Meeting of CGIAR Centers and Funders on the CGIAR System
Rome, Italy
May 2-4, 2016

Annotated Provisional Agenda
Agenda Item 1. Opening of the meeting

1. The meeting will be opened by the two Co-Chairs nominated by the Centers and the Funders: Martin Kropff, the Director General of CIMMYT, and Philip Chiverton of Sweden.

Agenda Item 2. Proposed CGIAR System Charter

2. The Proposed CGIAR System Charter (document CGIAR/Transition Meeting.2/3, dated April 8, 2016) has been prepared as the document that will serve as a framework for the establishment of the CGIAR System Organization.

3. The Proposed CGIAR System Charter has been prepared by the Transition Team, in collaboration with a legal working group. It builds upon work that was carried out by two other working groups – one on science and one on finance – the outcomes of which are set forth in document CGIAR/Transition Meeting.2/Inf.4, Matrices on the roles and responsibilities of system entities.

4. In preparing the proposed Charter, the legal working group took into account comments submitted on the Preliminary Draft of the CGIAR System Framework Document, dated March 9.

5. The draft includes bracketed text and footnotes to indicate areas for which there are alternative drafting proposals or to highlight areas that the working group thought required further in-depth discussion before a consensus could be reached.

6. The note at the beginning of the document highlights critical areas that would benefit from further discussion at the meeting.

7. The meeting is invited to review and discuss the document with a view to reaching agreement on the provisions of the Charter.

Agenda Item 3. Preliminary draft terms of reference for System Council advisory bodies


9. Within the proposed Charter two options are presented of either listing the roles and responsibilities of the three advisory bodies in the Charter or of including such roles and responsibilities in terms of reference that would be adopted by the System Council at its first meeting. This latter option is proposed so as to allow greater flexibility to the System Council to amend the purpose, functions, and composition of the advisory bodies if required in light of changing circumstances.

10. The draft terms of reference are being presented to the meeting so that Centers and Funders can review the System Organization and its advisory bodies as a whole and consider whether it is more appropriate to list the functions of the bodies in the Charter or in separate terms of reference.

11. The meeting is invited to consider the terms of reference when discussing the proposals related to the advisory bodies in the proposed Charter (articles 13, 14 and 15).
Agenda Item 4. Outline of agreement between the CGIAR System Organization and Funders

12. The CGIAR System Charter will establish the framework by which the CGIAR System will operate. In addition to the Charter, a number of legal agreements will need to be finalized prior to the end of the calendar year to complete the governance arrangements of the system. Funders contributing funding through the CGIAR Trust Fund will enter into contribution agreements with the Trustee setting out the details of the contribution and procedures by which the Funder will make such contributions. These agreements are to be discussed under Agenda Item 5 (see below.) Funders will also require agreements with the CGIAR System Organization setting out the terms and conditions of the System Organization’s responsibilities to Funders for the use of the funding provided through the CGIAR Trust Fund.

13. Document CGIAR/Transition Meeting.2/6 has been prepared taking into account the written comments that were submitted on a preliminary draft outline circulated on March 17 and further discussions on the draft by members of the legal working group.

14. The meeting is requested to comment on and endorse the outline so as to facilitate the finalization of the agreement.

Agenda Item 5. Outline of provisions of Trustee agreement and contribution agreements

15. Document CGIAR/Transition Meeting.2/5 addresses (a) the contribution agreement between the Trustee and each Funder for the purpose of receiving contributions in a new CGIAR Trust Fund to be administered by the Trustee; and (b) the agreement between the System Organization and the Trustee to set forth the terms and conditions for the administration of the CGIAR Trust Fund.

16. This document outlines the principal terms of the two agreements that will be need to be finalized prior to the end of the calendar year in order to establish a new CGIAR Trust Fund that will provide funding for the next round of CRPs and system costs beginning in 2017.

17. The document has been prepared taking into account the written comments that were submitted on a preliminary text circulated on March 17 and further discussions on the draft by members of the legal working group.

18. The meeting is requested to comment on and endorse the outline so as to facilitate the finalization of the two agreements.

Agenda Item 6. Outline of Financial Framework Agreement

19. Document CGIAR/Transition Meeting.2/7 sets forth the main provisions of the agreement that would be concluded between the System Organization and each Center to govern the relationship between the System Organization and the Centers in respect of funds provided by the CGIAR Trust Fund. The Financial Framework Agreement would replace the current Program Implementation Agreements as well as the numerous downstream agreements between the centers. It would set out the terms and conditions in respect of receiving funding and implementing CGIAR research relevant to a Center in its role as a lead center or as a collaborating center, as appropriate.
20. The document has been prepared taking into account the written comments that were submitted on a preliminary draft outline circulated on March 17 and further discussions on the draft by members of the legal working group.

21. The meeting is requested to comment on and endorse the outline so as to facilitate the finalization of the agreement.

Agenda Item 7. Approach to existing CGIAR Consortium policies, procedures and guidelines

22. The purpose of document CGIAR/Transition Meeting.2/8 is to outline a proposed approach and timeline to transition the current policies, procedures, and guidelines of the CGIAR Consortium to the CGIAR System Organization.

23. The Consortium Board has approved a number of policies, procedures and guidelines which are likely to be applicable to the CGIAR System. Some of the policies, procedures and guidelines are now, or will be, outdated or otherwise inappropriate, and these will need to be either revoked or substantially amended. Other policies will need to be retained in the short term to avoid disruptions to the current CRPs and other activities but will require review and, in some cases, revocation or significant revision prior to implementation of the next generation of CRPs. Others may usefully be carried over with little or no change.

24. It is proposed that the System Council, at its first meeting, adopt a decision stipulating policies, procedures and guidelines listed in the document that should be either revoked or reconfirmed, in the first instance, and/or revised or reviewed in accordance with a proposed schedule. The document includes a table listing the current policies, procedures and guidelines, and proposing the action to be taken for each.

25. The meeting is invited to discuss and endorse a proposed course of action and timeline.

Agenda Item 8. Transitional arrangements for current CRPs and 2016 system costs

26. Document CGIAR/Transition Meeting.2/9 outlines a proposed approach and steps to be taken to address the transition for the current CRPs after the establishment of the System Organization. In particular, this note examines possible legal arrangements for the transition based on the premise that following establishment of the System Organization, the outstanding functions of the Fund Council and the Fund Office with respect to the current CRPs and System Costs will be transferred to the System Council and the System Administrative Office, respectively, and that upon transfer of their respective functions, the Fund Council and the Fund Office will be dissolved. The Trustee will establish a new trust fund to operate under the new structure, while continuing to administer the current CGIAR Fund until such time that all outstanding transactions thereunder will have been completed.

27. The meeting is invited to discuss and endorse the proposed transitional arrangements for the current CRPs and 2016 system costs.

Agenda Item 9. Closing of the meeting

28. The meeting is expected to close at 6:00 pm on Wednesday, May 4.