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United Nations Decade of Sustainable Energy For All (2014-2024)

**Seventh Session of the Assembly of SIDS DOCK
Via Telephone and Videoconferencing
25th September 2023
10:00 a.m. to 12:00 p.m. EDT – Eastern Daylight Time**

TERMS OF REFERENCE

SIDS DOCK EXECUTIVE COUNCIL

1.0 BACKGROUND

In the face of growing scientific evidence on the climate change impacts and the vulnerability of Small Island Developing States (SIDS), these countries need to act as the catalyst to prompt decisive actions at the global level to reduce greenhouse gas (GHG) emissions. The best option for reducing greenhouse gas (GHG) in SIDS is through the transformation of the energy sector which can be done through a combination of continual improvements in energy efficiency, development of renewable energy resources, and conservation. In this regard, SIDS created an institutional mechanism to generate financial resources to help support the expected high cost of adaptation to climate change.

SIDS DOCK is a United Nations (UN)-recognised international organisation established in 2015, with all the rights and privileges for addressing climate change, resilience, and energy security in small islands. SIDS DOCK represents 32 small islands and low-lying developing states across the globe, and is so named because it is designed as a “DOCKing station,” to connect the energy sector in SIDS with the global markets for finance and sustainable energy technologies. The organisation’s work is coordinated by the Secretariat, in Belmopan, Belize. SIDS DOCK is so named because it is designed as a “**DOCKing station,**” to connect the energy sector in Small Island Developing States (SIDS) with the global markets for finance, sustainable energy technologies and carbon.

The SIDS DOCK organisation was established to provide SIDS with a mechanism:

SIDS DOCK Secretariat
C/o Ministry of Public Utilities, Energy, Logistics and E-governance
Government of Belize

NEMO Building
Melhado Parade
Belmopan, Cayo District
Belize

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1. Through which SIDS can access investment financing from the global markets and from entities such as pension funds, and labour unions, and socially responsible investment funds wanting to support sustainable energy development.
2. For coordinating the development of technical capacity, sharing of technical expertise and the provision of technical support to adaptation and mitigation activities, and sustainable development.
3. To assist SIDS transition to a sustainable energy sector through the acquisition and transfer of sustainable energy technologies and by increasing energy efficiency and conservation and development of renewable energy.
4. For participating in the global carbon market and to conduct advocacy and develop cooperative agreements with parties who wish to assist with financial resources.

2. RESPONSIBILITIES OF THE EXECUTIVE COUNCIL

The SIDS DOCK Executive Council is responsible for overall policy and direction and for providing oversight and advice for the development of the institution. The Executive Council delegates responsibility for day-to-day operations to the Secretary-General and committees.

2.1 General Executive Council Responsibilities

Executive Council members expectations include, but are not limited to:

- Understand and support the institution's mission.
- Attend and prepare for Executive Council meetings each year.
- Commit to learning about SIDS DOCK and how it works and the benefits to members.
- Assist with activities to mobilize financial and technical resources to support the development of the organization.
- Share professional expertise.
- Make sound, informed decisions, acting in good faith and in the best interest of the institution.
- Assess your own performance.
- Be prepared and willing to lead the Council or a committee.
- Engage in discussion and decision-making, and respect the opinions of other Executive Council members.
- Abide by institutional and statutory conflict-of-interest and confidentiality policies.

As stated in the SIDS DOCK Statute which came into effect on the 27th September 2015, the Executive Council shall bear responsibility for the overall direction, operation, and functioning of the SIDS DOCK and its Secretariat, including its activities, work programmes and projects and shall discharge its responsibilities in a fair, equitable and transparent manner as fiduciaries.

The Executive Council may form committees of the Council, which shall be comprised of the Chair and or one or both Vice-Chairs, and may include experts or others, as the Executive Council deems appropriate to carry out specific mandates of the Council.

2.2 Short-Term Decisions

A series of documents to operationalize the organization including the following, needs to be prepared by the Secretariat for approval by the Executive Council and submission to the SIDS DOCK Assembly for final approval.

- (a) SIDS DOCK Operations Manual;
- (b) SIDS DOCK Modified Programme of Work (2024-2026);
- (c) Terms of Reference and role of the Audit Committee, and;
- (d) SIDS DOCK Membership Handbook.

2.3 Longer-Term Decisions

The Executive Council members would promote SIDS DOCK and support its mission to catalyse the transformation of the energy sector of SIDS to increase energy security, reduce greenhouse gas emissions (GHG), and generate resources for investment in adaptation to climate change. The Executive Council will also facilitate the selection of Coordinators in the member countries.

The Executive Committee is to address all institutional issues related to the operations of the SIDS DOCK Secretariat including the recruitment of the Secretary-General, who is responsible for management and oversight of SIDS DOCK Secretariat.

The Executive Committee will advise member governments and the broader climate change community on the need to promote transformation of the SIDS energy sector as the best option for reducing GHG and building climate resilience in SIDS, which can be done through a combination of continual improvements in energy efficiency, development of renewable energy resources and conservation. The Executive Council will be responsible for:

- (a) Overseeing the development of the relationships with the SIDS regional organizations responsible for sustainable energy and adaptation to climate change;
- (b) Resource mobilization and advocacy and promotion of SIDS DOCK to the international donor community and private sector to support project implementation;
- (c) Instituting an effective governance system for the organization, and;
- (d) Approval of work-plans for monitoring and evaluation of annual goals.

3.0 EDUCATIONAL BACKGROUND

Professional training in one or more of the following areas: Finance, investments, economics, climate change, energy (with focus on EEC and RE), environmental management, public policy/social development, research and development at international, regional, local levels.

Members of the Executive Council should possess a tertiary level education in areas of economics, engineering, natural sciences, and/or government, plus 15+ years of professional experience in small island economic development and/or environmental protection.

4.0 COMPENSATION OF EXECUTIVE MEMBERS

The members receive no compensation.

5.0 PROCESS AND SCHEDULE FOR IDENTIFICATION OF EXECUTIVE COUNCIL MEMBERS

States Parties of the SIDS DOCK, who have either ratified or acceded, will be invited to nominate suitable candidates for the Executive Committee. Nominations shall be submitted through the State Party's United Nations Permanent Mission or other relevant Government Authority, where applicable (for Countries not having UN Permanent Missions).

Election and membership on the Executive Council shall reflect a range of professional expertise with individuals having multiple years of experience, and must have gender balance and equitable regional representation with no fewer than one (1) member from each regional group as established by UN-DESA (AIS, Caribbean and Pacific). In addition, no two members may be nationals of the same State.