# A. SUMMARY MINUTES OF THE 75th BUREAU MEETING (with Annex A and 1-6)

# B. DOCUMENTS SUBMITTED TO THE 75th BUREAU MEETING

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - President’s opening remarks and approval of the agenda</td>
<td>B/75/1 Draft Agenda 75th Meeting of the IUCN Bureau in person in Jeju 5 October 2018 v28Sep2018</td>
</tr>
<tr>
<td>2 – Status of the follow-up to the outcomes of previous Council and Bureau meetings</td>
<td>B/75/2 Progress Tracker - Follow-up to the Council and Bureau meetings held since the 2016 WCC - status 4 Oct 2018</td>
</tr>
<tr>
<td>5 - Council and Congress Committees and Officers involved with preparations for the 2020 Congress</td>
<td>B/75/5 Council and Congress Committees and Officers ToR with annex 1 and 2</td>
</tr>
<tr>
<td>6 – Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions</td>
<td>B/75/6 Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions v26.09</td>
</tr>
<tr>
<td>7 – Developing a comprehensive gender approach at IUCN</td>
<td>B/75/7 Developing a comprehensive gender approach at IUCN - letter 12 July 2018</td>
</tr>
</tbody>
</table>
A. SUMMARY MINUTES OF THE 75th BUREAU MEETING (with Annex A and 1-6)

_Under preparation_
# Draft Agenda

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Items</th>
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<tbody>
<tr>
<td>10:00-10:15</td>
<td>Item 1: President’s opening remarks and approval of the agenda</td>
</tr>
<tr>
<td></td>
<td><em>Document B/75/1 (the present document)</em></td>
</tr>
<tr>
<td>10:15-10:30</td>
<td>Item 2: Status of the follow-up to the outcomes of previous Council and Bureau meetings</td>
</tr>
<tr>
<td></td>
<td><em>Document B/75/2 with the “Progress tracker” of follow-up to outcomes of Council and Bureau meetings. Any particular follow-up item that would need discussion / decision of the Bureau may be added to the agenda of the 75th Bureau meeting.</em></td>
</tr>
<tr>
<td>10:30-11:15</td>
<td>Item 3: Follow-up from the 74th Bureau meeting (B74)</td>
</tr>
<tr>
<td></td>
<td>3.1 Report from the HR Liaison Group</td>
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<td>3.2 Report from the Chair of FAC</td>
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<td>11:15-12:00</td>
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<td>12:00-12:20</td>
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<td>12:20-13:00</td>
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<tr>
<td>13:30-14:00</td>
<td>Item 4: Preparations for the 95th Council meeting (C95)</td>
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<tr>
<td></td>
<td>4.1 Financial strategy issues</td>
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<td></td>
<td>4.2 External Review of IUCN’s Governance (Agenda Item 4)</td>
</tr>
<tr>
<td></td>
<td>4.3 Areas for improving IUCN’s Governance (Agenda Item C/95/GCC16/1.2)</td>
</tr>
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</table>
|            | *Progress report of the working group established by the 69th Bureau meeting (May 2017) to identify areas for improvement of IUCN’s Governance, including amendments to the Statutes, Rules and Regulations:*
|            | a) Update on status of the follow-up to the actions listed in the *Table endorsed by C/94/5*; |
|            | b) Any other issues which the working group or the Bureau may wish to add to the Table. |
| 14:00-14:15| Item 5: Council and Congress Committees and Officers involved with preparations for the 2020 Congress |
|            | *The Governance and Constituency Committee (GCC) has made a recommendation to the Bureau to approve the ToR of two 2020 Congress Committees, the Congress Preparatory Committee and the Election Officer, and to request the GCC to prepare and bring to Council/Bureau for approval at the appropriate time, the ToR of the other Congress Committees, the Procedural Adviser and the Council’s Nominations Committee and Motions Working Group. See Bureau document B/75/5.* |
| 14:15-14:30| Item 6: Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions |
|            | *Document B/75/6 presents the proposals of the Commission Chairs regarding the confirmation or modification of the membership of the Steering Committee of their respective Commissions.* |
A decision is required by Article 46 (m) of the Statutes and Regulation 73bis. According to the Rules of Procedure of the Bureau, this matter has been delegated to the Bureau as a result of the governance reforms approved by Council in April 2016.

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<tr>
<th>Time</th>
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<tr>
<td>14:30-15:00</td>
<td><strong>Item 7: Developing a comprehensive gender approach at IUCN</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Letter by Jenny Gruenberger and other Council members addressed to the President on 13 July 2018 requesting that the issue of be put on the agenda of the Bureau. See B/75/7.</strong></td>
</tr>
<tr>
<td>15:00-15:15</td>
<td><strong>Item 8: Written synthesis of Councillors’ self-assessments</strong></td>
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<tr>
<td></td>
<td><strong>Regulation 48 (c) (iii) assigns to the Vice-Presidents the task for preparing and submitting to Council a written synthesis of Councillors’ self-assessments. According to the Rules of Procedure of the Bureau, this matter has been delegated to the Bureau as a result of the governance reforms approved by Council in April 2016. The self-assessment referred to here is the Councillors’ response to the SurveyMonkey questionnaire approved by the 94th Council as Annex 7 of the Council Handbook and issued on 3 May 2018.</strong></td>
</tr>
<tr>
<td>15:15-15:30</td>
<td><strong>Item 9: Dates of the Council meetings in 2019 and 2020</strong></td>
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<tr>
<td></td>
<td><strong>Bureau document B/75/9 presents dates proposed following a consultation of the Bureau.</strong></td>
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<tr>
<td>15:30-</td>
<td><strong>Item 10: Any other business</strong></td>
</tr>
</tbody>
</table>
Follow-up to the Council and Bureau meetings held since the 2016 Congress – Progress tracker - status 4 October 2018

[The present document is an updated version of Bureau document B/69/2/1. It is intended to track progress on all actions required by/from Council and Bureau since the 2016 World Conservation Congress, including actions which the IUCN Council 2012-16 recommended or deferred to the next Council]

<table>
<thead>
<tr>
<th>Colour Code:</th>
<th>References:</th>
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</thead>
<tbody>
<tr>
<td>2016 Congress follow-up</td>
<td>WCC-2016-Res-… = 2016 Congress Resolution</td>
</tr>
<tr>
<td>Strategic direction</td>
<td>C/92 = 92nd meeting of the Council (8-9 February 2017)</td>
</tr>
<tr>
<td>Oversight</td>
<td>B/69 = 69th meeting of the Bureau (15-16 May 2017)</td>
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<tr>
<td>Fiduciary Responsibility</td>
<td>B/70 = 70th meeting of the Bureau (6 June 2017)</td>
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<td></td>
<td>B/71 = 71st meeting of the Bureau (29-30 August 2017)</td>
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<td>B/72 = 72nd meeting of the Bureau (8 November 2017)</td>
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<td></td>
<td>B/73 = 73rd meeting of the Bureau (18 November 2017)</td>
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<td></td>
<td>C/93 = 93rd meeting of the Council (19-21 November 2017)</td>
</tr>
<tr>
<td></td>
<td>B/74 = 74th meeting of the Bureau (28 April 2018)</td>
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<td></td>
<td>C/94 = 94th meeting of the Council (30 April-2 May 2018)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Decision (DEC)</th>
<th>Summary Minutes (MIN)</th>
<th>Action required</th>
<th>Responsible</th>
<th>Status</th>
<th>Next step(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>WCC-2016-Res-001 DEC C/92/8 Annex 7 (PPC Report p.3)</td>
<td>Secretariat report on progress made and proposals on a step-wise process to follow-up to Resolution WCC-2016-Res-001 on Identifying and archiving obsolete Resolutions and Recommendations</td>
<td>1. Secretariat proposal 2. PPC</td>
<td>IN PROGRESS</td>
<td>On PPC agenda at C95</td>
</tr>
<tr>
<td>4</td>
<td>WCC-2016-Res-018</td>
<td>Requests Council to adopt the framework for the IUCN Environmental Impact Classification for Alien Taxa as the union’s standard for classifying alien species in terms of their environmental impact (following the consultation process referred to in the Resolution)</td>
<td>PPC/Council</td>
<td>IN PROGRESS</td>
<td>Progress report on agenda PPC at C95</td>
</tr>
<tr>
<td>5</td>
<td>WCC-2016-Res-029</td>
<td>Council requests the Urban Task Force, in line with its Terms of Reference, to select members of the IUCN Urban Alliance Steering Group and to organize the inaugural meeting in early 2018 subject to availability of funding.</td>
<td>PPC’s Urban Task Force</td>
<td>IN PROGRESS</td>
<td>On agenda Urban TF at C95</td>
</tr>
<tr>
<td>7</td>
<td>WCC-2016-Res-045</td>
<td>Council to approve a policy statement on the importance of the conservation of primary forests</td>
<td>PPC/Council upon a proposal from the Secretariat</td>
<td>IN PROGRESS</td>
<td>Draft Policy to PPC in 2019</td>
</tr>
<tr>
<td>8</td>
<td>WCC-2016-Res-052</td>
<td>Council, Commissions and Members assist the Director</td>
<td>WCPA</td>
<td>IN PROGRESS</td>
<td>Confirmation</td>
</tr>
<tr>
<td>No.</td>
<td>Resolution/Document</td>
<td>Description</td>
<td>Responsible Body</td>
<td>Status</td>
<td>Notes</td>
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<tr>
<td>11</td>
<td>WCC-2016-Res-086</td>
<td>Council, based upon the recommendations of the assessment, to develop an IUCN policy to guide the Director General, Commissions and Members on biodiversity and nature conservation in relation to synthetic biology</td>
<td>Secretariat and Commissions</td>
<td>IN PROGRESS</td>
<td>No PPC action until assessment available: C/92/8 Annex 7 (PPC Report p.4); DEC C/93/20 Annex 11 (PPC report)</td>
</tr>
<tr>
<td>12</td>
<td>WCC-2016-Dec-113</td>
<td>With the objective of improving the motions process for the future, and based on IUCN Members’ feedback on the online discussion and vote on motions prior to the 2016 Congress, Council, if needed, prepares amendments to the Rules of Procedure</td>
<td>1. GCC with its Task Force to update the motions process 2. Council</td>
<td>IN PROGRESS</td>
<td>On GCC agenda at C95</td>
</tr>
<tr>
<td>13</td>
<td>MIN B/69 p.1-2</td>
<td>Working Group established by the Bureau in May 2017 to report to Bureau in November 2017 identifying areas for improvement of IUCN governance. Bureau to propose to Council process with timeline for each of the reforms identified.</td>
<td>Bureau WG and Bureau</td>
<td>IN PROGRESS</td>
<td>On agenda of B75 and of GCC at C95</td>
</tr>
<tr>
<td>14</td>
<td>MIN C/92 p.12</td>
<td>Council’s strategic objectives and priorities 2017-20: “[The President] suggested that the Vice-Presidents examine this further with the assistance of the DG and Secretariat, and report to the Bureau in view of preparing a decision of the Council which could be finalized by electronic communication before the next Council meeting and invited all Council members to write to the President, the Vice-Presidents, the DG or the Secretary to Council with further ideas as input for the Vice-Presidents.” While the 1st and 3rd strategic priority areas identified during the 92nd Council Meeting (income stability and implementation of the One Programme Approach) had already been the focus of the Director General and the</td>
<td>Bureau / Council</td>
<td>IN PROGRESS</td>
<td>On agenda B75 and C95</td>
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<tr>
<td></td>
<td>MIN B/69 p.8</td>
<td></td>
<td>Peter Cochrane</td>
<td>COMPLETED</td>
<td>MIN B71</td>
</tr>
</tbody>
</table>
Bureau, the 2nd priority area, the need for a stronger value proposition, required more attention. Peter Cochrane volunteered to prepare a conversation starter on the value proposition. The suggestion was made for Bureau to facilitate the development of the value proposition, with the assistance of the Secretariat and the CEC.

The President requested the Secretariat to coordinate the inputs from Bureau members, Commissions and Secretariat and to prepare a revised draft [of the value proposition] to the Bureau in 1-2 months with a view to presenting it to the Council, and accepted Peter Cochrane’s offer to prepare a note to introduce further discussion in Council of the strategic objectives and priorities of Council for 2017-20.

[The President] concurred with the suggestion to establish a Council working group tasked with identifying objectives / priorities and bring them to the Bureau and then to Council. The President will consult with the four Vice-Presidents and the Chairs of the three standing committees in order to establish the working group. The President also thanked Peter Cochrane for his work on IUCN’s value proposition which he undertook in follow-up to the February Council. [Cf. document C/93/4.2/2] This was discussed in the Bureau on 18 November 2017. The President informed that Peter Cochrane would circulate a revised version of the value proposition for Council’s consideration when discussing the Council’s objectives and priorities 2017-20.

The President suggested establishing a small working group, and invited Peter Cochrane to chair it. The working group should be composed of the three pillars, Council, the Secretariat and the Commissions, and should have geographical, gender and thematic (financial, programme, law, governance) balance. He called for an indication of who might be willing to participate, confirming that the decision will be made after the Council meeting.

