



**INTERNATIONAL UNION FOR CONSERVATION OF NATURE**  
75<sup>th</sup> Meeting of the Bureau of the IUCN Council  
Jeju (Republic of Korea), 5 October 2018

**DECISIONS**

(as endorsed by the IUCN Council, 95<sup>th</sup> Meeting, 6-8 October 2018)

**Council and Congress Committees and Officers involved with preparations for the 2020 Congress**

**BUREAU DECISION B/75/1**

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 2**)
  - b. Election Officer of the 2020 Congress; (**Annex 3**)
  - c. Steering Committee of the 2020 Congress; (**Annex 4**)
  - d. Credentials Committee of the 2020 Congress; (**Annex 5**)
  
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.

**Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions**

**BUREAU DECISION B/75/2**

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.

### **Dates of the Council meetings in 2019 and 2020**

#### **BUREAU DECISION B/75/3**

The Bureau of the IUCN Council,

1. Approves the following dates of the ordinary meetings of the Council to be held in 2019-20:
  1. 96<sup>th</sup> Council meeting: Thursday 28 to Sunday 31 March 2019
  2. 97<sup>th</sup> Council meeting: Thursday 17 to Sunday 20 October 2019
  3. 98<sup>th</sup> Council meeting: Saturday 8 to Tuesday 11 February 2020
2. Recommends to the Council that it allows the Chair of each standing committee of the IUCN Council (FAC, PPC and GCC), in function of the agenda of the committee concerned, to convene the committee for a second consecutive day of meetings on the eve of the 96<sup>th</sup>, 97<sup>th</sup> and/or 98<sup>th</sup> Council meetings.

### **Council Working Group to propose strategic objectives and priorities of Council 2017-20**

#### **BUREAU DECISION B/75/4**

The Bureau of the IUCN Council,

Approves the Terms of Reference of the Council Working Group to propose Council's strategic objectives and priorities for the term 2017-20 referred to in Regulation 44*bis*. (**Annex 6**)

### **Approval of the agenda**

#### **BUREAU DECISION B/75/5**

The Bureau of the IUCN Council,

adopts the agenda of its 75<sup>th</sup> Meeting. (**Annex 1**)

## 75<sup>th</sup> Meeting of the Bureau of the IUCN Council

Meeting in person in Jeju on Friday 5 October 2018  
from 16:00 to 18:30 and 19:00 to 21:00

### Agenda

(Approved - with revised timetable)

Time	Agenda Items
16:00-16:05	<p><b>Item 1: President's opening remarks and approval of the agenda</b></p> <p><i>Document B/75/1 (the present document)</i></p>
16:05-16:20	<p><b>Item 5: Council and Congress Committees and Officers involved with preparations for the 2020 Congress</b></p> <p><i>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.</i></p>
16:20-16:25	<p><b>Item 6: Confirmation or modification of the membership of the Steering Committees of the IUCN Commissions</b></p> <p><i>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.</i></p>
16:25-16:30	<p><b>Item 9: Dates of the Council meetings in 2019 and 2020</b></p> <p><i>Bureau document B/75/9 presents dates proposed following a consultation of the Bureau.</i></p>
16:30-17:10	<p><b>Item 4: Preparations for the 95<sup>th</sup> Council meeting (C95)</b></p> <p>4.1 <u>Financial strategy issues</u></p>
17:10-17:30	<p>4.2 <u>External Review of IUCN's Governance</u> (Agenda Item 4)</p>
17:30-18:00	<p>4.3 <u>Areas for improving IUCN's Governance</u> (Agenda Item C/95/GCC16/1.2)</p> <p><i>Progress report of the working group established by the 69<sup>th</sup> Bureau meeting (May 2017) to identify areas for improvement of IUCN's Governance, including amendments to the Statutes, Rules and Regulations:</i></p> <p>a) <i>Update on status of the follow-up to the actions listed in the Table endorsed by C/94/5;</i></p> <p>b) <i>Any other issues which the working group or the Bureau may wish to add to the Table.</i></p>
18:00-18:30	<p>4.4 <u>Council's Objectives and Priorities 2017-20</u> (Agenda Item 5.3)</p> <p><i>Taking into account the recommendations of a Council working group (to be established as agreed during the 94<sup>th</sup> Council meeting). Cf. summary minutes of the 94<sup>th</sup> Council meeting, p. 14.</i></p>
19:00-19:45	<p><b>Item 3: Follow-up from the 74<sup>th</sup> Bureau meeting (B74)</b></p> <p>3.1 <u>Report from the HR Liaison Group</u></p>

