

**Global Green Growth Institute**

Sixth session of the Council  
Songdo, 18 November 2014

**Decision on the approval of minutes**

The Council,

*Recalling* the fifth session of the Council on 19-20 June 2014 in Seoul, Republic of Korea;

*Further recalling* the joint meeting of the sixth sessions of the Audit and Finance Sub-Committee and the Program Sub-Committee on 30 September 2014 in Seoul, Republic of Korea;

1. *Approves* the minutes from the fifth session of the Council, C/5/MIN/1; and,
2. *Takes note of* the summary of the joint meeting of the sixth sessions of the Audit and Finance Sub-Committee and the Program Sub-Committee, AFSC/PSC/6/SUM/1.

---

**Global Green Growth Institute**

Fifth session of the Council

Seoul, 19-20 June 2014

**Minutes for the fifth session of the Council**

The fifth session of the Council of the Global Green Growth Institute (hereinafter, the “GGGI”) was held on 19-20 June 2014 at GGGI Headquarters in Seoul, Republic of Korea.

Members Present:

**Australia**, represented by Andrew Cumpston, Assistant Secretary, Banks and Funds Branch; Raphael Bekhor, Second Secretary, Embassy of Australia to the Republic of Korea

**Costa Rica**, represented by Patricia Madrigal-Cordero, Vice Minister of Environment, Ministry of Environment

**Denmark**, represented by Niels Pultz, Ambassador to Ireland; Anette Aarestrup, Deputy Head of Department, Ministry of Foreign Affairs; Maria Ulff-Møller, Head of Section, Green Growth, Ministry of Foreign Affairs

**Ethiopia**, represented by Yohannes Tewolde Egziabher, Advisor to the Minister of Environment and Forest

**Indonesia**, represented by Lukita Dinarsyah Tuwo, Vice-Minister for National Development Planning, BAPPENAS; Nizhar Marizi, Deputy Director for Energy Resources and Institutional Affairs, BAPPENAS

**Norway**, represented by Hanne Inger Bjurstrøm, Special Envoy for Climate Change; Torbjorn Holthe, Ambassador, Royal Norwegian Embassy in Seoul; Einar Telnes, Director, NORAD; Sigbjorn Tenfjord, Deputy Head of Mission, Royal Norwegian Embassy in Seoul; Aron Kristoffer Rolfsen, Trainee, Royal Norwegian Embassy in Seoul

**Republic of Korea**, represented by Choi Jai-chul, Ambassador for Climate Change; Kanghyeon Yun, Director-General, Global Economic Affairs Bureau, Ministry of Foreign Affairs (MOFA); Joo-il Lee, Director, Global Green Growth Division, MOFA; Kyoung-hae Kim, Second Secretary, Global Green Growth Division, MOFA

**Papua New Guinea**, represented by Bill Veri, Ambassador, Embassy of Papua New Guinea to the Republic of Korea; Douglas Kaibul, Second Secretary, Embassy of Papua New Guinea to the Republic of Korea

**United Arab Emirates**, represented by Thani Al-Zeyoudi, Director of the Department of Energy and Climate Change (DECC), Ministry of Foreign Affairs; Sameer Assaf, Policy Expert, DECC, Ministry of Foreign Affairs

**Montek Singh Ahluwalia**, former Deputy Chairman, Planning Commission, Government of India

**Suh-Yong Chung**, Professor, Division on International Studies, Korea University

**Lars Løkke Rasmussen**, Chair of the Council

**Yvo de Boer**, Director-General

Members Absent:

**Kiribati**

**Qatar**

Observers:

**Cambodia**, represented by Paris Chuop, Deputy Secretary-General, National Council for Green Growth, Ministry of Environment

**Fiji**, represented by Joreti Dakuwaqa, Deputy Ambassador, Embassy of Fiji to the Republic of Korea; Jaljeet Kumar, Second Secretary, Embassy of Fiji to the Republic of Korea

**Guyana**, represented by Bharrat Jagdeo, President of the Assembly, GGGI

**Jordan**, represented by Samir Kilani, Director of Projects Management Directorate, Ministry of Environment

**Mexico**, represented by Luis Gonzalez, Third Secretary, Embassy of Mexico to the Republic of Korea

**Mongolia**, represented by Sharav Purevsuren, Advisor to the Minister, Ministry of Environment and Green Development of Mongolia

**Philippines**, represented by Maria Charmaine Guevara, Acting Director, Office of the UN and other IOs, Department of Foreign Affairs; Iric C. Arribas, Consul General, Embassy of the Philippines to the Republic of Korea; Jhoanna Cristina T. Jarasa, Attache, Embassy of the Philippines to the Republic of Korea

