



EXECUTIVE COMMITTEE MEETING

Minutes of the IUCN ExCo 64 Meeting held on the
1st October 2010

Royal Zoological Society of Scotland, Edinburgh
09.00-14.00hrs

Present: Chris Mahon (Chair), Stuart Brooks, Clifton Bain, Susanna Söderström, Stacey Hughes
(tele-conference) 09.00-12.30, Trevor Salmon (by video-conference) 12.30-14.00

Secretariat: Iain Valentine, Sarah Robinson, Rob Thomas, Jennifer Cocker

1. Chair's Welcome

The Chair welcomed everyone to the meeting and Iain Valentine welcomed the attendees to the Royal Zoological Society of Scotland, home to the IUCN UK Committee Secretariat. As Brian Carroll was unable to attend the meeting at the last minute the quorum of a minimum of four members wasn't met and it was therefore agreed any decisions required in the meeting by ExCo will be recommendations to the group until ratified by a quorate number of the Executive Committee.

2. Apologies

Apologies were received from Bryan Carroll, Sally Cunningham, Nigel Dudley, Harriet Nimmo, Mike Pienkowski, Sue Stolton, Tom Tew, and Mark Wright.

3. Approval of minutes of ExCo 63 and update on actions

SR informed the group there were many action points we did not get through at the last ExCo meeting. CM went through the actions and got updates, most were signed off as completed or ongoing. There was a suggestion to encourage the members of ExCo to amend the minutes when uploaded onto googledocs. The minutes were approved.

CM then changed around the order of the items under Strategy Objective 1, as some of the issues had become urgent matters that had to be discussed as soon as possible. The following subjects are in the order that they were discussed.

4. Strategy Objective 1- Organisational effectiveness

4.1 Legal identity of National Committees (Susanna Söderström)

SS introduced herself to the group and gave a brief outline of her job at IUCN in Gland, as the Regional Constituency Coordinator for Europe, working with IUCN Member organisations and also involved in National Committees. She expressed that National Committees are communicating globally which is really important, while coordinating work on a national basis. The weakness with National Committees are the diverse ways they are run, less so in Europe as there tends to be more regular meetings and records of minutes taken. There is a noticeable lack of follow-up with regards to the National Committees. SS explained a situation that had

developed with the Netherlands Committee; they had been using the IUCN logo and name with and without the National Committee heading, this had caused much confusion whilst using the brand to raise money, and it was unclear if it was for the National Committee or for the IUCN Secretariat. After the Barcelona Congress there was a Memorandum of Understanding signed in November 2008 between IUCN 'International' and the Netherlands National Committee and it was approved for National Committees to work outside of their home countries. However, the MoU states that there should be a courtesy action to let the host country's National Committee know if there is work happening in their country under the IUCN logo.

The reason this all came up for discussion was that the IUCN UK Peatland Programme had tried to register attendance with the Convention on Biological Diversity (CBD) Secretariat for the Convention of Parties meeting in Nagoya as the 'IUCN UK Peatland Programme'. The CBD only recognize one IUCN delegation and so contacted the IUCN office in Gland, and their legal team became involved. CB stressed they need advice as the guidelines are not clear. They looked to the content of the IUCN programme and the guidelines for use of the IUCN brand when they set up the Peatland programme. SS confirmed they have to use the National Committee logo for the project. CB said unfortunately it is too late for the banners and promotional items they have already had produced. SB suggested they could use the National Committee logo on power point presentations, and whenever presenting the work add in the National Committee connection in speeches, to make sure people are aware. SS informed the ExCo that there are new logo guidelines being worked on at present, so hopefully this situation will not occur again.

CM reported on the next issue which had recently come to light, the IUCN office in Cambridge are in the process of registering with the Charity Commission as a charity entitled 'IUCN-UK'. There is already the 'IUCN – The World Conservation Union United Kingdom (Sibthorp Trust)' which is a registered charity, and there is the 'IUCN UK National Committee'. It was considered that having three groups with very similar names could prove very problematic and confusing.

