**3rd STEERING COMMITTEE MEETING**

**PACIFIC CENTRE FOR RENEWABLE ENERGY & ENERGY EFFICIENCY**

21st November 2018

**SUMMARY OF THE MEETING OUTCOMES**

The 3rd Steering Committee Meeting (SC3):

1. Endorsed and noted, the minutes and matters arising from SC2 respectively and acknowledged the highlights of PCREEE’s deliverables in 2018, as summarized in the Table below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **2017** | **2018** | **Additional Events in 2018** |
| MoU signed | 1 | 3 | SEIAPI & ADFIP MoUs signed |
| Joint events | 1 | 6 | EECA in NZ, 3rd Energy Investment Forum & 3 youth greentrepreneurship workshops |
| National business promotion wkshps | 1 | 5 | Fiji, Kiribati, SI & Vanuatu |
| Regional workshops | 1 | 4 | PPA, RE mini-grids & RE Finance with ADFIP |
| Energy Invest Forum | 0 | 1 | PRIF / PPA |
| Support to National Industry Associations | 0 | 2 | SEA PNG, Fiji SEC |
| Research support | 0 | 3 | Uni Otago & 2 USP |
| People trained | 50 | 285 | 171 + 22 + 92 [60 Regional / 125 National] |
| Funding proposals | 1 | 4 | EU ACP EDF 11, Mini-grids & transport |
| PRs & displays | 4 | 10 | [http://www.pcreee.org](http://www.pcreee.org/) |

1. Endorsed the strategic emphasis of the PCREEE in the following areas;

Putting more emphasis on supporting the further detailing and costing of the PICs NDCs, Energy Roadmaps and Energy Master Plans to highlight the required extra renewable energy capacity, the required reduction in fossil fuel and power consumption, the capital required and their sources in order to better identify the business opportunities and inputs from the private sector and the business community;

Building the enabling environment for the private sector in terms of the regulations and policies regarding the private sector in particular PPAs, Public Private Partnerships and access to capital, data and information;

Capacity building in terms of sustainable energy business start-ups, support the formation of industry associations and the accreditation and conduct of sustainable energy training programmes.

c. Agreed to undertake a low cost midterm review of the Centre in 2019

d. Endorsed inter-alia the following institutional matters:

* the continuation of Tonga and PPA as chair and vice chair of the SC for the next 2 years (2019 & 2020),
* changes to the country representatives in the SC with RMI replacing Palau as the representative for Melanesia, Vanuatu replacing Solomon Is as the representative for Melanesia, Cook Is replacing Samoa as the representative for Polynesia and New Caledonia, subject to approval from Noumea, replacing Wallis & Futuna as the representative from the Francophone.
* the amendment to Rule 2 of the rules and procedures whereby the following functions of the SC are now deleted:
* recommend external auditors and finalise external audit reports;
* recommend external evaluators and finalise evaluations and management responses;
* review procurements and co-funding for projects exceeding a certain amount;
* the updates to the NFIs and THs, for instance, Paula Katirewa of Fiji DoE, Linda Kaua of PIFs and Rupeni Mario of SPC have all left their previous employers.

e. Noted the staffing structure and the need for extra staff and diversity of nationalities so as to highlight the regional and international characteristics of the Centre. The meeting welcomed the recruitment of a Programme Delivery Officer and Pacific Islander Junior Professional.

f. Agreed that in order to promote diversity and strengthen staff capacity at the PCREEE Office, the duty station for any position and consultancy funded under the Norwegian assistance to the PCREEE shall be Nukualofa, Tonga.

g. Noted the integration of other staff of SPC’s Georesources and Energy Programme with the PCREEE and encouraged member countries and partners to use the Centre as a base for training, research, internships, etc.

h. Endorsed the PCREEE Fund Raising Strategy: 2018 – 2021 and gratefully acknowledged Norway’s assistance of USD 2 million to the PCREEE.

i. Noted the draft Capacity Building Framework and Strategy 2019 – 2021 and encouraged PICTs and partners to contribute to the finalization of the strategy.

j. Noted the PCREEE Initiatives (PCREEE Research Support Fund, PCREEE Competition on RE and EE Innovation and PCREEE Sustainable Energy Entrepreneurship Facility) and agreed to disseminate and promote the three initiatives in-country in the PICTs. Acknowledged the Government of Korea’s assistance to fund the drafting of a Sub-regional RE mini-grid programme for the PICTs.

k. Supported the regional RE mini-grids programme and called on partnerships to finance and implement the programme

l. Agreed to the preparation of a UNIDO / PCREEE regional GCIP Clean-Tech project to be submitted to GEF for consideration under the LDCF/SSCF funding window. The Meeting also noted the need for endorsement letters from the participating countries which will be coordinated by the PCREEE.

m. Noted the energy developments in New Caledonia and welcomed the intention to work with PCREEE through a proposed MOU with SYNERGIE. In addition PCREEE also expressed its intention to work with SYNERGIE on the proposed workshop on Solar Heating and Cooling.

n. Agreed to convey to Mr. Cloin of GET.invest (EUEI PDF) its full support to jointly undertake with PCREEE a training in the Pacific on GET.invest in early 2019 and noting the synergies that will be created with UNIDO’s PFAN.

o. Approved a 349,525 Euro work plan and budget for 2019, as summarized below, noting that 45,000 budgeted for office fabrication is to be reduced to 5,000 only diverting the 40,000 to Personnel:

|  |  |  |
| --- | --- | --- |
| Grouping into Budget Lines | Amount | Percentages |
| Personnel | 112,525 | 32% |
| Equipment | 18,000 | 5% |
| Travel | 6,000 | 2% |
| Workshops and Meetings | 143,000 | 41% |
| Operations | 29,000 | 8% |
| PM Fees | 41,000 | 12% |
| Total | 349,525 | 100% |

p. Endorsed that the next meeting of the SC will be held in Vava’u, Tonga and to take place around Nov – Dec 2019.

q. Endorsed that the Minutes of the SC3 will be approved out of session.

r. Agreed to express the Pacific’s interest to host the next meeting of the global network of regional centres (GN-SEC Meeting) in the Pacific.

* **END**

**DETAILED MINUTES**

**Session 1: Opening and Introduction**

The third meeting of the Steering Committee for the Pacific Centre for Renewable Energy and Energy Efficiency (PCREEE) was held on 21st November 2018[[1]](#footnote-1) back-to-back with the 9th Meeting of the Pacific Energy Advisory Group (PEAG) at the SPC Headquarters in Suva, Fiji. The Participants’ List is attached as **Annex 1**.

* **1.1 WELCOME**

The PICTs country delegates, the development partners and other participants were all welcomed to the meeting by Mr. Peceli Nakavulevu, the Private Sector Expert for PCREEE.

**1.2 PRAYER**

The welcome was followed by an opening prayer by Mr. Tangi Tereapii the delegate for the Government of the Cook Islands.

**1.3 RESUMPTION OF THE CHAIR AND ADOPTION OF THE AGENDA**

The Secretariat reminded the meeting that Tonga was selected at the 1st Steering Committee (SC1) in April 2017 to be the Chair of the PCREEE for the next 2 years. The representative from Tonga, Mr. Ofa Sefana took over as Chair for the 3rd Steering Committee Meeting.

