



**ICES**  
**CIEM**

International Council for  
the Exploration of the Sea  
Conseil International pour  
l'Exploration de la Mer

Council Meeting 2018

October 2018

Del-Doc 10

Agenda item 10

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## Secretariat report to Council

*Council is asked to take note of the information, and specifically to:*

- *Endorse the updated ICES Privacy statements*
- *Note the developments in the process to obtain ICES UN observer status in UN*
- *Note the developments in the Resource Coordination Tool (RCT)*
- *Note the HR and other administrative developments*

### ICES Personal Data Protection Policy

Updated ICES privacy statements have been made available on the ICES website, following developments in international principles on personal data protection. The privacy statements concern the gathering and use of information provided by our meeting and event participants, as well as candidates applying for ICES vacancies.

The statements can be found under the links below, and have been shared with our community during the spring:

[Privacy statement concerning events](#)

[Privacy statement concerning meetings](#)

[Privacy statement concerning recruitment](#)

### Resource Coordination Tool – current and planned use

At the 2017 Council meeting five countries, Ireland, Poland, Portugal, UK, and US volunteered to participate in a pilot project. The project is testing a new portal for the nomination of expert in the Resource Coordination Tool (RCT), as well as to provide feedback on information/report needs related to national participation in ICES activities, to assist with the design of reports to be generated from RCT.

Secretariat staff are continuing to work on opening the Resource Coordination Tool (RCT) so that Member Country Delegates may enter nominations entered directly into the system as well as access reports on their country's participation in ICES activities. Delegates from five countries have participated in the pilot group to steer developments towards maximum practicality and user friendliness.

In 2018, we received valuable feedback from member countries regarding the content and reporting capabilities for the so-called "Delegate Dashboard". Via the Delegate Dashboard, it is possible for delegates to easily view their country's active nominations as well as active institutes in the ICES RCT system. Here, delegates can add, edit, or deactivate nomination records.

Also on the Delegate Dashboard will be a link to a reporting portal, where delegates can view special reports for their country's activity—for example, expert activity by year or active chair-invited members. Custom reports can be created based on the needs of each member country.

### **ICES UN observer status application**

Norway submitted the ICES application for UN observer status to the seventy-third session of the UN General Assembly, including an explanatory memorandum on ICES vision, membership, structure, and benefits for UN and ICES of granting observer status to ICES.

With the adoption of the agenda for the UN General Assembly, including this as agenda item 175, it will be important to gather co-sponsors, in addition to the ICES Member Countries, to support the draft resolution "Observer status for the International Council for the Exploration of the Sea in the General Assembly".

For this purpose an *aide memoire* has been developed, and an initial event (side event during the meeting of States parties to the UN Law of the Sea Convention) was organized in June in the Norwegian UN Mission in New York, with participation of almost 60 countries.

An additional event is scheduled by the Norwegian UN Mission in New York later this month, to build support for Observer status for ICES to the UN General Assembly.

### *Communications*

Digital communications is the main focus for ICES communications activities: all news articles, event announcements, training courses, etc., are published on the ICES website and shared via social media. We are currently most active on three social media channels: [Twitter](#) (8671 followers), [LinkedIn](#) (7125 members), and [Facebook](#) (4475 likes) – numbers are as of 9 October 2018.