CM informed the group of what he knew about the situation; that the Cambridge Species Survival Commission office need a legal entity for employment purposes, and wish to be a charity, IUCN-UK, for fundraising purposes This is expected to come into effect by the end of the year, there has already been a post advertised on the IUCN International website for a Manager of the charity. Jane Smart will be the head of the charity as the Programme Director.

There was a discussion within the group regarding this urgent news; these were the points and questions raised:

- Will this charity be an opportunity for the committee or a threat?
- SB wanted to know if the charity were going to use the wording of 'IUCN-UK' for fundraising?
- Will there be any opportunities for the National Committee to gain any of the funds raised under the IUCN-UK name?
- Julia Marton-Lefèvre the IUCN Director General passed on a message to the National Committee that she looked forward to 'more transparency in communications with the National Committee'
- There was urgency from the group that more information needs to be found about this charity and how it will work, and a meeting with Jane Smart would be beneficial.
- Julia Marton-Lefèvre would be visiting Bristol with Simon Stuart in October to visit this year's Wildscreen festival, could this be an opportunity to meet up with them?

- CM informed the group he had already requested to meet with Jane but was told she is not free until 2011. The group were worried this would be too late to discuss some of their concerns with her.
- SS stated she had only known about the situation for a few days, but what she did know was the meeting with Jane probably won't be possible this year, as she is involved in the Tenth meeting of the Conference of the Parties (COP 10) which will be held in Nagoya, Japan, from 18 to 29 October 2010.
- The charity is not involving any of the IUCN UK based members, but there is the question of whether they should they raise for the National Committee as well as for themselves? There needs to be a middle ground and agreements made between this new charity and the National Committee.
- SB advised there may be financial complications, there may be confusion as the National Committee is not a charity, but people may confuse the two. At present the money banked for the Peatland Programme is under 'IUCN-UK' so this may present serious legal problems.
- People refer to the National Committee as 'IUCN-UK' including the committee members; the website is www.iucn-uk.org, so confusion will be expected surely?
- SB considered; do we work in parallel with the charity or end the committee and join forces with the charity? CB suggested we get legal advice for both paths, and stressed we cannot wait until next year to resolve these issues. There was a concern the charity could supersede the National Committee and concern as to why the National Committee was not consulted about the charity earlier, as it obviously it has repercussions for the committee.

There were actions on this matter agreed with the group:

Action 64.4.1: The National Committee would like to organise a meeting with Julia Marton-Lefèvre to discuss the implications of the charity, perhaps this may be possible when she visits the UK in for the Wildscreen October festival? CM suggested he could go to Bristol to meet with her, after a conference call has been made with the Executive Committee and an agenda of items for discussion agreed on.

Action 64.4.2: There is a need to find out more about the charity objectives, CM to contact Jane Smart for information and to distribute to the committee.

4.2 Secretariat Update

SR ran through the Secretariat on the update paper. Work had been done to show the committee the time the Secretariat devoted to each task in a years span. These are the points that were raised:-

- SR explained the Secretariat would like the administrative side of things to be at a minimum to free up more of their time for IUCN UK to be for more interesting projects, and if there is a crossover with an IUCN UK project and RZSS, then more time could be allocated from the Secretariat.
- There was a request that the Secretariat is to be advised on how involved they become with the working groups, i.e. Protected Areas working group; 'Putting Nature on the Map' and how are they to work together? CB put forward that although the Peatland Programme is self-sufficient; perhaps there is an opportunity for them to work more closely with the Secretariat?

- There had been an update from ICOMOS, and there had been some email discussions between the Secretariat and ICOMOS regarding the handover of administrative duties, the Secretariat proposed they are nearing the end of their agreement regarding the administrative work; however the Landscape Working Group had questions about this. This is to be resolved at the next LWG meeting which is to be held on 7th October 2010.
- SR reported there has been 10k allocated to the new website design, however there is still an issue as what to put on the site regarding membership information- i.e. how to join- and the information has not been made freely available. If there is no membership strategy what can we put up as information?
- Maybe once the IUCN UK Charity is in place could the National Committee ask them to become a paying member?
- It appeared there is still a need for a Committee Work Programme which would aid the Secretariat to best allocate available time. SB suggested the basis of this could be the Secretariat Tasks paper. There was a suggestion the committee could ask the members to give the National Committee yearly reports, - have better communication with the members? Also could there be sections dedicated to aspirations as well as the core items?
- SR reported that the National Committee income of £16-20k significantly impacts the work of the committee.
- IV suggested to the group the Secretariat could put together a draft National Committee Work Programme; using the Secretariat tasks and budget as a starting point and will consult with the chair and treasurer before presenting it to ExCo at the next meeting in January 2011. SB suggested the Secretariat could use the format of the JMT strategy.

