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**Global Green Growth Institute**

Fifth session of the Council

Seoul, 19-20 June 2014

**Annotated Agenda**

**1. OPENING OF THE MEETING**

The Chair will open the meeting and may wish to provide opening remarks.

The Chair will ask for any comments to the draft agenda and minutes for the fourth session of the Council.

Action:

THE COUNCIL:

- a) adopts the draft agenda for the fifth session of the Council (C/5/AG/1);
- b) approves the minutes for the fourth session of the Council (C/4/MIN/1)

## 2. UPDATE FROM THE DIRECTOR-GENERAL

### a) Observations from the Director-General

The Director-General will share his views on where the organization is today and where it could be going, based on his experience since joining GGGI on 15 April 2014.

### b) Membership expansion: Update on inquiries

The Secretariat will provide an update on inquiries received since December 2013, including:

- Peru: Letter of interest received on 14 March 2014
- Kuwait: The Director-General met with the Ambassador of Kuwait to Korea on 21 April 2014.

### c) Ratification update and new members

Since the fourth session of the Council in December 2013:

- Fiji: Joined as a member on 25 April 2014
- Jordan: Joined as a member on 10 May 2014
- Costa Rica: Completed domestic ratification process on 5 May 2014

### d) Donor Consultative Group (DCG) meeting

The Donor Consultative Group (DCG) held its second meeting on 24 February 2014.

Participants included:

- Australia
- Denmark
- Germany
- Norway
- Republic of Korea
- Switzerland
- United Kingdom

A summary of the meeting is provided in DCG/2/SUM/1.

### e) Privileges & Immunities

The Secretariat will provide an update on privileges and immunities negotiations with key countries and the development of a general Privileges & Immunities Agreement.

Action:

**THE COUNCIL:**

- a) notes the update from the Director-General;
- b) notes the updates provided regarding membership expansion, ratification and new members, the Donor Consultative Group meeting and Privileges and Immunities.

### **3. REPORT FROM THE SUB-COMMITTEES**

The Chair will request the Chair of each Council Sub-Committee to provide a brief update of activities since the fourth session of the Council in December 2013.

Mr. Rasmussen, as Chair of the Facilitative Sub-Committee, may wish to provide an update on the activities of the FSC and meetings held on 14 March 2014, 9 April 2014 and 8 May 2014.

Denmark, as Chair of the Audit & Finance Sub-Committee, may wish to provide an update on the activities of the AFSC and its meeting on 7-8 April 2014.

Costa Rica, as Chair of the Program Sub-Committee, may wish to provide an update on the activities of the PSC and its meeting on 17 June 2014.

#### Action:

#### **THE COUNCIL:**

- a) notes the report from the Chairs of the Sub-Committees.

#### **4. REVISIONS TO THE STAFF RULES AND PARTICIPATION IN THE IRENA ARBITRATION SYSTEM**

The Secretariat has made revisions to the Staff Rules to reflect changes in GGGI's policies on human resources and benefits, travel and removal expenses, and appeal and administration of justice. The Secretariat is now reporting these revisions to the Council as information, as stipulated under 13.3(b) of the Staff Regulations.

The Secretariat is also exploring options to participate in the arbitration system of the International Renewable Energy Agency (IRENA). Under Staff Regulation 12.3, the Director-General is required to make arrangements to provide access to an independent arbitral mechanism for staff to utilize when dissatisfied with the outcome of an internal GGGI appeal process.

Action:

**THE COUNCIL:**

- a) notes the revisions made to the Staff Rules;
- b) notes the Director-General's intention to continue discussions with IRENA regarding use of the IRENA Tribunal as a dispute resolution mechanism for staff.

## 5. PROCUREMENT REGULATIONS

The Council approved Procurement Rules at its third session in June 2013.

Based on experience implementing the Procurement Rules and inputs from recently performed audits, it is proposed that the Procurement Rules be revised and consist of the following structure:

1. Regulations
2. Rules
3. Guidelines

The Facilitative Sub-Committee, in its meeting in March 2014, approved the standardization of terminology for GGGI internal rules and the revision of the title of “Procurement Rules” to “Procurement Regulations”. The Procurement Regulations require the approval of the Council, whereas the Procurement Rules are approved by the Director-General.

### Action:

#### THE COUNCIL:

- a) approves the Procurement Regulations.

## **6. DISCLOSURE POLICY**

GGGI's current Disclosure Policy remains in effect until the first Council session in 2014.

