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**INTERNATIONAL RENEWABLE ENERGY AGENCY**

Twelfth meeting of the Council

Abu Dhabi, 1 – 2 November 2016

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**Provisional Annotated Agenda**

**1. Opening of the meeting**

The meeting commences at 10.00 am. The Bahamas, as Chair of the eleventh meeting of the Council, will open the meeting.

**2. Organisation of work**

**a. Election of officials**

Pursuant to Rule 15 of the Rules of Procedure of the Council (RoP, contained in A/5/5), the Council shall elect a Chair and a Vice-Chair, having due regard to equitable geographical representation.

Pursuant to Rule 18 of the RoP, the Chair shall propose to a member of the Council to act as Rapporteur at the beginning of each Council meeting.

At the end of the eleventh meeting of the Council, the Council designated the Bahamas as Chair and Ethiopia as Vice-Chair of the twelfth meeting of the Council.

**The Council may wish to confirm the designation made and elect the Bahamas as Chair and Ethiopia as Vice-Chair of the twelfth meeting of the Council.**

**The Chair may wish to appoint a Rapporteur.**

**b. Adoption of the agenda (C/12/L.1)**

Pursuant to Rule 9 of the RoP, the Council shall adopt the agenda for a meeting at the beginning of that meeting.

The Council will have before it the provisional agenda (C/12/L.1).

**The Council may wish to consider and adopt the provisional agenda.**

**c. Report of the eleventh meeting of the Council (C/11/SR/L.1)**

Pursuant to Rule 49 of the RoP, reports of Council meetings shall not be official until approved by the Council.

The Council will have before it the draft Report of the Eleventh Meeting of the Council (C/11/SR/L.1).

**The Council may wish to consider and approve the draft Report of the Eleventh Meeting of the Council.**

### **3. Annual Report of the Director-General on the Implementation of the Work Programme and Budget for 2016-2017 (C/12/2)**

Pursuant to Article X.F.4 of the Statute of IRENA, the Council shall consider and submit to the Assembly the annual report concerning the activities of the Agency.

The Council will have before it the Annual Report of the Director-General on the Implementation of the Work Programme and Budget for 2016-2017 (C/12/2). The Director-General will introduce the item and the Chair of the Programme and Strategy Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Annual Report of the Director-General on the Implementation of the Work Programme and Budget for 2016-2017 and submit it to the Assembly.**

### **4. Region in Focus: Asia (C/12/DN/1)**

The Secretariat will present the matter.

**The Council is invited to discuss the matter.**

### **5. Renewable energy in urban settings - IRENA input to the new urban agenda (C/12/DN/2)**

The Secretariat will present the matter.

**The Council is invited to discuss the matter.**

### **6. The role of renewable energy in NDC implementation (C/12/DN/3)**

The Secretariat will present the matter.

**The Council is invited to discuss the matter.**

### **7. Renewable energy and the UN Sustainable Development Goals (SDGs) (C/12/DN/4)**

The Secretariat will present the matter.

**The Council is invited to discuss the matter.**

### **8. Framework for the Medium-term Strategy 2018-2022 (C/12/DN/5)**

The Director-General will introduce the item and the Chair of the Programme and Strategy Committee will report on the Committee's consideration of the item.

**The Council is invited to discuss the matter.**

**9. Institutional and administrative matters**

**a. IRENA/ADFD Project Facility (C/12/3)**

The Assembly at its second session, through decision A/2/DC/10, initiated the funding cycles for projects applying for funding from the Abu Dhabi Fund for Development (ADFD), which in 2009 committed concessional financing of up to USD 350 million over seven cycles to renewable energy projects recommended by IRENA in developing countries.

Pursuant to the General Principles of the IRENA/ADFD Project Facility, contained in A/4/13, Members were invited to express their interest by 14 October 2016 in becoming a member of the Advisory Committee that will be established to facilitate the fifth funding cycle. Nominations received will be submitted to the Assembly for its consideration.

The Council will have before it the Report of the Chair of the Advisory Committee on the Fourth Project Cycle of the IRENA/ADFD Project Facility (C/12/3). The Chair of the Advisory Committee and the Director-General will introduce the item.

**The Council may wish to consider and take note of the Report of the Chair of the Advisory Committee on the Fourth Project Cycle of the IRENA/ADFD Project Facility and submit it to the Assembly.**

**The Council may also wish to take note of expressions of interest received for membership in the Advisory Committee for the fifth funding cycle.**

**b. 2017-2018 Council membership**

Pursuant to Article X.A of the IRENA Statute, the Council shall be elected for a term of two years. The procedure governing the elections to the IRENA Council is set out in Rules 69 and 70 of the Rules of Procedure of the Assembly (A/5/5). Members will be requested to decide on the composition of the Council for 2017-2018 at the seventh session of the Assembly.

In April 2016, Members were invited to express their interest in Council membership by the deadline of 20 May 2016. The matter was considered at the eleventh meeting of the Council (C/11/SR/L.1) and a related communication from the President of the Assembly was issued to all Members on 25 September 2016.

**The Council may wish to take note of the matter.**

**c. Report of the Director-General on internal audit (C/12/4)**

Pursuant to Regulation 11.4 (b) of the Financial Regulations for IRENA (A/4/7), the Director-General shall report to the Council at each session on internal audit recommendations and actions taken.

The Council will have before it the Report of the Director-General on the Activities of the Internal Audit Office and Internal Audit Recommendations and Actions Taken (C/12/4). The Director-General will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on the Activities of the Internal Audit Office and Internal Audit Recommendations and Actions Taken.**

**d. Status of implementation of external audit recommendations (C/12/5)**

Further to the Secretariat's submission of the audited Financial Statements for 2015 to the Council at its eleventh meeting (C/11/5), the Secretariat is presenting the status of the implementation of the external audit recommendations to the Council.