<table>
<thead>
<tr>
<th>MIN B/71 p.4-5</th>
<th>Bureau members requested the Secretariat to facilitate Council members’ broader access to the Union Portal</th>
</tr>
</thead>
<tbody>
<tr>
<td>MIN B73 p. 3-4 MIN C93 p. 6-7</td>
<td>Bureau, the 2nd priority area, the need for a stronger value proposition, required more attention. Peter Cochrane volunteered to prepare a conversation starter on the value proposition. The suggestion was made for Bureau to facilitate the development of the value proposition, with the assistance of the Secretariat and the CEC. The President requested the Secretariat to coordinate the inputs from Bureau members, Commissions and Secretariat and to prepare a revised draft [of the value proposition] to the Bureau in 1-2 months with a view to presenting it to the Council, and accepted Peter Cochrane’s offer to prepare a note to introduce further discussion in Council of the strategic objectives and priorities of Council for 2017-20. [The President] concurred with the suggestion to establish a Council working group tasked with identifying objectives / priorities and bring them to the Bureau and then to Council. The President will consult with the four Vice-Presidents and the Chairs of the three standing committees in order to establish the working group. The President also thanked Peter Cochrane for his work on IUCN’s value proposition which he undertook in follow-up to the February Council. [Cf. document C/93/4.2/2] This was discussed in the Bureau on 18 November 2017. The President informed that Peter Cochrane would circulate a revised version of the value proposition for Council’s consideration when discussing the Council’s objectives and priorities 2017-20. The President suggested establishing a small working group, and invited Peter Cochrane to chair it. The working group should be composed of the three pillars, Council, the Secretariat and the Commissions, and should have geographical, gender and thematic (financial, programme, law, governance) balance. He called for an indication of who might be willing to participate, confirming that the decision will be made after the Council meeting.</td>
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<td>MIN C94 p. 13-15</td>
<td>Bureau members requested the Secretariat to facilitate Council members’ broader access to the Union Portal</td>
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<tr>
<td>DG</td>
<td>COMPLETED MIN B73 p.3-4</td>
</tr>
<tr>
<td>Peter Cochrane</td>
<td>COMPLETED MIN B73 p.3-4</td>
</tr>
<tr>
<td>President</td>
<td>IN PROGRESS</td>
</tr>
<tr>
<td>Peter Cochrane</td>
<td>COMPLETED</td>
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<tr>
<td>Secretariat</td>
<td>IN PROGRESS</td>
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</table>
| Waiting for the results of the
than only the space reserved for Council and its subsidiary bodies so that they can find all the information that is relevant and necessary for Council to exercise its strategic direction and oversight role and its fiduciary responsibilities. It was noted by the Chair of WCEL that the Bureau was entitled, as an oversight body, to any and all information. The Legal Adviser was requested to provide a **legal opinion** on the rules regarding access to the Portal, including the information that is protected under applicable law such as e.g. staff records. Bureau members requested the Secretary to Council, in consultation with Bureau members, to brainstorm about the concrete content that Council members need to access and subsequently work with the relevant Secretariat team in order to provide Councillors’ access to this content. Pending the discussion in Council of the findings of the external review of IUCN’s governance regarding the information required by Council to enable it to effectively exercise its oversight and strategic direction roles, the examination of Councillors’ access to the Union Portal, discussed at the 73rd Bureau meeting (B73), was suspended.

<table>
<thead>
<tr>
<th>MIN B73 p.6</th>
<th>Bureau document B/75/2</th>
<th>4 October 2018</th>
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</thead>
<tbody>
<tr>
<td>MIN B74 p.</td>
<td>Legal Adviser</td>
<td>COMPLETED</td>
</tr>
<tr>
<td></td>
<td>Secretary to Council</td>
<td>ON HOLD</td>
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<td>External review of IUCN’s Governance</td>
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**Socially responsible investment**

In April 2016, the IUCN Council requested its Finance and Audit Committee to investigate options for divesting IUCN from petrochemicals, agrochemicals (Syngenta), and tobacco securities of any kind, and report back to Bureau with the aim of having a full discussion at the first ordinary meeting of the Council in the next term (2017-20).

1. Secretariat to conduct a stocktaking study on various pieces of work done by the Secretariat programmes and the Commissions on relationships between healthy ecosystems and human health.
2. This study would then inform PPC at its next meeting to make a recommendation on how to strengthen the inclusion of health dimensions in the work of IUCN.

<table>
<thead>
<tr>
<th>DEC C/88/19 (April 2016)</th>
<th>FAC/Council</th>
<th>IN PROGRESS</th>
</tr>
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<tbody>
<tr>
<td>Socially responsible investment</td>
<td>FAC/Council</td>
<td>IN PROGRESS</td>
</tr>
<tr>
<td>On agenda FAC at C95</td>
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1. Secretariat
2. PPC

<table>
<thead>
<tr>
<th>DEC C/92/8 Annex 7 (PPC Report p.5)</th>
<th>1. Secretariat 2. PPC</th>
<th>IN PROGRESS</th>
</tr>
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<tbody>
<tr>
<td>Council Global Focal Persons:</td>
<td>1. Recommendation PPC of ToR and appointment of a</td>
<td>Progress report on PPC agenda at C95</td>
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<td>1. Recommendation PPC of ToR and appointment of a</td>
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<td>Document Ref.</td>
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<tr>
<td>25</td>
<td>MIN B/71 p.8</td>
<td>A short discussion followed on the acceptability, from an ethical viewpoint, of a number of IUCN Members questioning election candidates in the Union Portal in 2016 about their views on hunting, mentioning the number of votes they represent during the Congress. A number of Bureau members were of the view that it was part of IUCN Members’ democratic right to lobby election candidates and IUCN Member organizations have different styles. The Chair of GCC will consult with GCC’s Deputy Chair whether to bring this matter to GCC for discussion and advice.</td>
</tr>
<tr>
<td>28</td>
<td>DEC C/92/14</td>
<td>FAC and GCC prepare membership dues 2021-24 in time for submission to 2020 WCC</td>
</tr>
</tbody>
</table>
| 29  | DEC C/92/8 Annex 9 (GCC Report p.8)  
MIN C/92 p.3  
DEC C/93/12  
MIN C93 p.12 | Proposal Union Development Group / Enrique Lahmann of GCC email discussion and/or remote meeting regarding opportunities for GCC to provide input to the membership engagement strategy. Council requests the Director General to ensure that the membership strategy includes recruitment of new Members from geographies where Members are currently under-represented. | Secretariat | IN PROGRESS  
On GCC agenda at C95 |
| 38  | MIN B73 p.2 | Process for the appointment of the IUCN Treasurer. Bureau members suggested that the Bureau working group identifying governance reforms also consider formalizing this approval procedure in the Statutes/Regulations, as well as the lacunae in the process for filling the vacancy of Treasurer. | Bureau WG | IN PROGRESS  
Part of the Table of governance improvements to be prepared by GCC by end 2019 |
| 39  | MIN B73 p.3 | Bureau members also suggested that the Reserves Policy be reviewed with a view to enable Council to | FAC | |
| 46 | DEC C/93/20 Annex 12 (FAC report) | FAC asked the Secretariat to review and update the **Investment policy** once a new treasurer is on board and present it for review at the next meeting of the FAC in April - May 2018. The FAC decided to form a sub-committee comprised of the FAC Chair, the two Co-Chairs, the Treasurer and CFO to review the investment policy and present a revised draft policy to next FAC meeting in October 2018 for approval. A decision would then be taken on whether the mandate given to IUCN’s investment managers should be adapted. | FAC | IN PROGRESS | On agenda FAC at C95 |
| 41 | DEC C/93/15 | Council requests the Secretariat to undertake a **review of current INGOs** and make the necessary changes to the membership data base. | Secretariat | IN PROGRESS | On agenda GCC at C95 |
| 42 | DEC C/93/16 | Council requests the Secretariat to further study the potential for recruiting new Members amongst zoos, aquaria, botanical gardens, universities and museums through the **creation of a new dues group** and present this at the 94th Council meeting in May 2018. | Secretariat | IN PROGRESS | Progress of joint FAC/GCC task force on agenda GCC at C95 |
| 43 | DEC C/93/18 | Council requests the GCC to review the status and role, including the voting rights, of **Commissions within the National and Regional Committees.** | GCC | IN PROGRESS | Progress on agenda GCC at C95 as part of improvements of IUCN’s governance |
| 44 | MIN C93 p. 15 | Mention was made that there may be a need to revisit the bylaws of the bodies and components of IUCN, including Council, in order to **ensure gender balance.** | Council | IN PROGRESS Under consideration in Bureau WG on governance improvements regarding Coun- | On agenda B75 |
| 45 | MIN C93 p. 16 | The President informed that he would consult with the Vice-Presidents in order to finalize, through the Bureau, the process of establishing **task forces and focal points** such as the Gender Focal Point and bring the results to Council for approval at the next meeting. | President | IN PROGRESS | Partly on agenda B75 regarding ToR Council and Congress Committees and Officers |
| 48 | DEC C/93/20 Annex 12 (FAC report) | The FAC took note of the report from the Global Director – Human Resources and looked forward to receiving a draft of the **revised Staff Rules** at its next meeting in April 2018. | Secretariat/FAC | IN PROGRESS | On agenda FAC at C95 |
| 49 | MIN B74 p. 1 | Add to Progress Tracker “more action on behalf of environmental defenders as an issue of on-going concern” |  |
| 51 | MIN C94 p. 16 | Jennifer Mohamed-Katerere continued by stating that there were two elements raised in the Council meeting on 1 May that needed to be included in the Table for future consideration of the Working Group, but emphasised that they were not for consideration at this meeting: (1) to review / clarify the term of Councillors in conjunction with the periodicity of Congress, and (2) strengthen the process for selecting the date and venue of future World Congresses by engaging a member of Council at an early stage of the evaluation process. | Bureau WG, cf. line 13 above. |
| 52 | MIN C94 p. 17 | Another Council member requested that at some point in the future, the process for bringing documents and proposals to/from the Bureau, its Working Groups, Council and Council Committees be clarified and documented, in particular if it concerns statutory reform which belongs to the mandate of the GCC. If Regulation 45bis was approved at this Council meeting, this should not be considered to set a precedent for future documents. […]The Legal Adviser offered to provide a legal opinion to Council on this procedural issue. | Legal Adviser |
| 53 | DEC C/94/11 | Council requested the Director General to include provision in the IUCN Budget starting from 2019 for Councillors’ travel. | DG | Submission of Draft Budget 2019 | On agenda FAC at C95 |
| 54 | MIN C94 p. 23 | The approval of the Conflict of interest declaration form was deferred to the next Council meeting following a procedural discussion whether it could be discussed | Ethics Committee of Council |  | ON agenda C95 |
during C94 under “Any other business”.
Addendum: COMPLETED ACTIONS