Action 64.4.3: The Secretariat is to produce a draft National Committee Work programme, to show at the next ExCo meeting in January 2011.

4.3 Co-opted reps reports

CM turned the group's attention to the reps reports and to Clifton Bain's report on the Peatland Programme. CB reported the recent conference had been very well received and there was a great positive crossover of NGOs and academics. The next conference is set for June 2011 and the theme is fundraising for the peatlands. The group had a general discussion about the progress and the aims for the future and these were the points that came out of the discussion:

- There has been some support from the Scottish Government and agencies, there is a need to get some 'big players' involved as well as science-led professionals.
- CM suggested it may be useful if CB could be involved with the Commission on Ecosystem Management (CEM)
- The Peatland Programme's Commission of Enquiry on 3rd November 2010 with the Scottish Parliament in Edinburgh; SB suggested we take the IUCN National Committee banner along. CM answered not to proceed with the idea just yet, as he is waiting to hear from the communication team in IUCN Gland offices.
- CB highlighted a worry that The Guardian newspaper had taken an interest in the project, he was worried that if the media get too involved it will start to become political, which is something he does not want to happen.

- CB reported he had been working with the soils team at Defra; however he would like an opportunity to work with other departments if there is an opportunity? SH suggested Andy Williams of the Biodiversity team may be able to help, and she look out for any opportunities to connect within Defra for CB.
- IV commented on Item No. 6 on the update paper regarding the Peatland Research Hub, he thought it was a great idea, but recommended it should be housed by a non-academic institution.
- There was a suggestion about raising the profile of the Peatland Programme and if it is possible to get it on the agenda for the next World Congress?

The below action points were agreed on by the group:

Action 64.4.4: In regards to the LULUCF mechanism, CB would like a steer from the National Committee- can he approach other national committees regarding the Peatland Programme?

Action 64.4.5: National Committees structures- what options are available for continuing on the work of the Peatland Programme- the exit strategy has yet to be planned.

Action 64.4.6: When CB is discussing the Peatland Programme, make sure in the introduction, the IUCN UK National Committee brand is clarified.

Clifton Bain then left the meeting.

CM continued on with the Co-opted representative's reports, and brought the committee's attention to the paper Mike Pienkowski had sent round prior to the meeting updating the work of the UK Overseas Territories Conservation Forum (UKOTCF) the group read through the paper and these were any questions or points that were raised by the group:

- RT expressed his opinion that by having an airport it is hoped the air access will be a positive influence on the economic development.
- SB put forward that the implications on the strategy is very important, there are some things the National Committee can perhaps fulfill, for UKOTCF.

There were no papers received from Harriet Nimmo or Nigel Dudley and Sue Stolton, so the meeting was moved onto the next topic.

4.4 Archive Report

Joanna Robertson (JR) (Hon. Archivist) was given the task to try and discover which one came first between the Sibthorp Trust and IUCN UK ExCo, and had produced a paper detailing her findings after searching through the records the Secretariat had been passed on from the JNCC. There are still some gaps in the archives, including a list of minutes missing, SH advised she had passed on some draft minutes they had found and had emailed them to the Secretariat.

Joanna seems interested in continuing her work, CM noted it would be good to have a completed set of archives, SB was concerned there is not much need for the work at the moment as SS has given us as much information about the formation of the Sibthorp Trust as we can probably get, is there any need for any more time spent on searching through the archives? The suggestion from Joanna that the archives should all be scanned into the computer and uploaded onto the website was confirmed as a big task, CM agreed to have a conversation with JR to see what the next priorities might be.

