

Strasbourg, 30 November 2018  
[tpvs16e\_2018.docx]

T-PVS(2018)16

CONVENTION ON THE CONSERVATION OF EUROPEAN WILDLIFE  
AND NATURAL HABITATS

**Standing Committee**

38<sup>th</sup> meeting  
Strasbourg, 27-30 November 2018

---

**BERN CONVENTION**  
**PROGRAMME OF ACTIVITIES AND BUDGET 2019**

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

*This document will not be distributed at the meeting. Please bring this copy.*  
*Ce document ne sera plus distribué en réunion. Prière de vous munir de cet exemplaire.*

**TABLE OF CONTENTS**

COUNCIL OF EUROPE BIENNIAL BUDGETARY CYCLE .....	3
PROGRAMME OF ACTIVITIES AND BUDGET OF THE BERN CONVENTION .....	5
CALENDAR OF MEETINGS FOR 2019 .....	6
BUDGET FOR 2019 .....	7

## **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 Budget<sup>1</sup>”), 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 1<sup>st</sup> 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.

### **Impact on 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.

On 8 December 2017, at its 37<sup>th</sup> meeting, the Standing Committee adopted its Programme of Activities for 2018-2019, as well as its budget for 2018 and the provisional budget for 2019 [[document T-PVS\(2017\)20](#)].

The amounts presented to the 37<sup>th</sup> meeting of the Standing Committee were forecasted and took 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. However, at the beginning of 2018, the allocations to the Bern Convention from the Council of Europe Ordinary Budget were cut

---

<sup>1</sup> 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.

three times, due to transversal cuts within the organisation due to among others, the termination of the big contribution status to the Council of Europe budget of Turkey, which resulted in an important decrease in the organisation's budget.

As a result, from the forecasted contribution of € 383,000 for 2018 (€ 200,000 for financing the programme of activities including overheads, and € 183,000 for staff, office, and administrative management costs), the real contribution was of € 349,200 (€ 166,200 for financing the programme of activities including overheads, and € 183,000 for staff, office, and administrative management costs).

## **PROGRAMME OF ACTIVITIES AND BUDGET OF THE BERN CONVENTION FOR 2019**

The Convention's Programme of Activities is built on the following five clusters of activities and budget lines:

### **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 and for reporting on the conservation status of special and habitats (reporting under Resolution No. 8 (2012).

### **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.

**CALENDAR OF MEETINGS FOR 2019**

	<b>Meeting</b>	<b>Date</b>	<b>Place</b>
<b>1</b>	Meeting of the Group of Specialists on the EDPA	5-6 March	Strasbourg
<b>2</b>	1 <sup>st</sup> annual meeting of the Bureau	18-19 March	Strasbourg
<b>3</b>	Group of Experts on the Conservation of birds + Joint meeting of Bern SFPs IKB and CMS MIKT	8-10 May	Italy (tentative)
<b>4</b>	Emerald Network biogeographical Seminar	End April/Beginning of May	Minsk, Belarus t.b.c.
<b>5</b>	Emerald Network bilateral evaluation Seminar	End of May	Andorra
<b>6</b>	Workshop on Reporting under Res. 8 (2012)	Beginning of June	Paris, France t.b.c.
<b>7</b>	Group of Experts on IAS	Beginning of July	Venue t.b.c.
<b>8</b>	2 <sup>nd</sup> annual meeting of the Bureau	9-10 September	Strasbourg
<b>9</b>	Group of Experts on Amphibians and Reptiles	End September/Beginning October	Venue t.b.c.
<b>10</b>	Joint meeting of the Group of Experts on Climate change and the Group of Experts on Protected areas and Ecological Networks	3-4 October	Norway
<b>11</b>	Emerald Network biogeographical Seminar	November	Budapest (tentative)
<b>12</b>	38 <sup>th</sup> Standing Committee meeting	3-6 December	Strasbourg

## BUDGET YEAR 2019

Expenditure	# Units	Unit cost	Total cost	Total available from CoE BO allocation	Funds needed through VCs
			<b>716671</b>	<b>356674</b>	<b>359997</b>
<b>1. Statutory bodies</b>			<b>55505</b>	<b>33077</b>	<b>22428</b>
Meeting of the Standing Committee (4 days)			45504	25477	20027
<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	8900	12100
<i>Travel expenses of Chair/Delegates/Experts</i>	24	470	11280	6577	4703
<i>Interpretation Services</i>	6	2 204	13224	10000	3224
<b>1<sup>st</sup> Meeting of the Bureau (1 day)</b>			<b>4563</b>	<b>3850</b>	<b>713</b>
<i>Subsistence of Bureau Members (5 experts*1,5 per diem)</i>	7,5	175	1313	1200	113
<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	2650	600
<i>Interpretation Services</i>	0	0	0	0	0
<b>2<sup>nd</sup> Meeting of the Bureau (1,5 days)</b>			<b>5438</b>	<b>3750</b>	<b>1688</b>
<i>Subsistence of Bureau Members (5 experts*2,5 per diem)</i>	12,5	175	2188	1500	688
<i>Travel expenses of Bureau Members (5 experts)</i>	5	650	3250	2250	1000
<i>Interpretation Services</i>	0	0	0	0	0

