# Second Session of the Assembly of SIDS DOCK

UN Headquarters, ECOSOC Chamber

New York, New York

24 September 2016

Agenda Item: 2a

**REPORT ON THE ACTIVITIES OF THE SIDS DOCK EXECUTIVE COUNCIL**

**JANUARY 2016 – SEPTEMBER 2016**

**DOCUMENT TITLE DOCUMENT NUMBER PAGE**

Annex 1 Report of the first meeting of the Executive EC/1/SR 0

Council of SIDS DOCK

Annex 1 Agenda of the first EC/1/1/Rev.1 7

Annex 2 List of participants EC/1/PRC 8

Annex 3 Provisional Rules of Procedure of the EC/1/2 9

Assembly and of the Council

Annex 4 Draft Host Country Agreement EC/1/3 35

Annex 5 Draft SIDS DOCK Budget EC/1/4 42

Annex 6 Draft Criteria and Process for the Selection EC/1/5 45

of a Secretary General

Annex 0 Report of the second meeting of the Executive EC/2/SR/1 2

Council of SIDS DOCK

Annex 1 Agenda of the first EC/2/1/Rev.1 8

Annex 2 List of participants EC/2/PRC/1 9

Annex 3 Provisional Rules of Procedure of the EC/2/DC/1 10

Assembly and of the Executive Council

Annex 4 Draft Host Country Agreement EC/1/3 35

Annex 5 Draft SIDS DOCK Budget EC/2/DC/2 43

Annex 6 Draft Criteria and Process for the Selection EC/2/DC/3 57

of a Secretary General

Annex 7 Report on the SIDS DOCK IWON EC/2/5 64

**I INTRODUCTION**

1. This report is submitted pursuant to Article VIII, paragraph 2, of the SIDS DOCK Statute. It provides an account of the progress made in the development of the Work Programme and Budget and preparation of the pertinent operational documents and arrangements. It also provides information on the human and financial resources of the Agency.
2. 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. States Parties of the SIDS DOCK, who have either ratified or acceded, will be invited to nominate members 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).
3. 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 (AIMS, Caribbean and Pacific). In addition, no two members may be nationals of the same State.
4. The election of members of the Executive Council took place during the inaugural session of the Assembly of SIDS DOCK, held at the Wider Caribbean Pavilion in Paris, France, in the margin of the UNFCCC COP 21, on 10 December 2015. Terms of Members of the Council will begin on 1 January and expire on 31 December. The following is a list of members elected and term limits:

**2015-2016 (One-year Term)**

Mr. Fitzroy James (Grenada)

Mr. Sylvester Clauzel (Saint Lucia)

Mr. Ellsworth Dacon (Saint Vincent and the Grenadines)

**2015 – 2017 (Two-year Term)**

Ms. Rhianna M. Neely-Murphy, Ph. D (Bahamas, Commonwealth of)

His Excellency Dr. Vince Henderson (Dominica, Commonwealth of)

His Excellency Mr. Ronny Jumeau (Seychelles, Republic of the)

**2015 – 2018 (Three-year Term)**

Dr. Kenrick Leslie (Belize)

Mr. Sione Foliaki (Samoa, Independent State of)

Vacant

1. The Executive Council held two meetings:
2. Thursday 16 June 2016, held at the Permanent Mission of Barbados to the United Nations in New York, United States of America.
3. Monday, August 2016, remotely, via tele-conference (GoToMeeting).