**Rwanda**, represented by Edward Kyazze, Head of Housing, Urban Planning and Development Division at RHA

**United Kingdom**, represented by Andrew Clark, Head of Growth Team, Department for International Development (DFID); David King, Economist, Growth Team, DFID; Frances Wood, Economic Counsellor, British Embassy in Seoul; Michael Watters, Head of Climate Change Section, British Embassy in Seoul

**Vietnam**, represented by Tran Thi Phuong, Senior Official, MPI

GGGI Secretariat:

**Robert Dawson**, Deputy-Director General, Management & Administration

**Mattia Romani**, Deputy Director-General, Green Growth Planning & Implementation

**Nikolaus Schultze**, Assistant Director-General, Public-Private Cooperation

**Munehiko Joya**, Chief Financial Officer

**Hyoeun Jenny Kim**, Director, Strategy, Policy and Communications

**Myung-Kyoon Lee**, Director, Knowledge Development & Management

**Rene Karottki**, Senior Advisor

**Darius Nassiry**, Deputy Director, Strategy, Policy and Communications

**Bradford Philips**, Head, Organization and Delivery Unit

**Adam Ward**, Acting Country Representative, Ethiopia, Green Growth Planning & Implementation

**Jahan Chowdhury**, Senior Strategy and Planning Specialist, Strategy, Policy and Communications

**Inhee Chung**, Safeguards Specialist, Organization and Delivery Unit

**Kim Mikkelsen**, Special Assistant to the Chair

Rapporteur:

**Damin Chung**, Officer, Strategy, Policy and Communications

## Agenda

1. Opening of the meeting
  - a. Adoption of the agenda for the fifth session of the Council
  - b. Approval of the minutes from the fourth session of the Council
2. Update from the Director-General
  - a. Observations from the Director-General
  - b. Membership expansion: Update on inquiries
  - c. Ratification update and new members
  - d. Donor Consultative Group (DCG) meeting
  - e. Privileges & Immunities
3. Report from the Sub-Committees
4. Revisions to the Staff Rules and participation in the IRENA arbitration system
5. Procurement Regulations
6. Disclosure Policy
7. GGGI's presence and offices
  - a. Headquarters expansion and Songdo office establishment
  - b. Study on GGGI presence and offices
  - c. Proposal from the Government of Mexico
8. Council membership
  - a. Criteria for expert and non-state actor members
  - b. Appointment of expert and non-state actor members
9. Revisions to the FY2014 work plan and budget
10. Finance
11. Near-term sustainability measures
12. Long term efficiency measures
13. Strategic Plan 2015-2020
14. Review of the governance structure

15. Organizational updates

- a. Dissolution of K-GGGI
- b. Development of the ERP system
- c. Update on the development of safeguards

16. Preparations for the GGGI event at the UN Climate Summit (September 2014), GGGI Assembly week (November 2014) and COP 20 (December 2014)

17. Provisional agenda for the next session of the Council

18. Any other business

## Decisions

### **C/5/DC/1: Decision on the approval of minutes for the fourth session of the Council**

The Council:

1. *Approves* the minutes from the fourth session of the Council, C/4/MIN/1.

### **C/5/DC/2: Decision on the Disclosure Policy**

The Council:

1. *Approves* the Disclosure Policy.

### **C/5/DC/3: Decision on GGGI offices**

The Council:

1. *Welcomes* the offer from Mexico and instructs the Director-General to finalize arrangements on the Mexico office;

2. *Requests* the Director-General to transfer KDM related functions from the London office to the Seoul Headquarters; and,

3. *Decides* that in the interim, vacancies in the Copenhagen office will not be filled.

Furthermore, in relation to the London office, the Council requests the Director-General to:

4. *Terminate* the present lease of the London office before 31 July 2014, however, emphasizing that this termination will not, in any regard, prejudice the outcome of the strategy discussions within the Council.

Further, the Council requests the Director-General to:

5. *Further* explore the option of maintaining a GGGI focal point in Europe with a focus on, for example, private sector engagement on green growth, finance related issues, and donor relations.

Further, the Council requests the Director-General to:

6. *Present* a proposal in this regard to the Council at the November meeting, based on the overall strategy, work program and budget, including a full strategic cost-benefit analysis.

Given the termination of the present London office lease, the Council requests the Director-General to:

7. *Immediately* start a search for suitable future office premises in London. Options for office premises that commensurate with the tasks and role under 2 above should be presented to the Council at the November meeting and discussed as a part of the overall strategy decision.

**C/5/DC/4: Decision on the expert and non-state actor members of the Council**

The Council:

1. *Approves* the criteria upon which expert and non-state actor members of the Council are selected for nomination to the Council, as attached in annex 1; and,

2. *Agrees* to consider the appointment of expert and non-state actors to the Council in the broader context of the review of governance structures.

