# BUDGET AND FINANCIAL CONTRIBUTIONS 1998-99 AND FORECASTS FOR 1999-2000

(Table 8, page 10)

## Income and Expenditure

The budget proposed for 1998-99 and the forecast for the following year given in Table 8 assume a similar level of activity as at present and provides for known levels of expenditure and income where information is available to estimate with some degree of certainty. Where there is no better indicator, allowance for cost increases has been made at about 3.5% but this has not been applied uniformly and reasons for variance are given in the explanatory notes. Additionally, the strength of the Commission's present financial position permits, and the discussion which took place at the 49<sup>th</sup> Annual Meeting in Monaco about the level of the reserves, requires a different approach from the customary one of aiming for a balanced budget. (See 'Contributions').

## Reserves

At the 49<sup>th</sup> Annual Meeting the Commission accepted the view of the Finance and Administration Committee that 'maintaining general reserves at approximately the six months level represents a prudent but not unduly cautious approach' but that equally, 'it is inappropriate to permit the reserves to simply build without any long-term strategy and endorsed the Secretariat's suggestion that it should draw to the Commission's attention ... the existence and extent of any substantial funds in excess of this level which could be used to further the Commission's work or to consider cuts in members' assessments.'

Because of the timing of the 49<sup>th</sup> meeting and the consequential arrangements for 2-year budgets there was not opportunity to take action in respect of the 1997-98 year and, due in no small measure to the welcome recovery of arrears of contributions over the last two years, the reserves have continued to grow. As noted in the Provisional Financial Statement, at the end of August 1998, the general reserve is expected to stand at nearly £957,000, some 60% above the target level. This is notwithstanding the substantial unbudgeted expenditure on the Administrative Review.

Clearly, it is time to take some positive steps to bring the reserves closer to the six months level. To avoid sudden and disruptive one-off changes in members' financial obligations, it is suggested that this be accomplished by (1) holding contributions (i.e. the realisations required) at the 1997 level for the foreseeable future and (2) budgeting for a series of controlled and modest deficits over a period of years.

Bearing in mind that there could be significant implications for the Commission's operations and expenses in the major issues currently under discussion and also arising out of the Administrative Review it has not proved straightforward to achieve this immediately for 1998-99 and Table 8 indicates a projected small surplus at the end of 1999. However, no provision has been made for any costs involved in implementing any recommendations stemming from the Administrative Review nor for intersessional activity or increased operational costs associated with any new developments in the Commission's work. This means that the Commission is able, if it wishes, to implement decisions involving significant expenditure without any additional cost to the members.

## Contributions from Contracting Governments 1998-99 and 1999-2000

On the basis of stable realisations required as discussed above, the estimated contributions to be required from Contracting Governments are indicated in Table 14. Although the total required is unchanged a redistribution of shares following the adherence of Italy and the resumption of active roles within the Commission of Antigua & Barbuda and Venezuela, the impact for most individual governments is a reduction in the contribution from 1997-98 to 1998-99 of about 7%.

However, any changes to the Provisional Budget will result in changes to the contributions from Contracting Governments as will variation in the numbers of delegates attending the 1998 meeting (size of delegation being one of the factors determining the number of shares allocated for the purposes of calculating contributions - see page 16).

## General Fund (Table 13, Page 18)

If no additional expenditure is required in 1998-99, the effects of the measures indicated above on the level of the General Fund will, of course, be minimal as shown in Table 13.

## Funds other than the General Fund

Statements for the Sponsored Publications, Small Cetaceans, Research and Severance Pay Funds are given in Tables 9, 10, 11 and 12.

Attention is drawn once more to the projected condition of the Small Cetaceans Fund. The balance at the end of August 1998 will be of the order of £12,400. However, this comprises nearly £ 12,200 of designated funds so that in the absence of further voluntary contributions it will not be possible to support any Invited Participants to the 1999 meeting of the Small Cetaceans sub-committee. If the designated funds are expended within the year, the Fund will be reduced to a level of about £200 i.e. for all practical purposes it will be suspended.