**1.4 INTRODUCTORY REMARKS**

Mr. Martin Lugmayr, Sustainable Energy Expert and Coordinator of the Global Network of Regional Sustainable Energy Centers (GN-SEC) at the United Nations Industrial Development Organization (UNIDO) delivered the introductory remarks. He congratulated the Manager of the PCREEE for the excellent progress in a very short time and highlighted the important role of the Center in the scope of the GN-SEC. He referred to the SIDS-SIDS cooperation possibilities between PCREEE in Tonga, CCREEE in Barbados and ECREEE in Cabo Verde on common issues and solutions (e.g. electric mobility, storage, ocean energy). He informed also on the signing of the funding agreement with Norway and thanked the Government of Tonga for the support to PCREEE. He also mentioned partnership opportunities with UNIDO in the scope of the Private Finance Advisory Network (PFAN) and the Global Clean Tech Program (GCIP).

* **1.5 OPENING REMARKS**

The opening remark was delivered by Deputy Director for Geoscience and Energy Programme (GEP), Mr. Akuila Tawake in the absence of the Head of Geoscience, Energy and Maritime Division of the SPC. In summary, Mr. Tawake welcomed all delegates and participants to the PCREEE Steering Committee meeting. He outlined that the SPC was in the midst of implementing a reform that have resulted in the PCREEE being housed under his watch at the GEP. He emphasized that we have planted PCREEE in Tonga and stressed that it has to be a collective effort in guiding the Centre and ensuring it will achieve its mission and goals. He further assured of the SPC’s commitment and stated the importance of the meeting in shaping the future of PCREEE. He also thanked UNIDO for their support and in particular Mr. Martin Lugmayr the brain behind the GNSEC (who was also present in the meeting) and also the Government of Norway for the contribution / funding to PCREEE. Mr. Tawake’s opening address is attached as **Annex 2**.

**1.6 ADOPTION OF THE AGENDA**

The agenda was adopted as presented. A copy of the Agenda / Programme for the 3rd PCREEE Steering Committee Meeting is attached as **Annex 3**.

**SESSION 2: MANAGER’S PROGRESS REPORT**

The Secretariat presented the key outcomes of the 2nd Steering Committee Meeting and the progress on the implementation of those outcomes. It also presented a monthly highlight of the PCREEE activities for 2018. The background papers to these were the Minutes of the SC 2 and the PCREEE Progress Report: April 2017 – June 2018 which were made available online to the meeting participants at <https://www.pcreee.org/event/3rd-pcreee-steering-committee-meeting-9th-meeting-pacific-energy-advisory-group>

In terms of the outcomes of SC2, the Secretariat highlighted the practical difficulty of maintaining consistency in the country and agency representations. The Secretariat was however appreciative of the continuous presence of a number of delegates from the SC1 and SC2, this included; Mr. Sione Kava from American Samoa, Mr. Sione Foliaki from Samoa, Mr. Mafalu Lotolua of Tuvalu. The secretariat thanked them for their regular attendance at the meetings and highlighted the importance of maintaining the institutional memory on the issues discussed. The Secretariat also advised that there would be separate presentations of matters arising from SC2, e.g, suggested changes to the steering committee’s rules and procedures, staffing structure as well as the resources mobilization strategy.

In terms of the 2018 monthly highlights, the Secretariat outlined the following:

* **January:**
* MEIDECCC of Tonga offered PCREEE a USD 22,000 consultancy to conduct the Terminal Review of the Tonga PEC Fund Project. This was a first for the PCREEE, it is consistent with PCREEE’s fund raising strategy and such partnership is welcomes.
* **February:**
* A Planning Meeting of the Georesources and Energy Programme in Suva confirmed PCREEE to be a separate pillar in the structure of the Programme, viz: i) Policy and Governance, ii) Technical Assessment, iii) Capacity, Data and Strategy and iv) Pacific Centre for Renewable Energy and Energy Efficiency.
* **March:**
* PCREEE submitted a 12 Million Euro proposal to the EDF 11 ACP Private Sector Development Strategy and also hosted the International Energy Analytic’s UK-funded initiative to develop an online platform for renewable energy resource assessment (RE-SAT).

**April:**

Celebrated PCREEE’s 1st Birthday that also coincided with the signing of the MOU with Sustainable Energy Industry Association for the Pacific Islands and the Association of Development Financing Institutions for the Pacific.

* **May:**
* Conducted 1st Workshop on “Capacity Building in Renewable Energy and Energy Efficiency for the Private Sector and Business Entities in the Solomon Islands” and also hosted a Regional Workshop on Power Purchase Agreements in New Zealand (the workshop was self-funded and a total of 22 participants). In addition PCREEE received support for a Regional Training Attachment with EECA of NZ for all PALs Officers in the Region.
* **June:**
* Started the initiative on further exploring Circular Economy and the use of Biogas for this particular purpose through the mobilization of a consultant on Biogas.
* **July:**
* Commenced with the Mini-Grid Study through UNIDO and the mobilization of the Korean Company One Island Consultancy it is currently working on a market study for Mini Grids in the Pacific and also doing a Design for Mini Grids focusing on one of the small islands in Palau. In addition, launched the remaining PCREEE Initiatives; the PCREEE Competition on Renewable Energy and Energy Efficiency and Innovation and the PCREEE Sustainable Energy Entrepreneurship Facility.

**August:**

Together with the Pacific Power Association (PPA) and Pacific Regional Infrastructure Facility (PRIF) co-organised the 3rd Pacific Energy Investors Forum in Koror, Palau. In addition also the Norwegian Government announced its funding to the Centre and also the recruitment of the Manager PCREEE.

* **September:**
* Commenced our partnership in the joint hosting of the workshop between the GGGI and PCREEE for Fiji and Vanuatu. The PCREEE Component of the partnership was on National Workshop Promoting Entrepreneurship in RE & EE for Youths (PERE4Y) in the Pacific.
* **October**:
* Completed the GGGI-PCREEE Workshop on PERE4Y in Kiribati and also assisted PNG in the establishment of Solar Energy Association.
* **November:**
* We are having the 3rd Steering Committee Meeting, the Consultation meeting on Fiji Sustainable Energy Consortium, the Training Workshop on Renewable Energy Mini Grids, the Training on Strengthening the Capacity of Development of Financing Institutions for the Pacific Islands and also the signing of the UNIDO – SPC Contract 3.

**December**:

It will be Planning and Reflection for the work undertaken during the year.

The Secretariat also presented a snapshot comparing the initiatives / events for 2017 & 2018 as illustrated below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| * **NO.** | * **EVENT** | * **2017** | * **2018** | * **DETAILS** |
| * 1. | * MoU Signed | * 1 | * 3 | * SEIAPI & ADFIP |
| * 2. | * Joint Events | * 1 | * 6 | * EECA, Inv. Forum, Youths |
| * 3. | * National Business Workshops | * 1 | * 5 | * Fiji, Kiribati, SI & Vanuatu |
| * 4. | * Regional Workshops | * 1 | * 4 | * PPA, Mini-Grids & ADFIP |
| * 5. | * Energy Investor Forum | * 0 | * 1 | * PRIF / PPA |
| * 6. | * Support to Industrial Associations | * 0 | * 2 | * SEAP & FSEC |
| * 7. | * Research Support | * 0 | * 3 | * Uni Otago & 2 USP |
| * 8. | * People Trained | * 50 | * 285 | * 171+22+99 [60R / 125N] |
| * 9. | * Funding Proposals | * 1 | * 4 | * EU, Mini-Grids, Transport |
| * 10. | * Public Relations & Awareness | * 4 | * 10 | * <http://www.pcreee.org> |

