

**Draft Agenda**  
**Conservation Committee Planning Group**  
**12 July 2022, 20:00- 22:00 GMT +1**

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

- a) Appointment of Chair [Lorenzo Rojas Bracho/Cat Bell is proposed]
- b) Appointment of Rapporteur [The Secretariat will offer to act as rapporteur]
- c) Terms of Reference and aims of 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.*

- d) Review of documents available to the meeting

**2. Adoption of the agenda**

**3. Conservation Committee update since CC2020**

- a) Update from Working Groups

*An update paper summarising intersessional progress (Document REF) from each WG will be circulated in advance for comment via email. In-depth discussion is not anticipated unless specific action or advice is needed.*

- b) Engagement with other organisations

*Secretariat will circulate and update paper on engagement with other intergovernmental organisations. In-depth discussion is not anticipated.*

**4. CC Intersessional activities until IWC68**

- a) Conservation Committee progress on the mid-term review

*Progress on the steps taken and initial findings will be presented, and discussion invited on the next steps, including the planned format for the presentation of the mid-term review in the CC*

- b) Initial discussion of draft agenda for the in-person CC meeting pre-IWC68

- c) Update on WGOE issues relevant to the Conservation Committee

- a. Review of comments sent from the CC to the WGOE
- b. Summary of any further actions taken by the WGOE (revised papers, workshops, etc)
- c. Based on WGOE review CC Working Methods?

*The Working Methods cover several areas that have been raised as issues in the Governance Review. Some future amendments may therefore be required to ensure coherence with the Governance review process and outcomes. This is therefore a living document that will be submitted for review and, if necessary amended, at IWC68.*

- d) Conservation Committee workplan

*The development of a new workplan will be dependent on the outcome of Commission decisions on WGOE proposals as well as any revisions to the Strategic plan as a result of the mid-term review.*

- e) Conservation Database update

## **5. Conservation Committee Finance**

### a) Finance Updates

*Voluntary Conservation Fund (VCF) 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).*

Fundraising = Database manager

WW Handbook promotion - this was discussed at SC68D, ideas from that can be expanded and costings developed

## **6. Conservation Committee positions**

## **7. 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