the group would 'develop proposals for strengthening the financing of conservation with a view to striking a balance between funding for conservation and funding for management'. At IWC/63 the Commission received the first report of the ICG and agreed that its work should continue subject to updated terms of reference. The ICG's report will be available for discussion (IWC/64/F&A3). IWC/64/F&A 4 is also relevant..

8. FINANCIAL STATEMENTS, BUDGETS AND OTHER MATTERS ADDRESSED BY THE BUDGETARY SUB-COMMITTEE [IWC/64/F&A12]

These matters will have been previously discussed by the Budgetary Sub-committee at its meeting on Monday 25 June. Two financial statements documents will be available as required under Financial Regulations D.1 and D.2. These will be (1) the provisional statement dealing with actual and estimate expenditure and income for the current financial year, and (2) the budget estimate of income and expenditure for the ensuing year(s).

8.1. Review of the provisional financial statement 2011/2012 [IWC/64/6]

- 8.1.1. Report of the Budgetary Sub-committee
- 8.1.2. Secretary's report on the collection of financial contributions

8.2. Consideration of future budgets

- 8.2.1. Report of the Budgetary Sub-committee
- 8.2.2. F&A Committee discussions and recommendations

8.3. Changes to the timing of the Commission's financial year in light of the decision to separate meetings of the Scientific Committee and Commission.

Two budget options will be presented, one based on a move to biennial meetings and covering the period 1 September 2012-31 August 2014, and the other based on the status quo covering the next single financial year (1 September 2012-31 August 2013) [IWC/64/7].

8.4. Budgetary Sub-committee Operations

This item will allow for discussion on the status of membership of the Budgetary Sub-committee and any other relevant matters

9. DATE AND PLACE OF FORTHCOMING MEETINGS

The date of the next Commission meeting will depend on the outcome of discussions on meeting frequency. However the Commission has previously agreed that before the end of each meeting it will decide upon the length of the subsequent meeting (be it in 2013 or 2014). The Secretariat will therefore develop a proposed schedule which will include: (1) proposed duration and dates for the Scientific Committee; (2) proposals for which Commission sub-groups need to meet and when; and (3) the length of the plenary meeting.[IWC/64/F&A7]

10. ADOPTION OF REPORT

TERMS OF REFERENCE

The Finance and Administration Committee shall advise the Commission on expenditure, budgets, scale of contributions, Financial Regulations, staff questions, and other such matters as the Commission may refer to it from time to time (*Rules of Procedure, Rule M.8*).

ADMISSION OF OBSERVERS

Rule of Procedure C.2

Observers accredited in accordance with Rule [of procedure] C.1.(a) and (b) are admitted to all meetings of the Commission and Technical Committee, and to any meetings of subsidiary groups of the Commission and Technical Committee, **except the Commissioners-only meetings and the meetings of the Finance and Administration Committee.**