The Secretariat has identified areas in the Disclosure Policy that may be improved to streamline the Policy and reduce redundancies. These editorial revisions include:

- Standardizing language: “working days” is now used throughout the Policy;
- Clarification that final discussions, decision and documents received, reviewed and adopted by the governance bodies are disclosed;
- Allowing the President of the Assembly and Chair of the Council, as appropriate, to approve the disclosure of previously non-disclosed information to Members;
- Clarifying language regarding the Disclosure Policy in relation to Privileges and Immunities.

### Action:

#### **THE COUNCIL:**

- a) approves the Disclosure Policy.

## 7. GGGI'S PRESENCE AND OFFICES

### a. Headquarters expansion and Songdo office establishment

The Secretariat has finalized negotiations to expand the Seoul Headquarters to an additional floor in the current building, with teams moving to the new floor over the coming months.

The Secretariat is finalizing the establishment of the Songdo office, scheduled to open on 20 June 2014.

### b. Study on GGGI presence and offices

At its fourth session in December 2013, the Council requested the Secretariat to undertake an assessment of GGGI's presence globally. The Secretariat has prepared a report on GGGI's presence.

### c. Proposal from the Government of Mexico

The Council may wish to consider again the proposal from the Government of Mexico to host an office, consisting of USD 500,000 in core funding and an additional USD 500,000 in in-kind funding for the establishment of the office.

### Action:

#### THE COUNCIL:

- a) notes the expansion of the Headquarters and establishment of the Songdo office;
- b) approves the proposed decision framework (FSC/11/2/rev) and mandates the Director-General to implement the decision framework with immediate effect;
- c) notes the potential impacts on current offices and mandates the Director-General to consult with the respective host governments in this regard;
- d) mandates the Director-General to consult with the Government of Mexico and review the proposal from Mexico in line with the decision framework.

## 8. COUNCIL MEMBERSHIP

### a. Criteria for expert and non-state actor members

Article 13 of the Establishment Agreement, Disclosure, requires that the criteria on which experts and non-state actors in the Council are selected be disclosed.

The Council may consider the proposed criteria for selection of experts and non-state actors of the Council.

### b. Appointment of expert and non-state actor members

The Council may wish to consider the appointment of up to two expert and non-state actor members for terms in 2014-16, as there remain 2 vacant seats currently.

The Council may also discuss potential nominees for expert and non-state actor seats for terms beginning in 2015, including the next Chair of the Council.

### Action:

#### THE COUNCIL:

- a) approves the criteria on which experts and non-state actors are selected for nomination to the Council;
- b) agrees to consider the appointment of expert and non-state actors to the Council in the broader context of the review of governance structures.\*

\*Note: A possible review of governance structures will be discussed during agenda item 14.

## **9. REVISIONS TO THE FY2014 WORK PLAN AND BUDGET**

The Council approved the FY2014 budget at its session in December 2014, which included a delayed budget amount of USD 9.5 million. The Council decided that should sufficient funding become available, the Secretariat would present a proposal to the Council at mid-year FY2014.

As funding has not yet become available, the Facilitative Sub-Committee, in its meeting on 9 April 2014, agreed to short-term measures to address liquidity concerns to be implemented immediately until expected funding is received in September 2014 (see FSC/10/MIN/1).

In addition, due to delays in funding, projects and programs are expected to underspend their FY2014 expected budgets once funding arrives.

It is proposed that the Council approve the total delayed budget of USD 47.2 million as the final budget for FY2014, noting that the Secretariat is expected to underspend and approving that carryover funds to be deposited into a financial reserve, at an amount determined by the Director-General.

### Action:

#### THE COUNCIL:

- a) approves the proposed FY2014 budget of USD 47.2 million as the final budget for FY2014;
- b) approves the deposit of carryover funds from the FY2014 budget into a financial reserve, at an amount determined by the Director-General.

## 10. FINANCE

The Secretariat will provide an update on the current cash flow situation and implementation of the decision in the Facilitative Sub-Committee regarding current liquidity and the potential consequences for the implementation of the 2014 work plan.

Action:

THE COUNCIL:

- a) notes the Secretariat's update on current liquidity and implementation of the decision of the Facilitative Sub-Committee.

## 11. NEAR-TERM SUSTAINABILITY MEASURES

A reform of the current funding structure is necessary to ensure GGGI's financial stability and capacity to carry out programs. The Secretariat has prepared a concept paper on near-term sustainability measures, including a financial reserve, standardized funding agreement and regularization of the timing of disbursements.

