



**INTERNATIONAL  
COFFEE  
ORGANIZATION**

**ICC 118-4**

30 January 2017  
Original: English

**E**

**Decisions and Resolutions adopted  
at the 118<sup>th</sup> Special Session of the  
International Coffee Council**

**23 January 2017**

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On 23 January 2017 the International Coffee Council held a Special Session following the death of the Executive Director, Mr Robério Oliveira Silva. In the absence of its Chairperson, Ms Tanya Menchi of the United States of America, the Session was chaired by the Vice-President, Mr Aly Touré of Côte d'Ivoire.

**In Memoriam: Mr Robério Oliveira Silva (1963 – 2016)**

The Council paid tribute to Mr Robério Oliveira Silva, Executive Director of the ICO for his outstanding contribution to the Organization and the world coffee community. In his introductory remarks, the Chairperson expressed the Council's deep sadness at the news of the sudden and untimely passing of Mr Silva on 30 December 2016 at his family home in Belo Horizonte, Brazil. The Council requested the Secretariat to convey their condolences to his family. The Council observed one-minute's silence. The Chairperson announced that a tribute will be paid to him during the week of the Council Session in March 2017 and that a Memorial Mass is planned for the same week in Westminster Cathedral. The Chairperson requested the Secretariat to send a letter of condolences, on behalf of Members of the ICO, to the family. The Council took note of this information.

Before moving into the Agenda, the Chairperson informed Members that, on the request of Ms Tanya Menchi, a transcription of the meeting will be made by a specialist legal transcription service. Members were therefore requested to introduce themselves before they speak by stating their country.

**Item 1: Adoption of the agenda**

1. The Council adopted the draft Agenda contained in document [ICC-118-0](#).

**Item 2: Votes and credentials**

**Item 2.1: Votes in the Council for coffee year 2016/17**

2. The Council took note of the situation of outstanding payments affecting voting rights as at 20 January 2017 for coffee year 2016/17 contained in document [ICC-118-1](#).

**Item 2.2: Credentials**

3. The Council noted that the Secretariat had examined the credentials received from Members and advised the Chairperson of the Council that they had been found to be in good and due form. The Council approved the verbal report on credentials<sup>1</sup>.

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<sup>1</sup> Subsequently circulated as ICC-118-3.

**Item 3:                   Terms of reference, procedures and schedule  
for the appointment of the Executive Director**

4.       The Head of Finance and Administration introduced document [WP-Council 274/17](#) containing the terms of reference, procedures and schedule for the appointment of the Executive Director. This document was submitted by the Finance and Administration Committee following its intersessional meeting on 12 January 2017 and was recommended to the Council as a basis for discussion. After a lengthy debate the Council approved the document, with some changes, which was subsequently distributed as document [ICC-118-2](#). The Secretariat was requested to publish the vacancy notice of the post of the Executive Director on 24 January 2017 together with the terms of reference on the website of the Organization as well as notifying Member countries. The Council also asked the Secretariat to advertise the vacancy.

5.       The Council decided to form a Pre-Selection Committee, open to interested Members, to assess the applications for the post of Executive Director and to recommend to the Council no more than five candidates to present their candidacy to the Council Session in March 2017. Mrs Amy Diggs of the United States was elected as the Chairperson of the Committee and Mr Felipe Robayo of Colombia was elected as the Vice-Chairperson. The Council also noted a strong preference from a number of delegates that the person who would chair the Pre-Selection Committee should be present in person rather than virtually because of technical difficulties incurred in the past. The Pre-Selection Committee will meet in London on 28 February 2017. Members who wish to participate in the Pre-Selection Committee have been requested to inform the Secretariat by 10 February 2017.

