



Meeting of the Finance and Administration Committee

Holland House Hotel & Spa by Sunday, Cardiff, Wales

2 June 2025

Annotated Agenda

The purpose of this paper is to provide the background, decisions and links to papers for each item on the Agenda for the Meeting of the Finance and Administration Committee (FAC).

Papers for the meeting are on the [website](#).

This Annotated Agenda references papers that the Secretariat is aware of at the time of writing. If additional papers are issued, they will be posted on the website and delegates will be informed by email.

As agreed in 2022, Parties were invited to submit questions on Agenda items, in advance to the relevant Party. The Secretariat requested that it be copied into any questions asked, to allow the questions to be included in the Annotated Agenda. No questions were received.

A summary of the decisions before the FAC is contained in Annex 1.

Timings of the Meeting

The FAC will meet on:

- Monday 2 June: 14:00 – 17:00 hrs

Order of Business

Business will be taken in the order on the Draft Agenda.

1. Opening of the Meeting

The Chair, Seamus Connor (UK), will open the meeting.

2. Adoption of the Agenda

A Draft Agenda, [FAC\(25\)01rev](#), was made available on 10 April 2025.

- *the FAC may wish to adopt its Agenda.*

3. 2024 Audited Accounts

[Financial Rule 12](#) states ‘The Council shall, following consideration of the audited annual financial statements and audit report submitted to its members under Rule 11.5, signify its acceptance of the audited annual financial statements or take such other action as it may consider appropriate.’

The Audited Accounts for 2024 were circulated to the President, Heads of Delegations and FAC members on 14 February 2025.

- *the FAC may wish to accept the Audited Accounts for 2024 and to refer them to the Council for adoption.*

The following paper is available:

- Audited Accounts, [FAC\(25\)02](#).

4. Report of the Inter-Sessional Meeting of the Finance and Administration Committee

At its inter-sessional meeting in April 2024, [FAC\(24\)04](#), the FAC recommended a process and timeline for a full review of NASCO's Staff Rules and Staff Fund Rules, such that:

- the FAC would work, inter-sessionally through a small working group and by correspondence to revise the full Staff Rules and Staff Fund Rules by the end of November 2024;
- the FAC would engage Gunnercooke to provide legal counsel to ensure compliance with relevant employment law and modern working practice, to be provided by the end of January 2025; and
- the FAC would meet provisionally on 18, 19 and 20 March 2025 to finalise and agree the revised staff rules to enable them to be recommended to Council for their adoption at the 2025 Annual Meeting.

Furthermore, during the 2024 Annual Meeting of the FAC, [CNL\(24\)04](#), the issue of NASCO having interns was raised and it was proposed that the small working group of the FAC could incorporate language into the Staff Rule revisions to include interns, in line with many International Organizations, given that the current Staff Rules do not support the employment of interns.

At its 2024 Annual Meeting, [CNL\(24\)88rev](#), Council agreed the process and timeline for the full review of NASCO's Staff Fund Rules and Staff Rules.

The process was duly followed and the FAC met from 17-18 March 2025.

The FAC agreed 'Proposed Staff Handbook & Staff Rules', FACIS(25)07, and 'Proposed NASCO Internship Programme', FACIS(25)08, and recommended that they be adopted by the Council.

The Chair will present a summary of the outcome of the inter-sessional FAC process.

- ***no decision is required.***

The following papers are available:

- Report of the Inter-Sessional Meeting of the Finance and Administration Committee, [FAC\(25\)03](#);
- Proposed Staff Handbook & Staff Rules, FACIS(25)07, see Annex 3 of [FAC\(25\)03](#); and
- Proposed NASCO Internship Programme, FACIS(25)08, see Annex 4 of [FAC\(25\)03](#).

5. Relationship with ICES

The revised [Memorandum of Understanding](#) between NASCO and ICES was signed on 22 February 2022.

During the Annual Meeting in 2022, the Council asked the Secretary to approach ICES to investigate a more streamlined approach / presentation of the ICES Advice, and agreed that full ICES Advice should be presented in Council only in future,

[CNL\(22\)53rev](#), paragraph 4.34. The Council will consider a further update on the streamlining of the ICES advice during its Annual Meeting.