* In terms of Finance, the following were executed during the year;

1. Contract 1 with UNIDO – 115K Euro (this has been completed and also acquitted).
2. Contract 2 with UNIDO – 300k Euro.
   1. 78% Delivery on Contract 2 – Tranche 1 – 170k Euro (June).
   2. 130k balance
   3. Final Report is due in December.
3. Contract 3 – 315k Euro to be signed in November.
4. There is therefore a balance of about 785k from the initial 1.4 million Euro.
   * + The Chairman gave time for questions from the steering committee and in addition he highlighted that the recommendations of the committee were very important and that it can be taken up by higher management of the SPC or if need be to be raised or addressed during the SPC Council meeting.
     + On the questions / issues from the floor they were as follows; a) The delegate from Samoa, Mr. Sione Foliaki, initially thanked Mr. Fifita for the presentation and proceeded to ask the details in terms of the Sustainable Energy Industry Development Project (SEIDP) and the participation of member countries in the training and other components of the project. In responding, Mr. Fifita outlined that the project is a PPA project but it is implemented with partners including PCREEE. In this regard and given that the RE standards and guidelines will be used by others and not the power utilities alone, PCREEE wished to have all stakeholders participate in the training on RE guidelines and standards conducted under the project, rather than for PPA members alone. To this effect, the PCREEE had sent out notifications to member countries on the SEIDP training itself. However, PCREEE would concede that there was a need for more coordination with PPA in this regard. b) Secondly, the Chairman raised the need to work collaboratively together with the countries and align PCREEE’s activities and processes with other important stakeholders. The SC3 acknowledged the need for more cohesion in collaborating with partners.
     + The following recommendations were presented to the committee;
   1. Endorse the Minutes of SC 2.
   2. Noted the progress with the implementation of matters arising from the SC 2.
   3. Acknowledged the highlights of PCREEE’s deliverables in 2018.

**The SC3 endorsed and noted, the minutes and matters arising from SC2 respectively and acknowledged the highlights of PCREEE’s deliverables in 2018.**

The Chairman adjourned the meeting and the meeting resumed after morning tea.

**SESSION 3: PCREEE’S STRATEGIC & FUTURE DIRECTION**

The Secretariat presented on the Strategic or Future Direction of PCREEE. It reminded the meeting of the PCREEE Objective ***“Contribute towards increased access to modern, affordable and reliable energy services, energy security and mitigation of negative externalities of the energy system (eg. Local pollution, GHG emissions) by creating an enabling environment for renewable energy and energy efficiency markets and investments. In summary, his can be summarized as accelerating the deployment of feasible RE & EE technologies in the Pacific Islands by supporting the private sector to lead and to invest.***

Reference was made to the PCREEE’s four (4) Outcomes, the components of key activities under each and their status and then the identified gaps which should be the PCREEE’s focus and future direction on the way forward.

A summary of the outcomes of the Centre are outlined below;

**PCREEE Outcomes**;

| **No.** | **Outcomes** | **Specific Components and Progress /Status** |
| --- | --- | --- |
| **1.** | Enhanced regional institutional capacities through the creation of the efficiently managed and financially sustainable PCREEE. | * Physical establishment: Ok * Awareness and recognition of the PCREEE: Ok * Collaborations and Partnerships: Ok. * Staffing: Needs diversity * Governance: Needs improvement in terms of regular reporting to and updating the Steering Committee in a year. |
| **2.** | Strengthen capacities of local key institutions and stakeholder groups through the up-scaling and replication of certified training and applied research programs and mechanisms. | * Regional Capacity Development Framework. * Certification & Accreditation of Trainers and Institutions (PacTVET) * Certification of Products (SEIDP & PALs). * Establishing national industry association eg. SEAP. * Research Programme – Strengthen collaboration of Tertiary Institutions eg. UPNG, CORE and Uni of Otago. * Technology Transfer – Circular Economy. |
| **3.** | The awareness and knowledge base of local key institutions and stakeholder groups on RE&EE are strengthened. | * Website and database – PRDR * Conferences and workshops. * Support to PICs NDC’s, Energy Roadmaps and Energy Master Plans. This is done in order to identify the business opportunities and inputs from the private sector and the business community. |
| **4.** | Increased RE & EE business opportunities for local companies and industry through the development and implementation of regional investment promotion programs and tailored financial schemes. | * Investments & a Regional Facility. * Strengthen ADFIP collaborations. * Investment Forums. * Support to regulators in PPA’s |

Apart from the above, a low cost Mid-Term Review of PCREEE was recommended in one of external reviews of the SPC’s former Economic Development Division and this was to be undertaken after the first 3 years of Operation of the Centre. The review is scheduled for 2019 and will be undertaken in-house including the participation of 2 PICs (for instance, the former and incoming chair have been recommended to join the SPC in-house review team.).

**In terms of Recommendations the SC3 was requested to endorse the strategic emphasis of the PCREEE in the following areas;**

1. Putting more emphasis on Supporting the further detailing and costing of the PICs NDCs, Energy Roadmaps and Energy Master Plans to highlight the required extra renewable energy capacity, the required reduction in fossil fuel and power consumption, the capital required and their sources in order to identify the business opportunities and inputs from the private sector and the business community;
2. Contribute to the development of regional RE&EE targets and implementation framework and advocated for a better inclusion of domestic innovation and entrepreneurship into the policy documents.
3. Building the enabling environment for the private sector in terms of the regulations and policies regarding the private sector in particular PPAs, Public Private Partnerships and access to capital, data and information;
4. Capacity building in terms of sustainable energy business start-ups, support the formation of industry associations and the accreditation and conduct of sustainable energy training programmes.
5. Undertake a low cost midterm review of the Centre after 3 years of operation.

The Chair outlined that the Tonga Department of Energy is currently collaborating with the International Union for Conservation of Nature (IUCN – Pacific) on a review of its programmes and also indicating the possibility of engaging with the Centre in view of the fact that the TERM is also coming to end in 2020. The delegates from Samoa and American Samoa also shared their view on the initiative and also the benefits to the Centre.

**The SC3 moved and adopted the abovementioned recommendations.**

**SESSION 4: PCREEE’s INSTITUTIONAL STRUCTURE**

The PCREEE’s institutional Structure was presented by the Secretariat.

**4.1 Composition of the Steering Committee**

When the PCREEE was established, it was agreed that a total of four representatives be nominated from the regions of the Pacific. A rep from the Micronesia / Melanesia / Polynesia and Francophone and this was to be on a rotating basis and ensuring that there is a balance in terms of the mix of the various stakeholders; Government, Industry and NGO/Community and Consumer Representative.

* A representative from the host country (Tonga).
* The Chairman of the Steering Committee
* SC2 agreed that the meeting be open ended (all countries can attend), however, only 6 can be sponsored by PCREEE as per nominations indicated above. The nomination above is for a period of two years and it is expected that new nominees will be attending the meeting next year. On the recommendation from the Secretariat, the following was proposed;

|  |  |  |
| --- | --- | --- |
| **NO** | **STEERING COMMITTEE MEMBERSHIP** | |
| **Existing Members** | **New Members** |
| 1. | Melanesia – Solomon Is | Vanuatu |
| 2. | Micronesia – Palau | Republic of Marshall Is |
| 3. | Polynesia – Samoa | Cook Island |
| 4. | Francophone – Wallis & Futuna | New Caledonia |
| 5. | Host Country – Tonga | Tonga |
| 6. | Chair | Tonga |

* A total of one representative from each of the following CROP agencies; SPC, SPREP, USP, PPA and PIFs.
* One representative from regional associations and networks such as SEIAPI, the Association of Development Financing Institutions in the Pacific, etc,
* One from each core donor partner (UNIDO, Austria, and SIDS DOCK). Norway was invited to join the SC as official member.
* Manager PCREEE
* Non-voting: Staff of PCREEE and invited observer.