<table>
<thead>
<tr>
<th>No.</th>
<th>Resolution</th>
<th>Description</th>
<th>Authority</th>
<th>Status</th>
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<tbody>
<tr>
<td>2</td>
<td>WCC-2016-Res-002</td>
<td>Council to recognize a Global Group for National and Regional Committee Development</td>
<td>Council</td>
<td>COMPLETED DEC C/92/11</td>
</tr>
<tr>
<td>3</td>
<td>WCC-2016-Res-003 DEC C/92/8 Annex 9 (GCC Report p.2)</td>
<td>1. Pre-working group of GCC to propose to GCC ToR and membership for the working group required by WCC-2016-Res-003 on “Including regional governments in the structure of IUCN” 2. GCC recommends to Council the establishment of the working group 3. Council approves establishment of the working group</td>
<td>1. pre-working group led by Jenny Gruenberger 2. GCC 3. Council</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>5</td>
<td>WCC-2016-Res-029 DEC C/92/8 Annex 7 (PPC Report p.4) MIN C/92 p.7</td>
<td>1. Core group of PPC for the preparation of an “urban task force” to propose ToR to scope how the IUCN Urban Alliance which the Council is required to establish (WCC-2016-Res-029) would look like and how it would be resourced, among other things. 2. PPC approves ToR, name and membership of the task force.</td>
<td>1. core group led by Jonathan Hughes 2. PPC</td>
<td>COMPLETED DEC PPC/41/4 (24 Aug 2017)</td>
</tr>
<tr>
<td>6</td>
<td>WCC-2016-Res-030 DEC C/93/20 Annex 11 (PPC report)</td>
<td>Council actions required under WCC-2016-Res-030 “Recognizing and respecting the territories and areas conserved by indigenous peoples and local communities (ICCAs) overlapped by protected areas”</td>
<td>PPC</td>
<td>COMPLETED Regular updates in PPC</td>
</tr>
<tr>
<td>10</td>
<td>WCC-2016-Res-075 DEC C/92/9 DEC C/92/8 Annex 7 (PPC Report p.4)</td>
<td>Chair CEESP and Secretariat to recommend Council response to WCC-2016-Res-075 “Affirmation of the role of indigenous cultures in global conservation efforts”</td>
<td>Chair CEESP (PPC focal point for Res-075) and Secretariat</td>
<td>COMPLETED Regular updates to PPC</td>
</tr>
<tr>
<td>15</td>
<td>MIN C/92 p.14</td>
<td>“As a new world order was coming into place, albeit with a lot of unpredictability and uncertainty, it was</td>
<td>President</td>
<td>REMOVED</td>
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1 “Elements of an Institutional Strategy for IUCN on Climate Change” endorsed by the IUCN Council at its 90th Meeting (31 August 2016, decision C/90/4)
<table>
<thead>
<tr>
<th>MIN B/69 p.3</th>
<th>MIN B71 p.6</th>
<th>MIN B/71 p.11</th>
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<tr>
<td>important to monitor the external environment which was volatile, and to assess how to position the Council. For this purpose, the IUCN President intended to establish a small group of experienced 2nd term Council members, chaired by Andrew Bignell, to work closely with the President.</td>
<td></td>
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<td>The Bureau concluded, following comprehensive discussions on the financial challenges facing IUCN and the response pathway being followed, that a liaison group comprised of members of the Bureau (to be finalized by the President after consultations) will be established with the purpose of gathering further relevant information for establishing time bound financial targets and keeping track of progress towards the achievement of these targets in order to report back to the Bureau and, if required, composing a draft formal decision for Council. The IUCN President requested Ayman Rabi to chair the group. The President invited the Chair of the FAC to present the results of the finance liaison group after explaining that during its in camera meeting on the previous day, the Bureau had appreciated the work and findings of the Finance Liaison Group and, noting a duplication of efforts, decided to discontinue the Liaison Group on Finance while entrusting the responsibility of continuing the Bureau liaison work on financial matters to the FAC Chair, in consultation with the Treasurer and the Vice President located in the FAC.</td>
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<td>After a detailed discussion of the organizational change process, the valuable and incisive findings of the December 2016 staff survey, and other HR related matters, the Bureau decided to establish a liaison group composed of members of the Bureau (to be finalized by the President after consultations), with the purpose of serving as contact point of further exploring the current HR procedures and policies, rules and practices applied within IUCN with the objective of reporting back to the Bureau</td>
<td></td>
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<tr>
<td>Ayman Rabi, chair of liaison group</td>
<td>COMPLETED MIN B/71</td>
<td>COMPLETED Min B71</td>
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<tr>
<td>18</td>
<td>MIN B/69 p.5</td>
<td>With respect to the (last) slide about the <strong>requirements for reporting to the FAC on HR issues</strong>, the Bureau members agreed to the DG preparing a collation of documents considered relevant for the FAC to exercise its oversight role in addition to the revision of the Staff Rules which have not been updated since 2003, and subsequently to request the FAC whether it wishes to receive additional information.</td>
</tr>
<tr>
<td>20</td>
<td>MIN C/92 p.4-5</td>
<td>Confirm and record any changes in the <strong>membership of the Council committees</strong> occurring following the adoption of decision C/92/3</td>
</tr>
</tbody>
</table>
| 21 | DEC C/90/8  
DEC C/92/8 Annex 7 (PPC Report p.4) | 1. Develop ToR for a **Private Sector Task Force**  
2. PPC approves ToR and membership of the task force | 1. Jonathan Hughes at the request of the PPC Chair  
2. PPC | COMPLETED DEC PPC/41/3 (24 Aug 2017) |
| 22 | DEC C/92/8 Annex 7 (PPC Report p.4) | Secretariat update on IUCN’s engagement on **food systems** | Secretariat | COMPLETED DEC C/93/20 Annex 11 (PPC report) |
| 25 | MIN C/92 p.13 | “In the absence of any objection, the IUCN President accepted the request from a Council member that Council referred the decision on the **appointment of the IUCN Council Global Oceans Focal Point** (Regulation 45bis) to the Bureau.” | Bureau | IRRELEVANT Given DEC C/93/7 |
| 26 | DEC C/92/10 | 1. Commission Chairs work with Secretariat / CFO Mike Davis to prepare a revised draft of the **Commission Financial Rules**  
2. FAC to consider revised draft at its remote meeting to be held at the end of May / beginning of June 2017  
3. Bureau decision on recommendations FAC | 1. Commission Chairs/Secretariat  
2. FAC  
3. Bureau | COMPLETED DEC B/70/4 |
| 27 | Membership admission: |   |   |   |

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2 By decision C/90/8 adopted at its 90th Meeting in August 2016, the IUCN Council recommended to the next Council to consider establishing a Private Sector Task Force in order to sustain the positive experiences of the current term (2012-16).
| DEC C/93/11 | Recommends the admission of the **International Fund for Animal Welfare** – IFAW, USA; and Submits the decision to admit the International Fund for Animal Welfare (IFAW) as a Member of IUCN to IUCN Members eligible to vote by electronic vote; Defers the admission of Exploralis, Tunisia; and Requests the Secretariat to seek additional clarification from this organisation regarding their statutes and their objectives and from Members in Tunisia; Defers the admission of Tajijin (AITA) Foundation, China; and Requests the Secretariat to seek additional clarification from the IUCN China Country Office and the IUCN Asia Regional Office with respect to Article 7 of the IUCN Statutes. | Secretariat/ Legal Adviser | COMPLETED | DEC B/V (23 Feb 2018) |
| MIN C93 p.11-12 | Council Handbook: GCC to make recommendation to Council regarding the three performance tools to be annexed to the Council Handbook. 1. The Bureau requested the GCC (the working group chaired by Tamar Pataridze) to work with the Ethics Committee (Vice-President John Robinson) to examine whether the **Performance Commitment tool** and the **Conflict of Interest Disclosure Form** could be merged in order to reduce the number of forms to be signed, or to harmonize both documents on the point of conflicts of interest in case both documents are maintained as separate documents, and to make a recommendation to Council. Malik Amin Aslam Khan, Vice-President, Chair of the Ethics Committee, reported that the Ethics Committee had developed the **Conflict of Interest Disclosure Form** which Council members will be required to sign / submit on an annual basis. He suggested that the GCC consider merging the Form with the Performance Commitment for Council members, as the Bureau requested at its 71st | GCC | COMPLETED | (C/94/12) |
meeting. When the result of GCC’s work will be available, the Form as well as the amendment to the Code of Conduct for Council members can be approved by the Bureau or the Council. The Bureau agreed to proceed accordingly.

“The Bureau has requested GCC to look into consolidating the Conflict of Interest Declaration Form and the Performance Commitment for Council members so there are fewer forms to sign. Given the modifications to come, the President, with agreement from the four Vice-Presidents, suggested that Council approval of the Handbook and the amendments to the Code of Conduct be deferred until further work by the GCC had taken place.”

A member of the Bureau shared two comments on the Ethics Committee’s proposal of a Conflict of Interest Disclosure Form: 1) in addition to business transactions, the Form should also, and explicitly, refer to consultancy activities, and 2) the Form does not provide the time period for which interests have to be disclosed: the Form will only state what is to be disclosed at the time of submitting the Form. The President invited Bureau members to share any comments with the Chair of the Ethics Committee and the Secretary to Council in advance of the 73rd Bureau meeting.

A question of a Bureau member to clarify the scope of the term “business transaction” which seemed to be defined in a very broad manner, was referred to the Ethics Committee.

2. GCC re Activity Report and FAC for Councillors’ travel budget (cf. line 40 below)

3. GCC

2. IUCN Councillor Activity Report: [The President] will ask a Vice-President to study, in consultation with the Chairs of the standing committees and the DG / Secretariat, some form of reasonable support (incl. a ceiling) for Council members who do not have such access to resources, and to prepare a proposal to the next Bureau meeting.

3. Self-Assessment: The President invited Bureau members to share their feedback with the Chair of
GCC who will consult with the other standing committee Chairs and the GCC and bring back a form, revised as appropriate, so that we can start using the form as soon as possible.

<table>
<thead>
<tr>
<th>No.</th>
<th>MIN/DEC No.</th>
<th>Task Description</th>
<th>Responsible</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>31</td>
<td>MIN C/92 p.13</td>
<td>1. Proposals for additional appointments for the Commission steering committees which the Chairs of WCEL, CEC and CEESP announced during the 92nd meeting. 2. Bureau takes the decision</td>
<td>1. Chairs WCEL, CEC and CEESP 2. Bureau</td>
<td>COMPLETED for CEC and CEESP DEC B/I (2 Oct 2017)</td>
</tr>
<tr>
<td>32</td>
<td>DEC B/69/6</td>
<td>Determine the specific dates of Council meetings in 2018-20 taking into account the time periods approved by the Bureau</td>
<td>Secretary to Council</td>
<td>COMPLETED DEC B/II (2 Oct 2017)</td>
</tr>
<tr>
<td>33</td>
<td>MIN B/69 p.9</td>
<td>Prepare a more focused draft response to the letter from The Ecological Society of the Philippines to be sent in the name of the Bureau</td>
<td>Secretary to Council</td>
<td>COMPLETED Letter sent on 13 June 2017</td>
</tr>
<tr>
<td>34</td>
<td>MIN B/70 p.2 MIN B71 p.1</td>
<td>1. The Ethics Committee’s recommendation EC/1/2 regarding the IUCN World Heritage Panel is referred a) for discussion to the next meeting of the Bureau, b) for decision to the next Council meeting. The IUCN President suggested that the Chair of the Ethics Committee and the Director General discuss the Ethics Committee’s recommendation regarding the IUCN World Heritage Panel prior to the next Bureau meeting. 2. With regard to the issue of there being a legal obligation requiring the agreement of the World Heritage Committee before approving the Ethics Committee’s recommendation, it was requested that the requisite legal information may be provided to aid further discussion on the matter.</td>
<td>a) Bureau  b) Council Chair EC / DG</td>
<td>REDUNDANT because removed from the Council Handbook approved by Council C94</td>
</tr>
<tr>
<td>35</td>
<td>MIN B/70 p.3</td>
<td>The President asked the Legal Adviser to explain in writing the modifications of Swiss law requiring the President to sign off on the financial statements.</td>
<td>Legal Adviser</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>36</td>
<td>MIN B/71 p.6</td>
<td>Celebrating IUCN at 70: The DG looked forward to</td>
<td>DG</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>#</td>
<td>Document Reference</td>
<td>Content</td>
<td>Responsible Party</td>
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<td>36</td>
<td>MIN B/71 p.3</td>
<td>In response to the question how the CHF 5 m reduced income IUCN faced at the outset of the change process is being achieved, the DG explained that she will prepare an overview of the complex set of elements which allow IUCN to accommodate the reduction in income for the November Council.</td>
<td>Director General</td>
<td>COMPLETED DG Report at C93</td>
</tr>
<tr>
<td>40</td>
<td>DEC C/93/5 MIN C93 p.9-10</td>
<td>Council requests that in the event that Council or its Bureau, after consideration of the report to be prepared by the FAC subcommittee within 60 days, agrees to the principle of allocation of a budget line for Councillors’ travel, the Director General accommodates this request in the 2018 Budget to the extent possible. It was suggested to incorporate this issue also in the Performance Commitment for IUCN Councillors that was under consideration in Council.</td>
<td>FAC GCC (if/when decision on budget is taken)</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>41</td>
<td>DEC C/93/13 MIN C93 p.13 Min B74 p. 2</td>
<td>Council recommends the Director General to identify opportunities to continue engaging Regional Councillors in high level events to enable them to more effectively engage in membership development.</td>
<td>Secretariat</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>47</td>
<td>DEC C/93/20 Annex 12</td>
<td>The FAC asked PwC to establish a process to take stock of the financial situation at the time of the Treasurer’s departure in September, to consider any associated risks and include this as part of the annual audit process.</td>
<td>PwC Interim Management Letter to FAC 22 Jan 2018</td>
<td>COMPLETED</td>
</tr>
<tr>
<td>50</td>
<td>MIN C94 p.7</td>
<td>Given that the Congress seldom meets prior to August and that, normally, the term between two Congresses is four years, the President also proposed that this Council term ends officially in September 2020, allowing for a transitional period in which the current Council would work together with the newly elected Council, leaving it to the Legal Adviser and Councillors with experience in Congress and Councillors with a legal background, of how to work it out.</td>
<td>Legal Adviser</td>
<td>COMPLETED Legal opinion transmitted to Council 1 October 2018</td>
</tr>
</tbody>
</table>

Prepared by Luc De Wever, Secretary to Council
During its meeting of 18 September 2018, the Governance and Constituency Committee (GCC) adopted a recommendation for the Bureau to approve the Terms of Reference (ToR) of two 2020 Congress Committees, the Congress Preparatory Committee and the Election Officer, and to request the GCC to prepare and bring to Council/Bureau for approval at the appropriate time, the ToR of the other Congress Committees, the Procedural Adviser and the Council’s Nominations Committee and Motions Working Group.

The GCC thereby responded to a recommendation of the President that, in addition to proposing ToR for the Congress Preparatory Committee which the GCC had recommended in June 2018, it also enables the Bureau and Councillors to have full appreciation for the range of committees to be formed, a clear understanding of the relationships between the committees and to avoid overlapping mandates. Synchronized processes for appointment/nomination will also allow Councillors to fully consider where their skills may be most effectively used.

Document GCC15/1 prepared for the GCC’s meeting of 18 September 2018, attached hereafter as Annex 2, presents an overview of all committees and officers required for the preparation of and during the Congress. In paragraphs 13 to 16 (pp. 4-5), the document also explains the rationale for the GCC’s proposal to submit the ToR of three committees and one officer for approval at this point in time, while others will be prepared by GCC for approval at a later stage.