The Council will have before it the Report of the Director-General on the Status of Implementation of External Audit Recommendations (C/12/5). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on the Status of Implementation of External Audit Recommendations and transmit it to the Assembly.**

### **e. Selection of the external auditor (C/12/6)**

Pursuant to Article XII.C of the Statute of IRENA, the Assembly shall appoint an external auditor who shall hold office for a period of four years and who shall be eligible for re-election. The Assembly at its seventh session in January 2017 is to appoint the external auditor for the period 2017 – 2020.

At the eleventh meeting of the Council, the Director-General indicated that, consistent with previous practice, the Secretariat would soon initiate a competitive procurement process, open to both public and private sector auditors and that an update on the matter will be provided to the twelfth meeting of the Council (C/11/SR/L.1).

The Council will have before it the Note of the Director-General on the Selection of the External Auditor (C/12/6). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the matter.**

### **f. Indicative IRENA Scale of Contributions for 2017 (C/12/7)**

Pursuant to Article XII.A.1 of the Statute of IRENA, mandatory contributions from Members are based on the scale of assessments of the United Nations, as determined by the Assembly and adjusted to reflect the Agency's membership.

The Council will have before it the Report of the Director-General on the Indicative IRENA Scale of Contributions for 2017 (C/12/7). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on the Indicative IRENA Scale of Contributions for 2017 and transmit it to the Assembly, noting that further adjustments may be necessary if additional Members join IRENA by the seventh session of the Assembly.**

### **g. Report of the Ethics Officer (C/12/8)**

The Assembly at its second session, through decision A/2/DC/7, requested the Ethics Officer to prepare a report on the implementation of the Policy on Ethics and Conflict of Interest on an annual basis. The report will be given to the Director-General to comment upon before delivery to the Assembly.

The Council will have before it the Report of the Ethics Officer on the Implementation of the Policy on Ethics and Conflict of Interest (C/12/8). The Ethics Officer will introduce the item.

**The Council may wish to consider and take note of the Report of the Ethics Officer on the Implementation of the Policy on Ethics and Conflict of Interest and submit it to the Assembly.**

### **h. Staff Provident Fund**

Pursuant to Article 6.1 of the Charter of the Staff Provident Fund (A/5/7), all Staff Provident Fund Management Board representatives have a mandate for a period of two years with an option for renewal. Members were invited to express their interest to serve on the Management Board for the period 2017-2018 by 21 October 2016. Nominations received will be submitted to the Assembly for its consideration.

**The Council may wish to take note of expressions of interest received for membership in the Staff Provident Fund Management Board.**

### **i. Secondment of personnel (C/12/9)**

The Assembly at its second session, through decision A/2/DC/5 on secondment of staff to the International Renewable Energy Agency, requested the Director-General to report to the Assembly at its third session, and thereafter on a biennial basis, on the implementation of its decision.

The Council will have before it the Report of the Director-General on Secondment and Related Matters (C/12/9). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on Secondment and Related Matters and submit it to the Assembly.**

**j. Operation of the Arbitration System (C/12/10)**

The Assembly at its fifth session, through decision A/5/DC/6, requested the Director-General, after consultation with the staff representative body, to submit to the Assembly at its seventh session a report on the operation of the arbitration system at IRENA and recommendations to address issues or concerns that may have been found in the process, including any recommendation or comment by an arbitrator on the need for amendment of the IRENA Provisional Arbitration Rules, as set out in Annex 3 of document A/3/18.

The Council will have before it the Report of the Director-General on the Operation of the Arbitration System for IRENA (C/12/10). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on the Operation of the Arbitration System for IRENA and submit it to the Assembly.**

**k. Staff Rules (C/12/11)**

Pursuant to Staff Regulation 13.3(b), the Director-General is to report to the Assembly the full text of provisional new and/or amended Staff Rules.

The Council will have before it the Report of the Director-General on Amendments to the Staff Rules (C/12/11). The Secretariat will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider and take note of the Report of the Director-General on Amendments to the Staff Rules and submit it to the Assembly.**

**l. Staff tenure policy (C/12/12)**

At its eleventh meeting, the Council agreed that the Chair of the Administration and Finance Committee, in consultations with the Director-General, takes the matter of tenure at IRENA forward in order to provide the Council at its twelfth meeting with an analysis on human resource trends, operations and considerations. This would also include concrete recommendations to be reviewed at that meeting and presented to the Assembly at its seventh session for decision in order to bring this matter to a successful close (C/11/SR/L.1).

The Council will have before it the Report of the Director-General on IRENA Staff Tenure Policy (C/12/12). The Director-General will introduce the item and the Chair of the Administration and Finance Committee will report on the Committee's consideration of the item.

**The Council may wish to consider the matter and submit its recommendation to the Assembly for consideration during its seventh session.**

### **10. Arrangements for the seventh session of the Assembly (C/12/13)**

Pursuant to Article X.F.3 of the Statute of IRENA, the Council shall approve arrangements for the sessions of the Assembly including the preparation of the draft agenda.

The Council will have before it a list of items for formal consideration at the seventh session of the Assembly (C/12/13). The Director-General will introduce the item.

**The Council may wish to consider the list of items for formal consideration at the seventh session of the Assembly.**

### **11. Arrangements for the thirteenth meeting of the Council**

Pursuant to Rule 1 of the RoP, the Council shall convene twice a year unless it decides otherwise. The Council shall determine at each meeting the time and place of its next regular meeting.

It is proposed to hold the thirteenth meeting of the Council on 23 and 24 May 2017.

**The Council may wish to decide on the arrangements for the thirteenth meeting of the Council, including its date.**

### **12. Any other business**

### **13. Closing of the meeting**