**The meeting endorsed the new country members of the SC, except for New Caledonia which wanted an official endorsement from capital first.**

**4.2 Rules & Procedures**

* The Secretariat informed the meeting that the SC meetings have not strictly followed its rules & procedures however it is important to continue to have one that is practical and realistic. The Secretariat therefore proposed that the following three functions be removed from those of the Committee:
* Recommend external auditors and finalize external audit reports;
* Recommend external evaluators and finalize evaluations and management responses;
* Review procurements and co-funding for projects exceeding a certain amount;

**The SC3 endorsed that the above 3 functions be removed from those of the SC.**

* **4.3 Status of the National Focal Institutions (NFIs) & Thematic Hubs (THs)**

The SC3 recalled that the Centre will develop and execute its activities through a network of Thematic Hubs (THs) and National Focal Institutions (NFIs) or the National Energy Focal Points as is currently known. It noted that certain people departed from their former offices.

**The SC3 agreed that the following Countries need to confirm their names / nominees for the NFI to the Secretariat;**

1. Fiji
2. French Polynesia
3. Guam
4. Kiribati
5. Northern Mariana
6. Papua New Guinea
7. Tokelau

**4.4 Status of MoU’s with the Thematic Hubs**

The table below outlines the status of MoU’s with the Thematic Hubs.

|  |  |  |  |
| --- | --- | --- | --- |
| **NO.** | **MOU STATUS / CONTACTS** | **REMARKS (MOUs)** | **OTHER ISSUES** |
| 1. | MOU SPC – SPREP | Signed in July 2017 | Rupeni Mario has been included as an Alternate Contact |
| 2. | MOU with SEIAPI | Signed in April 2017 |  |
| 3. | SPC – USP | Need to have this signed. | Need to draft a combined one for the other CROP |
| 4. | SPC – UPNG | Finalised early Nov 2018 |  |
| 5. | SPC – ADFIP | Signed in April 2017 |  |
| 6. | SPC – IRENA | MoU currently being reviewed |  |
| 7. | SPC – IfaS - Tonga | Signed in October 2018 |  |
| 8. | SPC - PIFs | Ms. Linda Kaua Economic Reform Office – Left PIFs | Need a Replacement |

**4.5 Update of PCREEE Policies & Procedures**

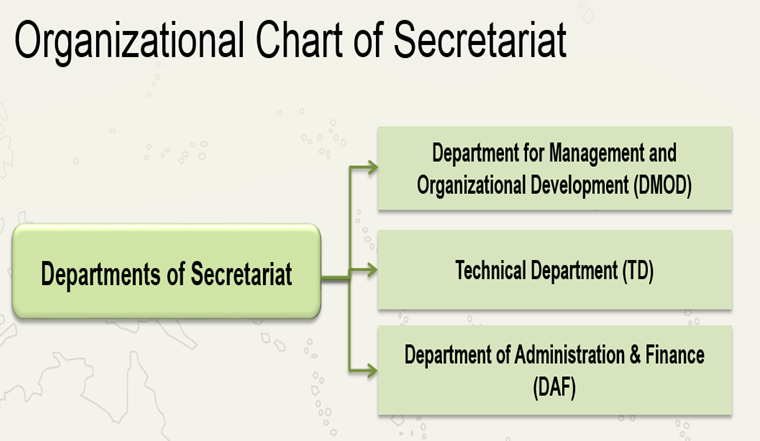
PCREEE operates under the SPC and the Secretariat highlighted some of the current policies, including;

1. Revised SPC Travel Policy commenced 18th September 2017.
2. SPC Grant and Sub – Delegation Policy approved in April 2017.
3. SPC Vehicle use Policy approved in June 2017.
4. SPC Sexual Harassment in the Workplace Policy is currently being reviewed.
5. Staff Regulations & Policies Review: 22nd October – 9th November

In addition there were other policies that were reviewed (and included consulting with staff). Some of the policies included; Pre-Employment Medical, Compensation & Benefits, SDR Stabilisation, Provident Fund, Health Insurance, Gender, Staff Conditions. So in terms of the PCREEE, their welfare is adequately taken care off through the policy continual reviews.

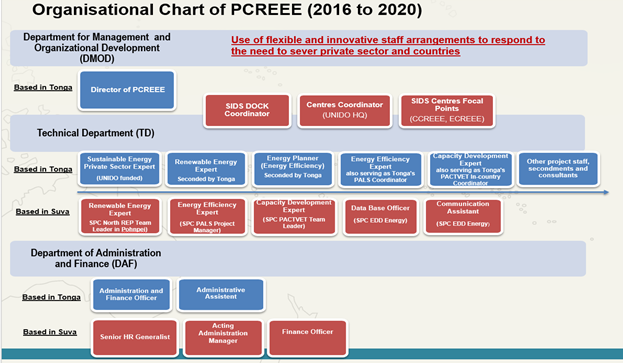
**4.6 Staffing of the PCREEE**

The Centre as per ProDoc is supposed to have 3 Departments; i) Dept of Management and Organisation Development, ii) Technical Dept and iii) Dept of Administration and Finance. We have people in Tonga at the PCREEE Office complementing those in Suva and vice a versa. For example for the Department of Admin and Finance there is only one staff in Tonga and is complemented by the staff in Suva.

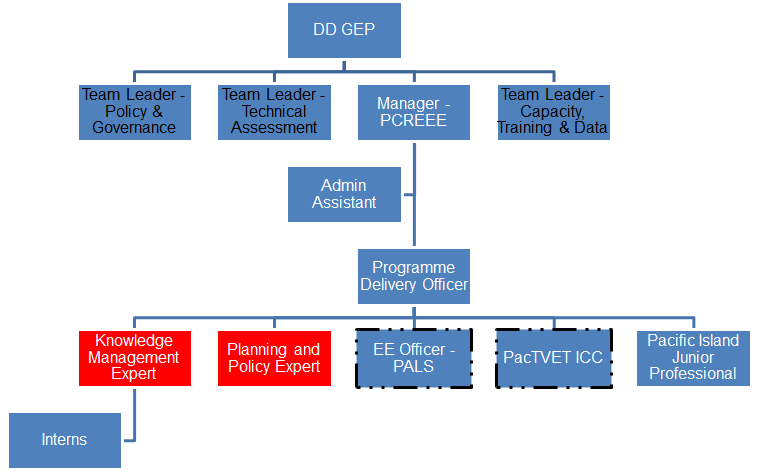


In the Technical Department we have the Private Sector Expert, the Knowledge Management Expert, the Energy Planning and Policy Expert and the Energy Efficiency Officer under the PALs programme.

With the structure below, the ones in blue indicate those positions that are with the PCREEE Secretariat in Tonga and the red are those positions that are in Suva.



The PCREEE is under the Georesources and Energy and within the programme (GEP) we have the Policy and Governance, Technical Assessment, Capacity and Data Strategy and PCREEE. Focusing on PCREEE we have the MPCREEE and the Admin Assistant. The contract of the Private Sector Expert with UNIDO is ending in December.