Based on past practice the GCC recommended that the Congress Preparatory Committee should consist of five to seven members of Council to be appointed by the Bureau or the Council on a recommendation of the President and the Vice-Presidents acting as Nominating Committee [Regulation 48(c)(ii)] taking into account the following criteria:

- Expressed interest in serving on the Committee
- Good knowledge of IUCN and previous Congresses
- Gender balance
- Regional balance
- Representation of Council Committees and IUCN Commissions.

In order to ensure the criteria are adequately addressed, the President suggests that the Nominating Committee considers 7-11 members once the Bureau has made its decision on the ToR.
DRAFT BUREAU DECISION

The Bureau of the IUCN Council,

On the recommendation of the Governance and Constituency Committee,

1. Approves the Terms of Reference of the:
   a. 2020 Congress Preparatory Committee as a Council working group under Regulation 59; (Annex 1)
   b. Election Officer of the 2020 Congress; (Annex 2)
   c. Steering Committee of the 2020 Congress; (Annex 3)
   d. Credentials Committee of the 2020 Congress; (Annex 4)

2. Requests the Governance and Constituency Committee, at the appropriate time, to oversee the review and development, of the Terms of Reference of the following Council and Congress committees and officers, as these pertain to the overall governance of the Union. In undertaking this task, the Governance and Constituency Committee shall consult with the Congress Preparatory Committee and other relevant Council committees. The Governance and Constituency Committee will recommend these Terms of Reference to the Bureau for approval:
   a. Congress Finance and Audit Committee
   b. Council’s Motions Working Group
   c. Council’s Nominations Committee
   d. Congress Governance Committee
   e. Congress Programme Committee
   f. Congress Resolutions Committee
   g. Congress Procedural Adviser.
CONGRESS PREPARATORY COMMITTEE

DRAFT TERMS OF REFERENCE

(Approved by …)

The Congress Preparatory Committee is established by Council1 to ensure the necessary preparations are made for the IUCN World Conservation Congress. The role of the Committee is to oversee the preparations for the Congress while the Director General is responsible for organizing the Congress. The Preparatory Committee will ensure consistency with and adherence to IUCN’s Statutes, Regulations and the Rules of Procedure of the World Conservation Congress. And, as called for in the Rules of Procedure of the World Conservation Congress2, it will assume the role of the Steering Committee during the Congress.

In fulfilment of these responsibilities the Congress Preparatory Committee shall:

• Ensure that the Congress is well aligned with the mission and vision of IUCN and that the rights and interests of IUCN’s Members and components are fully incorporated in the design, planning and execution of the Congress;
• Coordinate closely with the Motions Working Group and the Election Officer in order to ensure that motions and nomination / election processes, including the deadlines for submission of motions and nominations, are streamlined and recommend approval of such deadlines to Council;
• Monitor the Congress preparations by the Secretariat and the implementation of the Hosting Agreement by the host country based on status reports provided by the IUCN Secretariat and the Host Country at each CPC meeting;
• Consider the draft agenda for the Congress and recommend its approval to Council;
• Oversee the process for identifying members for the different Congress Committees;
• Support the fundraising efforts by opening doors to potential donors and sponsors;
• Act as appeals body for motions referred to the electronic debate and vote to be held prior to Congress. When acting as appeals body, CPC’s membership will be extended with individuals representing the interests of Members as provided in the Rules/Regulations.
• Keep Council informed, as the case may be with recommendations, on the fulfilment of its responsibilities.
• Make recommendations to the next Council for improving the committee’s role and functioning based on its own evaluation to be made before the end of the 2020 Congress taking into account Council’s guidance for self-evaluation.

1 Statute 46 (q)
2 Rules 15-18
ELECTION OFFICER OF THE 2020 WORLD CONSERVATION CONGRESS

DRAFT TERMS OF REFERENCE

(Approved by ...)

The Election Officer is appointed by the IUCN Council to supervise the elections at the World Congress and the counting of the votes in accordance with Rule 74 of the Rules of Procedure of the World Conservation Congress. S/he must not be a member of the Secretariat nor a candidate for election as per Regulation 28 (b). S/he must neither have any family ties nor working relationships with any of the nominated candidates and should disclose any potential conflict of interest in that regard once s/he has received the nominations. S/he should have a legal background.

In the event that the Election Officer chosen has the same nationality as any of the presidential candidates, Council may reconsider his/her appointment in order to avoid possible accusations of conflict of interest and may appoint a substitute.

The Terms of Reference of the Election Officer shall be as follows:

In advance of the World Conservation Congress:

1) review the procedures for balloting and vote counting at the Members’ Assembly and recommend improvements to the Secretariat on the basis of experience. If an electronic voting system is available for elections, adjust the procedures as required and verify the accuracy of the system prior to Members’ Assembly;

2) receive from the Secretariat, the completed dossiers for all election candidates, approve for publication in the Union Portal the nominations for election as Regional Councillors that meet the requirements established in the Statutes and the Regulations, transmit to Council’s Nominations Committee the nominations for President, Treasurer and Commission Chair that meet the requirements, and adjudicate on any issues which may arise during the nomination process;

3) advise Council in advance of the closing of the nominations period if the nominations received are unlikely to fill the positions available for any of the statutory regions, or to meet the criteria established by Council, and necessitate an extension of the deadline;

4) following the closing date for nominations, prepare the Report of the Election Officer to the World Conservation Congress including the names of candidates for Regional Councillors and their biographical information, listed in alphabetical order from a point in the alphabet chosen at random, with an indication of the number of nominations received per candidate as per Regulation 40;

At the Congress:

5) Explain the voting procedures during a plenary session, as required;

6) Report to the Congress Steering Committee on all matters related to elections;

7) Participate ex-officio in the meetings of the Credentials Committee;

8) Supervise the handing out of ballot forms at the Members’ Assembly based on the report of the Credentials Committee. If elections are held electronically, verify the accuracy of the election process taking into account the report of the Credentials Committee;

9) Report immediately to the Congress Steering Committee any activities that he/she might detect regarding elections and voting that might be contradictory to the Statutes, Rules or Regulations;
10) Oversee the arrangements for presenting candidates to the Members’ Assembly and meet with candidates ahead of the elections to explain the procedures;

11) Coordinate and be accountable to the Members’ Assembly for the counting of votes, and oversee a team of vote counters from the Secretariat (if voting is done electronically verify the accuracy of the electronic system), and ensure that election results are not known in advance by anyone other than him/herself;

12) Announce the election results and prepare the report of the Election Officer;

13) Responsible for supervising the electronic voting on motions in the Members’ Assembly which includes verifying the accuracy of the electronic voting system (Regulation 40bis) and that, in case of a secret ballot, the system can guarantee the anonymity of all votes (RoP 70);

14) Make recommendations to the next Council for improving the role and functioning of the Election Officer based on her/his own evaluation taking into account Council’s guidance for self-evaluation.
1. The Steering Committee of the World Conservation Congress shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

2. The Steering Committee shall comprise the members of the Preparatory Committee appointed by the Council to make preparations for the World Congress together with the President, the Vice Presidents and the Director General and shall be charged with the general duty of forwarding the business of the World Congress.

3. All matters concerning the organization of the World Congress shall be referred to the Steering Committee.

4. Specific duties of the Steering Committee are as detailed in the Rules of Procedure of the Congress (Rules 37, 44, 47, 53, 55 and 86).

5. The Steering Committee shall meet as necessary during Congress and invite concerned individuals as appropriate to join its meetings.

6. Make recommendations to the next Council for improving the committee’s role and functioning based on its own evaluation to be made before the end of the 2020 Congress taking into account Council’s guidance for self-evaluation.
The Credentials Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 21 of the Rules of Procedure of the World Conservation Congress.

Rule 21 states that: “The World Congress shall elect a Credentials Committee, composed of members nominated by the President and including the Director General or the Director General’s representative ex officio. The Credentials Committee shall examine credentials and other matters within its terms of reference as defined by Council, and report to the World Congress. The report shall include the number of votes to be exercised by each delegation in accordance with the Statutes”.

The Terms of Reference of the Committee shall be:

(a) to approve the “Guidelines for delegates and observers attending the World Conservation Congress” prepared by the Secretariat;

(b) to supervise the accreditation process of Members and Observers in accordance with Rules 5 to 12, 40, 63, 66 and 66bis of the Rules of Procedure of the World Conservation Congress;

(c) to certify to the Congress that only Members whose dues are paid entirely up to and including 2019 are able to exercise their rights in connection with elections, voting and motions, in accordance with Article 13 (a) of the IUCN Statutes;

(d) to refer to the Congress the name of those Members who are two years (2018 and 2019) or more in arrears in the payment of their dues and whose remaining rights may be rescinded on such terms as the Congress may determine, in accordance with Article 13 (a) of the IUCN Statutes;

(e) to inform Congress daily of the total number of votes to be exercised by each category of voting Members present (or represented) at the Congress in accordance with Articles 34 and 35 of the IUCN Statutes;

(f) to advise the Finance and Audit Committee on the 2021-2024 membership dues and the decision to be put forward to Congress;

(g) to advise on Sponsored Members’ requirements, participation and voting;

(h) to act as focal point for non-administrative issues of the IUCN membership constituency; and

(i) to coordinate as necessary with the Steering Committee, the Finance & Audit Committee, the Election Officer and Governance Committee of Congress; and

(j) Make recommendations to the next Council for improving the committee’s role and functioning based on its own evaluation to be made before the end of the 2020 Congress taking into account Council’s guidance for self-evaluation.

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1 Members which are not in order with their dues are allowed to speak on issues not related to motions, voting and elections only.

2 Members must be informed ahead of Congress.
Governance and Constituency Committee of the IUCN Council
15th Meeting, by conference call, 18 October 2018

Agenda Item 1

Committees and Election Officer of the 2020 Congress and Council committees involved with preparations for the 2020 Congress

Origin: Secretary to Council and Chair, IUCN Council Governance and Constituency Committee

REQUIRED ACTION

The GCC is invited to consider the ToR of the committees and officers of the 2016 Congress, and the Council committees involved in the preparations for the 2016 Congress, and make a recommendation to the Bureau of the ToR of committees and officers for the 2020 Congress that can be approved without delay.

DRAFT BUREAU DECISION

The Bureau of the IUCN Council,

On the recommendation of the Governance and Constituency Committee,

1. Approves the Terms of Reference of the:

   a. 2020 Congress Preparatory Committee as a Council working group under Regulation 59; (Annex ..)
   b. Election Officer of the 2020 Congress; (Annex ..)
   c. Steering Committee of the 2020 Congress; (Annex ..)
   d. Credentials Committee of the 2020 Congress; (Annex ..)

2. Requests the Governance and Constituency Committee, at the appropriate time, to oversee the review and development, of the Terms of Reference of the following Council and Congress committees and officers, as these pertain to the overall governance of the Union. In undertaking this task, the Governance and Constituency Committee shall consult with the Congress Preparatory Committee and other relevant Council committees. The Governance and Constituency Committee will recommend these Terms of Reference the Bureau for approval:

   a. Congress Finance and Audit Committee
   b. Council’s Motions Working Group
   c. Council’s Nominations Committee
   d. Congress Governance Committee
   e. Congress Programme Committee
   f. Congress Resolutions Committee
   g. Congress Procedural Adviser.
Overview

1. This document provides an overview of the committees that will be established for the planning of WCC and the Congress infrastructure following the request of the Chair of GCC, based on the advice received from the IUCN President that the GCC consider the ToR of the Congress committees and any other committee which the Council may need to establish for the preparations for the next Congress, in addition to the CPC, the following background information is presented.

2. The last section submits a proposal to the GCC for its consideration at its meeting on 18 September 2018. The motivation for this proposal is to ensure the Bureau and Councillors have full appreciation for the range of committees to be formed, a clear understanding of the relationships between the committees and to avoid overlapping mandates. Synchronized processes for appointment/nomination will also allow Councillors to fully consider where their skills may be most effectively used.

Background

A. Council Committees involved with preparations of the 2020 Congress

3. The Council establishes three subsidiary bodies to assist with preparations for Congress. Although formally established under Regulation 59 as “working groups” of the Council, their names may vary according to longstanding practice:

3.1 The Congress Preparatory Committee (CPC) oversees the preparations for the Congress [Article 46 (q) of the Statutes quoted in paragraph 5 above; and Regulation 28 (a)]

[1]. See hereafter paragraph 13.1 for the ToR. The members of the CPC were appointed by the Bureau on 29 September 2014.

In accordance with Rule 15, the CPC members, together with the President, the Vice-President and the DG, will constitute the Congress Steering Committee.

3.2 The Motions Working Group (MWG) manages the motions process prior to the Congress (Article 46 (q) of the Statutes and Regulation 29). The ToR of the 2016 MWG approved by Council decision C/85/12 (May 2015) on the proposal of the 2016 CPC are attached hereafter as Annex 1. The members of the MWG were appointed by the Bureau on 6 August 2015.

In practice, most of the members of the MWG will become members of the Congress Resolutions Committee.

