

Draft Annotated Agenda
Conservation Committee Planning Group
Monday 25 May 2020, 15:00 GMT

1. Welcome and aims of the meeting

- a) Appointment of Chair [Lorenzo Rojas Bracho is proposed]
- 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

Conservation Committee update since IWC67

- a) Update from Working Groups

For advance comment by e mail. *An update paper with contributions from each WG will be circulated in advance. Discussion is only anticipated where specific action or advice is needed.*

- b) Engagement with other organisations

For advance comment by e mail. *The Secretariat will circulate an update paper on engagement with other inter-governmental organisations. It will particularly welcome comments on engagement with the process to develop the post-2020 biodiversity framework. The Chair will invite discussion only if needed.*

3. Preparation for IWC68

- a) Conservation Committee workplan

This item allows for brief discussion on updates to the existing Conservation Committee workplan and development of its new workplan. The new workplan will be developed once any changes to Commission structure (as an outcome of WGOE recommendations) are agreed and finalised.

- b) Draft Conservation Committee agenda

The draft agenda for the next Conservation Committee meeting (current scheduled September 2020) will be circulated. This item is an opportunity to identify issues requiring in depth discussion by the Conservation Committee.

- c) Response to reports of the Working Group on Operational Effectiveness

Working Group on Operational Effectiveness papers relevant to the CC will be circulated in advance. The discussion provides an opportunity for the CCPG to ask questions and discuss how the CC should respond to the papers

- d) Language used in Conservation Committee recommendations

For advance comments by e mail. *The Secretariat will circulate a short paper on standard language to be used when drafting Conservation Committee recommendations for the CCPG to discuss. Discussion only if needed.*

4. Conservation Committee Finance

- a) Finance updates

For advance comments by e mail. *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. Discussion only if needed*

- b) Upcoming funding proposals

Working Group Chairs and other topic leads will be invited to highlight any funding requests that they plan to submit at IWC68 or beforehand (either requests to the Voluntary Conservation Fund or proposals to seek external funds).

5. Conservation Committee positions

This update will allow a brief discussion on Conservation Committee positions, including the Chair and Vice Chair of the Conservation Committee for which terms are due to expire or positions are otherwise becoming vacant.

6. 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 its 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.