<b>2. Monitoring and assistance to Parties</b>			<b>72150</b>	<b>11457</b>	<b>60693</b>
Group of Experts on Birds and Network of SFPs for IKB (2,5 days)			18925	4050	14875
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	2050	5000
<i>Subsistence of Delegates/Experts (15 experts*3 per diem)</i>	45	175	7875	2000	5875
<i>Consultancy/technical reports</i>	1	4 000	4000	0	4000

Group of Experts on Amphibians and Reptiles (1,5 days)			21612,5	0	21612,5
<i>Travel expenses of Delegates/Experts</i>	15	470	7050	0	7050
<i>Subsistence of Delegates/Experts (15 experts*2,5 per diem)</i>	37,5	175	6562,5	0	6562,5
<i>Consultancy/technical reports</i>	2	4 000	8000	0	8000

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

Technical support to plant conservation activities (evaluation of the European Plant Conservation Strategy)			10000	0	10000
<i>Lumpsum AA</i>	1	0	10000	0	10000

<b>3. Conservation of Natural Habitats</b>			<b>138445</b>	<b>40133</b>	<b>98312</b>
Joint meeting Group of Experts Climate Change and Group of Experts on Protected Areas and Ecological Networks (2,5 days)			35850	15983	19867
<i>Travel expenses of Chair/Delegates/Experts</i>	30	470	14100	5170	8930
<i>Subsistence of Chair/Delegates/Experts (30 experts*3 per diem)</i>	90	175	15750	4813	10937
<i>Consultancy/technical reports</i>	1	6000	6000	6000	0



<b>Emerald Network bilateral evaluation Seminar (1 day)</b>			<b>11740</b>	<b>0</b>	<b>11740</b>
<i>Travel expenses of Delegates/Experts</i>	7	470	3290	0	3290
<i>Subsistence of Delegates/Experts (7 experts*2 per diem)</i>	14	175	2450	0	2450
<i>Consultancy/technical reports</i>	2	3000	6000	0	6000

<b>Emerald project in an EaP or a South-East Europe/South Caucasus country</b>			<b>20000</b>	<b>0</b>	<b>20000</b>
<i>Lumpsum</i>	1	pm	20000	0	20000

<b>Emerald biogeographic evaluation Seminar (2 days)</b>			<b>32705</b>	<b>6000</b>	<b>26705</b>
<i>Consultancy/technical reports</i>	2	10 000	20000	0	20000
<i>Travel expenses of Delegates/Experts</i>	14	470	6580	3000	3580
<i>Subsistence of Delegates/Experts (14 experts*2,5 per diem)</i>	35	175	6125	3000	3125

<b>Emerald biogeographic evaluation Seminar (2 days)</b>			<b>32705</b>	<b>12705</b>	<b>20000</b>
<i>Consultancy/technical reports</i>	2	10 000	20000	0	20000
<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

<b>Group of Specialists on the EDPA (1,5 days)</b>			<b>5445</b>	<b>5445</b>	<b>0</b>
<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

<b>4. Implementation of Article 3</b>			<b>64325</b>	<b>10000</b>	<b>54325</b>
<b>Capacity building on marine turtles conservation</b>			<b>5000</b>	<b>0</b>	<b>5000</b>
<i>Lumpsum (training and consultancy)</i>	1	5 000	5000	0	5000

Training Workshop on Reporting under Res. 8 (2012) (1,5 days)			32325	1000	31325
<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 finalisation of the on-line reporting tool</i>	1	25000	25000	0	25000

Awareness and visibility, including communication activities in relation to the 40th anniversary of the Bern Convention			27000	10000	17000
<i>Campaign on the occasion of the 40th anniversary of the Convention ((lumpsum)</i>	1	15 000	15000	5000	10000
<i>Publication on the occasion of the 40th anniversary of the Convention (lumpsum)</i>	1	5 000	5000	3000	2000
<i>Development of additional query options for the Emerald Network Viewer (lumpsum)</i>	1	7 000	7000	2000	5000

<b>5. Monitoring of and advise on sites (EDPA and on-the-spot appraisals in the frame of the case-file system)</b>			<b>31940</b>	<b>21400</b>	<b>10540</b>
<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

<b>6. Official Journeys of staff</b>			<b>18000</b>	<b>18000</b>	<b>0</b>
<i>Travel and subsistence</i>	12	1 500	18000	18000	0

<b>7. Provision for the Chair</b>			<b>5000</b>	<b>2000</b>	<b>3000</b>
<i>Travel and subsistence expenses (lumpsum)</i>	1	5 000	5000	2000	3000

<b>8. Overheads</b>			<b>27700</b>	<b>27700</b>	<b>0</b>
<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

<b>9. Staff costs*</b>			<b>303 607</b>	<b>192907</b>	<b>110 700</b>
Permanent staff, senior management and office costs	lumpsum		170 952	170952	0
Pensions Permanent staff	lumpsum		21 955	21955	0
Temporary staff and office costs	27	4100	110700	0	110700

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 € 356,674 in 2019 (€ 164,100 for financing the programme of activities including overheads, and € 192,574 for staff, office, and administrative management costs).