**Item 4:                   Other business**

**Item 4.1:                Management of the Organization**

6.       Members were informed that, following the death of the Executive Director, the Secretariat has continued to function in terms of day-to-day business. Two senior staff members of the Secretariat are currently providing leadership to the work of their respective divisions: Mr David Moorhouse, the Head of Finance and Administration, was carrying out the finance and administration functions in the normal way, while the Chief Economist, Dr Denis Seudieu, was running the operations on a day-to-day basis. As Members may be aware, immediately following the Executive Director's death, the Chairperson, Ms Menchi asked the Head of Finance and Administration to act as Caretaker Manager of the Organization on a temporary basis until the Council could meet to discuss this issue. The Head of Finance and Administration had agreed to do this. The Council was reminded that Mr Moorhouse was due

to retire in mid-2016 and had only stayed on at the request of the Executive Director to help administer the transitional period during which a new Executive Director's contract would be signed and the question of the premises. He had been due to leave the Organization at the beginning of February 2017. Under the current circumstances he had said that he would be willing to stay on in that capacity until 31 March 2017, if that proposal had the clear support of the Members. He had also expressed his preference not to be involved in two issues: the election of the new Executive Director and the appeal by the former Head of Operations against her dismissal. The latter is because he does not believe that the Organization's existing Rules and Regulations or internal procedures are adequate to deal with issues relating to such a senior member of management.

7. Members took note of this information and approved the proposal that Mr Moorhouse should continue to manage the Organization until 31 March 2017.

**Item 4.2: Premises**

8. The Head of Finance and Administration reported to the Council that negotiations with the landlord of 222 Gray's Inn Road have nearly been completed and an imminent signature of the lease is expected. Such a lease would normally have been signed by the Executive Director with the Organization's seal. As this is not currently possible, the Organization's solicitors have suggested that the Council should approve a Resolution to give power to the Chairperson or Vice-Chairperson of the Council to sign the lease and related documents on behalf of the Organization. A delay in signing the lease would jeopardize the ability to move into new offices when the current lease expires at the end of March 2017.

9. Following discussions, the Council approved document [WP-Council 275/17](#) containing a draft Resolution authorising the Chairperson or the Vice-Chairperson of the Council to sign the documents relating to the lease on behalf of the Organization. The draft Resolution became [ICC-Resolution No. 460](#), a copy of which is attached to these Decisions.

**Item 5: Date of the next Session**

10. The Council noted that its next Session will take place in London, United Kingdom from Monday 13 to Friday 17 March 2017.



**INTERNATIONAL  
COFFEE  
ORGANIZATION**

**ICC** Resolution 460

23 January 2017  
Original: English

**E**

**International Coffee Council**  
118<sup>th</sup> Session (Special)  
23 January 2017  
London, United Kingdom

**Resolution number 460**

APPROVED AT THE PLENARY MEETING ON  
23 JANUARY 2017

**Authorization to sign the lease and related agreements at  
Part 4<sup>th</sup> Floor, 222 Gray's Inn Road, London WC1X 8HB ("the Property")  
on behalf of the International Coffee Organization (ICO)**

WHEREAS:

The Executive Director, Mr Robério Oliveira Silva, passed away on 30 December 2016 leaving the Organization with no legal representative.

The Organization's solicitors have advised the ICO that the Council may adopt a Resolution conferring authority on the Chairperson or the Vice Chairperson of the International Coffee Council to sign the following documents on behalf of the ICO:

1. A lease of the Property to be made between (1) the Secretary of State for Work and Pensions and (2) the ICO.
2. An agreement for lease to be made between (1) Trillium (Prime) Property GP Limited and (2) the ICO.
3. A licence to underlet to be made between (1) New Printing House Square Limited, (2) the Secretary of State for Work and Pensions and (3) the ICO.
4. A licence to alter to be made between (1) New Printing House Square Limited, (2) the Secretary of State for Work and Pensions and (3) the ICO.

5. An early access agreement to be made between (1) Trillium (Prime) Property GP Limited, (2) World Animal Protection and (3) the ICO.

THE INTERNATIONAL COFFEE COUNCIL

RESOLVES:

To authorize either the Chairperson or the Vice Chairperson of the International Coffee Council to sign the documents referred to above.