

Agenda Item 18.2

Evaluation of the New Arrangements for the
ASCOBANS Secretariat (2007-2009)

Options for Future Arrangements

**Document 17
(restricted)**

**Identification of Options for Future
Arrangements for the Secretariat of
ASCOBANS**

Action Requested

- Take note of the information submitted
- Identify options to be further developed in preparation of MOP6

Submitted by

Chair of the Administrative Session



NOTE:
**IN THE INTERESTS OF ECONOMY, DELEGATES ARE KINDLY REMINDED TO BRING THEIR OWN
COPIES OF DOCUMENTS TO THE MEETING**

Identification of options for future arrangements for the Secretariat of ASCOBANS

Introduction

The second session of the 5th meeting of the Parties to ASCOBANS (MOP5), which took place in December 2006, decided that from 1 January 2007 the UNEP/CMS Secretariat would serve as the ASCOBANS secretariat pursuant to provision No. 4 of the ASCOBANS Agreement, and the Executive Secretary of UNEP/CMS would be the acting Executive Secretary for ASCOBANS. In addition it was decided that the Executive Director of UNEP would undertake an independent evaluation of the new Secretariat arrangements in mid 2008; and that the results of this evaluation were to be considered by the Conference of the Parties (COP) of CMS in 2008, followed in due time by the MOP of ASCOBANS in 2009, with the aim of identifying the best organizational solutions for ASCOBANS (Resolution MOP5 – 2d).

The Administrative Session to the 15th Meeting of the ASCOBANS Advisory Committee (AC15) accepted Terms of Reference for the evaluation of the new arrangements for the ASCOBANS Secretariat. In addition, the AC decided to create a Working Group to assist UNEP to select an appropriate consultant and to review whether the draft report fulfilled the objectives of the evaluation.

The Working Group met on November 14, 2008, in Bonn, to discuss the draft evaluation report. At this meeting, the Working Group invited the Chair of the Advisory Committee and the Chair of the Administrative Session of the Advisory Committee to prepare further discussion on future arrangements for the ASCOBANS Secretariat at AC 16, and subsequently at MOP6. Since the Secretariat Arrangements are closely linked to the future activities of the Agreement itself, it was decided that two papers would be drafted in preparation of AC16:

- Document 28 identifies possible future activities of the Agreement. In this document, starting from the original objectives and the work programme of the Agreement, and taking into account relevant development such as the increased importance of EU legislation, an analysis is made of how the Agreement can most efficiently contribute to the conservation of small cetacean in the ASCOBANS area. This analysis should provide better insight on the most optimal staffing arrangement of the Secretariat, and the need for integration of the Agreement in the framework of CMS/UNEP.
- Document 17 identifies possible scenarios for future Arrangements for the Secretariat, including indicative budgets. These include the scenarios from the evaluation rapport, accompanied with the considerations from the rapport, as well as new scenarios.

The Advisory Committee is invited to identify options to be further developed, in preparation of MOP6.

Possible options for future Arrangements for the Secretariat¹

Continuation of the Merger

Scenario A: Continuation of current staffing Arrangement (Scenario as included in evaluation paper)

Scenario A	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• 1 P2 75%	90527	69706
	• 1 GS 50%	51500	39655
	• 1 D1 3%	6720	5174
	• 1 P4 15%	26603	20484
	Total	175350	135020

Scenario B: Continue with the current arrangements but with a full time GS Staff to allow the Coordinator to concentrate on the substantive work of the Secretariat.

It was evident that the Coordinator is spending more time on administrative issues at the expense of programme activities. The extra support will provide space for networking and supporting members of parties' activities. (As included in evaluation paper as Scenario 2)

Scenario B	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• P2 75%	93131	71711
	• GS 100%	103000	79310
	• D1 3%	6900	5313
	• Advisor P4 20%	28233	21739
	Total	231264	178073

¹ The figures are derived from the UNON standard costs for salaries for 2009. Since the secretariat budget is prepared in Euros, these figures are converted to Euros to facilitate better comparison (exchange rate January, 27 2009: 0,77).

Scenario C: Continue with the current arrangement, but consider strengthening the staff position as set out below.