### Action:

#### THE COUNCIL:

- a) mandates the Director-General to establish a financial reserve under the provisions of the Financial Regulations allowing for a working capital fund, beginning in FY2015;
- b) notes the proposed Standard Funding Agreement as a model for future discussions and mandates the Director-General to begin discussions, with contributing members in particular, to ensure that this measure can be efficiently implemented;
- c) endorses the proposal that the Standard Funding Agreement codifies a regular, predictable payment schedule among all contributing members.

## 12. LONG TERM EFFICIENCY MEASURES

The Audit & Finance Sub-Committee and Facilitative Sub-Committee have requested the Secretariat to identify long term efficiency measures to be undertaken and the Secretariat will provide preliminary concepts.

A number of audits of GGGI and its programs have taken place since 2013, with several additional audits planned in 2014. The Secretariat will provide an update on the status of audits undertaken since 2013 and expected in 2014.

### Action:

#### THE COUNCIL:

- a) notes the possible long term efficiency measures under consideration by the Secretariat.

**13. STRATEGIC PLAN 2015-2020**

Taking the results of the first meeting of the Informal Working Group (IWG) on 18 June 2014 into account, the Secretariat plans to submit a draft Strategic Plan 2015-2020 to Members in September 2014.

The Council will consider final approval of the Strategic Plan 2015-2020 at its session in November 2014.

Action:

**THE COUNCIL:**

- a) notes the summary of the Informal Working Group meeting held on 18 June 2014;
- b) agrees to continue the development of the Strategic Plan 2015-2020 as proposed, including through the Informal Working Group process.

#### **14. REVIEW OF THE GOVERNANCE STRUCTURE**

At its fourth session in December 2013, the Council agreed to consider the possibility for the PPC Advisory Committee to serve as the basis for the Advisory Committee envisioned in the Establishment Agreement.

Following further analysis, however, the Secretariat has found that the PPC Advisory Committee is unable to serve as the Advisory Committee in the Establishment Agreement. Therefore, the PPC Advisory Committee, now referred to as the Business Council, will continue as a PPC committee only. The Business Council held its second meeting on 4 April 2014 in Paris.

The Secretariat would like to identify potential areas to streamline activities and increase efficiency in GGGI's governance structure, and explore options for the establishment of the Advisory Committee envisioned in the Establishment Agreement under this process.

Action:

**THE COUNCIL:**

- a) notes that the PPC Advisory Committee, now known as the Business Council, will continue as a PPC activity only and notes the summary and outcomes of discussions held at its second meeting;
- b) mandates the Director-General to review the current governance structure and develop potential options and recommendations for reform.

## 15. ORGANIZATIONAL UPDATES

a. Dissolution of K-GGGI

The Korean foundation, GGGI, which served as the predecessor for the current international organization, GGGI, was formally dissolved on 17 April 2014 and the liquidation process is currently underway.

b. Development of the ERP system

Unit4/Agresso has been selected as the implementing partner for the ERP system, expected to come online in Q3 2014.

c. Update on the development of safeguards

The Secretariat will provide an update on the development of environmental and social safeguards to be implemented throughout GGGI's activities.

Action:

THE COUNCIL:

- a) notes that the GGGI has dissolved as a Korean foundation and that the liquidation process is currently underway;
- b) notes the expected timeline and implementation of the ERP system;
- c) notes the Secretariat's development of environmental and social safeguards.

**16. PREPARATIONS FOR THE GGGI EVENT AT THE UN CLIMATE SUMMIT (SEPTEMBER 2014), GGGI ASSEMBLY WEEK (NOVEMBER 2014) AND COP 20 (DECEMBER 2014)**

The Secretariat will provide an update regarding its planned activities at the UN Climate Summit in September 2014, the GGGI Assembly Week in November 2014, and COP 20 in December 2014.

Action:

THE COUNCIL:

- a) notes the Secretariat's planned activities and agrees to support those activities.

**17. PROVISIONAL AGENDA FOR THE NEXT SESSION OF THE COUNCIL**

The Council will discuss the provisional agenda for the next session of the Council in November 2014.

Action:

THE COUNCIL:

- a) approves the provisional agenda per the discussion in the session.

**18. ANY OTHER BUSINESS**

The Chair will invite Members to raise any other business for discussion.