

## ORGANISATION OF THE MEETING

### Adoption of the Agenda

2.1 The Provisional Agenda (CCAMLR-XV/1) was distributed prior to the meeting. The Agenda was adopted with one amendment, the addition of 'Proposed Management Audit of the CCAMLR Secretariat' as Subitem 3(vi) (Annex 3).

### Report of the Chairman

2.2 The Chairman reported on intersessional activities. He informed the meeting that Scientific Committee Working Groups had met during the year in Bergen, Norway (Working Group on Ecosystem Monitoring and Management (WG-EMM)), and in Hobart (Working Group on Fish Stock Assessment (WG-FSA)). Two ad hoc subgroups associated with WG-EMM had also met during the intersessional period: the Subgroup on Statistics met in Cambridge, UK, and the Subgroup on Monitoring Methods met in Bergen, Norway, prior to the WG-EMM meeting. The Chairman also reported that although ad hoc Working Group on Incidental Mortality Arising from Longline Fishing (WG-IMALF) had not met during the year, a coordinating group had conducted its work by correspondence.

2.3 The Commission was represented as an observer at a number of international meetings as listed in paragraph 11.15. Cooperation with other organisations is discussed in sections 10 and 11.

## FINANCE AND ADMINISTRATION

3.1 The Chairman of the Standing Committee on Administration and Finance (SCAF), Mr I. Nomura (Japan), presented the report of the Committee (Annex 4) and outlined the results of discussions.

3.2 The Chairman of SCAF drew the attention of the Commission to the fact that SCAF had been able to reach agreement on a number of important issues this year as a result of the cooperative attitude of all participants. Members commended the Chairman of SCAF on his management of such a successful meeting.

## Administration

3.3 The Commission adopted the flag, as had been presented to SCAF, as its official flag.

3.4 The Commission noted the comments of SCAF with respect to the new location of the Secretariat and its expressed appreciation to the Government of Australia.

3.5 The Commission authorised the Executive Secretary to continue his procedures for acquiring a new Data Manager and to make the appointment at an appropriate level.

## Examination of Audited Financial Statements for 1995 and 1996

3.6 The Commission accepted the audited Financial Statements for 1995.

3.7 The Commission appointed the Australian National Audit Office as auditor in respect of the 1996 and 1997 financial years.

3.8 As review audits had been performed for the previous two financial years, the Commission decided that a full audit should be performed on the 1996 Financial Statements.

## Budgets for 1996, 1997 and 1998

3.9 The Commission noted the comments of SCAF about the situation with the 1996 budget (Annex 4, paragraph 8) and received the advice of the Chairman of SCAF that the translation requirements so far at the 1996 meeting have caused this part of the meeting's budget item to be exceeded.

3.10 The Commission noted that SCAF had discussed the concept of requiring zero real growth in the Commission's expenditure budget. SCAF's report to the Commission indicated that a certain degree of flexibility for budget increases should be allowed in a disciplined manner, including the consideration of all possibilities of cost savings. Members noted that, for the foreseeable future, increases in the budget in excess of zero real growth are likely to be required if the Secretariat is to manage the large amount of additional data required by the Commission for new fisheries. Members were urged to raise this matter within their governments in the intersessional period in order to address it further at the next meeting of the Commission.

3.11 The Commission endorsed the recommendations of SCAF in respect of the use of electronic media (Annex 4, paragraph 11) and agreed that *CCAMLR Science* should continue to be published in 1997 and the two subsequent years, and that the policy for distributing publications should, in 1997, continue as in 1996.

3.12 Members requested that all future decisions by the Commission on travel by the Secretariat to represent CCAMLR at meetings of other international organisations be based on detailed presentations and be taken after considering specific proposals for such travel by SCAF even if they are to be discussed under the agenda item on 'Cooperation with other International Organisations'.

3.13 The Commission approved the inclusion of the Scientific Committee's proposed budget for 1997, as presented in the Scientific Committee's report (SC-CAMLR-XV, Table 9), in the Commission budget and adopted the 1997 Commission budget (Annex 4, Appendix 1).

3.14 Following discussions on the subject by SCAF, the Delegation of New Zealand had pursued with other delegates and the Secretariat, various options for developing New Zealand's proposal for the production of a seabird identification manual (CCAMLR-XV/13) to include other official CCAMLR languages. A revised proposal was presented to the Commission, which suggested the production of 1 900 copies of the manual including all four languages.

3.15 In addition to the original funding offer from New Zealand (A\$28 000), offers of funding had been received from the UK (A\$18 000) and the World Wildlife Fund (A\$10 000). The estimated amount required was A\$33 500. All Members were called on to seek additional sources of funding for this, but, to ensure that this publication proceeds, the Commission authorised the Secretariat to use up to A\$33 500 for this purpose from the Special Fund created from the Ukrainian 1995 contribution.

3.16 Some Members accepted this decision on the publication of the manual only on the understanding that this is an exceptional circumstance and noted that consideration of such proposals by the Commission at short notice and without full examination by SCAF would not be acceptable to them in the future. The Executive Secretary drew Members' attention to the requirement, as set out in Financial Regulation 14.2, for the Executive Secretary to evaluate the administrative and financial implications of matters being decided. In practical terms, this means that he should be provided with sufficient time and detail to perform such an evaluation.

3.17 Financial consequences to the Commission in 1997 of the proposed new fisheries could not be identified until a late stage of SCAF's meeting. The Commission agreed that the

additional costs of managing the data from new fisheries in 1997 should be dealt with outside the annual budget and authorised the Secretariat to use up to A\$68 500 from the Ukrainian Special Fund to solve the contingent needs of Data Management which would arise from the possible development of new fisheries.

3.18 The Commission received the advice of SCAF that the availability of such a fund has been useful for financing these costs and that it might be appropriate to consider establishing other such funds in the future.

3.19 The Commission noted the forecast budget for 1998 (Annex 4, Appendix 1) which included the anticipated increase in costs for managing the data from the new fisheries.

3.20 The Chairman of SCAF advised the Commission that agreement on a proposed formula for calculating Members' contributions to the annual budget was the culmination of three years of discussions and represented a significant degree of compromise. The proposal was that the formula should be used, in the first instance, for three years to allow Members to measure its effects. The Commission adopted the formula provided in paragraph 24 of the SCAF report (Annex 4) as a basis for calculating Members' contributions to the annual budget for the financial years 1997, 1998 and 1999.

3.21 The Commission noted the suggestion of SCAF for the following factors to be taken into account in future consideration of the formula: cost to the Commission of managing the resource, conservation status and market values. It recognised that these factors did not represent any order of priority.

#### Management Review of the Secretariat

3.22 The Commission approved the commissioning of a management review of the Secretariat on the basis of the terms of reference set out in Appendix 2 of the SCAF report (Annex 4).