# Table 8BUDGET 1998-99 AND FORECAST FOR 1999-2000

(Income and expenditure Account)

	•	Proposed 1998-99		Forecast 1990-2999		
Income	£	£	£	£		
Contracting Government contributions						
Realisations required		894,600		894,600	12	
(Assessed 961,880)						
Interest on late contributions		0		0	13	
Recovery of arrears		21,812		21,812	14	
Voluntary contributions		0		0		
UK tax recoverable		37,500		38,600	15	
Staff Assessments		100,200		105,200		
Annual Meeting attendance fees		51,500		53,000	16	
Sales		24,500		20,000	17	
Bank interest		88,000		88,000	18	
Total income	-	1,218,112	-	1,221,212		
Expenditure				•		
Secretariat	-747,200		-780,938		19	
Annual Meeting	-205,000		-211,000		20	
Other Meetings	-11,500		12,200		21	
Printing & copying	-41,200		-42,600		22	
Sponsored publications	-17,500		-17,500		Table 9	
Research	-200,000		-207,000		Table 11	
Small cetaceans	-12,163		0		Table 12	
Unallocated	0		0		23	
Administrative Review	0		0		24	
Provision for Severance Pay	-27,495		-18,785		Table	
Total expenditure		-1,262,058		-1,265,623		
Excess/deficit(-) income/exp.	-	-43,946	-	-44,411		
Net Transfers from and to (-):						
Publications Fund		5,500		3,400		
Small Cetaceans Fund		11,413		959		
Research Fund		29,322		5,000		
SURPLUS/DEFICIT (-) FOR THE YEAR	-	2,289	-	-35,052		

## NOTES TO PROVISIONAL BUDGET 1998-99 AND FORECAST 1999-2000/98

12. Realisable contributions required from Contracting Governments after taking account of income from other sources. The `assessed contributions', derived from the mechanism adopted in 1989, represent the amount on which the contribution requested from each individual Contracting Government is calculated.

13. No provision. The budget is developed on the assumption that all Contracting Governments pay their contributions in due time.

14. The amount due from the Government of Antigua and Barbuda each year in addition to the regular contribution for the year, as part of its agreed repayment programme.

15. Recoveries of VAT on estimated taxable expenditure in the Provisional Budget. The Commission has previously taken note that there will be variations in the actual recoveries when Annual Meetings are held wholly or partly outside the UK. In response to representations, the UK Government has indicated that the Commission will be entitled to a refund of Insurance Premium Tax and Airport Departure Tax but there is no indication yet when that will take effect.

16. The Commission decided in 1992 that fees for observers from non-member governments and intergovernmental organisations should be held constant at  $\pounds$ 800 while the fees for NGO observers should be increased, usually in line with inflation. Given the strength of the Commission's financial position (see page 9) a nominal increase is proposed from £485 to £490 for 1999.

17. Sales of Annual Reports and a Special Issue in each year together with continuing sales of earlier volumes.

18. Assumes UK interest rates remain at current levels. Will be affected by any significant changes in the reserves.

19. A more detailed analysis is given in Table 15 (page 18).

20. 51<sup>st</sup> Annual Meeting, Grenada and 52<sup>nd</sup> Annual Meeting.

The long-standing practice of the Commission is that, irrespective of the actual or proposed location of the venue, the budget provision is based on the costs of running an annual meeting in the United Kingdom. Thus the budget provision represents what is acceptable in terms of the overall charge to the Commission in any financial year and is intended to provide the Secretariat with a not unrealistic figure within which to try to run any annual meeting. It thus also determines the framework within which the Secretariat must try to negotiate terms with any potential new venues.

The principle has also been established that, when a meeting is held outside the UK by invitation of a Contracting Government, that Government undertakes to meet any costs in excess of those provided in the IWC budget, unless the Commission has specifically agreed some other arrangement, or the host government's invitation includes covering all (or a very substantial portion) of the costs.