3.3 The Nominations Committee recommends to Council candidates to be nominated for President, Treasurer and Chairs of Commissions (Regulation 35). The ToR of the 2016 Nominations Committee approved by Council decision C/87/14 (October 2015) on the

[1] At least one year before the date set for the opening of a session of the World Congress, the Council shall: (a) appoint a Preparatory Committee to make the necessary preparations, including a representative of the Host State; and […].
proposal of the GCC are attached hereafter as Annex 2. The members of the Nominations Committee were appointed by the Bureau on 29 January 2016.

B. Congress Committees

4. Rule 13 provides that “The World Congress shall establish Steering, Resolutions, Credentials and Finance and Audit Committees and such other committees as it may consider necessary for the conduct of its business, and shall define their terms of reference.”

The 2012 and 2016 Congress also established a Governance Committee and a Programme Committee.

5. The Terms of Reference (ToR) of the above Congress committees approved by the 2016 Congress are attached hereafter as Annexes 3 to 8.

6. In practice, the Terms of Reference and membership of the Congress committees are approved by the Congress at the beginning of the Members’ Assembly, on the proposal of the IUCN Council taking into account the draft agenda of the Congress and the “infrastructure” which the Council considers necessary to achieve the objectives of the Congress.

The ToR have previously been approved by Council, approximately 1 year prior to the Congress, on the proposal of the:

- CPC: on the number, mandates and process for the appointment of the members of the Congress committees and, in particular, the ToR of the Congress Steering Committee
- Motions Working Group: the ToR of the Congress Resolutions Committee
- FAC: the ToR of the Congress Finance and Audit Committee
- GCC: the ToR of the Congress Credentials Committee and of the Congress Governance Committee
- PPC: the ToR of the Congress Programme Committee

7. The membership of the Congress committees is approved by Congress at the beginning of the Members’ Assembly, on the proposal of the President based on an effort by Councillors and Council committees, coordinated by the CPC, to identify candidates. The most recent process was approved by Council in May 2015: see Council Document C/85/CPC/6 Rev attached hereafter as Annex 9. On the eve of the 2016 Congress, the Council approved a proposal for the membership of the Congress committees and requested the President to present it to Congress for adoption. Cf. Council decision C/90/7. The membership of the 6 committees of the 2016 Congress as approved by Congress is attached hereafter as Annex 10.

C. The Congress Election Officer

8. Article 46 (q) provides that “The functions of the Council shall be inter alia: […] (q) to appoint a Preparatory Committee, Election Officer and a Motions Working Group in preparation for each session of the World Congress”. See also Regulation 28 (b)².

The Election Officer oversees the entire nominations before Congress and the elections process during Congress.

² At least one year before the date set for the opening of a session of the World Congress, the Council shall: […] (b) appoint an Election Officer who shall not be a candidate for election nor a member of the Secretariat.
9. The ToR of the Election Officer have previously been approved by Council on the proposal of the CPC, approximately one year prior to Congress, before the call for nominations referred to in Regulations 30 and 37 is distributed to IUCN Members. Cf. Council decision C/85/7 (and subsequently revised by C/87/10). For the ToR of the Election Officer, see hereafter paragraph 13.2.

10. The 2012 Congress Election Officer was Prof Michael Bothe, Professor Emeritus of Public Law at the Johann Wolfgang Goethe University, Frankfurt, Vice Chair WCEL (1997-2000) and chair of WCEL’s specialist group on Armed Conflict and the Environment; the 2016 Congress Election Officer was Associate Justice Michael Wilson, Hawai’i Supreme Court, member of WCEL.

D. The Procedural Adviser

11. In 2012, at the invitation of the President, the Election Officer also performed the role of Procedural Adviser to the Chair of the Members’ Assembly.

12. In 2015, the Council established the office of the Procedural Adviser of the 2016 Congress in order to provide advice to the Chair of the Members’ Assembly on the conduct of the Members’ Assembly. The ToR of the 2016 Congress Procedural Adviser are attached hereafter as Annex 11 (Council decision C/85/10). In May 2015, Council, on the recommendation of the CPC, appointed Prof Michael Bothe as Procedural Adviser. However, in June 2016, Prof Bothe resigned for health reasons. On 26 August 2016, the Bureau appointed Justice Sena Wijewardane as Procedural Adviser.

Proposal

13. The GCC recommends to the Bureau to approve the ToR of:

13.1 The Congress Preparatory Committee (CPC), as approved by the GCC on 11 June 2018, attached hereafter as Annex 12, with one sentence revised by the IUCN President (subject to the GCC effectively approving the present proposal for the purpose of requesting the Bureau to endorse it);

13.2 The Election Officer, as approved by Council in 2014-15 (Council decision C/85/7, subsequently revised by C/87/10) adapted as presented in Annex 13 hereafter;

13.3 The Congress Steering Committee, as approved by Council in 2015 (Council decision C/87/9), and adapted for the 2020 Congress (Annex 14);

13.4 The Congress Credentials Committee, as approved by the 2016 Congress, with revisions based on feedback from the 2016 Congress Credentials Committee (Annex 15). The feedback from the 2016 Congress Credentials Committee (“Recommendations of Congress Credentials Committee on Improvement”) is attached hereafter as Annex 16.

14. The GCC proposes to oversee the development of the ToRs of all Council committees established for the purposes of preparing for the next WCC and the Congress committees as these pertain to the governance of the Union. Locating responsibility for the governance of the Union in one standing committee could contribute to greater efficiency and ensure there is no overlap between committees.
15. **The GCC decides to propose draft ToR of the 2020 Congress Finance and Audit Committee to the FAC for review** (a draft is attached herewith as Annex 17) and to subsequently recommend that the Bureau approves them once the FAC’s review of the TORs is completed.

16. The GCC takes note, for information, of the following Terms of Reference which will be reviewed by the GCC at the appropriate time, in consultation with the Congress Preparatory Committee and any other relevant Council committee, with the view of recommending them for approval to the Council or the Bureau, as appropriate:

   a. The Council’s Motions Working Group 2016 (Annex 1) to be approved at the latest by the 96th Council meeting (March 2019), noting that revisions to these ToR are under consideration in the GCC’s task force to update the motions process;

   b. The Council’s Nominations Committee 2016 (Annex 2) to be approved at the latest by the 97th Council meeting (October 2019);

   c. The 2016 Congress Governance Committee (Annex 7), to be approved at the latest by the 97th Council meeting (October 2019), noting that the results of the External review of IUCN’s governance and any reforms of the Statutes currently under consideration in the GCC may have a bearing on the role of the Congress Governance Committee;

   d. The 2016 Congress Programme Committee (Annex 8), to be approved at the latest by the 97th Council meeting (October 2019), noting that the PPC will be invited to consider these ToR once the process for the development of the IUCN Programme 2020-24 will be clear;

   e. The 2016 Congress Resolutions Committee (Annex 4), to be approved at the latest by the 97th Council meeting (October 2019), noting the same observations as under a. above;

   f. The 2016 Congress Procedural Adviser (Annex 11) to be approved at the latest by the 97th Council meeting (October 2019).
Terms of Reference of the Motions Working Group of the IUCN Council

[Approved by Council at its 85th Meeting (May 2015), decision C/85/12]

In accordance with Article 46 (p) of the IUCN Statutes, Regulation 29, and Part VII of the Rules of Procedure (‘Agenda and Motions’), the Council appoints a Motions Working Group with the mandate to:

a. Provide guidance to IUCN Members on the submission of motions;
b. Receive the motions and determine that they are consistent with the purpose of motions as defined in Rule 48bis and meet the requirements listed in Rule 54;
c. Prepare the motions for the online discussion and, as appropriate, for submission to the Resolutions Committee of Congress and the World Congress;
d. Submit the motions to an online discussion to be held prior to Congress, specifying which motions that warrant debate at the global level during the Congress will continue to be discussed and voted upon during the Members’ Assembly subject to Rule 45bis, and which motions will be put to an online vote prior to Congress subject to Rule 62quinto;

e. Facilitate and oversee the online discussion of motions between Members prior to the Congress, ensuring that it is transparent and will adhere to the greatest possible extent to the procedure for discussion and amendment of motions during the Congress;
f. Following the close of the online discussion, submit motions to an electronic vote prior to Congress and refer others to the Members’ Assembly for continued debate and vote.

The Motions Working Group to be established by Council shall consist of
(i) five (5) to seven (7) members of the IUCN Council, and
(ii) three (3) individuals who will be appointed by Council in their expert, personal capacity to represent the common interests and the diversity of the IUCN membership and Commissions, following Council’s call for nominations to all IUCN Members and Commissions.

The Motions Working Group shall present periodic reports on its work to the IUCN Council and shall keep the Congress Preparatory Committee (CPC) closely informed. The Motions Working Group shall receive adequate support from the IUCN Secretariat in order to deliver on its mandate.

The Motions Working Group shall, among others, perform the following tasks:

1. Establish specific procedures for the motions process well in advance of the Congress to ensure its effective and efficient management. As part of this procedure, it shall develop guidelines and templates for IUCN Members for the motions process which shall be sent to all IUCN Members before the opening of the submission of motions. The procedures will also specify the tasks which the Secretariat accepts to undertake in support of the work of the Motions Working Group, and contain the criteria and transparent processes for making the determinations which the Motions Working Group is required to make by the Rules of Procedure.

2. Be informed of and take into account to the extent possible the results of discussions of motions in National Committees, Regional Committees and Regional Fora, including those that warrant discussion at a local and/or national level;
3. Ensure that the statutory requirements are strictly applied to the submitted motions and that motions which meet the requirements, are treated fairly and equitably, with adequate communication with proponents and sponsors of motions related to rejecting, amending, combining or categorizing motions, explaining the rationale.

4. Develop a transparent process and criteria for making such determinations.

5. Review the motions received prior to the last ordinary Council meeting held before the Congress (tentative dates: 11-13 April 2016), so that the Council can take them into account when finalizing the draft Congress agenda, the draft IUCN Programme and Financial Plan, Council motions on proposed governance reforms, and the draft mandates for the IUCN Commissions.

6. Oversee the online discussion on motions in advance of the Congress, providing guidance and direction, and assistance, to ensure that facilitators are designated and receive adequate training and guidance in the spirit of IUCN’s ‘One Programme approach’ and full knowledge of the intent and requirements of the IUCN Statutes, Rules of Procedure and Regulations pertaining to motions.

7. Prepare the motions, as amended during the online discussion or together with proposed amendments, for an electronic vote in accordance with Rule 62quinto. Prepare the motions that require continued discussion during the Members’ Assembly, for hand-over to the Resolutions Committee of the Congress with any advice and background, as appropriate.

8. Formally transmit to the Congress 1) the motions approved during the electronic vote in order for the Congress to ‘record en bloc the adoption’ of these motions, and 2) the motions that require continued debate and vote during the Members’ Assembly.
Terms of Reference of the Nominations Committee of Council

(Approved by the 87th Meeting of the IUCN Council, October 2015, Decision C/87/14)

The task of the Nominations Committee is to assist the Council in identifying suitable candidates for the positions of President, Treasurer and Chairs of Commissions for submission by Council to the World Conservation Congress for election in September 2016. The duties of the Nominations Committee will be as follows:

a) Establish a timetable for the work of the Nominations Committee during the nomination process based on a final deadline for receipt of nominations of 12 February 2016.

b) Designate individual members of the Nominations Committee to liaise with each Commission and ensure coordination with any internal search processes taking place within the IUCN Commissions.

c) Collect biographical information and reference material on candidates.

d) Assess all the valid nominations which the Nominations Committee will receive from the Election Officer (Regulation 30) against the respective profiles for the elective positions after consultation, as the case may be, with the Ethics Committee of Council on any issues of ethics or conflict of interest, or with the Director General on any candidacies from members of staff. The methodology for assessing candidates will include:

   i. a rating system using a criteria based on the profiles for elective positions;
   ii. gender balance including one of two candidates for President, balance among Commission Chair nominees and nominees for Treasurer, depending on nominations received and qualifications;
   iii. review and assessment of candidates’ qualifications including but not be limited to, video or face-to-face interviews with the nominees for President, Treasurer, and for Commission Chairs in the case of more than one candidate nominated by the Commission Steering Committee and/or IUCN Members;

e) Make short lists for each position.

f) Formulate recommendations for submission to Council at its 88th meeting in April 2016.

g) In the event that no candidate can be identified for a position, report to Council which may reopen the nomination process for that position.

h) Work as a collegial body and maintain strict confidentiality with regard to its deliberations.
2016 Congress Steering Committee

Draft Terms of Reference

1. The Steering Committee of the World Conservation Congress shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

2. The Steering Committee shall comprise the members of the Preparatory Committee appointed by the Council to make preparations for the World Congress together with the President, the Vice Presidents and the Director General and shall be charged with the general duty of forwarding the business of the World Congress.

3. All matters concerning the organization of the World Congress shall be referred to the Steering Committee.

4. Specific duties of the Steering Committee are as detailed in the Rules of Procedure of the Congress (Rules 37, 44, 47, 53, 55 and 86).

5. The Steering Committee shall meet as necessary during Congress and invite concerned individuals as appropriate to join its meetings.
Resolutions Committee of the 2016 Congress

Draft Terms of Reference

The Resolutions Committee will be established by the Congress and reports to the Steering Committee. It shall include the members of the Motions Working Group appointed by the Council, as per Rule 20.