It will be replaced by a “Programme Delivery Officer or PDO”, the post will be responsible for the Programme and Budget for PCREEE and will be a SPC Position because of issues currently experienced at the moment (MPCREEE being the only SPC officer and difficulties therein). The positions in red are those provided through the Government of Tonga which are the KME and the P&PE. With the funding from the Government of Norway, we do hope that we will be able to also recruit a Pacific Island Junior Professional (PIJP) to be based in Tonga.

The PCREEE will be housing a Summer intern from the NZ MFAT. In addition it has also shown its interest through the submission of proposals to the Aust Colombo Plan & through the Australian Volunteers for the International Development (AVID) program.

**SC3 noted the staffing structure and agreed with the two new positions of PDO and PIJP.**

* **4.7 PCREEE FUNDRAISING STRATEGY: 2018 – 2021**

The PCREEE needs to put in place a “fundraising strategy” as a little over 60% of its desired budget has yet to be secured and still around $2,291,166 is to be mobilized. This is not notwithstanding the recent announcement of funding from the Norwegian Government, it needs to be forward looking and beyond 2021 or the 2nd Operational Phase for the activities of the Centre.

The SWOT analysis for PCREEE outlines that the “Weakness and Threats” are largely focused on the need for continuous funding however the “Strengths and Opportunities” are directed at entrenching the status and continually moving the Centre forward. In addition the SWOT also highlights the following;

* Increasing visibility and branding of the PCREEE.
* Improving Coordination with partners or stakeholders working in the same space.
* Starting the prospecting of potential financing opportunities from 2019 using existing project proposals and concept notes.

Further in the Medium Term, PCREEE will need to move towards;

* Detailing and costing of the PICs’ NDCs, Energy Roadmaps and Energy Master Plans to highlight the required capacity of RE and the business opportunities therein.
* Building the enabling environment for the private sector in terms of regulations and policies, PPA, PPPs and access to Capital, Data and Information.
* Capacity Building in terms of SE business start-ups and formation of industry associations, accreditation and the sustainable energy training programmes.

In terms of current funding landscape the following is noted.

* GEF – Always has an Energy Component.
* ODAs deal with Climate Change / Resilience / Mitigation and Energy and most are bilateral.
* Decreasing appetite for sub-regional and regional projects for eg. the SPC North Rep Project under EDF 10 now under EDF 11 .RMI and Palau now wishes to implement their projects unilaterally.
* However with respect to the future funding environment the following is noted.
* There will be increased volume of ODA in the energy sector but with preference for bi-lateral rather than regional projects;
* The strategy is to work collaboratively with partners;
* The technical assistance and expertise of SPC/PCREEE will still be required by the PICs but on consultancy / full cost recovery basis;
* India, China and Korea will play a more active role in the energy sector of PICTs (eg. International Solar Alliance) and.
* The need for partnerships need a strong emphasis and it is important to capture the value of these collaborations to record them as in kind support.
* When leveraging funds and negotiating with potential donors and partners priority will be given to;

1. Multi-Year Flexible Programme Funding to the SPC GEP which includes PCREEE Activities.
2. Project Funding through Multi-lateral and Bilateral Donors and other agencies directly to PCREEE such as the UNEP-SPC proposal to GCF (Lighting Project).
3. Service Provider – Consultancy Services such as the Terminal Evaluation of the Tonga PEC Fund Project.
4. Fundraising Support : Host country is an asset to the PCREE and can sell PCREEE to its partners. Tonga is a Vice Chair of the International Solar Alliance.
5. Foundations and Trust Funds.

* Four specific work packages for the fundraising strategy have also been devised. The work packages includes; i) the Assessment and Planning, ii) Marketing and Communication, iii) Prospection / Fundraising and Partnership and iv) Monitoring, Evaluation & Learning.

**Recommendations**

* + 1. Endorse the changes to the country reps to the SC.
    2. Endorse the amendment to the Rules and Procedures.
    3. Endorse the amendments to the NFIs and THs.
    4. Note the staffing structure and the need for extra staff at the PCREEE.
    5. Agree with the need for diversity in the staff nationalities.
    6. Agree that any positions funded under the Norwegian assistance be based at Nukualofa at the PCREEE Office. This is very important to strengthen the long-term capacities of the center
    7. Note the integration of other staff of SPC’s GEP, mostly in Suva with the PCREEE.
    8. Noted PCREEE’s hosting of interns and encouraged member countries and partners to use the Centre as a base for training, research, internships and etc.
    9. Endorse the PCREEE fund raising strategy.

The Samoa Government delegation representative outlined that the Polynesian Representative for the next two years be the Government of the Cook Islands. Mr. Fifita also outlined that membership to the SC is open ended and those selected / recommended earlier on are those that will be funded in terms of participation in the SC. The representative from Vanuatu was glad to take over from the Solomon Islands as the Melanesian Representative to the meeting. The Marshall Islands representative outlined that he would have to consult with his superiors and report to SPC regarding the nomination or selection to be the rep from the Micronesia. In addition the need for the NFIs to be confirmed by the countries is important in terms of moving forward and also with respect to the planning for the Centre.

The SC3 endorsed the recommendations outlined above.

The Chairman adjourned the meeting and recommence after Lunch.

* **SESSION 5: PCREEE’S TECHNICAL STRUCTURE**
* **5.1 Framework for supporting RE and EE capacity of the business and industry sector : Capacity Building Strategy Frame Work 2019 – 2021**

The CBSF 2019 – 2021: Is drawn from **Outcome 2** is about “Strengthened capacities of local key institutions and stakeholder groups through the up-scaling and replication of certified training and applied research programs and mechanisms”. Under Outcome 2, Output 2.1 is a multi-year framework to strengthen the local RE&EE capacities of key institutions and stakeholder groups are developed, adopted and under implementation.

In addition **Outcome 4** on the other hand, is about “Increased RE&EE business opportunities for local companies and industry through the development and implementation of regional investment promotion programs and tailored financial schemes.” Under Outcome 4, Output 4.2 is on Strengthened local Sustainable Energy Industry for the PICTs.

The Objective of the CBSF is basically to position the Centre through its secretariat and for its stakeholders to effectively deliver through improving PICTs economies through fully embracing Renewable Energy & Energy Efficiency and the intricacies inherent with its market and industry.

* The immediate objectives include;
  1. The strengthening of capacities of local key institutions and stakeholder groups through the up-scaling and replication of certified training and applied research programs and mechanisms”.
  2. Increased RE&EE business opportunities for local companies and industry through the development and implementation of regional investment promotion programs and tailored financial schemes.

With the needs assessment undertaken in the 22 Countries of the PICTs for the establishment of the Centre, outlined below is the categorization of the forty (40) identified barriers and prevalence in terms of occurrence;

|  |  |  |
| --- | --- | --- |
| * **NO.** | * **BARRIER CLASSIFICATION** | * **PREVALENCE** |
| * 1. | * Capacity, Capabilities & Knowledge | * 18 |
| * 2. | * Investment Issues | * 11 |
| * 3. | * Government Policies & Targets | * 6 |
| * 4. | * Legislations & Regulations | * 6 |

Recommendations

1. Noted the draft CBSF 2019 – 2021
2. Welcome comments on the CBSF 2019 – 2021 from the countries and the partners following the advice from the Centre.