21. This item provides for support for IWC observers attending non-IWC meetings, IWC Secretariat support at IWC intersessional meetings and the possibility of funding to secure the participation of experts not supported financially by Contracting Governments at such meetings as follows:

A. Non-IWC Meetings 1998-99	£
ACCOMABS	0
ASCOBANS	2,000
CCAMLR	1,600
CITES	0
FAO	1,600
ICES	0
IOC	1,100
IUCN	0
NAMMCO	1,100
UNEP/PCC	-1,600
В	
Secretariat & IPs at intersessional meetings	0
С	
Unspecified	1,500
TOTAL	11,500

22. Covers costs of printing Annual Reports and all other printing and copying other than that for Annual Meetings.

23. The 'unallocated' item included in the budgets for 1996-97 and 1997-98 was a temporary expedient to achieve a balanced budget. It represented a balancing sum which could be expended without any additional charge to Contracting Governments. It was not intended to continue as a budget item once the normal financial cycle was resumed.

24. There may be cost implications in the implementation of any recommendations arising from the Administrative Review but it is inappropriate to anticipate what they might be, if any, until at least an interim report is available from the consultants.

# Table 9 (Note 1)SPONSORED PUBLICATIONS FUND 1998-99 and 1999-2000

	1998-99		1999-2000		Notes	
	£	£	£	£		
Income:						
Voluntary contributions		0		0		
Bank Interest		2000		1,600		
Receipts from sales		10,000		1 <b>3.0</b> 00		
·		12,000	-	14.600		
Expenditure:						
Special Issues:						
Unspecified	-17,000		-17,500			
Other	-500		-500			
	<u></u>	-17500		-18000		
Net transfer from/to (-) I&E Account	-	-5,500	-	-3,400		
Opening balance brought forward		48,592		43,092		
Projected closing balance	-	43,092	-	39,692		

### Notes

1. The Sponsored Publications Fund exists primarily to receive voluntary contributions towards publication of IWC Special Issues. Contributors often specify that the revenue from sales of publications funded by donations should be used towards future publications and not for general expenditure. The Commission has also made allocations of money for publications of Special Issues. Proceeds of sales of volumes for which the IWC has provided funds wholly or in part are allocated to Sales of IWC Publications and Sales of Sponsored Publications in the appropriate proportions.

No IWC funds are expended in the production of volumes relating to small cetaceans. These are funded solely from contributed funds and interest accrued thereon.

Table 10   SMALL CETACEANS FUND 1998-99 and 1999-200 (Note 1)				
	1998-99	1999-2000	Notes	

	£	£	£	£	
Income:					
Voluntary contributions		0		0	
Bank Interest		750		30	
UK tax recovered		0		0	
		750		30	
Expenditure:					
Invited participants	0		-989		2
Expenditure of designated funds	-12,163		0		
		-12,163		-989	
Net transfer from/to (-) l&E Account		-11,413		-959	
Opening balance brought forward		12,372		959	
Projected closing balance		959		0	3

### Notes

1. The 46th Annual Meeting of the Commission in 1994 decided 'to establish an IWC Voluntary Fund to allow for the participation from developing countries in future small cetaceans work ...' and called upon 'Contracting Governments and non-Contracting Governments, intergovernmental organisations and other entities as appropriate, in particular those most interested in scientific research on small cetaceans, to contribute to the IWC Voluntary Fund for Small Cetaceans;' (IWC Resolution 1994-2; Rep. int. Whal. Commn 45: 41)

2. There will be insufficient in the fund to fully support a scientist's attendance at the 1999 meeting of the Small Cetaceans Subcommittee in Grenada. Depending of the venue, there might be enough to provide support in 2000. (see also note 3.)