The Resolutions Committee manages the motions process at the Congress.

More specifically, the Resolutions Committee is responsible for:

1. Managing motions referred to the Congress by the Motions Working Group. This includes:
   a. receiving proposed amendments to motions, and decide whether an amendment is in order and ensure that the process described in Rules 59 to 62 is duly followed;
   b. proposing that amendments be debated or voted upon together. They may propose that the text together with the proposed amendments be referred to a contact group (Rule 62);
   c. presenting to the Congress Steering Committee the appeals filed by Members against decisions made by the Motions Working Group (Rule 55);
   d. organizing and managing contact groups and consider the reports from the contact groups before presenting the text to the plenary (Rule 56); and
   e. keeping track of motions, including those which have an impact on the Programme (Rule 51).

2. Managing motions submitted during Congress. This includes:
   a. receiving motions submitted during Congress within the deadline set by the Steering Committee;
   b. verifying whether submitted motions meet the statutory requirements and circulating them to delegates in accordance with Rules 52, 53 and 54;
   c. deciding which motions will be put to vote at the Congress and which will first be discussed in ad hoc contact groups (Rule 56);
   d. receiving proposed amendments to motions, and deciding whether an amendment is in order and ensure the process described in Rules 59 to 62 is duly followed;
   e. proposing that amendments be debated or voted upon together. They may propose that the text together with the proposed amendments be referred to a contact group (Rule 62); and
   f. forwarding through the Programme Committee any motion or part of a motion affecting the draft Programme or proposed mandate of a Commission to the sessions
of the World Congress that consider the Programme and mandates of the Commissions. The sponsors of these motions shall be informed of this action (Rule 51).
Credentials Committee  
of the 2016 World Conservation Congress  

Draft Terms of Reference

The Credentials Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 21 of the Rules of Procedure of the World Conservation Congress.

Rule 21 states that: “The World Congress shall elect a Credentials Committee, composed of members nominated by the President and including the Director General or the Director General’s representative ex officio. The Credentials Committee shall examine credentials and other matters within its terms of reference as defined by Council, and report to the World Congress. The report shall include the number of votes to be exercised by each delegation in accordance with the Statutes”.

The Terms of Reference of the Committee shall be:

a. to approve the “Guidelines for delegates and observers attending the World Conservation Congress” prepared by the Secretariat;

b. to supervise the accreditation process of Members and Observers in accordance with Rules 5 to 12, 40, 63, 66 and 66bis of the Rules of Procedure of the World Conservation Congress;

c. to certify to the Congress that only Members whose dues are paid entirely up to and including 2015 are able to exercise their rights in connection with elections, voting and motions, in accordance with Article 13 (a) of the IUCN Statutes;

d. to refer to the Congress the name of those Members who are two years (2014 and 2015) or more in arrears in the payment of their dues and whose remaining rights may be rescinded on such terms as the Congress may determine, in accordance with Article 13 (a) of the IUCN Statutes;

e. to inform Congress daily of the total number of votes to be exercised by each category of voting Members present (or represented) at the Congress in accordance with Articles 34 and 35 of the IUCN Statutes;

f. to act as focal point for issues of the IUCN membership constituency; and

g. to coordinate as necessary with the Steering Committee, the Finance & Audit Committee, the Election Officer and the Governance Committee of Congress.
The Finance and Audit Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

The Terms of Reference of the Committee shall be:

a. to examine the audited annual accounts and management letters issued by the external auditors for the years 2012, 2013, 2014 and 2015, together with the cover paper on the Finances of IUCN for the period 2012 to 2015, and the estimates for 2016, prepared jointly by the Treasurer and the Director General;

b. to examine the Financial Plan for the period 2017–2020 and any matters related to membership dues;

c. to consider the reports of the Council and of its Finance and Audit Committee;

d. to evaluate the recommendation made by the Council regarding the appointment of the external auditors;

e. to consider any other matters of finance or financial and operational procedures referred to the Committee by the plenary session or by the Steering Committee;

f. to advise the Congress on the outcome of these considerations, and to propose action as appropriate;

g. to comment on the implications of the resolutions submitted to Congress for decision in relation to the Financial Plan approved by Council; and

h. in preparing its report, the Committee will coordinate with the Programme Committee, the Credentials Committee and the Resolutions Committee.
Governance Committee of the 2016 Congress

Terms of Reference

The Governance Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

Under the Rules of Procedure of the World Conservation Congress, the Governance Committee shall:

a. assist the Resolutions Committee of Congress with the implementation of Rule 56 of the Rules of Procedure with specific reference to governance related motions;

Rule 56 states that: “The Resolutions Committee may refer a motion to a committee or ad hoc contact group of delegates, for its review and advice or decide that it be debated and voted upon directly by the World Congress. The Chair may also propose that a motion under discussion in the World Congress be referred to a contact group. The reports of such contact groups shall ordinarily be considered by the Resolutions Committee prior to their presentation to the World Congress. The debate in the World Congress shall take place on the text resulting from this process.”

b. advise, consult with and facilitate discussion among IUCN Members, representatives of IUCN Commissions, and representatives of IUCN National and Regional Committees participating in the IUCN World Conservation Congress on the objectives and content for proposed governance reforms as set out in the Report of the IUCN Council on Governance Reforms and Proposed Amendments to the Statutes and Rules of Procedure;

a. assist Congress by taking note of comments from the Membership on governance reform proposals coming from the floor or raised in Congress workshops;

b. consult with Members or groups of Members who wish to discuss governance matters which they have been unable to address in Plenary, and facilitate contact groups on motions related to governance as may be scheduled by the Resolutions Committee;

d. as appropriate, propose specific adjustments to the proposed governance reforms based on the discussions with Members and the governance contact groups; and

e. in preparing its report, the Committee will coordinate with the Resolutions Committee and the Credentials Committee.
Programme Committee of the 2016 Congress

Terms of Reference

The Programme Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

Under the Rules of Procedure of the World Conservation Congress, the Programme Committee shall:

a. assist the Resolutions Committee of Congress with the implementation of Rule 51 of the Rules of Procedure, which states that:

“Members shall be invited to submit proposals to modify the draft IUCN Programme and proposals regarding the mandates of the IUCN Commissions, online, at the same time as they are invited to submit motions in accordance with Rule 49. Discussion of the draft Programme or proposed mandate of a Commission shall take into consideration any motion or part of a motion affecting these documents, and all such motions shall be dealt with as proposed amendments to the Programme or mandate. All such motions shall be remitted by the Motions Working Group or the Resolutions Committee to the session of the World Congress that considers the Programme and mandates of the Commissions. The sponsors of these motions shall be advised of this action.”

b. assist Congress by taking note of comments from the Membership on the Programme of the Union, as expressed from the floor;

c. consult with Members or groups of Members who wish to discuss programmatic matters which they have been unable to address in Plenary;

d. if necessary, propose specific adjustments to the draft Programme for 2017–2020 or the mandates of any Commission;

e. if necessary, prepare recommendations for adoption by the Congress; and

f. in preparing its report, the Committee will coordinate with the Congress Resolutions Committee and the Finance and Audit Committee.
Agenda Item 6:
Process for identifying members of Congress Committees

[Revised following the 85th meeting of the IUCN Council (May 2015)]

Origin: Director General

REQUIRED ACTION

The Congress Preparatory Committee (CPC) is invited to discuss and seek Council’s agreement with the process for preparing Council’s proposals to Congress with regard to the number, mandate and composition of the Committees of the 2016 Congress.

DRAFT COUNCIL DECISION

Council, 
On the recommendation of the Congress Preparatory Committee (CPC),
Agrees with the process for preparing Council’s proposals to Congress with regard to the number, mandate and composition of the Committees of the 2016 Congress as described in Council document C/85/CPC/6.

Background

1. To ensure the efficient running of the World Conservation Congress, the IUCN Statutes and Regulations provide for the establishment of the following Congress Committees:
   a. Congress Steering Committee (Rule 15)
   b. Congress Resolutions Committee (Rule 19)
   c. Congress Credentials Committee (Rule 21)
   d. Congress Finance and Audit Committee (Rule 13)

2. Past practice also suggests the establishment of the following other Committees based on Rule 13:
   a. Congress Programme Committee
   b. Congress Governance Committee

3. The composition of the Congress Steering Committee is defined in Rule 15. It comprises, among others, the members of Congress Preparatory Committee.

4. The Congress Resolutions Committee shall include the members of the Motions Working Group to be established by Council. (Rule 20)

Process for preparing Council’s proposals to Congress with regard to the number, mandate and composition of the Congress Committees
5. Taking into account the Draft Congress Agenda to be prepared by the CPC, and after consultation with the relevant standing committee of the Council, the CPC proposes to Council at its 86th meeting (October 2015) the number and mandate of the 2016 Congress Committees.

6. The standing committees of the Council will subsequently be invited to identify qualified individuals for nomination as members of the 2016 Congress Committees, by the time of the 87th Meeting of the Council (April 2016 - tentative date). Should it be necessary, this process will continue following the 87th Council meeting, and be coordinated by the CPC.

7. In general it is suggested to take into account the following criteria when identifying candidates for 2016 Congress Committees:
   - Be associated with a Member organisation/institution or member of Council (current or previous);
   - A good mix between experience in past Congress(es) and new people;
   - Be registered for the Congress and as a result, does not require financial support to attend the Congress for the specific purpose of discharging duties as a Congress Committee member;
   - Gender and regional balance in each committee; gender and regional balance across the chairs of all Congress Committees;
   - The Standing Committees may suggest additional criteria specifically related to the field of work of the respective Congress Committee.

8. Council members as well as the regional directors are engaged in the search for candidates.

9. Nomination of individuals as chairs of a Congress Committee shall be done in close consultation with the IUCN President.

10. The IUCN President formally nominates to Congress the members of the 2016 Congress Committees.
Congress Credentials Committee

Congress took the following decision [voting record]:

**DECISION 1**
Congress APPROVES the Terms of Reference and the membership of the Credentials Committee:

George GREENE (Canada) Chair
Froilán ESQUIICA CANO (Mexico)
Archana GODBOLE (India)
Albertine TCHOU LACK (Cameroon)
Chipper WICHMAN (USA)
Robin YARROW (Fiji)

Congress Steering Committee

Referring to Congress Document WCC-2016-1.1/1-Rev1 *Terms of Reference and membership of the Committees of Congress*, the President noted that the composition of the Steering Committee was defined by Rule 15 of the Rules of Procedure and so did not require a Congress decision. Membership of the Committee was as follows:

Xinsheng ZHANG (China) (President), Chair
Malik Amin Aslam KHAN (Pakistan) (Vice-President)
Miguel PELLERANO (Argentina) (Vice-President)
John ROBINSON (USA) (Vice-President)
Marina von WEISSENBERG (Finland) (Vice-President)
Brahim HADDA (Morocco)
Brendan MACKEY (Australia)
Aroha MEAD (New Zealand)
Niliifer ORAL (Turkey) (Deputy Chair of Council’s Congress Preparatory Committee)
Mohammad SHAHBAZ (Jordan) (Chair of Council’s Congress Preparatory Committee)
William AILA, State of Hawai‘i (USA)
Christine DAWSON, State Department (USA)
Inger ANDERSEN (Director General)
1.3 Appointment of the Resolutions, Finance and Audit, Governance, and Programme Committees of the Congress

Doc: WCC-2016-1.1/1-Annexe 1 à 7

Agenda – Orden del día – Ordre du jour

Nomination des Comités des Résolutions, des Finances et de la Gouvernance et du Programme

Programa

Resoluciones, Finanzas y Auditoría, Gobernanza, y Programa

Nombremiento de los Comités del Congreso de:

Gobernanza, and Programme Committees of the Congress
1.3 Appointment of the Resolutions Committee of the Congress

Simon Stuart (UK), Chair

Denise Antolin (USA)
Vivek Meiron (India)
Ana di Pangracio (Argentina)
Bertrand de Montmorillon (Switzerland)
Ana Tiaa (Cook Islands)
Ramon Perez-Gil (Mexico)
Jesca E. Osuna (Uganda)
Michael Hosek (Czech Republic)
Mamadou Diallo (Senegal)
Sarah Chiles (South Africa)
1.3

Appointment of the Finance and Audit Committee of the Congress

Mohammad Anis Khan (India)
Suzanne Case (USA)
Pauline Nantongo (Uganda)
Hilde Eergemont (Belgium)
Marco Viniicio Cereno Blandon (Guatemala)
Samira Omir Asem (Kuwait)
Patrick de Henny (Switzerland)
Spencer Thomas, Chair (Grenada)
Appointment of the Governance Committee of the Congress

Sydah Naiqagga (EMLI) (Uganda)
Tim Johns (USA)
Lider Sucre (Panama)
Ehab Eid (Jordan)
Javed Jabbar (Pakistan)
Jenny Grunenberg (Bolivia)
Andrew Bignell (New Zealand)

Margaret Beckel (Canada), Chair
1.3 Appointment of the Programme Committee

Sahaj Man Shrestha (Nepal)
Christopher Dunn (USA)
Miguel Gonzalo Andrade Correa (Colombia)
Harnet Davies-Mostert (South Africa)
Ann Katrin Garn Blom (Denmark)
Jonathan Hughes (UK)

Tamara Patardze, Chair (Georgia)
TERMS OF REFERENCE
Procedural Advisor of the 2016 World Conservation Congress
[Approved by the IUCN Council at its 85th Meeting (May 2015), decision C/85/10]

Purpose
With the purpose of ensuring the smooth running of the Members’ Assembly, give advice to the Chair of the sittings of Congress and, at the Chair’s request, to the Members’ Assembly with regard to the conduct of the Members’ Assembly.

