

# IWC Bureau Meeting                      3-4 September 2013

## Venue: Bay Gardens Hotel, St Lucia

### Proposed Agenda and Annotations

#### 1        **Welcome from Chair**

Notes:        The Chair will welcome Bureau members, and will acknowledge that this meeting is convened in accordance with the Commission's Rule of Procedure B4<sup>1</sup>.

#### 2        **Appointment of Rapporteur**

Notes:        The Secretary is proposed as rapporteur.

#### 3        **Adoption of Agenda**

Notes:        At its March teleconference the Bureau requested that this draft agenda be circulated by 1 July 2013. Comments or changes to the draft agenda are requested by 1 August 2013, and a provisional Bureau agenda including comments received will be circulated after this date.

#### 4        **Approval of Minutes from March teleconference**

Notes:        The draft minutes from the Bureau's teleconference held on 26/27 March 2013 were circulated by email on April 11<sup>th</sup>. Comments on the draft minutes were received from Bureau members, and the amended minutes will be proposed for approval.

#### 5        **Confidential Communications**

Notes:        Rule of Procedure P.3 requires the Secretary to report any confidential communications during the preceding year to the Bureau<sup>2</sup>.

#### 6        **Bureau Procedures**

- a. Review of procedures

Notes:        At its March meeting the Bureau requested the Secretary to provide a discussion document on Bureau procedures. This document will be circulated prior to the meeting.

#### 7        **Financial Affairs**

- a. Provisional financial statement for the year ended 31 August 2013

Notes:        Financial Regulation D.1.(c) states: 'in years when no Biennial Commission Meeting is held the provisional statement for the current financial year identified in Regulation D.1.(a) shall be laid before the Meeting of the Bureau'.

The financial year will have ended a few days prior to the Bureau meeting. A provisional financial statement will be available for the Bureau's review.

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<sup>1</sup> Rule of Procedure B.4: The Bureau shall meet in those years in which the Commission does not meet, and shall otherwise meet as required to fulfil its functions in accordance with Rule M.9.

<sup>2</sup> Rule of Procedure P.3 requests that: '...a list of dates and subject titles of such confidential communications shall be presented to the next Annual Biennial Meeting and to the Bureau in years when the Commission does not meet'.

## b. Bureau process for receiving audited accounts

Notes: Financial Regulation C.5 states that the audited financial statement shall be submitted to the Bureau<sup>3</sup>. The audit report is anticipated to be ready for distribution 3-4 months after the year end (31 August). The Bureau may wish to discuss the process for review and distribution of the audited accounts.

The Bureau may also wish to discuss the format of the Commission report for the 2012-2013 financial year. In the absence of an Annual Meeting it will not be possible to produce an Annual Report in the same format as previously. Instead it may be appropriate to produce a document including the audited accounts and a summary of the intersessional work by Sub-committees (Item 8) which could be made public in accordance with Rule P2. Such a document could also include the report of the current Bureau meeting, even though it would fall a few days outside of the close of the financial year.

## c. Report on uncollected financial contributions and suspended votes

Notes: Financial Regulation E.4 asks the Secretary to report to the Bureau on the status of unpaid financial contributions<sup>4</sup>. A report describing the situation as of 31 August 2013 will be available.

## d. Budget for 2013-2014 Financial Year

Notes: Financial Regulation D.1.d requests the Bureau to examine the second half of the two year budget approved by the Commission at its 2012 meeting<sup>5</sup>. A paper describing the 2013-2014 budget will be available for discussion.

## e. Process for changing the financial year and effect on general reserve fund.

Notes: The March meeting of the Bureau identified the need to develop a process for changing the Commission's financial year to become contemporaneous with the calendar year. The process should also identify any effect on the level of the Commission's general reserve fund. The Chair of the F&A Committee and Secretary have agreed to provide a discussion paper.

## f. Process for Commission approval of research expenditure.

Notes: The March meeting of the Bureau agreed a process for Commission approval of proposed use of the research budget. This process required the research items proposed by the Scientific Committee to be circulated to the Commission and this was achieved through Circular Communication IWC.ALL.198 of 28 June 2013. The outcome of this process and any comments received in response to the Circular Communication will be reported to the Bureau.

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<sup>3</sup> Financial Regulation C5: The most recent audited financial statements and the audit report shall be submitted to the Biennial Meeting or to the Bureau in years when the Commission does not meet and posted on the Commission's public website by the opening of the Biennial Meeting or Meeting of the Bureau.