- *no decision is required.*

The following paper is available:

- Update on the Streamlining of the ICES Advice, [CNL\(25\)07](#).

6. MoU with the OSPAR Commission

The [MoU between NASCO and the OSPAR Commission](#) came into effect on 5 August 2013. The FAC agreed that the Secretary should continue to liaise with OSPAR on issues of mutual interest and bring relevant information and developments to its attention. Issues of interest may be raised under this Agenda item.

The following issues may be of interest, with more information provided in the paper:

1. OSPAR Quality Status Assessment 2023.
2. OSPAR Status Assessment of Salmon.
3. OSPAR Recommendation 2016/3 on Salmon.
4. Extension of the NACES Marine Protected Area in the North-East Atlantic. and
5. Hazardous Substances and Eutrophication Committee.

- *no decisions are required.*

The following paper is available:

- MoU with the OSPAR Commission, [FAC\(25\)05](#).

7. Consideration of the 2026 Draft Budget, Schedule of Contributions and Five-year Budgeting Plan

Article 16.1 of the [Convention](#) states ‘the Council shall adopt an annual budget’. The Secretary will present the 2024 Draft Budget, Schedule of Contributions and Five-Year Budgeting Plan for consideration by the FAC.

The 2026 budgeted expenditure (£817,710) represents a 14.7% increase compared to that in the 2025 Budget (£713,220) and is higher (7.0%) in real terms than that anticipated in the 2025 – 2029 Budgeting Plan for 2026 (£747,449). This is entirely related to the fact that no offers have been received to host the 2026 Annual Meeting. The 2026 draft budget, therefore, contains all the necessary costs for the Secretariat to host the 2026 Annual Meeting. An annex lays out the different options explored.

The 2024 Audited Accounts indicate that the Working Capital Fund, the Contractual Obligation Fund and the Recruitment Fund are all below their respective ceilings of £200,000, £250,000 and £60,000, at £197,500, £220,953 and £37,000 respectively. Despite this, the Organization’s financial position remains sound.

The contributions for each Party have been calculated in accordance with Article 16, paragraph 2 of the Convention. The 2025 contributions have been recalculated to take account of the difference in the provisional and confirmed 2023 catch statistics and the appropriate adjustments have been made to the 2026 contributions. Changes in the contributions can occur even with stable budgets when a Party’s proportion of the total catch changes. The 2026 contributions are 6.4% higher in real terms than those anticipated in the 2025 – 2029 Budgeting Plan (£696,249); this is related to the

inclusion of the costs for the Secretariat to run the Annual Meeting in Scotland in 2026, given that no Parties / jurisdictions have offered to host.

- *the FAC may wish to approve the draft budget for 2026 and forecast budget for 2027 and refer them to the Council for adoption.*

The following paper is available:

- 2026 Draft Budget, 2027 Forecast Budget and Five-Year (2026 - 2031) Budgeting Plan, [FAC\(25\)04](#).

8. Other Business

At the time of writing, the Secretariat had not been made aware of any other business.

9. Report of the Meeting

Rule 29 of the Rules of Procedure of the Council, which apply to the FAC per Rule 28, requires that ‘A draft report shall be considered by the Council before the end of the meeting.’

A Draft Report of the Meeting will be circulated for review.

- *the FAC may wish to adopt the Report of the Meeting.*

10. Close of the Meeting

The Chair will close the Meeting.

Secretary
Edinburgh
23 May 2025

Summary of FAC Decisions

Agenda Item	Decision	Paper No.
2. Adoption of the Agenda	Adopt the Agenda	FAC(25)01rev
3. 2024 Audited Accounts	Accept the Audited Accounts for 2024 and refer them to the Council for adoption.	FAC(25)02
7. Consideration of the 2026 Draft Budget, Schedule of Contributions and Five-year Budgeting Plan	Approve the draft budget for 2026 and forecast budget for 2027 and refer them to the Council for adoption	FAC(25)04
9. Report of the Meeting	Adopt the Report of the Meeting	Issued at meeting