



International Coffee Council
117th Session
19 – 23 September 2016
London, United Kingdom

Draft Agenda

Item	Document
1. Draft Agenda and Schedule of Meetings – <i>to adopt</i>	ICC-117-0 Schedule of Meetings
2. Admission of observers – <i>to consider</i>	to follow
The Council will decide on the acceptance of observers and designate the items on the Agenda open to them.	
3. Votes and credentials	
3.1 Votes for coffee year 2015/16 – <i>to consider and, if appropriate, to approve</i>	to follow
The Secretary will report.	
3.2 Initial distribution of votes for coffee year 2016/17 – <i>to consider and, if appropriate, to approve</i>	to follow
Documents containing the statistical basis for the proposed distribution of votes for exporting and importing Members and the initial distribution of votes for coffee year 2016/17 will be circulated for approval.	
3.3 Credentials – <i>to consider and, if appropriate, to approve</i>	verbal
The Chairman will examine the credentials with the assistance of the Secretariat and report to the Council.	

4. International Coffee Agreement (ICA) 2007

4.1 Report on membership of the ICA 2007 – to consider to follow

The Executive Director will report.

4.2 Extension for the deposit of instruments – to consider and, if appropriate, to approve to follow

The deadline for the deposit of instruments of ratification, acceptance, approval or accession is 30 September 2016. The Council will consider a draft Resolution extending the deadline for the deposit of instruments.

5. Coffee market situation – to note to follow

The Head of Operations will present an analysis of the market situation.

6. World Coffee Conference – to consider [ICC-117-5](#)

The Executive Director will report on the Conference which took place in Ethiopia from 6 to 8 March 2016. Document [ICC-117-5](#) contains a report on the main messages arising out of the Conference and suggestions on how they might be incorporated into the work of the Organization.

7. Studies – to consider

The Council will consider the following studies:

- **Assessing the economic sustainability of coffee growing** to follow
- **Coffee Profile: El Salvador** to follow

8. 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.

9. International Coffee Day – to consider verbal

The Head of Operations will report on the preparations for International Coffee Day to be held on 1 October 2016.

- 10. Session of the Council in Côte d'Ivoire – to consider and, if appropriate, to approve** verbal

The Council is requested to approve the proposal from the Minister of Trade for Côte d'Ivoire to hold the 119th Session of the Council in Abidjan in September 2017.

The representative of Côte d'Ivoire will report on the preparations made to date.

- 11. Cooperation with other agencies – to consider** verbal

The Head of Operations will report on cooperation with other agencies, including progress on Vision 2020 – the partnership with the Global Coffee Platform. The Head of Operations will also outline to Members how the ICO would like to collaborate with the World Bank's Enabling the Business of Agriculture project.

- 12. Reports from the Chairpersons of the ICO Bodies** verbal

- 12.1 Private Sector Consultative Board (PSCB) – to consider**

- 12.2 Promotion and Market Development Committee – to consider**

- 12.3 Statistics Committee – to consider**

- 12.4 Projects Committee – to consider**

- 13. Consultative Forum on Coffee Sector Finance – to consider** verbal

The Chairman of the Core Group on the Consultative Forum on Coffee Sector Finance will report on the 6th Forum.

- 14. Financial and administrative matters**

- 14.1 Finance and Administration Committee – to consider** to follow

The Chairman of the Finance and Administration Committee will report on the meeting of the Committee, including the financial situation.

- 14.2 Contract of the Executive Director – to consider** verbal

The Council will consider the matter of the Executive Director's contract which expires on 30 September 2016.

14.3 Premises – to consider to follow

The Chairman of the Finance and Administration Committee will report.

14.4 Appointment of registered auditors – to consider and, if appropriate, to approve to follow

The Council will consider the recommendation of the Committee on the appointment of registered auditors.

14.5 Review of Staff Regulations and Staff Rules – to consider and, if appropriate, to approve to follow

The Council will consider a revised draft of the Staff Regulations and Staff Rules which have been reviewed by the Executive Director and ICO staff.

15. Strategic Review of the ICO – to consider and, if appropriate, to approve to follow

The Chairman of the Working Group on the Strategic Review will report the outcomes of this process. The Council will consider and, if appropriate, approve them for implementation by the Secretariat.

16. Programme of Activities

16.1 Interim report on the Programme of Activities 2015/16 – to consider to follow

The Council will consider this report.

16.2 Programme of Activities 2016/17 – to consider and, if appropriate, to approve to follow

The Head of Operations will present a revised version of the Programme of Activities for 2016/17 based on the outcomes of the Strategic Review. The Council will consider and, if appropriate, approve it for implementation by the Secretariat.

17. Special Fund – *to consider* to follow

The spokesperson for the Producers will report on discussions held amongst exporting Members on the use of the Special Fund.

18. Office holders and committees

18.1 Chairman and Vice-Chairman of the Council – *to elect* verbal

According to Article 10 of the 2007 Agreement, the Chairman and the Vice-Chairman for coffee year 2016/17 should be elected from among the representatives of importing and exporting Members, respectively.

18.2 Chairman and Vice-Chairman of the Forum for 2016/17 – *to appoint* verbal

The Council will appoint the Chairman and Vice-Chairman of the Forum for 2016/17.

18.3 Composition of Committees – *to consider and, if appropriate, to approve* to follow

The Council will consider the composition of the following Committees for 2016/17:

- Promotion and Market Development Committee (8 exporting, 3 importing Members)
- Projects Committee (8 exporting, 3 importing Members)
- Finance and Administration Committee (6 exporting, 5 importing Members)
- Statistics Committee (8 exporting, 3 importing Members)
- Core Group (6 exporting, 4 importing Members)

19. Other business – *to consider* verbal

20. Future meetings

to follow

The Council will consider dates of meetings in 2017/18 and 2018/19 – ***to consider and, if appropriate, to approve***

The next Session of the Council will take place in London, United Kingdom from 13 to 17 March 2017 – ***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 2015/16
Procedures for membership of the ICA 2007