<sup>4</sup> Financial Regulation E.4: The Secretary shall report at each Annual Biennial Meeting and Meeting of the Bureau the position as regards the collection of annual payments. The report shall also be sent to all Commissioners including those who are not members of the Bureau before the beginning of the Bureau Meeting in the year when the Commission does not meet.

<sup>5</sup> Financial Regulation D.1.(d): in years when no biennial Commission Meeting is held the Bureau shall review the second half of the two year budget.

## 8 Updates on Intersessional work

Notes: Rule of Procedure M.9 states the Bureau will review the progress of work of the committees and subgroups. A summary document will be available describing the intersessional work of the following groups:

- a. Aboriginal Subsistence Whaling Sub-committee
  - Process for intersessional Commission decision making in anticipation of a proposal from Denmark<sup>6</sup>
  - Consideration of addition of an agenda item at IWC65 in 2014 covering Russian Federation catches of stinky gray whales<sup>7</sup>.
- b. Conservation Committee
- c. Finance and Administration Committee
- d. Infractions Sub-committee
- e. Scientific Committee
  - As part of the report of the Scientific Committee's work, Bureau members may wish to comment on the process to be used to review the Scientific Committee's governance procedures as requested by the Heads of Delegations during the meeting in Korea in 2013. A draft paper suggesting a possible review process will be available<sup>8</sup>.
- f. Working Group on Whale Killing Methods and Associated Welfare Issues

## 9 Preparation for IWC65 in 2014

- a. Location, Venue, Date

Notes: In the absence of a Contracting Government offer to host IWC65 the Secretariat will propose cost effective options. A discussion paper will be available.

- b. Duration (including length of sub-group meetings)

Notes: A discussion paper will be provided. In the absence of a host government budgetary considerations may require a shortened meeting duration.

- c. Private Commissioners Meeting agenda for IWC/65

Notes: Commissioners meet privately prior to the opening of plenary sessions. A proposed agenda for the private Commissioner's meeting will be available for the Bureau's review and comment.

- d. Development of IWC65 agenda and timetable

Notes: Rule of Procedure F.2.d(i) requests the Chair to produce a draft agenda for the forthcoming Commission meeting in consultation with the Bureau<sup>9</sup>. An initial draft agenda will be available for discussion.

<sup>6</sup> Circular Communication IWC.CCG.1064 indicated Denmark's 'hope for dialogue and consultation with IWC partners on a proposed solution'. This Agenda Item is intended to ensure that the Commission is ready to respond to this issue, if required, in advance of 1 January 2014.

<sup>7</sup> This item was added to the Bureau agenda at the request of the Government of Australia, who note that the report of the 2013 Scientific Committee states that during the period 2008-2012, of the 620 block quota granted to Russian Federation over the period, 627 whales were caught of which 24 were considered stinky. The report noted that 'stinky whales were not counted against the quota by the Russian authorities, since they do not meet the food requirements of indigenous people'. Australia notes that this view is not reflected in the Schedule to the ICRW, and proposes the Bureau consider adding consideration of this issue to the draft agenda for IWC65.

<sup>8</sup> In commenting on the draft Agenda, the Government of Australia indicated that the report and recommendations from the initial review should be submitted through the F&A Committee to the Commission plenary for consideration and decision.

<sup>9</sup> Rule of Procedure F.2.d: The duties of the Chair shall be: in consultation with the Bureau, to develop a draft agenda based on decisions and recommendations made at the previous Biennial Meeting for circulation to all Contracting Governments and Commissioners for review and comment not less than 100 days in advance of the meeting;

- e. Process for accelerating the production of the Chair's report

Notes: Rule of Procedure P.2 states that: 'the Chair's Report of the most recent Biennial Commission Meeting or Meeting of the Bureau shall be posted on the Commission's public web site in English within two months of the end of the meeting...'

Current procedures do not allow the production of the Chair's report on this timescale. The Secretary will propose alternative methods of producing the report.

**10 Secretariat**

- a. Secondment of Technical Adviser

Notes: This item was added at the request of the USA to report on the progress made by the Secretariat's Technical Adviser.

**11 Bureau**

- a. Next Meeting(s)

Notes: The Bureau may wish consider when it will next meet, particularly in relation to the timing of the 2014 Commission meeting.

**12 Any Other Business**