



International Coffee Council
114th Session
2 – 6 March 2015
London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda and schedule of meetings – to adopt	ICC-114-0 Rev. 1 Schedule Guide to meetings
2. Admission of observers – to consider The Council will decide on the acceptance of observers and designate the items on the Agenda open to accepted observers.	ICC-114-2
3. Votes and credentials	
3.1 Votes for coffee year 2014/15 – to approve The Secretary will report.	ICC-114-1
3.2 Credentials – to approve The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	verbal
4. Membership of the International Coffee Agreement (ICA) 2007 – to consider The deadline for the deposit of instruments of ratification, acceptance, approval or accession is 30 September 2015.	ICC-114-3
5. Annual Review 2013/14 – to note The Executive Director will introduce the Annual Review for 2013/14.	Annual Review

- 6. Coffee market situation – to note** Monthly Coffee Market Report February 2015
[ED-2193/15](#)
- The Head of Operations will introduce an analysis of the market situation and will report on other issues such as coffee leaf rust.
- 7. Studies and reports – to consider**
- As provided for in the Programme of Activities for 2014/15, the Council will consider the following studies:
- Sustainability of the coffee sector in Africa ICC-114-5
 - Coffee and climate change: Document WP-Council 249/14 Rev.1 contains the draft ICO submission to the UNFCCC's Conference of the Parties. Members may wish to discuss this further. [WP-Council 249/14 Rev. 1](#)
- 8. Global Coffee Forum – to consider** ICC-114-6
- An update will be provided on the preparations for the Global Coffee Forum.
- 9. World Coffee Conference – to consider** verbal
- Ethiopia will host the 4th World Coffee Conference which will take place in Addis Ababa, on 22 and 23 February 2016. In accordance with Article 30 of the ICA 2007, the Council will appoint the Chairperson of the Conference, and decide on the form, title, subject matter and timing of the Conference, in consultation with the Private Sector Consultative Board.
- 10. Programme of Activities for 2015/16 – to consider** [WP-Council 250/15](#)
[ICC-114-4](#)
- The Council will consider a draft Programme of proposed Activities for coffee year 2015/16 together with a final report on the implementation of the Programme of Activities in 2013/14.
- 11. Strategic review of the ICO – to consider** [WP-Council 252/15](#)
- The Council is requested to consider setting up a task force to review strategic goals of the Organization, including project activities and other areas of work. The Head of Operations will report.

- 12. Consultative Forum on Coffee Sector Finance – *to consider*** ED-2194/15
World Bank/ICO joint study
- The Chairman of the Forum will report to the Council on the outcome of the 5th Consultative Forum, the Core Group meeting and the final version of the World Bank/ICO joint study on risk and finance in the coffee sector.
- 13. Report by Chairmen of ICO bodies**
- 13.1 Private Sector Consultative Board (PSCB) – *to consider*** verbal
- 13.2 Promotion and Market Development Committee – *to consider*** PM-43/15
- The Chairman will report on the recommendations of the Committee on the theme, events and arrangements for the first International Coffee Day on 1 October 2015.
- 13.3 Statistics Committee – *to consider*** verbal
- 13.4 Projects Committee – *to consider*** [PJ-17/11 Rev. 6](#)
[PJ-34/12 Rev. 3](#)
- The Chairman will report on the recommendations of the Committee on revisions to the terms of reference of the Virtual Screening Subcommittee (VSS) and the revised assessment document used by the VSS to consider new and revised project proposals.
- 13.4.1 Projects for endorsement by the Council – *to consider and, if appropriate, to endorse*** PJ-84/15
- The Council will consider the recommendations of the Projects Committee on the following new project proposal:
- **Revitalization of the coffee sector of Zimbabwe through enhancement of the coffee value chain** – submitted by the Government of Zimbabwe [PJ-83/15](#)
- 14. Food safety – *to consider*** verbal
- The Council will consider food safety matters, including Maximum Residue Limits (MRLs) for pesticides used in the coffee production process, national quality standards and an update on the implications of Regulation (EU) No. 1169/2011 (document [ICC-111-7](#)) and other EU regulations for producing countries.
- The Council will also consider the final evaluation of caffeine by the European Food Safety Authority (EFSA).

15. Cooperation with other agencies – to note

[WP-Council 248/14](#)

The Head of Operations will report on cooperation with other agencies, including a proposal for a Memorandum of Understanding with the 4C Association and the Sustainable Trade Initiative (IDH). He will also report on the possible partnership with CABI to disseminate the results of ICO projects.

16. National coffee policies – to note

verbal

Members are invited to report on changes in coffee policies in their countries and to provide copies of statements and other information for circulation.

17. Financial and administrative matters

17.1 Finance and Administration Committee – to consider

FA-95/15

[FA-96/15](#)

FA-97/15

[FA-90/15](#)

[FA-91/15](#)

The Chairman of the Finance and Administration Committee will report on the meeting of the Committee including the financial situation and the draft Administrative Budget for the financial year 2015/16. The Council will consider the recommendations of the Committee, including proposals for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the General Service category and proposals for the revision of salary scales and the basis for contributions to the Provident Fund for staff in the Professional and higher categories. The Council will also consider the recommendation of the Committee with respect to a review of the ICO's Staff Regulations and Staff Rules undertaken by a consultant appointed by the European Union.

17.2 Premises – to consider

[FA-85/14 Rev. 1](#)

[FA-99/15](#)

The lease of the ICO headquarters will expire in 2017. Following discussions with the Finance and Administration Committee in September 2014, further research has been carried out into additional options. The Chairman of the Committee will report on the results of this research and make a further recommendation to the Council.

17.3 Administrative Accounts of the Organization for the financial year 2013/14 and Report of the Auditors – to approve

[FA-92/15](#)

[FA-93/15](#)

[FA-94/15](#)

The Council will consider the Administrative Accounts of the Organization for the financial year 2013/14 and Report of the Auditors. The Accounts of the Special Fund and Report of the Auditors will be presented for the approval of exporting Members together with the Accounts of the Promotion Fund.

18. Other business – to consider

WP-Council 251/15

Special Fund – The Executive Director will report on the recommendation of the Committee of three Members, who represent the three major geographical areas of coffee exporting countries, for the use of the Special Fund.

19. Future meetings

WP-Council 253/15

The Council will consider dates of meetings in 2015/16 and 2016/17 – **to consider**

The next Session of the Council will take place in Milan, Italy from 28 September to 2 October 2015 – **to note**

Members are invited to suggest topics for presentations during the next Session, for inclusion on the Agenda, and improvements to future meeting arrangements – **to consider**

REFERENCE DOCUMENTS
International Coffee Agreement 2007
Action plan for the International Coffee Organization
Rules of the International Coffee Organization
Terms of reference for Committees and advisory bodies
Model credential letter
Office Holders for 2014/15
Procedures for membership of the ICA 2007