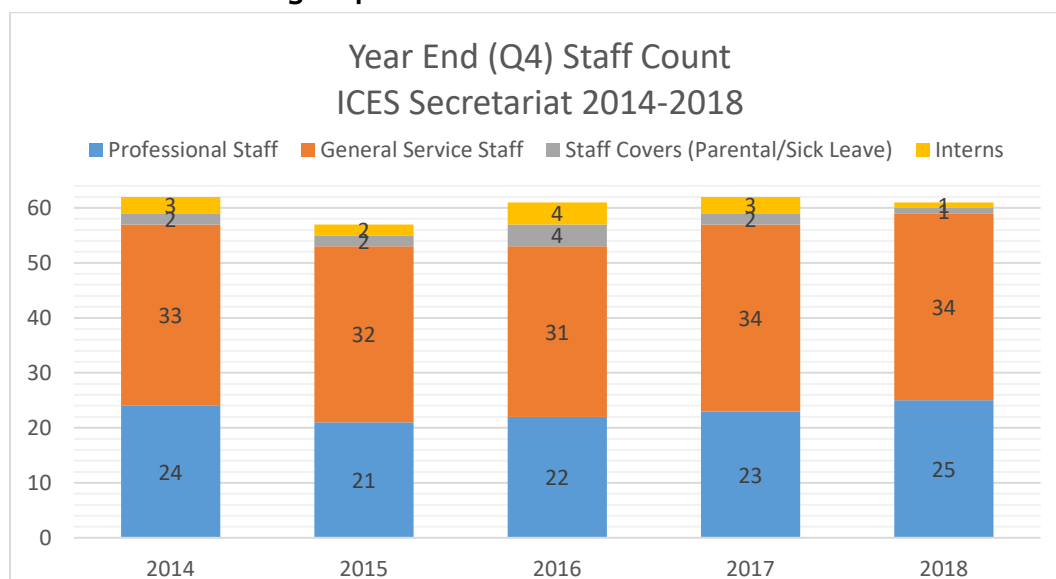
Twitter is the channel that gains followers most rapidly. However, Facebook is the most successful channel for attracting users to click on the links to the ICES website.

The information shared in social media originates mainly from ICES [news articles](#), as well as from ongoing and upcoming events and meetings. The bi-monthly [e-newsletter](#) includes in-depth feature articles, written by scientists in our network. It is sent via e-mail to 1599 subscribers.

Aided by an in-house designer, the communications department is also responsible for outreach for the ASC, including early career scientist activities, [outreach](#) for symposia, training courses as well as creating outreach products, such as [the Annual Report](#).

## Human Resources

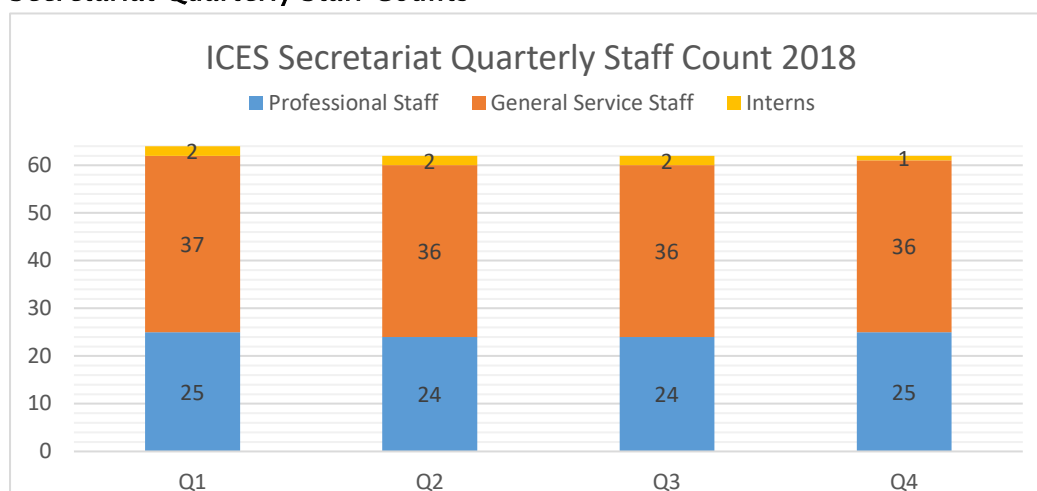
### Secretariat Staffing Report – 5 Year Trend



Over the last 5 years, the Secretariat staff count has remained relatively stable, with an average of approximately 56 regular staff members. Note that there are currently 2 Professional Staff and 1 General Service Staff whose contracts are funded by equity.

### Secretariat Staffing Report – Year 2018

#### Secretariat Quarterly Staff Counts





In the final quarter of 2018, there were a total of 61 staff at ICES, in addition to 1 intern.

There was a relative gender balance, with 33 women and 29 men working at the Secretariat.