**II FIRST MEETING OF THE SIDS DOCK EXECUTIVE COUNCIL**

1. In accordance with Article VII, paragraph 3, of the Statute of the SIDS DOCK, the Executive Council at its first meeting on 16 June 2016, elected by acclamation, His Excellency Dr. Vince Henderson (Dominica) as Chair of the Executive Council for a period of one year, and His Excellency Mr. Ronald Jean Jumeau (Seychelles), as one of the Vice-Chairs of the Executive Council. Noting that there was a need to still fill one of the two Vice-Chair posts, and that the vacancy should be filled by the Pacific Group, the Chair nominated in abstentia Mr. Sione Foliaki**,** as the candidate since Samoa is the only Pacific Country on the Executive Board. All members of the Bureau will serve for a period of one year.
2. In accordance with Article VII, paragraph 3, of the Statute of the SIDS DOCK, the Executive Council at its first meeting, elected by acclamation, His Excellency Dr. Vince Henderson (Dominica) as Chair of the Executive Council for a period of one year, and His Excellency Mr. Ronald Jean Jumeau (Seychelles), as one of the Vice-Chairs of the Executive Council. Noting that there was a need to still fill one of the two Vice-Chair posts, and that the vacancy should be filled by the Pacific Group, the Chair nominated in abstentia Mr. Sione Foliaki**,** as the candidate since Samoa is the only Pacific Country on the Executive Board. All members of the Bureau will serve for a period of one year.
3. At its first meeting, the Council held discussion and general agreement on the following, which will be discussed during the second session of the Executive Council:
4. Draft Provisional Rules of Procedure of the Assembly and of the Council(Document EC/1/2). It was agreed that the Interim Secretariat will compile and disseminate a revised version.
5. Host Country Agreement (Document EC/1/3). It was agreed that the Interim Secretariat will continue discussions on the terms with the Host Country to determine the target date of operation and to identify possible challenges related to that target.
6. Presentation of Proposed SIDS DOCK Energy Fund, presented by Ms. Elise N. Zoli of Goodwin Procter LLP. It was agreed for Grenada, Seychelles and Tonga as pilot countries, and Seychelles, Grenada, along with the Secretariat of the Pacific Community (SPC), in coordination with the Interim Secretariat, to oversee and report back to the Executive Council its findings and results.
7. Discussion and General Agreement on the programme of work of SIDS DOCK (Document EC/1/4). It was agreed that the Interim Secretariat identify what additional resources are necessary, besides the contributions, to become fully operational; note in the budget, levels of remuneration of the officers to determine how the levels correspond with the United Nations; identify the benefits and obligations for registering in a particular country and opening a bank account for the SIDS DOCK.
8. Committee for the selection of the Secretary-General (Document EC/1/5). Belize was elected by acclamation to serve asChair of the Committee for the selection of the Secretary-General. Seychelles, St. Vincent and the Grenadines and Samoa, were elected as members of the committee. The Committee is to review the draft document EC/1/4, and is to submit its findings to the Executive Council at its second session. The Committee, in collaboration with the Interim Secretary to determine the budgetary requirements for the whole process of selection, and the salary and level of office of the Secretary-General.
9. Other matters discussed at the meeting under Any Other Business included:
10. Request from the Chair to develop a public outreach document to promote the work of SIDS DOCK and to recognise the contribution of SIDS DOCK founding donors and supporters, among other things.
11. SIDS DOCK Trademark – efforts to be made to have the mark registered in light of the fact that there exists a “SIDS DOCK Trust Fund” not authorised by the organization.
12. Law Firm Squire Patton Boggs has been providing pro bono legal services to the SIDS DOCK and the Interim Secretariat. The Firm was officially appointed *pro bono* Attorney for the SIDS DOCK. The Firm was requested to informally consult with the World Bank and to provide some guidance on the best way forward on the unresolved matter with the World Bank. The Law Firm was also requested to advice on the Trademarking of SIDS DOCK and the matter of tax filing and non-profit status.
13. Update on the UNIDO-supported SIDS Centres for Renewable Energy and Energy Efficiency. The Caribbean Centre for Renewable Energy and Energy Efficiency (CCREEE) held its first board meeting on the 11 July 2015 in Barbados. It is expected to become fully operationalised by August 2016. The Pacific Centre for Renewable Energy and Energy Efficiency (PCREEE) is expected to open in the first week of August 2016, following the signing of an addendum to the Memorandum of Understanding among the parties, around the ending of June 2016.
14. Update on the SIDS DOCK Island Women Open Network (SIDS DOCK IWON). The network had a soft launch in Apia, Samoa, in September 2014, where St. Vincent and the Grenadines was nominated to serve as the Interim Chair for the SIDS DOCK IWON. In 2015, at the ratification ceremony on 30 September 2015, on the margins of the 70th United Nations (UN) General Assembly, in New York, to celebrate the legal recognition of entry into force of the SIDS DOCK Treaty, the IWON is now positioned as a central platform in the new UN Intergovernmental Organisation of Small Island Developing States. In January 2016, in Grenada, the IWON held its first meeting in the Caribbean.
15. The Executive Council agreed that the date for the second meeting of the Executive Council should be either on 15 or 16 August 2016.