## 3. Unless contributions are forthcoming, expenditure in 1999 will deplete the Fund entirely

# Table 11 RESEARCH FUND 1998-99 and 1999-2000 (Note 1)

	1998-99		1999-2000		Notes
	£	£	£	£	
Income:					
Allocation		156,303		197,500	2
Voluntary contributions		0		Q	
Bank Interest		7,875		8,000	
UK Tax recovered		1,500		1.500	
	-	165,678		207.000	
Expenditure:					
Commitments & recurring activities:					
Invited participants to Scientific Committee	-25,300		-26,200		
Genetic studies - parent/offspring (yr 2of 3) ( Contract 9)	-7,000		-3,500		
Development spatial modelling approach (Contract 11)	-2,664		0		
Pollution project planning meeting	-14,780		0		
Antarctic project - intersessional & planning meetings	-6,700		0		
Improve program to calculate catches under CLA	-3,000		0		
	-59,444		-29,700		
All other research activities:			,		
Comprehensive Assessment:	}				
SOWER	}				
Data analyses:	-139,556		-176,300		
Environmental concerns:	}				
Submitted research proposals	}				
Bank charges (including exchange losses) etc	-1,000		-1,000		
Total expenditure		-200,000		-207,000	
Net transfer from/to (-) I&E Account	-	-34,322		0	
Opening balance brought forward		44,322		10,000	
Projected closing balance	-	10,000	_	10,000	
-	-		-		

## Notes

2.

1. The Research Fund exists to receive voluntary contributions and any such monies as the Commission may allocate for research and scientific investigation and is charged with specific expenditure of this nature.

Allocation comprises:	Expenditure	-2,00,000	-207,000
	Less: Balance brought forward	44,322	10,000
	Less: other income	9,375	9,500
	Plus: Closing balance required	-10,000	-10,000
		-156,303	-197,500

# Table 12

## SEVERANCE PAY PROVISION 1998-99 and 1999-2000 (Note 1)

	1998	8-99	1999-20	000	Notes
Opening balance 1 September 1998/1999	£	£	£	£	
Closing Balance 31 August 1997		304,437		331,932	
Transfer from I&E Account, being:					
Interest receivable	19,740		21.250		
Allocation	7,755		-2.465		
Provision for year		27,495		18.785	
Projected Closing balance 31August 1999/2000	-	331,932		350,717	2

### Notes

1.In accordance with the practice of other intergovernmental organisations, the Commission provides an indemnity to staff in the event of their appointments being terminated on the abolition of their posts. The indemnity increases according to length of service and current salary and therefore an annual provision is made to bring the total provision up to the maximum liability.

The allocation is the amount required to meet the difference between the incremental increase in maximum liability and the income expected from bank interest.

2. Projected closing balance = maximum projected liability.

# Table 13 GENERAL FUND 1998-99 AND 1999-2000 (Note 1)

	1998-99	1999-2000	Notes
	£	£	
Closing Balance 31August 1998/1999	957,026	959,315	
Surplus/ deficit (-)transferred from I&E Account	2,289	-35,052	
Projected Closing balance 31August 1999/2000	959,315	924,263	2

### Notes

1. The Commission's Financial Regulation C.1. requires that the General Fund shall be credited or debited with the balance of the Income and Expenditure Account at the end of each financial year.

2. The closing balance will be increased if any arrears of contribution are received, if there are other improvements in revenue or if actual expenditure to the year end is less than that projected.

# PROCEDURE FOR CALCULATING FINANCIAL CONTRIBUTIONS

This procedure is constructed on the allocation of shares to Contracting Governments on the following basis:

Membership		2 shares	
Whaling	Land station/small-type	3 shares	(ST)
	Aboriginal subsistence	2 shares	(AS)
	Factory ship	2 shares	(FS)
Meeting attendance	1-3 delegates	1 share	
	4-7 delegates	2 shares	
	8-13 delegates	3 shares	
	14-22 delegates	4 shares	
	23 +	5 shares	

Whaling shares are allocated on the basis of a catch in the season immediately preceding the financial year for which contributions are to be calculated.

Meeting attendance is based on the number of delegates attending the Annual Meeting immediately preceding the financial year for which contributions are to be calculated. Interpreters are not included in delegations for the purposes of calculating contributions.

