

FINANCE AND ADMINISTRATION

3.1 The Chair of SCAF, Dr H. Pott (Germany), presented the report of SCAF (Annex 4) outlining the results of the Committee's discussions and recommendations for decisions by the Commission.

Examination of audited Financial Statements for 2004

3.2 Noting that a full audit had been carried out on the 2004 Financial Statements and that an unqualified report had been provided by the auditor, the Commission accepted the audited Financial Statements for 2004.

Audit requirements for the 2005 Financial Statements

3.3 The Commission endorsed the advice of SCAF that a review audit only was required for the 2005 Financial Statements.

Secretariat Strategic Plan

3.4 The Commission received the advice of SCAF with respect to the Executive Secretary's report, which forms a key element of the annual assessment of his performance and noted that the Secretariat's Strategic Plan is now fully implemented.

3.5 The Commission noted the comments of SCAF in relation to the need for in-house legal capacity and also the significant contribution the Secretariat had provided in E-CDS training for Mauritius.

3.6 The Commission noted that the Secretariat would prepare for next year's meeting a review of the role of the Science/Compliance Officer, also noting the present incumbent's likely retirement in the near future and the potential loss of corporate memory (Annex 4, paragraph 8).

Members' Activities

3.7 The Commission noted that the Scientific Committee had advised that the Reports of Members' Activities are no longer required in its work, or that of its working groups (Annex 4, paragraph 9; SC-CAMLR-XXIV, paragraph 15.5).

Education Package

3.8 The Commission accepted that the formal launch of the Education Package should coincide with CCAMLR's 25th anniversary celebrations (Annex 4, paragraph 10).

Support for participation at meetings

3.9 The Commission endorsed the recommendation of SCAF that, when the Commission identifies non-Contracting States to be invited as observers, the letter of invitation should specify that CCAMLR does not fund participation and should refer the invited party to the UN funding body (Annex 4, paragraphs 11 and 12).

Review of budget for 2005

3.10 The Commission noted the unanticipated increase in the 2005 budget due to the longer than expected report of the Working Group on Fish Stock Assessment (WG-FSA). The Commission agreed that the approved budget for 2005 should be revised as presented in Annex 4, Appendix II, including a projected surplus of A\$24 400.

Cost recovery

3.11 The Commission noted that income from the non-refundable portion of the exploratory fees received in respect of new and exploratory fisheries covers the costs incurred in processing such notifications.

3.12 The Commission endorsed the recommendation of SCAF (Annex 4, paragraphs 16 and 17) to include paragraph (v), below, in the procedures for recovery of costs associated with the administration of new and exploratory fisheries agreed last year (CCAMLR-XXIII, paragraph 3.12 and Annex 4, paragraph 14), viz:

- (i) a notification is required for each new and exploratory fishery, i.e. a single submission by an individual Member in respect of a single year, a single species group and one subarea/division;
- (ii) each notification should identify the companies and vessels intending to pursue the fishery;
- (iii) each notification should be accompanied, or followed within one month, by a payment of A\$8 000 in respect of each vessel intending to pursue the fishery, consisting of:
 - a fee of A\$3 000 representing the recovery of administrative costs;
 - a sum of A\$5 000, to be refunded when the vessel had commenced fishing in the fishery for the season in accordance with conservation measures determined by the Commission. In the event of the Commission deciding that a notified fishery should not proceed in a particular year, this sum shall be refunded;

- (iv) where payment is made by a fishing company rather than a Member, the Member should identify in the notification:
- the company making the payment
 - the vessels in respect of which the payment is made;
- (v) where a notification is not accompanied by the payment in paragraph (iii), the notification shall proceed no further and as a consequence, notice of receipt by the Secretariat will not be circulated, nor will it be forwarded to the Scientific Committee or its working groups for consideration. Except that, where more than one vessel is included in the notification, the notification may proceed for consideration by the Scientific Committee or its working groups in respect of those vessels for which the requirements of paragraph (iii) have been met. Where the requirements of paragraph (iii) have not been met in respect of a particular vessel or vessels, the part of the notification dealing with that vessel or vessels shall not advance for consideration by the Scientific Committee or its working groups.

3.13 The Commission agreed that the Secretariat should immediately circulate to Members all notifications for new and exploratory fisheries received by the due date. This would be in keeping with the original intent of the Commission in ensuring that notifications became available to Members three months before the CCAMLR meeting, as opposed to two months which is currently the case. Following the deadline for payments, a subsequent communication should also be circulated by the Secretariat, advising of those notifications for which payment has not been received and giving a clear indication that they would not be progressed.