The questions from the floor were directed towards having including RE & EE within the Curriculum in the PICTs. In responding the PSE outlined that such programmes have been developed and are currently being trialed in Tonga and hopefully will also follow a region wide dissemination of the materials and programmes. In addition the Chair raised a point of clarification in that in each country there are often trainings that are undertaken in the area of RE & EE including the certification of electricians and how it fits into the regional certification that is now being promoted in each country through the SPC PacTVET. In responding Mr. Fifita outlined that the question would be best answered by PacTVET and that the accreditation has been done through the regional qualification and it has be taken down to the National Qualification Boards or Authority. In addition there were further discussions on SEIDP Standards (On-grid and Off-Grid Solar) and how it can be adopted / adapted at National level in the various countries.

The SC 3 Noted the Recommendations above.

**5.2** **PCREEE Initiatives**

1. **PCREEE Research Support Fund (RSF),**
2. **PCREEE Competition on RE & EE Innovation (CREEEI) &**
3. **PCREEE Sustainable Energy Entrepreneurship Facility (SEEF)**

Detailed below are three (3) initiatives that have been put in place by PCREEE in 2018. The Initiatives are largely intended to promote RE & EE in the PICTs.

1. **PCREEE RSF**: One of the Outcomes of the PCREEE is Strengthening the Capacities of the local industry and business sector on various RE & EE aspects through the up-scaling and replication of certified training and applied research programs and mechanisms. The output is applied science research networks and technology transfer with high relevance for the local business and industry sector are promoted. It is in this context that this PCREEE Sustainable Energy Research Support Fund intends to invoke unique innovative minds and entrepreneurial skills of PICTs students in tertiary institutions to take part in the effort to enhance the productivity of key industries with high job leverage (e.g. agriculture, tourism, fishery, manufacturing, creative industry) through research and the creation of a local sustainable energy servicing and manufacturing industry.

* Apart from the presentation of the Research Support Fund the SC3 also heard experiences from two students; using the RSF.

1. **PCREEE CREEEI**: The output under this particular initiative is a Regional competition on RE & EE innovation with high relevance for the local business and industry sector. The Competition aims to capture innovation in renewable energy and energy efficiency and to let the world know about the effort of the private sector and students to support sustainable energy development in the Pacific. There are obviously some untold successful stories out there in technologies such as solar, wind, hydro, tidal and wave energy and in reusing waste heat and energy efficient practices that we need to capture, support, upscale and replicate.
2. **PCREEE SEEF :**

The Centre was established as a regional vehicle with a special focus on empowering the private sector to be the driver of the region’s sustainable development effort. The PSEEF is to support PCREEE to achieve its Outcome 4 - “Increased RE&EE business opportunities for local companies and industry through the development and implementation of regional investment promotion programs and tailored financial schemes. The objective of providing such a Facility is to support effort in the PICTs to increase RE & EE business opportunities for local companies and industry.

The initiative provides 20% funding to any initiative in terms of the promotion of RE & EE in the region.

Recommendations

1. Noted the PCREEE Initiatives (i. RSF, ii. CREEEI and iii. SEEF).
2. NFIs & THs requested to disseminate and promote the three initiatives in Member Countries in the PICTs.

The first query from the Fiji Delegation and supported by Samoa was on the bonding conditions that were issued with the research fund and also that students upon completing their studies to return to their respective countries at the conclusion of their studies. In responding the Secretariat outlined that it was only coming in to assist in a small way towards the students’ education and to impose such bonding conditions would be counter- productive with the objectives of the exercise. It added that the research papers will be archived and kept with the Centre and this would be sufficient with the intentions of the PCREEE. In addition the research was being done to assist with the work that PCREEE was trying to promote in the region.

The representative from the PIDF Mr. Viliame Kasanawaqa, outlined that there is also a Pacific Islands University Research Network and they have also been able to disseminate the initiatives through the network.

The SC3 acceded to the above recommendations.



1. **Entrepreneurship Workshops & Support to the Establishment of the National and Regional Industry Associations**

This year there were a number of workshops that were undertaken by the Centre in the PICTs. The workshops were intended to raise the awareness of the Centre and also on Renewable Energy and Energy Efficiency. The workshops are not meant to be one off but for continuous future follow ups in various aspect of RE & EE.

1. **Promoting Sustainable Energy Entrepreneurship in the PICTs and the Framework for Supporting RE & EE Capacity of the Business and Industry**

More specifically the workshops were conducted in Tonga, Fiji and the Solomon Islands. They were attended by representatives from the Private Sectors and also from Government. The main objective was basically to promote entrepreneurship for the private sector investment and job creation in SE and enhancing opportunities for collaboration. The content of the workshop, apart from awareness it was basically connecting sustainable energy entrepreneurs to other sectors of the economy.

The follow up for these workshop include Contract Management Training and also addressing issues in terms of approaching the Banks for loans and other assistance.

1. **Promoting Entrepreneurship in the RE & EE for Youths in the Pacific**

This particular workshop was conducted in Fiji, Vanuatu and Kiribati. The audiences were mostly Students and Youths from the three countries. The objective of the workshop was basically focused on the establishment of new businesses in the 3 countries and the opportunities therein. In terms of content it focused on the NDC’s and the Energy Plans of the Countries and the opportunities for private sector investment.

In terms of follow up, future workshops will focus on those that have started their business and also attempt to move to another level and also assist the businesses to access the Global Cleantech Programme.

Recommendations

The SC3 is requested to note “Framework for Supporting the Private Sector in the area of RE & EE in the PICTs”.

The SC3 following a few comments endorsed the abovementioned recommendations.

**Session 6: Global Network – Sustainable Energy Centres initiatives and other initiatives**

1. **Online Capacity Building Programme on Sustainable Energy Solutions for Islands and Territories in the Pacific, Caribbean, Africa and Indian Ocean**

The presentation was made through a recording that was provided from CIEMAT. CIEMAT is Spanish Research Centre for Energy, Environmental, Technological, Research and Development institute that is tasked to assist in the area of Education and Training. With the project it collaborates with PCREEE, RCCREEE and ECREEE with the sponsorship of UNIDO to develop online capacity building courses in the area of Sustainable Energy.

Despite the difficulty in fully accessing the remainder of the recording, the presentation was basically intended to inform the SC the current status of the online capacity building or the updates of the CIEMAT online courses. A total of nine modules have been developed and the next stage is to have the modules reviewed. This will done in collaboration with the USP, FNU, UPNG and PacTVET and also have it accredited through the regional qualification board.

Recommendations

To note the status and ongoing work the PCREEE is doing together with the CCREEE and the RCREEE in the development with CIEMAT of online courses in the area of RE and EE.

The members adopted the abovementioned recommendations.

1. **Global Cleantech Innovation Programme for the Pacific Island Region**

Mr. Martin Lugmayr, UNIDO, presented a proposal for extending the GEF funded Global Cleantech Innovation Programme (GCIP) to PICTs. Such a project could be submitted to the LDCF/SSCF of the GEF. Like this it will not touch the national country allocations. The program would be implemented by UNIDP and executed by PCREEE.

He emphasized the importance to promote domestic sustainable energy and climate technology entrepreneurship in PICTs in order to ensure the long-term sustainability of investments and increase the value creation in terms of jobs and turn-over. Otherwise, sustainable energy equipment and basic services will remain to be fully imported. At least parts of the value chain can be done locally. He reemphasized the important private-sector mandate of PCREEE to strengthen domestic entrepreneurs.