**C/5/DC/5: Decision on the revisions to the FY2014 work plan and budget**

The Council:

1. *Approves* the proposed FY2014 budget of USD 47.2 million as the final budget for FY2014;

2. *Approves* the deposit of carryover funds from the FY2014 budget into a financial reserve, at an amount determined by the Director-General.

**C/5/DC/6: Decision on the provisional agenda for the next session of the Council**

The Council:

1. *Approves* the provisional agenda for the next session of the Council, as per the discussion in the meeting.



## Discussion

### 1. OPENING OF THE MEETING

Chair Rasmussen opened the fifth session of the Council and proposed that the agenda be revised so that the Council first consider finances followed by a discussion on the revisions to the FY2014-16 work plan and budget. The Council adopted the agenda with this revision.

The Council approved the minutes from the fourth session of the Council.

### 2. UPDATE FROM THE DIRECTOR-GENERAL

#### a. Observations from the Director-General

The Director-General identified four key elements to GGGI's building process: 1) the development of a robust strategy that has the full buy-in of Members; 2) a coherent and efficient organizational model tied to the strategy; 3) strengthening the organization's financial base through the creation of a financial reserve, increasing membership and identifying opportunities for targeted financing; and 4) strengthening the level of engagement from Members, particularly from high levels of government.

The Director-General informed the Council that the Secretariat is working to host an event on the occasion of the UN Climate Summit in September 2014, bringing together Heads of State to issue a declaration on green growth and climate change. He added that an event is also being planned to be held in conjunction with the Assembly and Council session in November 2014 and at the COP 20 in Peru in December.

The Council supported the initiatives identified by the Director-General and welcomed the idea of issuing a declaration among Heads of State at the UN Climate Summit.

#### b. Membership expansion: Update on inquiries

Director Kim of the Strategy, Policy and Communications Department informed the Council that Senegal has expressed interest in joining GGGI as a Member, and that Morocco had informed GGGI that it has begun its domestic processes to join.

#### c. Ratification update and new members

Of the 20 Signatory States, 13 have completed the ratification process of the Agreement on the Establishment of the Global Green Growth Institute (the "Establishment Agreement"). Several signatories are now in the final stages of the ratification process and expect to deposit their respective instruments in due course.

The Chair added that Fiji and Jordan have joined the GGGI as its newest Members.

The Council emphasized the importance of ensuring that members contribute to the sustainability of the organization and encouraged those signatories that have not yet ratified to seek to complete their domestic processes as soon as possible.

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

The summary of the second DCG meeting had been shared with the Council on 18 April 2014. There were no comments from the Council regarding the DCG meeting held in February 2014.

e. Privileges and Immunities

Deputy Director-General Dawson informed the Council that the Secretariat has been working with the UK FCO to develop a general agreement on privileges and immunities.

The Council noted the updates provided by the Secretariat regarding membership, the DCG meeting and privileges and immunities.

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

Chair Rasmussen, as Chair of the Facilitative Sub-Committee (FSC), informed the Council that the FSC had held three meetings since the previous Council session in December 2013 and had discussed issues surrounding the financial situation and GGGI global presences and offices.

Costa Rica, as Chair of the Program Sub-Committee, informed the Council that it had met once since the previous session of the Council and had discussed potential recommendations regarding the role that the Organization and Delivery Unit (ODU) can play in the management of the external evaluation process for projects and projects that may move into the delivery phase.

Denmark, as Chair of the Audit & Finance Sub-Committee, informed the Council that it had met once since the last session of the Council and discussed and recommended measures to the FSC to be undertaken to address the financial challenges facing GGGI in the past months.

The Council noted the updates from the Sub-Committees.

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

The Council noted the revisions to the Staff Rules and participation in the IRENA arbitration system, and recommended that the Secretariat invite the travel agency to inform staff when accrued miles are available for use on travel.

### **5. PROCUREMENT REGULATIONS**

The Council supported the proposal to separate the Procurement Rules into Procurement Rules and Procurement Regulations, and agreed to consider the approval of revised Procurement Regulations via written procedure or at the November Council session, following consultations between the Secretariat and Members.

### **6. DISCLOSURE POLICY**

The Council approved the Disclosure Policy and recommended that the Secretariat consider ways to better facilitate information sharing between the Secretariat and Members.

## **7. GGGI'S PRESENCE AND OFFICES**

### **a. Headquarters expansion and Songdo office establishment**

Deputy Director-General Dawson informed the Council that the Seoul Headquarters had completed the acquisition of an additional floor in the current building. The Songdo office has also been established and outfitted.