3.14 The Commission also agreed that the Secretariat should draft a precise pro forma, sent to Members six weeks to two months prior to the deadline for the receipt of applications, indicating the due date for the application, details required in the application and the requirements for submitting payment.

Contingency Fund

3.15 The Commission endorsed the recommendation of SCAF (Annex 4, paragraph 18) that any funds in excess of A\$110 000 should be transferred to the General Fund from 2006.

Professional Staff salaries

3.16 The Commission noted that this item had been deferred to the next meeting.

Budget for 2006

3.17 The Commission endorsed the recommendation of SCAF for the creation of an Asset Replacement Fund (Annex 4, paragraph 20) into which income generated from leasing the meeting facilities to outside organisations can be paid, and from which future maintenance and asset replacement costs are to be met to the extent available from the Fund.

3.18 The Commission received advice that funding of the C-VMS for 2006 would continue to be met from savings achieved in the General Fund as a result of cost substitution of expenditure relating to new and exploratory fisheries applications and that the matter should be further reviewed thereafter.

3.19 The Commission accepted that the Scientific Committee's budget, as presented in its report, should be incorporated into the Commission's 2006 budget (Annex 4, paragraph 25; SC-CAMLR-XXIV, paragraph 10.1(i) (a)–(f)).

3.20 The Commission fully supported the recommendation of SCAF to adopt the budget for 2006 as presented in Annex 4, Appendix II.

Multi-year funding of Scientific Committee projects

3.21 The Commission approved that A\$8 500, budgeted for expenditure on preparatory work to revise the *Scientific Observers Manual* in 2005 be carried forward in the Special Science Fund in accordance with the procedure approved in 2004 (CCAMLR-XXIII, paragraph 3.22 and Annex 4, paragraph 27).

Members' contributions

3.22 In accordance with Financial Regulation 5.6, the Commission granted Argentina, Brazil, Republic of Korea, Spain and Uruguay an extension to the deadline for the payment of 2006 contributions.

3.23 The Commission noted the concern expressed by Members over late contribution payments. It endorsed the request of SCAF that the Secretariat report back to the Committee's next meeting on practices followed by other, similar, international organisations with a view to providing information on the possibility of imposing a penalty for late contributions in the future.

3.24 The Commission agreed that Members should be urged to continue their efforts to ensure that contributions are paid by the due date, including those Members who had been granted extensions. Payments made, together with date of receipt, will be included in an appendix to the SCAF report. Some Members proposed that Members who did not pay in time be listed in the report of the Commission.

Forecast budget for 2007

3.25 The Commission noted the forecast budget for 2007 as presented in Annex 4, Appendix II, and that no real growth in Member's contributions was anticipated. It confirmed the advice of SCAF that care should be taken by Members when using this forecast for their own financial budgeting.

CDS Fund

3.26 The Commission noted that no expenditure was incurred from this fund in 2005.

Antarctic Treaty Secretariat Funds

3.27 The Commission noted that the Secretariat had closed the account held on behalf of the Antarctic Treaty Secretariat and expressed its gratitude to the Secretariat for work undertaken in this matter.

Installation of a wireless network at the CCAMLR Headquarters

3.28 A number of Members spoke in favour of progressing implementation of a wireless computer system (Annex 4, paragraph 36). The Commission agreed to wait on a report concerning, *inter alia*, potential savings on paper costs etc. to be prepared by the Secretariat which would be submitted to next year's meeting.

Belgian Special Fund

3.29 Belgium advised that it was making a €20 000 voluntary contribution to establish a Belgian Special Fund to support activities undertaken in respect of Marine Protected Areas (MPAs). The Members expressed their appreciation to Belgium.

Commission meeting venue and Secretariat office accommodation

3.30 The Commission agreed to convey a formal note of appreciation, signed by the Commission Chair on its behalf, to the Australian Commonwealth Government (via the Minister for Foreign Affairs), the Tasmanian State Government and the property owner (Mr R. Rockefeller) for their assistance in providing the new CCAMLR Headquarters building.

3.31 It was also agreed that the statements made by the Ministers during the official opening celebrations should be appended to the final Commission report (Annex 6).

Chair and Vice-Chair of SCAF

3.32 The Commission noted that Germany had been reappointed as Chair of SCAF and that New Zealand had been appointed Vice-Chair (Annex 4, paragraph 38). It expressed its appreciation to Dr Pott for his excellent leadership and management of the Committee and presentation of its report.

3.33 The Commission thanked the new Administration and Finance Officer and his staff for their work in the preparation of the budget items.