Before Congress
- Prepare, or review for approval, a detailed written brief for, and facilitate professional briefing sessions for the IUCN President and the IUCN Vice-Presidents whom the President may request to chair sittings, or parts of sittings of the Members’ Assembly, on the essential procedural rules and best practices in the conduct of the Members’ Assembly;
- Consult with the IUCN President, the IUCN Director General, the IUCN Legal Adviser, the Congress Election Officer and the Secretariat’s Functional Leader Members’ Assembly, as appropriate, in view of achieving a consistent interpretation of the statutory texts with regard to procedural matters while enabling to move forward the business of the Members’ Assembly.

During the Congress
- Be permanently available during all sittings of the Members’ Assembly to give advice, at her/his initiative or upon request, to the Chair of the sittings and, at the Chair’s request, directly to the Members’ Assembly with regard to the conduct of the Members’ Assembly. At the Chair’s request, this may entail being seated on the podium beside the Chair;
- Be available for advice on procedural matters to other responsible Congress officers or the Secretariat. Such requests for advice will as much as possible be coordinated by the Secretariat’s Functional Leader Members’ Assembly;
- Attend, and give procedural advice to the Chair of the meetings of the Congress Steering Committee;
- At the request of the relevant Chair and with the agreement of the IUCN President, attend and give procedural advice to the Chair of other subsidiary bodies of the Congress provided such meetings do not run in parallel with the sittings of the Members’ Assembly;
- Consult with the IUCN President, the IUCN Director General, the IUCN Legal Adviser, the Congress Election Officer, the Chair of the World Commission on Environmental Law and the Secretariat’s Functional Leader Members’ Assembly, as appropriate, in view of achieving a consistent interpretation of the statutory texts with regard to procedural matters while enabling to move forward the business of the Members’ Assembly.

After the Congress
- Participate in an evaluation of the role of the Procedural Adviser, recording the ‘lessons learnt’, including recommendations to modify the Rules of Procedure of the Congress and to update the ToR for this position for future Congresses.
Profile

- Legal background
- Good understanding of the dynamics, conduct and procedures of past Members’ Assemblies
- Knowledge of IUCN Statutes, election and motions procedures
- Ability to explain complex matters, verbally and in writing, in a simple and accurate way
- Results orientation: seeks solutions to procedural matters that advance the business of the Members’ Assembly, with respect for the rules and without taking sides in controversial matters
- Ability to stay calm and courteous while working under pressure
- Demonstrate self-confidence and respect for all parties engaged in what may be sensitive or controversial matters
CONGRESS PREPARATORY COMMITTEE
DRAFT TERMS OF REFERENCE

(Approved by Council at its xxx meeting, date, decision xxx)

The Congress Preparatory Committee is established by Council\(^1\) to ensure the necessary preparations are made for the IUCN World Conservation Congress. The role of the Committee is to oversee the preparations for the Congress while the Director General is responsible for organizing the Congress. The Preparatory Committee will ensure consistency with and adherence to IUCN’s Statutes, Regulations and the Rules of Procedure of the World Conservation Congress. And, as called for in the Rules of Procedure of the World Conservation Congress\(^2\), it will assume the role of the Steering Committee during the Congress.

In fulfilment of these responsibilities the Congress Preparatory Committee shall:

- Ensure that the Congress is well aligned with the mission and vision of IUCN and that the rights and interests of IUCN’s Members and components are fully incorporated in the design, planning and execution of the Congress;
- **Recommend to Council for approval the TOR of the Motions Working Group and a process to appoint its members in time to oversee the motions process**;
- **Recommend to Council the appointment of an Election Officer and to approve its respective TOR as per statutory requirements**;
- Coordinate closely with the Motions Working Group and the Election Officer in order to ensure that motions and nomination / election processes, including the deadlines for submission of motions and nominations, are streamlined and recommend approval of such deadlines to Council;
- Monitor the Congress preparations by the Secretariat and the implementation of the Hosting Agreement by the host country based on status reports provided by the IUCN Secretariat and the Host Country at each CPC meeting;
- Consider the draft agenda for the Congress and recommend its approval to Council;
- Oversee the process for identifying members for the different Congress Committees;
- Support the fundraising efforts by opening doors to potential donors and sponsors;
- Act as appeals body for motions referred to the electronic debate and vote to be held prior to Congress. When acting as appeals body, CPC’s membership will be extended with individuals representing the interests of Members as provided in the Rules/Regulations;
- Keep Council informed, as the case may be with recommendations, on the fulfilment of its responsibilities.

\(^1\) Statute 46 (q)
\(^2\) Rules 15-18
TERMS OF REFERENCE

of the

Election Officer of the 2016 World Conservation Congress

[Approved by the IUCN Council at its 85th Meeting (May 2015), decision C/85/7 and revised at its 87th Meeting (October 2015), decision C/87/10 following the adoption by Council on 30 September 2015 of amendments to the Regulations concerning the election procedures]

The Election Officer is appointed by the IUCN Council to supervise the elections at the World Congress and the counting of the votes in accordance with Rule 74 of the Rules of Procedure of the World Conservation Congress. S/he must not be a member of the Secretariat nor a candidate for election as per Regulation 28 (b). S/he must neither have any family ties nor working relationships with any of the nominated candidates and should disclose any potential conflict of interest in that regard once s/he has received the nominations. S/he should have a legal background.

In the event that the Election Officer chosen has the same nationality as any of the presidential candidates, Council may reconsider his/her appointment in order to avoid possible accusations of conflict of interest and may appoint a substitute.

The Terms of Reference of the Election Officer shall be as follows:

In advance of the World Conservation Congress:

1) review the procedures for balloting and vote counting at the Members’ Assembly and recommend improvements to the Secretariat on the basis of experience. If an electronic voting system is available for elections, adjust the procedures as required and verify the accuracy of the system prior to Members’ Assembly;

2) receive from the Secretariat, the completed dossiers for all election candidates, approve for publication in the Union Portal the nominations for election as Regional Councillors that meet the requirements established in the Statutes and the Regulations, transmit to Council’s Nominations Committee the nominations for President, Treasurer and Commission Chair that meet the requirements, and adjudicate on any issues which may arise during the nomination process;

3) advise Council in advance of the closing of the nominations period if the nominations received are unlikely to fill the positions available for any of the statutory regions, or to meet the criteria established by Council, and necessitate an extension of the deadline;

4) following the closing date for nominations, prepare the Report of the Election Officer to the World Conservation Congress including the names of candidates for Regional Councillors and their biographical information, listed in alphabetical order from a point in the alphabet chosen at random, with an indication of the number of nominations received per candidate as per Regulation 40;

At the Congress:

5) Explain the voting procedures during a plenary session, as required;

6) Report to the Congress Steering Committee on all matters related to elections;

7) Participate ex-officio in the meetings of the Credentials Committee;

8) Supervise the handing out of ballot forms at the Members’ Assembly based on the report of the Credentials Committee. If elections are held electronically, verify the accuracy of the election process taking into account the report of the Credentials Committee;

9) Report immediately to the Congress Steering Committee any activities that he/she might detect regarding elections and voting that might be contradictory to the Statutes, Rules or Regulations;
10) Oversee the arrangements for presenting candidates to the Members’ Assembly and meet with candidates ahead of the elections to explain the procedures;

11) Coordinate and be accountable to the Members’ Assembly for the counting of votes, and oversee a team of vote counters from the Secretariat (if voting is done electronically verify the accuracy of the electronic system), and ensure that election results are not known in advance by anyone other than him/herself;

12) Announce the election results and prepare the report of the Election Officer;

13) Responsible for supervising the electronic voting on motions in the Members’ Assembly which includes verifying the accuracy of the electronic voting system (Regulation 40bis) and that, in case of a secret ballot, the system can guarantee the anonymity of all votes (RoP 70).
2016 Congress Steering Committee

Draft Terms of Reference

(Approved by the 87th Meeting of the IUCN Council, October 2015, Decision C/87/9...)

1. The Steering Committee of the World Conservation Congress shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

2. The Steering Committee shall comprise the members of the Preparatory Committee appointed by the Council to make preparations for the World Congress together with the President, the Vice Presidents and the Director General and shall be charged with the general duty of forwarding the business of the World Congress.

3. All matters concerning the organization of the World Congress shall be referred to the Steering Committee.

4. Specific duties of the Steering Committee are as detailed in the Rules of Procedure of the Congress (Rules 37, 44, 47, 53, 55 and 86).

5. The Steering Committee shall meet as necessary during Congress and invite concerned individuals as appropriate to join its meetings.
Credentials Committee of the 2020 World Conservation Congress

Draft Terms of Reference

The Credentials Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 21 of the Rules of Procedure of the World Conservation Congress.

*Rule 21 states that: "The World Congress shall elect a Credentials Committee, composed of members nominated by the President and including the Director General or the Director General's representative ex officio. The Credentials Committee shall examine credentials and other matters within its terms of reference as defined by Council, and report to the World Congress. The report shall include the number of votes to be exercised by each delegation in accordance with the Statutes".*

The Terms of Reference of the Committee shall be:

(a) to approve the “Guidelines for delegates and observers attending the World Conservation Congress” prepared by the Secretariat;

(b) to supervise the accreditation process of Members and Observers in accordance with Rules 5 to 12, 40, 63, 66 and 66bis of the Rules of Procedure of the World Conservation Congress;

(c) to certify to the Congress that only Members whose dues are paid entirely up to and including 2015 are able to exercise their rights in connection with elections, voting and motions, in accordance with Article 13 (a) of the IUCN Statutes;

(d) to refer to the Congress the name of those Members who are two years (2014 and 2015) or more in arrears in the payment of their dues and whose remaining rights may be rescinded on such terms as the Congress may determine, in accordance with Article 13 (a) of the IUCN Statutes;

(e) to inform Congress three times during the Assembly of the total number of votes to be exercised by each category of voting Members present (or represented) at the Congress in accordance with Articles 34 and 35 of the IUCN Statutes;

(f) to advise the Finance and Audit Committee on the 2021-2024 membership dues and the decision to be put forward to Congress;

(g) to advise on Sponsored Members’ requirements, participation and voting;

(h) to act as focal point for non-administrative issues of the IUCN membership constituency; and

(i) to coordinate as necessary with the Steering Committee, the Finance & Audit Committee, the Election Officer and Governance Committee of Congress.

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1 Members which are not in order with their dues are allowed to speak on issues not related to motions, voting and elections only.

2 Members must be informed ahead of Congress.
September 10, 2016

Agenda Item 8.3

Recommendations of Congress Credentials Committee on Improvement

The Congress Credentials recommends the following improvements based on its observations and analysis undertaken during the Congress.

Online accreditation process

The Committee noted that Members found the online accreditation system to be useful and efficient and that the Accreditation Guidelines provided good guidance. However, with the fair number of registered Members not accredited and/or with voting cards not picked up (81 and 23, respectively), the Committee recommends that National Committee representatives and regional Member focal points work with their Members to facilitate completion of accreditation and picking up voting cards.

Noting that a number of Members reported that the initial notification from the Secretariat of the accreditation system being open were caught up in spam filters, the Committee recommends that initial notices to Members be sent in simple text version as well as normal email.

Facilitating Members’ ability to participate in the vote

The Committee recommends that National and Regional Committees work actively prior to the Congress to prepare their Members for participating in the Members Assembly, and that along with Secretariat regional membership focal points provide hands on support to Members at the Congress, including to exercise their vote on motions and other decisions of the Assembly.

The Committee recommends that each accredited Member represented at the Congress be issued a table tent card with the name of the organisation, prior to the 1st Sitting of the Members Assembly, to enable Members to establish a “place” in the plenary hall and to facilitate cross-Member interactions.

The Committee noted the value of the Members’ help desk in the Membership Lounge, and recommends that a help desk be installed at the back of the Plenary Hall to assist Members during sittings of the Members Assembly.

Proxies

The Committee recommends greater efforts for the use of proxies at the Congress. This involves first that all Members that are not able to attend the Congress be strongly encouraged to issue proxies to other Members who will be represented at the Congress.

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1 These recommendations are to be incorporated in whole into the Congress Proceedings along with the verbal report of the Chair of the Credentials Committee
– with a role for National and Regional Committees in facilitating this. Second that Members represented at the Congress which issue proxies to other Members do so for at least two sittings to avoid piece-meal exercise of their vote.

**Sponsored delegates**

While noting the high level of accreditation of sponsored delegates (501 out of 520 sponsored delegates accredited with voting cards), the Committee strongly encourages that the conditions for sponsored delegates’ substantive participation in the Members Assembly are carried through, and that the Secretariat receive assurances from sponsored Members that they will remain throughout the Assembly to vote.