### New Staff Starting in 2018

Start Date	Name, Title	Note
1 Oct 2018	Lene Lindebjerg, Special Consultant (Finance & Administration)	3-month contract

### Interns Starting in 2017

	Start Date	Name	Note
	7 Apr 2018	Silvia Ferrando	Wage subsidized internship with Science Department until 15 January 2019
	5 Sept 2018	Jamile Queiroz	Wage subsidized internship with Advice Department for one month

### Contracts Ending in 2018

End Date	Name, Title	Note
28 Feb 2018	Morten Holdt, Online Training Coordinator	Contract ended
30 Mar 2018	Scott Large, Professional Officer	Resigned
31 Oct 2018	Simon Cooper, Communications Assistant	Resigned

### Challenges for internationally-recruited staff

At the 2017 Council meeting we reported on the new decision by the Danish Ministry of Foreign Affairs giving EU/EEA citizens the possibility to register as regular European migrant workers. Hereby staff and accompanying family members avoid a so-called “administrative” registration status, complicating every-day life.

So far, three staff with EU citizenship have taken advantage of this new option.

**New developments in the provision of social security for accompanying family members**

At the 2017 Council meeting it was decided to offer private health insurance to Secretariat staff's accompanying family members from outside the EU/EEA, ensuring equal treatment for staff from all ICES member countries. This was necessary due to the Government of Denmark's exclusion of these family members from Danish social security, on equal footing with EU citizens.

In March 2018 the Ministry for Health, responding to a 2014 letter from ICES Secretariat, confirmed non-EU/EEA accompanying family members' right to full social security while residing in Denmark. The local authorities were made aware of this, and one accompanying partner (non-EU/EEA) has already received her Danish social security card.

**Location of ICES headquarters**

In June 2018 ICES Secretariat received a message from the Danish government informing that ICES headquarters would be moved to a new building.

This move is part of the Danish government's initiative to better utilize the state-owned office spaces which have become vacant, following the decision to move governmental agencies outside the Copenhagen region.

A dialogue has been initiated based on ICES needs and requirements to ensure that we will be relocated to a building that will provide at least the same, if not better facilities than are available now. This includes at least the same meeting room capacity, and easy access for visitors.

We have had several negotiations with the Danish authorities and have agreed that the building originally assigned to the ICES Secretariat is not suitable for the ICES community. Another building has been identified and we are currently assessing its viability as a suitable headquarters for ICES.

Council delegates will be kept informed of developments as more information becomes available.

## Annex: Resource Coordination Tool (RCT)– an overview

The RCT consists of the following modules:

- A customer relationship management (CRM) system, recording key information on ICES Community and activities (this includes information from the former “Address Manager” database)
- A Sharepoint based system, supporting the calendar overview of the ICES activities, the recommendations database, and Resolutions database (in development)).

The RCT enables the creation of a variety of products, including:

### *Reactive products:*

1. Overview of total participation in ICES work  
(Countries/institutes/working groups/processes/experts/expert working days)
2. Overview of active participation by Member Country per year (as here - 2017:  
[https://community.ices.dk/Committees/nominations/\\_layouts/15/start.aspx#/Active%20EG%20Membership%20December%202017%20per%20member%20coun/Forms/AllItems.aspx](https://community.ices.dk/Committees/nominations/_layouts/15/start.aspx#/Active%20EG%20Membership%20December%202017%20per%20member%20coun/Forms/AllItems.aspx) –
3. From the above a variety of analyses can be made; groups with many/few experts, groups with a wide/narrow country representation, groups with academic/country representation beyond ICES member countries, list of chairs, etc.

### *Proactive products:*

4. Coordination of use of human resources based on last year’s overviews
5. Direct nomination by the Member Countries of experts to the Expert Working Groups

### *Operational products:*

6. A direct link between RCT and the website, allowing automatic updates to membership of Expert Working Groups on the website (As here:  
<http://ices.dk/community/groups/Pages/Members.aspx?Acronym=COUNCIL>)
7. Creation of various lists, for various purposes (chairs, members, etc)