**III SECOND MEETING OF THE SIDS DOCK EXECUTIVE COUNCIL**

1. In recognition of excellent work as Rapporteur of the first meeting of the Executive Council Bahamas was nominated to serve in said capacity for the second meeting, on Monday, 15 August 2016.
2. Outstanding Issues. The Council discussed the following issues outstanding from the first meeting and agreed to amend consensus text and forward revised documents to the second session of the Assembly for its consideration and adoption:
3. Draft Provisional Rules of Procedure of the Assembly and of the Council(Document EC/1/2). Up to the date of the second meeting of the Council, the Interim Secretariat had not received any comments or amendments from the membership. It was agreed to amend the areas of the text where there was consensus at the first meeting. the revised draft Provisional Rules of Procedure of the Assembly and the Executive Council will be forwarded to the Assembly as document EC/2/DC/1.
4. Host Country Agreement (Document EC/1/3). The Council was assured that the Government of Belize will host the SIDS DOCK Secretariat. Belize was requested to formally communicate its confirmation to host the Secretariat, and was notified during discussions with the Interim Secretariat that if it failed to formally communicate its desire to host the SIDS DOCK Secretariat, the Organization would be forced to consider reopening the search for a new Host Country. The Executive Council noting that Belize was recently struck by a devastating Hurricane decided to grant the Government of Belize some more time to formally advise the Interim Secretariat.Ad Interim, the Executive Council decided to continue to review the draft Host Country Agreement, as contained in document EC/1/3.
5. Discussion and General Agreement on the programme of work of SIDS DOCK (Document EC/2/3). Adjustments to the budget recommended from the first meeting were made and the Interim Secretariat was requested to extend the work programme from three years to five years. The Executive Council approved the revised draft budget of the SIDS DOCK 2016 – 2021 (EC/2/3) and decided to submit it via decision EC/2/DC/2 to the Assembly for its consideration and adoption. It was agreed that the Organisation will advise the World Bank and the Government of Japan of its readiness to access the USD 1.1 million of funds earmarked for start-up of SIDS DOCK. It was also agreed that the Interim Secretariat will set up establish an account in the name of the SIDS DOCK as an interim measure in preparation of the receipt of the funds from the World Bank. It was agreed that the Interim Secretariat through its Pro Bono Law Firm to provide a paper on the options available to the Organization regarding the opening of a United States of America bank account, the obtaining of 501C, tax exemptions, etc., for the consideration of the Executive Council.
6. Update from the Chair of the Committee for the selection of the Secretary-General(Document EC/1/5). Following consultations by the Committee, The Executive Council approved the draft criteria and process for the selection of the Secretary-General of the SIDS DOCK (EC/1/5) with the recommendation to revise said document by inserting all relevant deadlines thereafter the amended document would become document EC/2/4, and decided to submit it via decision EC/2/DC/3 to the Assembly for its consideration and adoption.
7. Other matters discussed at the meeting under Any Other Business included:
8. The IWON, sought approval through the Interim Chair, of its Report to the Executive Council including activities update; IWON Quick Facts; Terms of Reference of the SIDS DOCK IWON Committee; Terms of Reference of the SIDS DOCK IWON Technical Sub-Committee; and SIDS DOCK IWON Proposed members of its Committee and Technical Sub-Committee. The Executive Council took note of the “Report of the SIDS DOCK IWON” and its Annexes (EC/2/5), and agreed to approve the memberships of the IWON Committee and Sub-Committee as contained in Annex IV of EC/2/5. The Executive Council decided to convey this information to the General Assembly for its consideration and approval as part of the Executive Council’s Report to the General Assembly.
9. Forthcoming Elections of members to the Executive Council – The terms for Grenada, St. Lucia and Saint Vincent and the Grenadines expires on 31 December 2016, and election to fill these vacancies will be held during the Second session of the General Assembly of SIDS DOCK. There will also be another election to elect one person for the outstanding seat from last year’s election for the term 2015-2018. The Interim Secretariat will be circulating the announcements to the entire SIDS DOCK membership and members whose terms were expiring were urged to communicate to the Interim Secretariat through their respective authorities their desire to be reelected.
10. SIDS and the matter of Loss and Damage [Risk Insurance Proposal] - The Interim Secretariat informed that it has begun internal discussions and worked with SPREP and IOC (Mauritius) to formulate a proposal and concept paper that would be submitted to GCF for Loss and Damage on how to assist SIDS in addressing matters as they relate to “Loss and Damage”, and in particular climate change risk management, as there is a real need for some sort of risk insurance mechanism. Dominica indicated that they would be very interested in helping to champion such an endeavour, as it had itself embarked along this same path, following its last devastating disaster, and have already done quite a lot of research on the matter.The Executive Council agreed that this is vastly overdue and approved the Interim Secretariats proposal to move forward with this initiate.
11. The Executive Council agreed to convene the third meeting of the Executive Council during the week of 28 November 2016. The Executive Council noted that the third meeting would be convened within the term of the current officials and therefore agreed that for the third meeting the designation of officials was not applicable.

**IV NEXT STEPS FOR THE COUNCIL**

1. Finalising Host Country Agreement.
2. Selection of Secretary-General.
3. Establishing financial arrangements including banking, 501C, etc., for the Organisation.
4. Beginning preparations of establishing staff and staff rules.