
Global Green Growth Institute

Third session of the Council

Songdo, 8-9 June 2013

Proposed Agenda (annotated)

1. Opening of the meeting

The meeting will be opened by the Chair of the Council.

2. Adoption of the agenda for the third session of the Council

Rule 12d of the Rules of Procedure of the Council states: “The Council shall, at the beginning of each meeting, adopt the agenda for the meeting.”

The Council may wish to adopt its agenda on the basis of the provisional agenda, C/3/AG/1.

3. Approval of the Minutes of the second session of the Council

The Chair will ask for any comments on the Minutes of the second session of the Council, held in Abu Dhabi, United Arab Emirates, on 17 January 2013. The Council may wish to approve the Minutes of the second session of the Council, C/2/MIN/1.

The Council may also wish to take note of the minutes and summaries for the Facilitative Sub-Committee, Audit & Finance Sub-Committee and Program Sub-Committee.

4. Updates regarding Member states

- a. Update on the Joint Donor Review**
- b. Ratification update**
- c. Privileges and Immunities**
- d. ODA eligibility**

The Secretariat will provide a brief update on its activities since the second session of the Council.

- a. Update on the Joint Donor Review: The first meeting of the Donor Consultative Group (DCG) was held on 14-15 February 2013 at the GGGI Headquarters in Seoul, with representatives from Australia, Denmark, Germany, Norway, the Republic of Korea and the United Kingdom in attendance. The DCG received presentations on GGP&I

and Research programs from the Secretariat and discussed the GGGI's application for ODA eligibility. The DCG also discussed conducting a second Joint Donor Review, led by Denmark. Further detail is provided in C/3/1.

- b. Ratification update: Of the 18 Members of the GGGI, 11 have ratified the Agreement on the Establishment of the Global Green Growth Institute, two are nearing completion of internal processes and five are expecting to ratify by the end of 2013, as shown in C/3/2.
- c. Privileges and Immunities: Since the second session of the Council in which the Council authorized the Secretariat to move forward in its process of Privileges and Immunities with partner governments, the Secretariat has developed a draft Agreement on the Privileges and Immunities of the Global Green Growth Institute, attached in C/3/3. The Council may wish to take note of the draft Agreement on the Privileges and Immunities of the Global Green Growth Institute.
- d. ODA eligibility: The Government of the Republic of Korea, joined by the Governments of Australia, Denmark and Norway, submitted an application to the OECD Development Assistance Committee (DAC) secretariat on behalf of the GGGI for ODA eligibility on 28 February 2013. Since then, the applicant governments, in cooperation with the GGGI Secretariat, have met with OECD DAC representatives to discuss the application process, most recently on 13 May 2013. Further detail is provided in C/3/4.

5. Sub-Committees of the Council

- a. Report from the Sub-Committees**
 - i. Internal Audit Plan and Budget**
 - b. Proposed coordination for Sub-Committee schedules**

In C/2/DC/9, the Council established three Sub-Committees of the Council: the Audit & Finance Sub-Committee, the Facilitative Sub-Committee and the Program Sub-Committee. In accordance with the Terms of Reference of each Sub-Committee, the minutes and summaries of the Sub-Committee meetings are provided to the Council and the Chair of each Sub-Committee will provide an update on activities.

The Secretariat has employed a Chief Internal Auditor since 15 April 2013. The Chief Internal Auditor conducted a Risk Assessment and proposed a work plan for the year to the Audit & Finance Sub-Committee at its second meeting, held at GGGI Headquarters on 19 April 2013. Further detail is provided in C/3/5.

The Council may wish to discuss methods of coordinating the activities of the Sub-Committees, in consideration of the inter-linkages between the three bodies.

6. Regulations

- a. Human Resources**
- b. Procurement Rules**
- c. Financial Regulations**

- a. Human Resources: In accordance with the Council decision on the Human Resources Staff Regulations in its second session, C/2/DC/4, the Secretariat has provided final Staff Regulations to the Facilitative Sub-Committee for consideration. The Staff Regulations are provided to the Council, C/3/6, for approval.
- b. Procurement Rules: In accordance with the Council decision on the Procurement Rules in its second session, C/2/DC/5, the Secretariat has worked with the Audit & Finance Sub-Committee of the Council to revise the Procurement Rules and underwent benchmarking by UNOPS. The UNOPS benchmarking exercise was completed on 22 April 2013 and the Secretariat received a number of recommendations, which have been incorporated into the revised draft Procurement Rules, C/3/7, for Council approval.
- c. Financial Regulations: The Secretariat, in close consultation with the Audit & Finance Sub-Committee, has composed draft interim Financial Regulations, C/3/8. The Council may wish to adopt and approve the proposed Financial Regulations.

7. Presentation on the GGP&I program

- a. Country selection criteria**

During the second session of the Council, the Council expressed that it would like to receive more information on the Green Growth Planning & Implementation (GGP&I) and Research programs of the GGGI. The Secretariat will provide a detailed presentation on these programs to the Council, a copy of which can be found in C/3/9.

In its second session, certain Council Members requested the Secretariat to work with the Program Sub-Committee to develop country selection criteria. The Secretariat has begun this process with the Program Sub-Committee. A draft framework for country selection criteria is elaborated in C/3/DC/6, Annex 1.