This is proposed because 10% of the respondents indicated that it was too early to judge the performance of the merger arrangements. However, the majority of the members of parties who responded to the questionnaire are discontented with the performance of the new merger arrangement. (As included in evaluation paper as Scenario 4)

Scenario C	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• P3 100%	157000	120890
	• GS 50%	52000	40040
	• D1 3%	6720	5174
	Total	215720	166104

Scenario D: Scenario D is the retention of the current level of funding and shifting the percentages of time allocated by the four staff members, the main change being in the increase of the Coordinator’s time (say, to 90%) and a corresponding reduction in the time allocated to the P4 Senior Adviser (say, to 5%).

The justification for such a shift in the percentages of time allocated to the Coordinator and Senior Adviser respectively, could be that the former’s uninterrupted engagement in the work of ASCOBANS is essential for effectiveness while the latter, whose services were crucial to the effective implementation of the ASCOBANS work programme in the initial stages of the merger, may now be able to allow much of that work to be done by the Coordinator who has acquired considerable experience in this area of work since the merger. (As included in evaluation paper as Scenario 5)

Scenario D	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• P2 90%	108632	83647
	• GS 50%	51500	39655
	• D1 3%	6720	5174
	• P4 5%	8867	6828
	Total	175719	135304

Discontinuation of the Merger

Scenario E: A stand alone secretariat similar to the original secretariat arrangement before the merger, with an Executive Secretary at P3-level. (New Scenario)

Scenario E	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• P3 100%	157000	120890
	• GS 100%	103000	79310
	Total	260000	200200

Scenario F: A stand alone secretariat similar to the secretariat arrangement before the merger, but with an Executive Secretary at a P4- as opposed to a P3-level.

In this case, the ASCOBANS Secretariat will have a profile in line with other similar agreement secretariats. (As included in evaluation paper as Scenario 3)

Scenario F	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• P4 100%	188219	144929
	• GS 100%	103000	79310
	Total	291219	224239

Scenario G: A stand-alone Secretariat working independently with delegated authority from the parties but with guidance from the Executive Secretary of CMS.

This would be in the spirit of the original agreement which gives the ASCOBANS Executive Secretary considerable independence with oversight responsibilities from the CMS Executive Secretary. Under this scenario, the ASCOBANS Executive Secretary would be granted a P3 position, and the Secretariat would continue to be located in the offices of CMS in BONN. (New scenario)

Scenario G	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• 1 post P3 100%	157000	120890
	• 1 GS post 100%	103000	79310
	• 1 D1 (CMS) (3%)	6903	5315
	Total	266903	205515

Scenario H: A stand-alone Secretariat, with an ASCOBANS Executive Secretary at P4 level, working independently with delegated authority from the parties but with guidance from the Executive Secretary of CMS.

This would be in the spirit of the original agreement which gives the ASCOBANS Executive Secretary considerable independence with oversight responsibilities from the CMS Executive Secretary. (Scenario 1 as included in evaluation paper),

Scenario H	Secretariat Staff Component	Cost (USD)	Cost (Euro)
	• 1 post P4 100%	188218	144928
	• 1 GS post 100%	103000	79310
	• 1 D1 (CMS) (3%)	6903	5315
	Total	298121	229553

Scenario I: A non-UN Secretariat attached to a public institution of a Party, staffed by a full-time executive Secretary and a full-time assistant. Under this scenario, the Secretariat Arrangement would return to the spirit of the situation as it existed between 1994 and 2000. At that time, the Secretariat was attached to a public institution in the UK (1994-1997) and in Germany (1997-2000).

Under this scenario, staff would be offered national contracts by the public institution in question. The personnel costs might vary, depending on which Party would be hosting the Secretariat. Costs for physically locating the Secretariat would need to be determined in consultation with the host country and institution. Arrangements would have to be agreed upon how this Secretariat would liaise with the CMS Secretariat.

If this scenario is to be developed further in preparation of MOP6, the AC might wish to:

- Extend an invitation to the Parties to consider hosting the Secretariat at a national public institution, and set a deadline by which such an offer needs to be communicated to the Parties.
- Consider additional requirements for the further elaboration of Scenario I in any offers submitted by Parties, including a concrete proposal for staffing and hosting arrangements and a detailed budget proposal, (which should include, inter alia, an estimation of costs associated with the discontinuation of personnel contracts, legal services and venue).