(Rep. int. Whal. Commn 42: 50)

# Table 14

	Membership	Wha	lling	Meeting a	Meeting attendance		Contr	tributions	
	Shares	Туре	Shares	Delegates	Shares	Shares	1998-99	1997-98	
							& 1999-2000	for comparison	
· · · · · · · · · · · · · · · · · · ·							£	£	
Antigua and Barbuda	2	0	0	1	1	3	20,613	22,182	
Argentina	2	0	0	2	1	3	20,613	14,788	
Australia	2	0	0	7	2	4	27,484	29,576	
Austria	2	0	0	3	1	3	20,613	22,182	
Brazil	2	0	0	3	1	3	20,613	22,182	
Chile	2	0	0	2	1	3	20,613	22,182	
China, P.R of	2	0	0	3	1	3	20,613	22,182	
Costa Rica	2	0	0	0	0	2	13,742	14,788	
Denmark	2	AS	2	12	1	5	34,355	59,152	
Dominica	2	0	0	1	1	3	20,613	14,788	
Finland	2	0	0	2	1	3	20,613	22,182	
France	2	0	0	3	1	3	20,613	22,182	
Germany	2	0	0	4	2	4	27,484	29,576	
Grenada	2	0	0	2	1	3	20,613	22,182	
India	2	0	0	0	0	2	13,742	14,788	
Ireland	2	0	0	2	1	3	20,613	22,182	
Italy (#)	2	0	0	3	1	3	20,613	. 0	
Japan	2	FS	4	34	5	11	75,581	81,334	
Kenya	2	0	0	0	0	2	13,742	14,788	
Korea, Rep of	2	0	0	3	1	3	20,613	29,576	
Mexico	2	0	0	3	1	3	20,613	22,182	
Monaco	2	0	0	3	1	3	20,613	22,182	
Netherlands	2	0	0	4	2	4	27,484	22,182	
New Zealand	2	0	0	3	1	3	20,613	22,182	
Norway	2	ST	3	10	3	8	54,968	59,152	
Oman	2	0	0	1	1	3	20,613	22,182	
Peru	2	0	0	0	0	2	13,742	14,788	
Russian Federation	2	AS	2	3	1	5	34,355	36,970	
St Kitts and Nevis	2	0	0	0	0	2	13,742	14,788	
Saint Lucia	2	0	0	2	1	3	20,613	22,182	
St Vincent & The Grenadines	2	AS (*)	2	3	1	5	34,355	22,182	
Senegal	2	0	0	0	0	2	13,742	14,788	
Solomon Islands	2	0	0	2	1	3	20,613	22,182	
South Africa	2	0	0	1	1	3	20,613	22,182	
Spain	2	0	0	3	1	3	20,613	22,182	
Sweden	2	0	0	2	1	3	20,613	22,182	
Switzerland	2	0	0	1	1	3	20,613	22,182	
United Kingdom	2	0	0	7	1	3	20,613	29,576	
USA	2	AS	2	13	3	7	48,097	51,758	
Venezuela (#)	2	0	0	1	1	3	20,613	14,788	
40	80	•	15	149	45	140	961,940	1,005,584	