8. Budget and capacity building issues

- a. FY2012 audited financial statements**
- b. FY2013 budget**
- c. FY2014-15 projections**

- a. FY2012 audited financial statements: The GGGI's financial statements for FY2012 were audited by KPMG. Two reports were received: one for the financial statements prior to the GGGI's conversion to an international organization on 18 October 2012

and its financial statements following conversion into an international organization. The audited financial statements for FY2012 are presented in C/3/10.

- b. FY2013 budget: The Secretariat has created a revised FY2013 budget, C/3/11, in accordance with the discussion in the Council during its second session and its subsequent decision on the budget, C/2/DC/3, and in close consultation with the Audit & Finance Sub-Committee. The draft FY2013 budget has also been discussed by the Facilitative Sub-Committee and was circulated to the Council on 6 May 2013. The draft FY2013 budget is now being presented to the Council for review and approval.
- c. FY2014-15 projections: The Secretariat has drafted the proposed FY2014-15 budget framework and annual budget deadlines, C/3/12, in consultation with the Audit & Finance Sub-Committee. The FY2014-15 draft budget framework and annual budget deadlines are being presented to the Council for discussion and approval.

9. Membership expansion

The Facilitative Sub-Committee, in its sixth meeting on 13 May 2013, approved the Secretariat's proposal to invite Mongolia and the Republic of Rwanda to join the Membership of the GGGI. The GGGI currently has Green Growth Planning and Implementation (GGP&I) projects in Mongolia and Rwanda, and the Governments of both countries formally requested membership to the GGGI. With the Facilitative Sub-Committee's approval, the Secretariat will host a signing ceremony with representatives of the Government of Mongolia and the Government of the Republic of Rwanda in June, during which the representatives will sign the Agreement on the Establishment of the Global Green Growth Institute.

The Secretariat recognizes that at previous sessions of the Council, various Members suggested that the Secretariat develop appropriate guidelines for membership expansion.

The Council may wish to request the Secretariat to develop a proposal for membership expansion in consultation with the Facilitative Sub-Committee, for Council consideration at its fourth session.

10. Advisory Committee

In its second session in Abu Dhabi, the Council requested the Secretariat to develop Terms of Reference, Rules of Procedure and an initial set of candidates for membership for the Advisory Committee in C/2/DC/8.

Since the second session of the Council in January, the Secretariat has been engaged in recruiting for the position of Assistant Director-General for Public-Private Cooperation (PPC). The GGGI's PPC activities are seen as closely interlinked with the role of the Advisory Committee, and as such, the Facilitative Sub-Committee took a decision to postpone the Council discussion on the Advisory Committee until the position for the Assistant Director-General for Public-Private Cooperation has been filled.

The Note on the Advisory Committee, C/3/13, provides further explanation.

11. Written Procedure

The Council was asked to take the Decision on the draft Partnership Agreement between the Global Green Growth Forum and the Global Green Growth Institute, C/WRP/DC/1, by Written Procedure and it was agreed upon, by consensus, on 15 April 2013. In this decision, the Council agreed to follow a procedure for Written Procedure proposed by the Secretariat for this one instance and instructed the Secretariat to propose a formal procedure for decisions by Written Procedure at the third session of the Council.

Rule 14, Written Procedure, of the Rules of Procedure of the Council states: “As may be required in extraordinary circumstances for the fulfillment of its powers and functions, the Council may act by means of proxy letter, e-mail or such other method of communication. The participation of the members of the Council may be facilitated and the votes of the members of the Council may be recorded, subject to the procedures determined by the Council in a separate decision whereby the provisions of the Agreement as well as other relevant provisions of these Rules shall be fully respected.”

The Council may wish to adopt the proposed procedure for decision by Written Procedure, as presented in C/3/DC/9, Annex 1.

12. Process for recruiting the next Director-General

The Facilitative Sub-Committee, on behalf of the Council, nominated Ambassador Howard Bamsey, Special Advisor to the Australian Government for Green Growth, to serve as Director-General of the GGGI following the resignation of former Director-General Richard Samans. The Assembly appointed Ambassador Bamsey to the position of Director-General for a period of up to one year in A/WRP/DC/1.

Director-General Bamsey has agreed to serve in this capacity for a period of up to one year, and as such, the recruitment of the next Director-General of the GGGI should begin promptly. The Council may wish to authorize the Facilitative Sub-Committee to commence the recruitment and appointment process for the next Director-General.

13. Update on physical expansion plans

The Secretariat plans to expand its staff size to nearly 140 members by the end of 2014, in accordance with the Strategic Plan 2012-14. This growth has implications in terms of physical office space to house staff. The Council may wish to discuss potential options for the GGGI in addressing this issue.

14. Provisional agenda for the next session of the Council

Rule 12a of the Rules of Procedure of the Council states: “The Council shall approve, at the end of each session on the proposal of the Director-General, a provisional agenda for the next meeting.”

The Council is invited to make recommendations for items to be included on the agenda for the fourth session of the Council.

15. Any other business

Council Members are invited to raise any other items for discussion.

16. Closing of the meeting

If there is no other business to be discussed, the Chair will close the meeting.