### **b. Study on GGGI presence and offices**

Regarding GGGI's current European presences in Copenhagen and London, the Council agreed that current vacancies in the Copenhagen office would remain unfilled until a later date. The Council further agreed that the current lease for the London office would be terminated by 31 July 2014, with all Knowledge Development and Management (KDM) functions transferred to the Seoul Headquarters.

The Council stressed the importance of ensuring that offices are cost-effective and that a European presence may be strategically important, particularly in engaging the private sector.

The Council agreed to consider GGGI's future European presence in the context of the strategy discussions, for a final decision at the November session. In this regard, the Council requested the Director-General to present a proposal for a European presence at the November session, based on the overall strategy, work program and budget and a cost-benefit analysis. The Council further requested the Director-General to initiate a search for a suitable office premise in London for future consideration.

### **c. Proposal from the Government of Mexico**

The Council accepted the proposal from the Government of Mexico to host a GGGI office and mandated the Director-General to finalize arrangements to establish the office.

## **8. COUNCIL MEMBERSHIP**

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

The Council approved the proposed criteria for expert and non-state actor members of the Council and identified the need for the criteria to include guidelines regarding transparency and conflict of interest.

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

The Council agreed to consider the appointment of expert and non-state actors to the Council for current vacancies in the context of the review of the governance structures.

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

The Council approved the proposed FY2014 budget of USD 47.2 million as the final budget and the deposit of carry-over funds to a financial reserve at an amount determined by the Director-General.

## **10. FINANCE**

CFO Joya informed the Council that austerity measures had been implemented by the Facilitative Sub-Committee in April 2014 to ensure the organization's liquidity until the remainder of 2014 funding is received.

Deputy Director-General Dawson informed the Council that 2014 funds had been received from the Republic of Korea, with payments forthcoming from Australia, Denmark and Norway. Deputy Director-General Dawson added that the Secretariat was also speaking with Qatar concerning its 2014 contribution.

## **11. NEAR-TERM SUSTAINABILITY MEASURES**

The Council took note of the proposed near-term sustainability measures, including a concept for a financial reserve, standardized funding agreement and regularized timing of donor contributions.

## **12. LONG-TERM EFFICIENCY MEASURES**

The Council took note of the long-term efficiency measures proposed by the Secretariat.

## **13. STRATEGIC PLAN 2015-2020**

The Council was informed that the next Informal Working Group meeting would be held in October 2014, and approval of the Strategic Plan 2015-2020 will take place at the Council session in November.

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

Regarding the Council's request in its December 2013 session for the PPC Advisory Committee, now called the Business Council, to become the Advisory Committee envisioned in the Establishment Agreement, Director Kim informed the Council that following a review of the options, it would be preferable for the Business Council to remain as a PPC activity in order to best fulfill the roles and functions of each Committee. She added that the establishment of the Advisory Committee would be explored further.

Assistant Director-General Schultze explained that the Business Council had identified a number of issues for GGGI to consider in its activities, particularly energy efficiency financing and mobilization of financing structures in emerging and developing economies.

The Council mandated the Director-General to explore possible areas for improvement and to provide a recommendation to the Council regarding the governance structure.

## **15. ORGANIZATIONAL UPDATES**

a. Dissolution of K-GGGI

Chair Rasmussen informed the Council that K-GGGI had completed its formal dissolution process.

b. Development of the ERP system

Deputy Director-General Dawson informed the Council that the ERP system was in progress and expected to be finalized in the autumn.

c. Update on the development of safeguards

Ms. Chung, GGGI's Safeguards Specialist, informed the Council that the development of a safeguards policy was underway.

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

The Council supported the plan to host a GGGI event on the occasion of the UN Climate Summit, and agreed to encourage their Heads of State to attend the event. The Council also supported the principles in the draft Declaration on Green Growth and Climate Change being prepared for the event and agreed to provide comments to the Secretariat on the draft in the coming weeks.

The GGGI Assembly Week will take place the week of 17 November in Seoul, and will include sessions of the Assembly and Council and an event bringing together key stakeholders from the public and private sectors.

The Director-General informed the Council that another opportunity to engage green growth leaders would be at the COP 20 in Lima.

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

The Council agreed that among other items, the agenda for the next session of the Council would include the approval of the Strategic Plan 2015-2020 and Work Program and Budget 2015-2017, the appointment of experts and non-state actors, and the review of the governance structure.

**18. ANY OTHER BUSINESS**

Chair Rasmussen informed the Council that this would be his final session as Chair and that a search for the next Chair of the Council would commence immediately.

**19. CLOSING OF THE MEETING**

Business having concluded, Chair Rasmussen closed the fifth session of the Council.