# ESTIMATED FINANCIAL CONTRIBUTIONS 1998-99 AND 1999-2000

(\*) = catch in 1997-98

(#) = Estimated meeting attendance for 1998

		Tat	ole 15						
	Α	В	C	D	Е	F	G	н	}
	1996-97	1997-98	1997-98	1998-99	<b>1999-2</b> 000 .	<u>—</u> Р	ercentage	changes	
	Actual	Budget	Projected	Budget	Forecast	C/B	D/B	D/C	Ε̈́C
Income									
Members' Contributions	868,500	894,600	894,600	894,600	894.600	0.0	0.0	0.0	<b>0</b> .0
Interest on late contributions	53,791	0	9,000	0	0	-	•	-100.0	-
Recovery of arrears	113,195	0	99,466	21,812	21.812	-	-	-78.1	0.0
Voluntary contributions	37,139	0	10,122	0	0	•	-	-100.0	-
UK tax recoverable	32.347	38,000	21,300	37,500	38.600	-43.9	-1.3	76.1	2.9
Staff Assessments	88,158	94,300	93,800	100,200	105.200	-0.5	6.3	6.8	5.0
Annual Meeting fees	56,478	48,000	50,900	51,500	53.000	6.0	7.3	1.2	2.9
Sales	7,275	22,500	27,800	24,500	20.000	23.6	8.9	-11.9	-18.4
Bank interest	67,247	57,300	80,000	88,000	88.000	39.6	53.6	10.0	0.0
Sale of shares	1,334	0	0	0	0	-	-	•	-
Other (Research Fund)	50	0	0	0	0	-	<u>-</u>	-	-
Total income	1,325,514	1,154,700	1,286,988	1,218,112	1,221.212	11.5	5.5		L
Expenditure									
Salaries, Nat. Ins., allowances	-434,910	-474,000	-476,200	-491,500	-516.000	0.5	3.7	3.2	5.0
Pensions and other benefits	-69,631	-79,600	-77,700	-80,600	-84.600	-2.4	1.3	3.7	5.0
Travel	-5,435	-4,400	-4,360	-7,500	-7,725	-0.9	70.5	72.0	3.0
Office rent and maintenance	-77,397	-78,500	-74,000	-82,500	-84,975	-5.7	5.1	11.5	3.0
General Insurances	-3,637	-4,400	-4,000	-4,400	-4,532	-9.1	0.0	10.0	3.0
Postage & telecommunications	-12,336	-15,600	-17,200	-22,800	-23,484	10.3	46.2	32.6	3.0
Office equipment and supplies	-49,267	-49,500	-49,700	-52,000	-53.560	0.4	5.1	4.6	3.0
Professional fees	-4,572	-5,200	-4,900	-5,400	-5.562	-5.8	3.8	10.2	3.0
HQ building - investigative costs	-3,543	0	0	0	0	-	-	-	-
Other	-756	-700	-500	-500	-500	-28.6	-28.6	0.0	0.0
TOTAL SECRETARIAT	-661,484	-711,900	-708,560	-747,200	-780.938	-0.5	5.0	5.5	4.5
ANNUAL MEETING	-172,481	-189,000	-189,000	-205,000	-211,000	0.0	8.5	8.5	2.9
OTHER MEETINGS	-5,700	-10,000	-3,790	-11,500	12,200	-62.1	15.0	203.4	-206 1
PRINTING AND COPYING	-35,677	-37,500	-43,200	-41,200	-42,600	15.2	9.9	-4.6	3
SPONSORED PUBLICATIONS	0	0	-34,000	-17,500	-17,500		-	-48.5	0.0
RESEARCH	-185,006	-190,000	-193,291	-200,000	-207,000	1.7	5.3	3.5	3.5
SMALL CETACEANS	-6,770	-2,300	-8,715	-12,163	0	278.9	428.8	39.6	-100.0
UNALLOCATED	-4,051	-2,860	-2,860	0	0	0.0	-	-100.0	-
ADMINISTRATIVE REVIEW	0	0	-58,750	0	0	-	-	-100.0	-
PROVISIONS AGAINST:									
Severance Pay	-18,286	-24,000	-27,623	-27,495	-18,785	15.1	14.6	-0.5	-31.7
Total expenditure	-1,089,455	-1,167,560	-1,269,789	-1,262,058	-1,265,623	8.8	8.1	-0.6	0.3
Excess/deficit(-) income/exp.	236,059	-12,860	17,199	-43,946	-44,411				
Net Transfers from and to (-):									
Publications Fund	-6,192	8,300	18,587	5,500	3,400				
Small Cetaceans Fund	6,029	2,060	-1,927	11,413	959				
Research Fund	-7,607	2,500	10,566	29,322	5,000				
SURPLUS/DEFICIT (-)	228,289	0	44,425	2,289	-35,052				
.,									