

 <p>Agreement on the Conservation of Albatrosses and Petrels</p>	<p>Tenth Meeting of the Advisory Committee <i>Wellington, New Zealand, 11 – 15 September 2017</i></p> <p>Review of the effectiveness of the Secretariat</p> <p><i>Review Body Chair, Secretariat, Advisory Committee Chair</i></p>
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SUMMARY

Article VIII (14) of the Agreement requires the Meeting of the Parties to review the effectiveness of the Secretariat in facilitating the achievement of the objective of the Agreement at every third Session of the Meeting of the Parties. Consequently, the second review will be finalised at MoP6. This paper reports on progress towards completion of the current review. The review is anticipated to be finalised in the near future with the report on the effectiveness of the Secretariat submitted in a timely manner to MoP6 for consideration by Parties.

RECOMMENDATIONS

That the Advisory Committee:

1. notes progress in establishing the Review Body according with Terms of Reference in Resolution 5.9, and
2. notes the proposed schedule for action by the Review Body and Parties to complete the review in due time for reporting to MoP6.

1. INTRODUCTION

Article VIII (14) of the Agreement requires the Meeting of the Parties to review the effectiveness of the Secretariat in facilitating the achievement of the objective of the Agreement at every third Session of the Meeting of the Parties. Consequently, the second review will be finalised at MoP6.

MoP5 approved Terms of Reference for reviewing the effectiveness of the Secretariat ([Resolution 5.5](#)), agreeing to:

- (a) undertake a review of the effectiveness of the Secretariat
- (b) seek the views of all Parties and interview the AC Chair and the Executive Secretary
- (c) prepare a report for MoP6 with recommendations, for enhancing the effectiveness of the Secretariat in achieving the Agreement's objective, and
- (d) prepare, as necessary, revised performance indicators.

The review is to be conducted by a Review Body comprising no less than two-thirds of Parties. The list of performance indicators is provided in Appendix A.

This paper reports on progress towards completion of the current review. The paper outlines a schedule for action to complete the review in due time for reporting to MoP6.

2. ESTABLISHMENT OF THE REVIEW BODY

After AC9, the Chair of the Advisory Committee formally contacted the Parties, calling for the establishment of the Review Body, and noting that this body would need to be composed by at least 9 (two-thirds of) Parties with regional representation, one of them chairing the process.

The Advisory Committee Chair and Secretariat have received nominations from nine Parties as follows (in alphabetical order):

- Australia (Mr Jonathon Barrington)
- Chile (Mr Marcelo Garcia)
- Ecuador (Ms Caroline Icaza Galarza)
- New Zealand (Dr Igor Debski)
- Norway (Mr Øystein Størkersen)
- South Africa (Prof. Rob Crawford or Dr Azwianewi Makhado)
- Spain (Mr Roberto Sarralde)
- United Kingdom (Mr Mark Tasker), and
- Uruguay (Dr Andres Domingo).

The representation of the Review Body was completed by 15 June 2017.

Mr Jonathon Barrington (Australia) was accepted as Chair for the Review Body on 18 July 2017.

3. PROPOSED SCHEDULE

The following schedule will assist the Review Body to complete the review report on the effectiveness of the Secretariat and submit the report in a timely manner to MoP6 for consideration by Parties:

- 15 June 2017 — Review Body established
- 18 July 2017 — Chair of the Review Body (Mr Jonathon Barrington) appointed
- by 30 July 2017 — Chair of the Review Body to seek the views of all Parties concerning the effectiveness of the Secretariat in facilitating the achievement of the Agreement's objectives, with responses requested by 30 August 2017
- by 15 September 2017 — Chair of the Review Body to interview the Executive Secretary in the margins of the Tenth Meeting of the Advisory Committee concerning the effectiveness of the Secretariat in facilitating the achievement of the Agreement's objectives — with other Review Body members, as available
- by 15 September 2017 — Chair of the Review Body to interview the Chair of the Advisory Committee in the margins of the Tenth Meeting of the Advisory Committee concerning the effectiveness of the Secretariat in facilitating the achievement of the Agreement's objectives — with other Review Body members, as available
- by 15 October 2017 — Chair of the Review Body to circulate to the Review Body a preliminary report incorporating information obtained from interviews with the Chair of the Advisory Committee and Executive Secretary, and feedback from Parties, concerning the effectiveness of the Secretariat in facilitating the achievement of the Agreement's objectives, with responses requested by 15 November 2017
- by 15 December 2017 — Chair of the Review Body to prepare draft report taking account of responses received from the Review Body, and then seek final comments from the Review Body, with responses requested by 30 January 2018, including concerning, as necessary, revised performance indicators to allow for quantifiable assessment of the Secretariat's performance
- by 15 February 2018 — Chair of Review Body to prepare a final report taking account of responses received from the Review Body, and then submit the final report to Secretariat for translation
- 60 days before MoP6 — Report on effectiveness of the Secretariat posted on the ACAP website.

RESOLUTION 5.5 APPENDIX A

PERFORMANCE INDICATORS FOR MEASURING THE EFFECTIVENESS OF THE SECRETARIAT OF THE AGREEMENT ON THE CONSERVATION OF ALBATROSSES AND PETRELS

1. All relevant information and meeting documents will be provided to the Parties within the timeframes specified by the Agreement.
2. All necessary staffing, logistics, interpretation, and other administrative arrangements required by the Parties will be carried out in coordination and consultation with the host governments of meetings.
3. All decisions will be executed, as required, in such a manner that is consistent with the Meeting of the Parties' intent, prioritising as appropriate within the limited available resources.
4. Facilitation and coordination activities, in accordance with the directions of the Meeting of the Parties or the Advisory Committee, will be carried out, as required, to fulfil the objectives of the Agreement.
5. Other international and national organisations and institutions are contacted, as appropriate, on matters related to achieving the objectives of the Agreement.
6. Other organisations are informed of the activities of the Agreement in order to facilitate information and technology exchange and to maintain a favourable conservation status for albatrosses and petrels.
7. A report on the status of the budget for the implementation of the Agreement is prepared and provided in accordance with timescales set by the Meeting of the Parties.
8. The Agreement's budget is executed in a responsible, efficient, and accountable manner and in accordance with the financial regulations for the Agreement.
9. Assistance is provided to Parties, through the website, in their efforts to educate the general public about the Agreement and its objectives.
10. A system of performance indicators is provided to measure the effectiveness and efficiency of the Secretariat in facilitating the achievement of the objectives of the Agreement.
11. The Meeting of the Parties is provided with all information relevant to the effective functioning of the Agreement in accordance with Article VIII (10).
12. A report is provided to each Meeting of the Parties and meetings of the Advisory Committee identifying activities that the Secretariat has been unable to carry out, providing reasons for any inaction, for example limitations in resources, and options for rectification.
13. The staff of the Secretariat follows the directions of the Executive Secretary, as required by the Meeting of the Parties.