In this context, he presented the status and expansion scenario of the GCIP. The GCIP aims to foster innovation and the entrepreneurship ecosystems for the commercialization and acceleration of innovative clean-tech innovations and solutions. The program begun in South Africa in 2011 and has continued in eight other countries including Armenia, India, Malaysia, Pakistan, Thailand, Turkey and Morocco. Under GEF-7, the GCIP will be up-scaled and its geographic focus expanded. Since PICTs markets are small and the potential number of entrepreneurs is limited, a regional approach is proposed.

The GCIP is an acceleration program and assists clean-tech businesses and start-ups to commercialize their innovations and to bring them to the market. The GCIP-Pacific will build on the entrepreneurship facility and training of the PCREEE. Through a regional business competition, the most viable and innovative clean-tech business ideas will be identified. The finalists of the competition also participant in match-making events with investors and will participate in the Global GCIP Forum.

Recommendation

The SC3 to agree on the preparation of the concept note (PIF) by UNIDO/PCREEE to be submitted to GEF for consideration under the LDCF/SSCF. PCREEE (SPC) will make efforts to collect the required endorsement letters from the countries.

The recommendation was acceded to by SC3.

1. **Promoting Private Sector Investments in New Caledonia (NC)**

This particular presentation was in 2 parts, the first part was the presentation by the Government on an overview of New Caledonia (NC) Energy Sector, its policies and the activities therein and. the second presentation was on Synergie (Energy Association in NC) and its activities. NC has created the necessary structures within the sector for the private sector to operate in (liberalizing the sector) and this has allowed the private sector to thrive given the small market (population) etc. With the work done with Synergie they have been able to infuse quality control into the sector in terms of materials and equipment that are installed and used in the country. Its strategy (Negawatt Energy Management Scheme) has been based on, or moving from i) Improving on Inefficiency, ii) Reduce Energy Consumption and iii) Increase Renewable Energy.

On the second part of the presentation, Synergie is a non-profit organization in New Caledonia (NC). It was established since 2009. Over the years its focus has centered on i) Renewable Energy, ii) Energy Efficiency & Management, iii) Solar thermal Water and iv) Eco-mobility. At the moment there are 43 companies that are part of the group. It is financed by members, local institutions and also through a number of services that it provides. Its main objective is basically, to promote and encourage the utilization of local skills and above all promote the industry in terms of the various expertise including participating in economic development in NC.

It is looking forward to signing the MoU with PCREEE and continue with the sharing of knowledge in the sector with other PICTs.

Recommendations

The SC3 was requested to note the energy developments in New Caledonia and we welcome the intention to work with PCREEE through a proposed MoU with SYNERGIE. We also express our intention to work with SYNERGIE on the proposed workshop on Solar heating and cooling.

The recommendations were acceded to by the SC3.

1. **GET .invest**

Due to the time limitations there was a brief presentation by MPCREEE on the proposal on GET Invest that was sent by Mr. Ian Cloin. In the video / presentation Mr. Ian Cloin is proposing to have a investment awareness training to be undertaken in the PICTs to be done in early 2019. Mr. Cloin is after the Steering Committee’s expressing of interest from the region.

Recommendations

The SC3 was in agreement for PCREEE to convey to Mr. Cloin its intention to proceed and undertake a training in the Pacific on GET .invest in early 2019. Synergies to PFAN will be created.

**Session 7: Annual Work Plan & Budget**

1. **2019 Work Programme & Budget**

The 2019 WPB are allocated by activities under each Output and Outcome. The funding is presented in EUROs. The co-funding partners are not stated including the level of co-funding which is not quantified. In addition the WPB – 2019 is also mindful of other initiatives going on in the region for example; WM/PPA – SEIDP, the ADB Pacific RE Investment Facility, PacTVET, and others.

| **Outcome** | **Key Activities** | **Amount K - (EURO)** | **Overall Total (K)** |
| --- | --- | --- | --- |
| 1: Enhanced regional institutional capacities through the creation of the efficiently managed and financially sustainable PCREEE. | Office Fabrication | 45K [minus 40K]\*\* Junior Professional | 48 |
| Visibility & Publications | 3K |
| 3 x Staff | 82.5 | 117.5 |
| Steering Committee 4 | 15 |
| Resource Mobilisation -  Assist in the development of funding Proposals Circular Economy, Mini-Grids & EE in Transport | 20 |
| **TOTAL** | | 171.5 |
| 2: Strengthened capacities of local key institutions and stakeholder groups through the up-scaling and replication of certified training and applied research programs and mechanisms. | Training of Trainers | 10 | 68 |
| Organise national training workshop on RE&EE business development and start-ups and contract management in cooperation with local chamber of commerce, Govt agencies and the local industry | 50 |
| Research Support | 8 |
| 3: The awareness and knowledge base of local key institutions and stakeholder groups on RE&EE are strengthened. | RE Conference | 11 | 46 |
| Regional Support on PPAs and IPPs | 20 |
| NDC Support | 15 |
| 4: Increased RE&EE business opportunities for local companies and industry through the development and implementation of regional investment promotion programs and tailored financial schemes. | Investment Forum | 5 | 29 |
| Technical Assistance – Establish SE Associations | 10 |
| RE & EE Innovation | 4 |
| TA Support to establish new business in SE and Support Existing Business | 10 |
| SPC Fees | Project Management Fees (15%) | 41 | 41 |
| **TOTAL BUDGET FOR 2019** | |  | 349, 525 |

* + - 1. **2019 Budget Analysis – Budget Lines**

|  |  |  |
| --- | --- | --- |
| **Grouping into Budget Lines** | **Amount** | **Percentages** |
| Personnel | 112,525 | 32% |
| Equipment | 18,000 | 5% |
| Travel | 6,000 | 2% |
| Workshops and Meetings | 143, 000 | 41% |
| Operations | 29,000 | 8% |
| PM Fees | 41,000 | 12% |
| Total | 349,525 | 100% |

* + - 1. **2019 Budget Analysis : Functional Areas**

| **Functional Areas** | **2019 Budget**  **(Euro)** | **Percentages** | **Description** |
| --- | --- | --- | --- |
| Centre Admin & Governance | 92,800 | 27% | 50% staff time, office equipment, SC3 & Travel |
| Resource Mobilisation | 23,000 | 7% | G-SEC, GCF, EE PPF, Land Transport & GEF – 7 |
| Partnerships / Joint Events | 32,275 | 9% | PacTVET, IEA, ESCAP, UPNG, PRIF, CIEMAT & Korea |
| Targeted Private Sector Activities | 160,000 | 46% | 50% Staff time, Data, Research, National Workshops & TA to Business Start Ups and Existing Businesses |
| PM Fees | 41,000 | 12% | Mandatory SPC Policy |
| Total | 349,525 | 100% |  |

Recommendations

1. Welcome indication of interests in the in-country activities of the budget.
2. Welcome the private sector focused workplan and budget for 2019.
3. Endorse the PCREEE 2019 WP&B

The SC3 endorsed the above recommendations.

**Session 8 Other Businesses and date of the next SC meeting**

1. Proposed to have the next Steering Committee meeting in Vavau, Tonga and to take place at the same time.
2. The minutes of the SC 3 will be endorsed out of session.
3. The delegate from Niue proposed that as we move forward we need to also discuss projects that are not successful (failed projects) as this will provide a learning platform to the PICTs. The representative from American Samoa outlined that this need to be brought up during the presentations from the countries.
4. The SC3 also agreed to the proposal to host the next GN-SEC Meeting in the Pacific and this will be relayed to UNIDO.
5. In concluding the meeting MPCREEE, Mr S. Fifita thanked the Chair for his capability in successfully steering the SC3, the partners, IRENA, PIDF, UNIDO, the staff of Georesources and PCREEE Team in terms of the facilitation in having the meeting.