	3.2 <u>Report from the Chair of FAC</u>
19:45-20:15	<p><b>Item 7: Developing a comprehensive gender approach at IUCN</b></p> <p><i>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.</i></p>
20:15-20:45	<p><b>Item 8: Written synthesis of Councillors' self-assessments</b></p> <p><i>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 94<sup>th</sup> Council as Annex 7 of the <a href="#">Council Handbook</a> and issued on 3 May 2018.</i></p>
20:45-20:50	<p><b>Item 2: Status of the follow-up to the outcomes of previous Council and Bureau meetings</b></p> <p><i>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 75<sup>th</sup> Bureau meeting.</i></p>
20:50-21:00	<p><b>Item 10: Any other business</b></p>

# CONGRESS PREPARATORY COMMITTEE

## TERMS OF REFERENCE

*Approved by the Bureau (B/75/1), endorsed by the IUCN Council (C/95/2) in October 2018*

The Congress Preparatory Committee is established by Council<sup>1</sup> 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<sup>2</sup>, 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.

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<sup>1</sup> Statute 46 (q)

<sup>2</sup> Rules 15-18



# ELECTION OFFICER OF THE 2020 WORLD CONSERVATION CONGRESS

## TERMS OF REFERENCE

*Approved by the Bureau (B/75/1), endorsed by the IUCN Council (C/95/2) in October 2018*

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.



# 2020 CONGRESS STEERING COMMITTEE

## TERMS OF REFERENCE

*Approved by the IUCN Council at its 95<sup>th</sup> Meeting, October 2018*

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.



# CREDENTIALS COMMITTEE OF THE 2020 WORLD CONSERVATION CONGRESS

## TERMS OF REFERENCE

*Approved by the IUCN Council at its 95<sup>th</sup> Meeting, October 2018*

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<sup>1</sup>;
- (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<sup>2</sup>; 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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<sup>1</sup> Members which are not in order with their dues are allowed to speak on issues not related to motions, voting and elections only.

<sup>2</sup> Members must be informed ahead of Congress.



## Council Working Group to prepare Council's strategic objectives and priorities 2017-20

### Terms of Reference

*Approved by the Bureau (B/75/4), endorsed by the IUCN Council (C/95/5), October 2018*

#### Background

Regulation 44*bis* adopted by Council in April 2016 provides that:

*“At the latest at the second ordinary meeting following the World Conservation Congress, the Council shall approve strategic objectives and priorities for its work, together with a work plan and a proper monitoring mechanism to be reviewed and adjusted, as required, on an annual basis.”*

This matter was discussed in Council at its 92<sup>nd</sup> (February 2017) and 93<sup>rd</sup> (November 2017) meetings, and again during the and 94<sup>th</sup> (May 2018) meeting resulting in the President's suggestion to the 94<sup>th</sup> Council meeting to establish, following the 94<sup>th</sup> Council meeting, a small working group to prepare the Council's priorities and objectives for approval at the next (95<sup>th</sup>) Council meeting.

#### Objective

1. To prepare the Council's strategic objectives and priorities for the term 2017-20 for approval by Council at its 95<sup>th</sup> meeting including an appropriate work plan and monitoring mechanism.

#### Functions

2. Prepare a draft document on the Council's strategic objectives and priorities for the term 2017-20
3. Take guidance from the discussions during the 92<sup>nd</sup>, 93<sup>rd</sup> and 94<sup>th</sup> Council meetings, in particular that the strategic priorities / objectives should be kept to a small number of results that:
  - a. are achievable by the time of the 2020 Congress;
  - b. demonstrate that the Council will have made a real difference for the Union (Council's own legacy); and
  - c. do not duplicate the work of the Secretariat and the Commissions based on the IUCN Programme and annual work plans.

#### Modus Operandi

4. The members of the working group will carry out their work principally via email.
5. The working group may meet face to face during the 95<sup>th</sup> Council meetings.
6. The Working Group will report to the Council on the results of its work during the 95<sup>th</sup> Council meeting, which constitutes the end of the working group's mandate unless the Council decides otherwise.

**Composition**

7. The working group will be composed of a small number of Council members and Commission Chair(s) as well as the Director General or her representative, respecting diversity of geography, gender and skill sets.
8. The President invited Peter Cochrane to chair the working group.
9. During the 94<sup>th</sup> Council meeting, the following Council members expressed interest to participate: Jan Olov Westerberg, Andrew Bignell, Ameyali Ramos (CEESP), Jesca Eriyo Osuna and Mangal Man Shakya.