Action 64.4.7: CM to speak to JR about the next priorities for the archives

4.5 IUCN Global and Pan-Europe News

SS updated the group on Pan-Europe news. There was a meeting with the Pan Europe Regional Councillors and Chairs of the National Committees, at a wildlife reserve in Russia recently. This was a follow-up meeting to the previous meeting in Belgrade in 2009. There were discussions about the calendar of events before the next congress next year, communication of branding guidelines, the member's portal (which is available to log into now), the Pan Europe Regional Office Report, IUCN Governance and opportunities for engagement with private sector partners. There was discussion that Europe doesn't have a European Regional Committee. CM reported during the meeting there were agreements on the next Global Programme 2012-2016) which will retain the thematic structure of the current one . It will perhaps be more focused on results and will at least provide some stability for the 4 years after 2012. The meeting had also agreed to establish a Regional Committee to prepare input to the next World Conservation Congress in Jeju, in 2012.

However there were concerns, as only 5 out of the 17 National Committees that had attended the Pan-Europe meeting. SS confirmed there will be minutes and presentation from the meeting uploaded onto the IUCN website soon.

4.6 Financial Report (Stuart Brooks)

SB reported to the group he and CM and SR from the IUCN UK Secretariat held a recent meeting regarding the finances, the points that came out are as below:

- It was reported the conference costs had complicated the year end reports, some of the costs had spanned into the latest financial year, and 21k has been carried forward.
- There was a decision to have more sophisticated accounting to show the between restricted and un-restricted funds.
- Daniela Bennett of the Secretariat has introduced a coding system for expenditure.
- Bank statements can now be accessed on-line; all signatories to the account have access and can follow the more day to day financial situation of the account.

A concern was raised regarding the cut-off point of profit before VAT charge is added, at the moment it is below the cut-off, SB is keen to keep it that way.

There is a worry about government spending cuts over the next two years, there is a possibility members may have to cancel their memberships, worse case scenario is we have 10k left to pay the Secretariat to wind down the National Committee.

- IV suggested we keep looking at how to improve membership as it obvious they are the lifeline of the committee and give the ability for the committee to continue.
- As SB went through the rest of the balance sheet it was mentioned although the budget is unrestricted he would like to make a surplus for end of the year. There is a discrepancy of £5k (previously thought to be coming from the Countryside Council for Wales) on the sheet regarding Putting Nature on the Map which he amended.
- SR showed the group some papers from the IUCN archive, detailing the membership fees from 1997. As the figures show, the average membership

(except in-country agencies, RSPB and WWF) is still £74.00, this has not changed over the last 13 years.

- There was a discussion about whether or not to try and increase membership fees, as Joanna Robertson's investigation work had seen, there was a drop in numbers when the fees were introduced, SB raised the issue of the website, and perhaps it is best to wait until the new IUCN UK website is up and running before thinking about increasing the fees. CM added that when he had sent out letters asking for voluntary increased membership there were a few Members who had taken up the offer and this had raised the average but it was not by much..
- RT had a suggestion for some core funding opportunities, through contact with Susan Davis it was suggested that SNH would welcome an opportunity to raise some funding for the IUCN National Committee. They are fans of the Peatland Programme it was noted, it might be that they would like to raise funds for projects rather than for the committee.
- SB pointed out that SNH might not like to get involved with the Peatland programme as Yorkshire Wildlife Trust is involved already with the project.
- IV stressed everything is linked to membership, and showing the members the value of their membership is core to this. He also asked the committee is it possible for the National Committee to take ideas to the next congress regarding the membership structure?

5. Strategy Objective 2- membership matters

5.1. ICOMOS UK update

It was reported that the working group's current focus, is the Landscape Conference which is being held in November in Liverpool, and the Landscape Awards. The Landscape Awards winner will be announced on the first night of the conference. Adrian Phillips was noted as a good link to the working group, there was a suggestion perhaps he could be called upon to take notes or minutes of the meetings? AP has his expenses paid by the National Committee, although does not produce reports for the ExCo. SR thinks the secretariat input into the working group is nearing the end with the agreement, this will be discussed further at the next ICOMOS meeting on 7th October.

At this point in the meeting Trevor Salomon joined in by video-conference, and Stacey Hughes, who was linked in by tele-conference, left the proceedings.

5.2 Membership mapping (Susanna Söderström)

SS gave her apologies, as due to unforeseen circumstances in the Gland office she had been unable to produce a report there was a brief discussion regarding follow up of the meetings she had in February and more opportunity is needed to show the members how to use it.

These were the action points that were agreed on:

- The Secretariat is to send out a general email to all members requesting that they get in touch with SS to organise some video conferencing and she can have a meeting with each member to discuss the membership mapping tools.
- CM noted that the UK based membership was engaged with the National Committee and the majority of fees have been paid. Royal Botanic Garden Edinburgh are keen to join IUCN, once they have the funds available.

- There is a free seat available on ExCo and Martin Spray at WWT, who was previously an ExCo member, has expressed to CM interest in joining the ExCo again. This would need to be a co-opted position in the interim period to the next AGM. TS suggested this would be a good idea, and there is a need to send out a recommendation to ExCo members in the interim period.

Action 64.5.1: The secretariat is to contact members about contacting SS regarding the membership mapping tool.

Action 64.5.2: CM to email the ExCo members regarding Martin Spray to join ExCo.

6. Strategy Objective 3- Practical contribution to global and European strategies

6.1 IUCN UK Peatland Project (Clifton Bains)

CB had already updated the group earlier in the meeting.

6.2. Protected Areas Assignment Project

There had been no paper from the PA working group. For information the group was informed the Project Coordinator for Putting Nature on the Map had been appointed, namely Middlemarch Environmental Ltd. The first project steering group meeting will take place in Birmingham, imminently. TS questioned if the project was still on target for time as the recruitment of the post was slightly late, CM reported it still should be on track and should be complete within one year. More information on a timeline will be available after the project steering group meeting.

6.3 IUCN UK: The Economics of Nature

There had been a paper sent out in an email format to the group prior to the meeting with the latest version of the conference information. The budget for the event was also sent out. CM outlined the event which is in connection with Carbon Leapfrog, its good to have a working relationship with the organisation, and a good opportunity to build up more contacts, and engage with the City of London. Carbon Leapfrog has matched IUCN's contribution for the conference of £4k. CM asked the group if there were any questions and answers:

SB: An observation is regarding the timing and marketing for this event, lots of people are involved in the programme, it doesn't leave a lot of time to promote the event, and these are very busy business people.

CM: The idea is to have groups chaired by a professional, then they invite from their own contacts that appear on the panel with them.

SB: Asked if CM is confident there will be a minimum of 45 attendees? How many people are needed at the event to make it a success, and is there a point where you reconsider to go ahead or not if there are not enough numbers?

CM: If no-one turns up except the panelists, it would still be worthwhile with the calibre of business people that are involved.

SR: If we are using the same marketing people as for the last conference, can they not use the same layouts and therefore reduce their costings? CM noted these points.

SB: noted there is a very high cost of marketing this event, how will the budgets be shown on the balance sheet?

CM: There will just be an expenditure of 4k going onto the sheet. If there is any surplus income from the event this will be divided 50:50 with Carbon leapfrog.

So far the feedback received for the event is positive, and in the next few weeks once the chair of the panels sign up then there will be a better idea of numbers.

RT: What about the idea of having no fee to attend the event, get more people in and out of the event, have it more fluid? Most expenditure is going on the cost of the event, anything else could be extra?

CM: The issue of having a free event is around the control of numbers and securing invited individuals. We also hope to make a surplus financially, not really possible with free entry. Carbon Leapfrog is well connected in the City and we are working with the advice given by them with an unfamiliar audience and working location.

SR: Asks will we have a way of evaluating the event after it has happened (other than numbers of attendees)

CM: Not at the moment but measures of success will be useful. CM concluded he will consider all the points raised and keep ExCo informed with the conference progress.

6.4: IUCN UK Energy Conference (Rob Thomas)

The theme of energy for the next potential conference is taken from the IUCN Global Programme. RT informed the group of a meeting that had taken place with Nadine McCormick from the IUCN Energy Programme out posted to the Netherlands National Committee, which was an initial brainstorm session to see which is the best way of approaching such a vast subject and what the aims of the conference should be.

These were questions that came out of the discussion with Nadine:

- Firstly Nadine is an energy specialist and is keen to be involved, RT stressed we should use her knowledge as much as we can and keep her involved in the event.
- There is a potential for support from RZSS as well as the secretariat.
- Spring 2011 is the desired time for the event, which gives a few months to sort out the details, however in the next 6-8 weeks there needs to be decisions made as to what kind of energy to concentrate on etc.
- There was a suggestion to create a working group which would decide which areas of energy the conference is going to concentrate on, and see if there are any other organisations doing similar things and to see if there are any opportunities for partnerships? RT highlighted the next IUCN UK Peatland Programmes conference is scheduled for June 2011, possibility of joining forces?
- SR brought up the issue that if the IUCN UK Peatland programme is having a conference in June, is it wise to have another IUCN event around the same time?

The committee had a general discussion about the next way forward and any potential contacts.

These were the action points that came to light:

- CM suggested learning from the last conferences to determine a greater outcome. Carbon Leapfrog has expressed an interest in assisting any working group being set up.
- There was a concern not to make the topic too political and not to push policies.
- Either to concentrate on one specific area of energy or across the board.
- By the end of October the plan is to submit a summary to ExCo by email detailing the areas to concentrate on.
- Perhaps an opportunity could develop with UKOTCF? TS suggested getting in touch with Dominique at IUCN could help.

Action: 64.6.1: RT to continue to work with Nadine McCormick on ideas for the conference, and to submit a summary of intent for the event to ExCo by the end of October 2010.

As the meeting was running slightly late, CM asked the committee to skip agenda item 7 on Communication and move to the next item:

8. Any Other Business

TS informed the group the new Government met on 9th August regarding budgets, until 20th October there will be no news as to how the budgets are to be affected.

FYI letter exchange between IUCN DG and Defra

CM explained this had been tabled for information.

CM explained the IUCN charity discussions to TS, who welcomed the opportunity to invite Chris along to Defra to meet with Julia Marton-Lefèvre when she is visiting Defra on 13th October.

CM asked TS in TT's absence at the meeting, how might the committee contribute to the Environmental White paper? TS responded perhaps put some information together and inform the members, let them respond if they wish to. CM informed the groups IYB are already doing this.

9. Dates of next meeting

The next meeting of the IUCN National Committee will be held at WWF in Surrey, on 7th January 2011.

CM thanked all those that attended the meeting and wished everyone a safe journey home.

Action Summary

Reference	Action	People involved	Intended date of completion	Status
On-going	Suggest possible venues for meetings – particularly any free venue options.	ExCo		
Actions from ExCo 63				
Action 63.3.1	MW to pass on contact to Clifton Bains	MW		
Actions from ExCo 64				
Action 64.4.1	The National Committee would like to organise a meeting with Julia Marton-Lefèvre to discuss the implications of the charity after a conference call has been made with the Executive Committee and an agenda of items for discussion agreed on	CM/ ExCo		

Action 64.4.2	There is a need to find out more about the charity objectives, CM to contact Jane Smart for information and to distribute to the committee	CM		
Action 64.4.3	The Secretariat is to produce a draft National Committee Work programme, to show at the next ExCo meeting in January 2011.	The Secretariat		
Action 64.4.4	In regards to the LULUCF mechanism, CB would like a steer from the National Committee- can he approach other national committees regarding the Peatland Programme?	CB		
Action 64.4.5	National Committees structures- what options are available for continuing on the work of the Peatland Programme- the exit strategy has yet to be planned?	??		
Action 64.4.6:	When CB is discussing the Peatland Programme, make sure in the introduction, the IUCN UK National Committee brand is clarified.	CB		
Action 64.4.7	CM to speak to JR about the next priorities for the archives	CM		
Action 64.5.1	The secretariat is to contact members about contacting SS regarding the membership mapping tool.	The Secretariat		
Action 64.5.2	CM to email the ExCo members regarding Martin Spray to join ExCo	CM		
Action: 64.6.1	RT to continue to work with Nadine McCormick on ideas for the conference, and to submit a summary of intent for the event to ExCo by the end of October 2010.	RT		