**Rescissions**

Given the worrying trend in increasing number of rescissions over the last three Congresses, and particularly of State Members, the Committee recommends that rescission data be disaggregated and detailed analysis be done by region and Member type to determine if there are systemic issues. This will aid identification of the causes of these issues and development of solutions.

**Credentials Committee ToR**

The Committee recommends that in communications to Members prior to the Assembly, and at the opening of the next Congress, Members be informed that the Credentials Committee has the responsibility to receive and address non-administrative membership issues arising during the Congress.

We recommend the updating of the Committee ToR to specify that the Committee Chair reports to the Congress three times rather than daily.
Finance and Audit Committee of the 2020 World Conservation Congress

Draft Terms of Reference

The Finance and Audit Committee shall be appointed by the Congress on the proposal of the President, in accordance with Rule 13 of the Rules of Procedure of the World Conservation Congress.

The Terms of Reference of the Committee shall be:

a) to examine the audited annual accounts and management letters issued by the external auditors for the years 2016, 2017, 2018 and 2019, and the estimates for 2020, together with the Report of the Director General and Treasurer on the Finances of IUCN in the Intersessional Period 2016–2020, cover paper on the Finances of IUCN for the period 2016 to 2019, and the estimates for 2020, prepared jointly by the Treasurer and the Director General; the examination of these reports should take an approach that considers expenditure efficiency by the establishment of criteria related to IUCN Programme and the One Programme Approach that accounts for the effectiveness and efficacy of expenditure.

| b) | to examine the Financial Plan for the period 2017–2020 and any matters related to membership dues; |

| c) | to consider the reports of the Council and of its Finance and Audit Committee; |

| d) | to evaluate the recommendation made by the Council regarding the appointment of the external auditors; |

| e) | to consider any other matters of finance or financial and operational procedures referred to the Committee by the plenary session or by the Steering Committee; |

| f) | to advise the Congress on the outcome of these considerations, and to propose action as appropriate; |

| g) | to comment on the implications of the resolutions submitted to Congress for decision in relation to the Financial Plan approved by Council; and |

| h) | in preparing its report, the Committee will coordinate with the Programme Committee, the Credentials Committee and the Resolutions Committee. |
Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions

DRAFT DECISION

The Bureau of the IUCN Council,

Pursuant to Article 46 (m) of the Statutes and Regulation 73bis,

On the proposal of the Chair of the IUCN Commission concerned,

Confirms the current membership of the Steering Committees of the following Commissions as published on their website:

- Commission on Ecosystem Management
- Commission on Education and Communication
- Commission on Environmental, Economic and Social Policy
- World Commission on Environmental Law

Confirms the membership of World Commission on Protected Areas as published on its website and appoints Dr Thora Amend as an additional member of its Steering Committee;

Confirms the membership of the Species Survival Commission as published on its website and appoints Ian Harrison and Jonathan Hutton as additional members of its Steering Committee.

Background

Article 46 (m) of the Statutes describes one of the functions of Council as follows:

“to appoint a Deputy Chair and Steering Committee of each Commission on receipt of nomination by that Commission’s Chair and to confirm or otherwise change, upon proposal of the Commission Chair, the membership of the Steering Committee before the end of the second full calendar year following Congress”.

Regulation 73bis provides that:

“Before the end of the second full calendar year following Congress, the Chair of each Commission shall, in consultation with the Commission’s Steering Committee, propose to Council that it either confirm the membership of the Steering Committee or that it otherwise change it in accordance with the Chair’s proposal.”

Both provisions were adopted by the 2012 Congress and applied for the first time in 2014.
According to the Rules of Procedure of the Bureau, this matter has been permanently delegated to the Bureau on the basis of Regulation 57 which was amended as part of the governance reforms approved by Council in April 2016. Decisions of the Bureau remain subject to Council’s validation.

In practice, when the Bureau meets on the eve of a Council meeting, the decisions of the Bureau are submitted to the Council meeting for endorsement.

Proposals

1. The Chairs of the following Commissions propose that the Bureau confirms the current membership of their Steering Committee, without change, as published on the website of the respective Commission:

   a. Commission on Ecosystem Management (noting that, as explained in the President’s message of 22 February 2018 regarding the appointment of Jonathan Hughes, Mike Jones, appointed in September 2016, had withdrawn from the Steering Committee due to his professional occupations and the name of Dong ShiKui was added by mistake on the list of CEM appointees approved by Council decision C/92/18);

   b. Commission on Education and Communication (noting that, as communicated in Council document C/92/11 Rev3, Viviana Mourra, appointed in September 2016, had withdrawn from the Steering Committee);

   c. Commission on Environmental, Economic and Social Policy (noting that Iain Davidson-Hunt, appointed by Council in September 2016, Deputy Chair of PiN, preferred not to be formally on the Steering Committee).

   d. World Commission on Environmental Law

2. The Chair of the World Commission on Protected Areas has proposed that Bureau confirms the current membership of WCPA’s Steering Committee as published on the website and appoints one additional member to WCPA’s Steering Committee, Dr Thora Amend, whose biography follows hereafter as Annex 1.

3. The Chair of the Species Survival Commission has proposed that Bureau confirms the current membership of the SSC’s Steering Committee as published on the website and approves the appointment of the following two Steering Committee members listed on the website but not yet formally appointed by Council or the Bureau:
   i. Ian Harrison, and
   Their biographies are attached hereafter as Annex 2.
Dr (Ms) Thora Amend (Governance)

Thora Amend, ethnologist and geographer, has more than 30 years of working experience in Latin America, as a university teacher and international consultant. She coordinates various initiatives in the field of development oriented biodiversity conservation, mainly for German development cooperation (GIZ).

Thora has been a member of the World Commission on Protected Areas (WCPA) since 1987, was active part of TILCEPA (Theme on Indigenous & Local Communities, Equity and Protected Areas), the Task Force on OECM (Other Effective area-based Conservation Measures), Specialist Group on Protected Landscapes, ICCA Consortium, and of different working groups on protected area management, equity and governance.

She has authored more than 30 books and many articles on issues of conservation and development, and is co-editor of several publication series, i.e.: "Parques Nacionales y Conservación Ambiental" (National Parks and Environmental Conservation), "Sustainability has many faces" (with GIZ), "Values of Protected Land- and Seascapes (IUCN, Category V Specialist Group); she forms part of the Editorial Board of PARKS, is founding member of the NGO "Aprender con la Naturaleza" (Learning with Nature), and the International Youth Leadership Forum “Go4BioDiv” on World Heritage youth engagement on different topics.

As CEO of the small consulting company “Conservation & Development” she has carried out many trainings, evaluations and concept developments in Latin America, Asia, Europe, as well as other regions with a special focus on governance, equity, climate change adaptation and coastal / marine community conservation (her PhD, on Venezuelan and Caribbean sites).
Ian Harrison obtained his Ph.D. in systematic ichthyology at the University of Bristol, UK. He has conducted research on marine and freshwater fishes from several parts of the world, including fieldwork in Europe, Central and South America, West and Western Central Africa, the Philippines, and the Central Pacific. He was based at the American Museum of Natural History in New York from 1996 until 2013, and has worked for Conservation International (CI) and IUCN’s Species Survival Commission and Global Species Programme since 2008. He is currently the Freshwater Specialist for the CI’s Moore Center for Science, where he is helping develop CI’s Freshwater Science Strategy as well as CI’s broader, institutional-wide Freshwater Initiative. He is also the Technical Officer for the IUCN SSC/Wetlands International Freshwater Fish Specialist Group, co-chair of the IUCN-SSC Freshwater Conservation Subcommittee and IUCN World Commission on Protected Areas Freshwater Task Force; co-Chair of the Freshwater Biodiversity Working Group of the Sustainable Water Future Programme, and part of the Advisory Group of GEO’s Freshwater Biodiversity Observation Network. He has been an Associate Editor for the Journal of Fish Biology for several years and has published over 50 scientific papers and book/report chapters on the biology and conservation of fishes, and conservation of freshwater ecosystems. He has lead several workshops at international conferences, presenting the work of both Conservation International and IUCN.

Jon Hutton is Director of the Luc Hoffmann Institute based in WWF-International’s offices in Switzerland. He joined the institute in March 2016 after ten years as Director of the World Conservation Monitoring Centre in the UK. Jon joined UNEP in this role in 2005 having previously worked for 25 years in Africa on nature conservation and rural development issues. An ecologist who graduated from the University of Cambridge in 1978, Jon studied African wildlife management at the University of Zimbabwe, completing a DPhil in crocodile ecology in 1984. He went on to work in southern Africa in a range of positions in governments, NGOs and the private sector in the fields of natural resource management and rural development. During his years in Africa he gained a diverse portfolio of professional skills and some unique insights.
into the complex interplay between politics, economics and environmental policy. Jon Hutton has produced more than 50 peer-reviewed papers and book chapters as well as dozens of reports and conference proceedings covering issues such as conservation policy, wildlife and protected area management, community-based natural resource management, the sustainable use of natural resources and the relationship between conservation and poverty. In recognition of his academic interests he was elected an Honorary Professor of Sustainable Resource Management at the University of Kent in 2007 and a By-Fellow of Hughes Hall College, Cambridge, in 2017.
Mr. ZHANG Xinsheng  
President  
IUCN

Re: Developing a comprehensive gender approach at IUCN

Dear Mr. President Zhang

Over many years, IUCN has, through its Council, Commissions, members and Secretariat advanced the issue of gender equality. Recognizing and thanking all who contributed to advancing gender equality at IUCN, we propose that this Council, over the next two years, works to strengthen earlier initiatives and to ensure that gender equity is incorporated in a comprehensive manner in the organization, governance and policy of the Union.

Gender equality is a fundamental pillar of the human, economic, social, cultural and environmental rights agenda; in this context, it is essential for the achievement of sustainability and conservation objectives. It is necessary that the Union’s regulatory framework go beyond its current principle-based format and guide, and develop clear and precise rules. We believe that taking action on this issue is of great importance.

From this perspective, we ask that the Bureau Working Group on Improving IUCN’s Governance analyzes this issue and make proposals on how to address it, with the purpose of promoting and supporting a process of discussion within the Council, that proactively leads us to achieve effective equality in our organization and move beyond the rhetoric of gender equality.

Sincerely.

Jenny Gruenberger  
Angela Andrade  
Hilde Eggermont  
Tamar Pataridze  
Ana Tiraa  
Jesca Osuna Eriyo  
Shaikha Salem Al Dhaheri  
Kristen Walker-Paine
DRAFT DECISION

The Bureau of the IUCN Council,

Approves the following dates of the ordinary meetings of the Council to be held in 2019-20:

1. 96th Council meeting: Monday 25 to Thursday 28 March 2019
2. 97th Council meeting: Tuesday 15 to Friday 18 October 2019
3. 98th Council meeting: Saturday 8 to Tuesday 11 February 2020.

The following table presents proposed dates as well as the time periods within which to hold the Council meetings that take into account:

- a. The interfaith calendar of primary sacred times for world religions;
- b. The IISSD calendar of important events for the sustainability, climate and conservation community;
- c. As much as possible, the 6-monthly periodicity of Council meetings from the 95th Council meeting (6-8 October 2018) until the 2020 Congress (11-19 June 2020);
- d. Statutory requirements (e.g. Regulation 30 requires that the last ordinary meeting of the term does not take place less than 4 months before the date set for the opening of the Congress, i.e. not later than 11 February 2020);
- e. The timing of the motions and other processes leading up to the 2020 Congress incl. e.g. the requirement to publish Congress documents approved by Council (draft IUCN Programme and Financial Plan 2020-24, draft Commission mandates, amendments to the Statutes, etc.) in the three languages at the latest 3 months prior to the opening of the Congress, i.e. by 11 March 2020.

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<thead>
<tr>
<th>Time period within which to schedule a Council meeting</th>
<th>Proposed dates for the Council meetings</th>
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<tbody>
<tr>
<td>C96 25 March through 5 April 2019</td>
<td>Mon 25 to Thu 28 March 2019</td>
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<tr>
<td>C97 2 through 18 October 2019</td>
<td>Tuesday 15 to Friday 18 October 2019</td>
</tr>
<tr>
<td>C98 27 January through 11 February 2020²</td>
<td>Saturday 8 to Tuesday 11 February 2020</td>
</tr>
<tr>
<td>C99 Day before the opening of Congress</td>
<td>Wed 10 June 2020</td>
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<tr>
<td>C100 Immediately after the Closing Ceremony of the Congress</td>
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¹ Back-to-back with the meeting of the Motions Working Group which will then be scheduled from 8 to 12 October 2019 (precise dates to be confirmed). The week of 2-5 October will be too close to the UNGA ending 30 September which will include two meetings at Head of State level, one about implementation of the SDGs and another about climate change, where IUCN expects to be represented at high level. The week of 7-11 October sees the CCDA (Africa wide climate change meeting). Noting Canadian Thanksgiving on 14 October and partial overlap with UNCCD COP14 beginning in the week of 14 October 2019.

² Taking into account the statutory requirement that the meeting does not take place later than 11 February 2020 (Regulation 30) and noting that Chinese New Year begins on 5 February 2020.