**Meeting End**

**ANNEX 1**

**NINTH MEETING OF THE PACIFIC ENERGY ADVISORY GROUP (PEAG) & THIRD PCREEE STEERING COMMITTEE MEETING**

**19 - 21 NOVEMBER 2018**

**PACIFIKA CONFERENCE ROOM**

**LOTUS BUILDING, NABUA**

**LIST OF PARTICIPANTS**

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**SECRETARIAT**

| * + - **COUNTRY** |  | * + - **PARTICIPANT** | * + - **SIGNATURE** |
| --- | --- | --- | --- |
|  |  | Mr Mohammed Zullah |  |
|  |  | Mr. Akuila Tawake |  |
|  |  | Mr. Adrien Lauranceau-Moineau |  |
|  |  | Mr. Andrew Jones |  |
|  |  | Mr. Donato Roqica |  |
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|  |  | Mr. Maleli Turagabeci |  |
|  |  | Mr. Paea Tauaika |  |
|  |  | Mr. Peceli Nakavulevu |  |
|  |  | Mr. Poate Degei |  |
|  |  | Mr. Robert Smith |  |
|  |  | Mr. Sione Misi |  |
|  |  | Mr. Solomone Fifia |  |
|  |  | * + - **Ms Amelia Siga** |  |
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|  |  | * + - **Ms Moala Vosaki** |  |
| * + - **PACIFIC COMMUNITY [SPC]** |  | * + - **Ms. Tirisa Wainibalagi**     - Assistant Petroleum Officer     - [tirisaw@spc.int](mailto:tirisaw@spc.int) |  |

**Annex 2**

**Opening Remarks by Akuila Tawake, Deputy Director, Georesources and Energy Programme, Geoscience Energy and Maritime Division**

**Third meeting of the Steering Committee of the Pacific Centre for Renewable Energy and Energy Efficiency, Suva**

**21st November 2018**

* Mr ‘Ofa Sefana, Chair of the 3rd PCREEE steering Committee meeting
* Representatives of the PCREEE National Focal Institutions and heads and CEOs of national energy divisions and power utilities
* Representatives of the PCREEE Thematic Hubs and sister CROP agencies
* Mr Martin LUGMAYR, representative of UNIDO
* Representatives of development partners
* Representatives of the private sector and academic institutions
* Ladies and gentlemen

Good morning, Bula and welcome to this third meeting of the PCREEE Steering Committee.

When you met last year, SPC was in the midst of implementing a reform, a prioritisation process which resulted in the PCREEE being housed under my watch at the GEP. I got appointed to this position in January and I am honoured to be in my first PCREEE Steering Committee meeting.

Through a decision of your energy ministers, we have planted the PCREEE in Tonga – I guess it is one of the most fertile grounds for planting in the region. It is however my hope that we are not only leaving it to the Chair to water the PCREEE by himself. It has to be a collective effort and hence the importance of your role in guiding the PCREEE and ensuring it will achieve it mission and goals.

I had the opportunity to participate in a meeting of the GN-SEC at Vienna last month and it was an eye opener for me to realise the meaning of the PCREEE in the global context, in particular, its role as a platform for our region to exchange and collaborate with other regions of the world. The PCREEE is only 1.8 yrs old and the GN-SEC is also that very young, but they hold great promises in terms of supporting our sustainable energy development effort.

I want to assure you all of SPC’s commitment to ensure that all the its hosted energy and maritime centres of excellence will be sustainable and will serve the best interest of its members countries and territories as well as those of its co-hosting agencies and partners.

As has been said in earlier meetings, the success of the PCREEE will be very much determined by the countries and partners taking ownership of it, driving it and contributing to its long term operations, either financially or through technical expertise and partnerships.

You meeting today is therefore crucial, as you will have an opportunity to shape the PCREEE through inputs to its institutional structure, fund raising strategy as well as its Work Plan and Budget for 2019.

I thank you for all the support you have given to the PCREEE, in particular to the many agencies who have conducted joint activities with the PCREEE since its establishment. We will hear more from Solomone during the course of the day.

As a private sector and business community-focussed entity, I am glad to acknowledge the participation of private sector representatives in this meeting. I thank you for taking time out during this very busy time for businesses in order to contribute and ensure PCREEE serves your needs and priorities.

Through you Chair, I want to thank the Tonga government as host of the PCREEE for your continued support.

I want to particularly thank UNIDO and in particular Martin. Martin is the brain behind these Centres and the GN-SEC and the fact that you have chosen to come to the Pacific when the Caribbean Centre is also holding a major event at the same time, demonstrates your support and commitments to uplift the weak and the underdogs. Kindly relay to your DG and to your boss Mr Tareq Etairah our heartfelt gratitude for all the support from UNIDO. And maybe through you Martin, kindly convey our appreciation to the Austrian government for their unwavering support.

Our DDG is in Norway this week and she will be thanking Norway for the support.

I wish you all the best in your deliberations today. I hope you will all have bit of time to look around Suva and do a bit of your Christmas shopping while here.

May you all have a good break with your loved ones during the Festive Season.

It is now my pleasure and honour to declare the Third Meeting of the PCREEE Steering Committee open.

Vinaka vaka levu

**ANNEX 3**

**Agenda for the third meeting of the PCREEE Steering Committee, Workshop on Renewable Energy Mini-Grid Systems & Training on Strengthening the Capacity of Developing and Financial Institutions in the Pacific on Renewable Energy and Energy Efficiency**

**21st  - 23rd November 2018**

**DAY 1: 21st NOVEMBER 2018**

|  |  |  |
| --- | --- | --- |
| **Time** | **Event** | **Lead Person / Presenter** |
| **Registration** |  |  |
| 0830 - 0900 | Registration | ‘Anasisi Masima & All the Participants |
| **Session 1: Opening & Introduction** | | |
| 0900 - 0905 | Welcome | Solomone Fifita |
| 0905 - 0910 | Prayer |  |
| 0910 - 0915 | Introductory Remarks | Martin Lugmayr, UNIDO |
| 0915 - 0920 | Opening Remarks | Dr. Andrew Jones |
| 0920 - 0930 | Introduction | All the Participants |
| **Session 2: Manager’s Progress Report** | | |
| 0930 - 1000 | PCREEE Progress Report: 2017 - 2018 | Solomone Fifita |
| 1000 - 1030 | Morning Tea & Group Photo |  |
| **Session 3: PCREEE’s Strategic Direction** | | |
| 1030 – 1100 | * PCREEE’s Future Direction | Solomone Fifita |
| **Session 4: PCREEE’s Institutional Structure** | | |
| 1100 – 1230 | * Composition and rules and procedures of the Steering Committee * Status of the NFIs and THs * Status of MoUs with THs * Update on PCREEE policies and procedures (e.g. procurement, financial, recruitment) * PCREEE Resource Mobilization strategy * Staffing of the PCREEE | Solomone Fifita |
| 1230 - 1330 | Lunch |  |
| **Session 5: PCREEE’s Technical Structure** | | |
| 1330 - 1500 | * + - Framework for supporting RE and EE capacity of the business and industry sector | