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CONVENTION ON THE CONSERVATION OF EUROPEAN WILDLIFE
AND NATURAL HABITATS

Standing Committee

37th meeting
Strasbourg, 5-8 December 2017

**BERN CONVENTION
PROGRAMME OF ACTIVITIES AND BUDGET
FOR 2018-2019**

*Memorandum of the Secretariat
established by the Directorate of Democratic Citizenship and Participation*

TABLE OF CONTENTS

COUNCIL OF EUROPE BIENNIAL BUDGETARY CYCLE: OVERVIEW OF THE PROCEDURE FOR THE ADOPTION OF THE COUNCIL OF EUROPE “PROGRAMME AND BUDGET”	3
PROGRAMME OF ACTIVITIES AND BUDGET OF THE BERN CONVENTION	4
BUDGET FOR 2018	5
CALENDAR OF MEETINGS FOR 2018	10
BUDGET FOR 2019	11

COUNCIL OF EUROPE BIENNIAL BUDGETARY CYCLE: REMINDER OF THE PROCEDURE FOR THE ADOPTION OF THE COUNCIL OF EUROPE “PROGRAMME AND BUDGET”

Since 2011 the Council of Europe follows two consecutive financial years, called the “biennium”. The Council of Europe “Programme and Budget” presents for each financial year of the biennium the General Budget (including the “Ordinary Budget¹”), and the budgets of the Partial and Enlarged Agreements.

The Committee of Ministers examines the proposal of activities submitted by the Secretary General, including a progress review of the previous and on-going years, as well as the strategic priorities identified for the two forthcoming years (Y1-Y2), together with their budgetary implications.

During the whole process, the proposal is also screened by the Committee of Ministers’ Budget Committee, as well as by an Internal Auditor responsible for evaluating and contributing to the improvement of risk management, control, and governance processes, and by an External Auditor. The latter is appointed by the Committee of Ministers with the task of, inter alia, certifying the annual financial statements and the budgetary management accounts of the Organisation, making observations with respect to the economy efficiency and effectiveness of the financial procedures. The adoption of the “Programme and Budget” by the Committee of Ministers is generally expected by the end of November.

The “Programme and Budget” includes:

- ⇒ the programme of activities for the biennium,
- ⇒ the budget for year N,
- ⇒ the provisional budget for year N+1.

During year N, until 1st November, the member states and the Secretary General may request the re-opening of the debate on the budget for year N+1 so to adjust its programme when necessary in response to political priorities.

If no such request is made, the Committee of Ministers takes the decision to approve the budget.

The Bern Convention Programme of activities

The Bern Convention adapted to the requirements of the Council of Europe biennial programme and budget to ensure the efficient implementation of its own Programme of Activities as well as budgetary discipline. This year, the Committee is requested to adopt its programme of activities for 2018-2019, as well as its budget for 2018 and the provisional budget for 2019.

It should be noticed that the draft Programme of Activities for the Bern Convention is prepared and examined by the Bureau before the adoption by the Committee of Ministers of the Council of Europe Programme and Budget. The amounts presented to the Standing Committee are therefore forecasts and take into account both the expected provision allocated to the Bern Convention via the Ordinary Budget as well as the estimated voluntary contributions to be received from countries.

¹ The Ordinary budget derives from the contributions of Contracting Parties. The calculation of the scales of Member States’ contributions is effected using the average of the data on annual population and GDP (Gross Domestic Product, converted to US dollars) of each MS in respect of the three-year period ending 24 months before the date of entry into force of the scale. In the calculation, the weighting to be given to data on GDP shall be 5 times the weighting to be given to the data on population. In 2013, the Committee of Ministers further adopted CM Resolution (2013)7 concerning “Financial arrangements for the participation of non-member States in Council of Europe conventions”, according to which non-member states should contribute to the costs related to the functioning and operation of Council of Europe’s Convention with monitoring mechanism to which they are Party.

PROGRAMME OF ACTIVITIES AND BUDGET OF THE BERN CONVENTION FOR THE YEARS 2018 - 2019

1. Meetings of the Statutory bodies (Standing Committee and Bureau)

The Standing Committee to the Bern Convention, whose existence is foreseen in Article 13 of the Convention for enabling parties to meet regularly to develop common and co-ordinated programmes, is the body composed of the representatives of the parties. It has much of the responsibility for the functioning and monitoring of the Convention and meets once a year.

The Bureau of the Standing Committee takes administrative and organisational decisions in between meetings of the Standing Committee. It includes the Chair of the Standing Committee, the Vice-chair, the previous Chair, and two additional Bureau members, and is assisted by the Secretariat.

2. Monitoring and assistance to Parties in species conservation

The activities planned under this heading aim at assessing and recording the conservation status of the populations of species listed in the appendices to the Convention, identifying species at risk, devising processes affecting loss of wild biological diversity, setting-up models to monitor change in wildlife outside protected areas. Common management standards may be proposed through action plans. Monitoring of the implementation of Articles 5, 6, 7 and 8 of the Convention, as well as of the pertinent recommendations should also be carried out by the relevant Group of Experts.

3. Conservation of natural habitats

The activities planned under this heading aim at ensuring the conservation of natural habitats and the implementation of Article 4 of the Convention, as well as of Resolutions (89) 1, (96) 3, (96) 4, (98) 5, (98) 6 and Recommendations (89) 14, (89) 15 and (89) 16 of the Standing Committee. The setting-up of the Emerald Network of Areas of Special Conservation Interest (ASCI) in Europe is the main objectives of the Convention's work in this field.

4. Implementation of Article 3

Article 3 of the Convention sets out the general obligation for each Contracting party to take action individually, with respect to the conservation of wild flora and fauna and all natural habitats in general, by for instance promoting national conservation policies as well as education and information. Through the activity planned under this heading, the Secretariat seeks to provide assistance to parties in building capacities for communicating on the biodiversity advantage and benefits.

5. Monitoring of sites at risk

The activities to be implemented under this heading concern the monitoring of the implementation of the obligations of the Convention by parties by examination of case-file complaints or in the framework of the mediation procedure. They may also concern emergencies in the eventuality of a grave ecological damage as a result of a catastrophe, an accident or a conflict situation, and include on-the-spot appraisals organised for the European Diploma for Protected Areas.

BUDGET YEAR 2018

Expenditure	# Units	Unit cost	Total cost	Total available	Funds needed
TOTAL FOR 2018			656403	383000	273403
1. Statutory bodies			55505	40379	15126
Meeting of the Standing Committee (4 days)			45504	30378	15126
<i>Subsistence of Chair/Delegates/Experts (average: 24 experts*5 per diem). Chair + Countries: Albania, Armenia, Azerbaijan, Belarus, BiH, Bulgaria, Croatia, Cyprus, Czech Republic, Georgia, Greece, Hungary, Republic of Moldova, Montenegro, Portugal, Serbia, Slovak Republic, "the former Yugoslav Republic of Macedonia", Turkey, Ukraine, Morocco, Tunisia, Burkina Faso, Senegal</i>	120	175	21000	10900	10100
<i>Travel expenses of Chair/Delegates/Experts</i>	24	470	11280	6254	5026
<i>Interpretation Services</i>	6	2 204	13224	13224	0
1st Meeting of the Bureau (1 day)			4563	4563	0
<i>Subsistence of Bureau Members (5 experts*1,5 per diem)</i>	7,5	175	1313	1313	0
<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	3250	0
<i>Interpretation Services</i>	0	0	0	0	0
2nd Meeting of the Bureau (1,5 days)			5438	5438	0
<i>Subsistence of Bureau Members (5 experts*2,5 per diem)</i>	12,5	175	2188	2188	0
<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	3250	0
<i>Interpretation Services</i>	0	0	0	0	0

2. Monitoring and assistance to Parties			75525	29276	46249
Network of SFPs for IKB (2 days)			18925	6450	12475
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Delegates/Experts (15 experts*3 per diem)</i>	45	175	7875	3000	4875
<i>Consultancy/technical reports</i>	1	4 000	4000	0	4000
Select Group of Experts on Invasive Alien Species (1,5 days)			21612,5	7407	14205,5
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Delegates/Experts (15 experts*2,5 per diem)</i>	37,5	175	6562,5	3957	2605,5
<i>Consultancy/technical reports</i>	2	4 000	8000	0	8000
Group of Experts on Climate Change (1 day)			14988	5419	9569
<i>Travel expenses of Chair/Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Chair/Delegates/Experts (15 experts*1,5 per diem)</i>	22,5	175	3938	1969	1969
<i>Consultancy/technical reports</i>	1	4 000	4000	0	4000
Technical support on Plant conservation (Planta Europa Conference), the CMS Pan-Mediterranean Task Force on IKB and then 6th Mediterranean Marine Turtels Conference			20000	10000	10000
<i>Lumpsum AA</i>	1	0	20000	10000	10000

3. Conservation of Natural Habitats			118792	47745	71047
Group of experts on Protected Areas and Ecological Networks (1,5 days)			23317	18595	4722
<i>Travel expenses of Chair/Delegates/Experts</i>	14	470	6580	5170	1410
<i>Subsistence of Chair/Delegates/Experts (14 experts*2,5 per diem)</i>	35	175	6125	4813	1312
<i>Consultancy/technical reports</i>	1	4 000	4000	2000	2000
<i>Interpretation Services</i>	3	2 204	6612	6612	0
Emerald Pilot project in Morocco			20000	0	20000
<i>Lumpsum</i>	1	pm	20000	0	20000
Emerald project in an EaP or a South-East Europe country			20000	0	20000
<i>Lumpsum</i>	1	pm	20000	0	20000
Workshop on Reporting under Res. 8 (2012) (1,5 days)			17325	1000	16325
<i>Travel expenses of Delegates/Experts</i>	10	470	4700	500	4200
<i>Subsistence of Delegates/Experts (15 experts*2,5 per diem)</i>	15	175	2625	500	2125
<i>Contribution to the development of an on-line reporting tool</i>	1	pm	10000	0	10000
Emerald biogeographic evaluation Seminar (2 days)			32705	22705	10000
<i>Consultancy/technical reports</i>	2	10 000	20000	10000	10000
<i>Travel expenses of Delegates/Experts</i>	14	470	6580	6580	0
<i>Subsistence of Delegates/Experts (14 experts*2,5 per diem)</i>	35	175	6125	6125	0
Group of Specialists on the EDPA (1,5 days)			5445	5445	0
<i>Travel expenses of Chair/Delegates/Experts</i>	6	470	2820	2820	0
<i>Subsistence of Chair/Delegates/Experts (6 experts*2,5 per diems)</i>	15	175	2625	2625	0

4. Implementation of Article 3			29000	8000	21000
Capacity building on the biodiversity advantage, including marine turtles			5000	0	5000
<i>Lumpsum (training and consultancy)</i>	1	5 000	5000	0	5000
Awareness and visibility: Communication strategy			24000	8000	16000
<i>Lumpsum (communication supports)</i>	1	15 000	15000	8000	7000
<i>Lumpsum (electronic publications)</i>	1	4 000	4000	0	4000
<i>Lumpsum (Emerald Network Viewer)</i>	1	5 000	5000	0	5000
5. Monitoring of and advise on sites at risk			31940	21400	10540
<i>Travels Experts</i>	12	470	5640	3500	2140
<i>Subsistence Experts</i>	36	175	6300	3900	2400
<i>Consultancy/AA</i>	10	2 000	20000	14000	6000
6. Official Journeys of staff			22500	22500	0
<i>Travel and subsistence</i>	15	1 500	22500	22500	0
7. Provision for the Chair			5000	3000	2000
<i>Travel and subsistence expenses (lumpsum)</i>	1	5 000	5000	3000	2000
8. Overheads			27700	27700	0
<i>Printing Internal</i>	110 000	0,03	3300	3300	0
<i>Postage (Lumpsum)</i>	1	400	400	400	0
<i>Prepress (lumpsum)</i>	1	2 500	2500	2500	0
<i>Translation Services</i>	636	33,805	21500	21500	0

9. Staff costs*			290 442	183000	107 442
Permanent staff, senior management and office costs	lumpsum		161 900	161900	0
Pensions Permanent staff	lumpsum		21 100	21100	0
Temporary staff and office costs		27	3979,33	107442	0
					107442

The Bern Convention Special Account will be used to cover expenses that cannot be covered by the ordinary budget of the Council of Europe. The activities that will not receive additional contributions will not or partially be implemented.

The Council of Europe is expected to provide around € 383,000 in 2018 (€ 200,000 for financing the programme of activities including overheads, and € 183,000 for staff, office, and high level management costs)

CALENDAR OF MEETINGS FOR 2018

	Meeting	Date	Place
1	Group of Specialists on the European Diploma	21-22 February	Strasbourg
2	1 st meeting of the Bureau	19 March	Strasbourg
3	Meeting of the Network of SFPs for IKB	April	Venue t.b.c.
4	Workshop on Reporting under Res. 8 (2012)	April	Copenhagen, Denmark (tentative)
5	Emerald biogeographical Seminar	May	Kiev, Ukraine (tentative)
6	Select Group of Experts on IAS	End of May/Beginning of June	Venue t.b.c.
7	2 nd meeting of the Bureau	10-11 September	Strasbourg
8	Joint meeting of the Group of Experts on Climate change and the Group of Experts on Protected areas and Ecological Networks	3-5 October (tentative)	Bern, Switzerland (tentative)
9	Second Workshop on Reporting under Res. 8 (2012)	October/November	Venue t.b.c.
10	38 th Standing Committee meeting	27-30 November	Strasbourg

PARTNER'S MEETINGS 2018

January	February	March	April	May	June
	13 – 15/02 Montreal, Canada CBD Meeting of the Ad Hoc Technical Expert Group on Digital Sequence Information on Genetic Resources	12-15/03 14th and 7th Meetings of the Jastarnia and North Sea Groups of the CMS 12-15/03 Bad Belzig 4th Meeting of Signatories of the Middle-European Great Bustard MOU	01/04 ACAP 6th Meeting of Parties (MOP6) under CMS 23 – 27/04 Gland, Switzerland 54th Meeting of the Standing Committee RAMSAR	13-16/05 Montreal 4th World Conference on Marine Biodiversity CBD	24-29/06 Kuching, Sarawak 5th International Marine Conservation Congress (IMCC5): “Making Marine Science Matter” under CMS
July	August	September	October	November	December
2 – 7/07/2018 Montreal, Canada 22 nd SBSTTA 9 – 13/07/2018 Montreal, Canada Second meeting of the Subsidiary Body on Implementation CBD		03-07/09 Stralsund CMS International Conference on "Progress in Marine Conservation: 25 Years after Rio - reflections on past development and looking ahead"	01-05/10 Sochi 70th CITES Standing Committee 09-11/10 Rovaniemi 2nd Arctic Biodiversity Congress, CMS 21-29/10 Dubai 13 COP RAMSAR	7 – 8/11 Sharm El- Sheikh, Egypt High Level Segment of 14 COP CBD + 9 MOP 10 – 22/11 Sharm El- Sheikh, Egypt 14 COP CBD + 9 MOP	

BUDGET YEAR 2019

Expenditure	# Units	Unit cost	Total cost	Total available	Funds needed
TOTAL FOR 2019			643326	383250	260076
1. Statutory bodies			55505	40379	15126
Meeting of the Standing Committee (4 days)			45504	30378	15126
<i>Subsistence of Chair/Delegates/Experts (average: 24 experts*5 per diem). Chair + Countries: Albania, Armenia, Azerbaijan, Belarus, BiH, Bulgaria, Croatia, Cyprus, Czech Republic, Georgia, Greece, Hungary, Republic of Moldova, Montenegro, Portugal, Serbia, Slovak Republic, "the former Yugoslav Republic of Macedonia", Turkey, Ukraine, Morocco, Tunisia, Burkina Faso, Senegal</i>	120	175	21000	10900	10100
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1st Meeting of the Bureau (1 day)			4563	4563	0
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<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	3250	0
<i>Interpretation Services</i>	0	0	0	0	0
2nd Meeting of the Bureau (1,5 days)			5438	5438	0
<i>Subsistence of Bureau Members (5 experts*2,5 per diem)</i>	12,5	175	2188	2188	0
<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	3250	0
<i>Interpretation Services</i>	0	0	0	0	0

2. Monitoring and assistance to Parties			78150	29276	48874
Group of Experts on the Conservation of Birds + SFPs on IKB (2 days)			18925	6450	12475
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Delegates/Experts (15 experts*3 per diem)</i>	45	175	7875	3000	4875
<i>Consultancy/technical reports</i>	1	4 000	4000	0	4000
Select Group of Experts on Climate Change (1,5 days)			21612,5	7407	14205,5
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Delegates/Experts (15 experts*2,5 per diem)</i>	37,5	175	6562,5	3957	2605,5
<i>Consultancy/technical reports</i>	2	4 000	8000	0	8000
Group of Experts on Amphibians and Reptiles (1,5 days)			17613	5419	12194
<i>Travel expenses of Chair/Delegates/Experts</i>	15	470	7050	3450	3600
<i>Subsistence of Chair/Delegates/Experts (15 experts*2,5 per diem)</i>	37,5	175	6563	1969	4594
<i>Consultancy/technical reports</i>	1	4 000	4000	0	4000
Technical support on Large Carnivores, Plant conservation (Planta Europa Conference) and the CMS Pan-Mediterranean Task Force			20000	10000	10000
<i>Lumpsum AA</i>	1	0	20000	10000	10000

3. Conservation of Natural Habitats			105079,5	49395	55684,5
Group of experts on Protected Areas and Ecological Networks (1,5 days)			23317	18595	4722
<i>Travel expenses of Chair/Delegates/Experts</i>	14	470	6580	5170	1410
<i>Subsistence of Chair/Delegates/Experts (14 experts*2,5 per diem)</i>	35	175	6125	4813	1312
<i>Consultancy/technical reports</i>	1	4 000	4000	2000	2000
<i>Interpretation Services</i>	3	2 204	6612	6612	0
Emerald project in an EaP or a South-East Europe country			20000	0	20000
<i>Lumpsum</i>	1	pm	20000	0	20000
Workshop on Reporting under Res. 8 (2012) (2 days)			23612,5	9650	13962,5
<i>Consultancy/technical reports</i>	2	5 000	10000	0	10000
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	3525	3525
<i>Subsistence of Delegates/Experts (15 experts*2,5 per diem)</i>	37,5	175	6562,5	6125	437,5
Emerald biogeographic evaluation Seminar (2 days)			32705	15705	17000
<i>Consultancy/technical reports</i>	2	10 000	20000	5000	15000
<i>Travel expenses of Delegates/Experts</i>	14	470	6580	5580	1000
<i>Subsistence of Delegates/Experts (14 experts*2,5 per diem)</i>	35	175	6125	5125	1000
Group of Specialists on the EDPA (1,5 days)			5445	5445	0
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Awareness and visibility: Communication strategy			24000	8000	16000
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<i>Lumpsum (electronic publications)</i>	1	4 000	4000	0	4000
<i>Lumpsum (Emerald Network Viewer)</i>	1	5 000	5000	0	5000
5. Monitoring of and advise on sites at risk			29950	20000	9950
<i>Travels Experts</i>	10	470	4700	3000	1700
<i>Subsistence Experts</i>	30	175	5250	3000	2250
<i>Consultancy/AA</i>	10	2 000	20000	14000	6000
6. Official Journeys of staff			22500	22500	0
<i>Travel and subsistence</i>	15	1 500	22500	22500	0
7. Provision for the Chair			5000	3000	2000
<i>Travel and subsistence expenses (lumpsum)</i>	1	5 000	5000	3000	2000
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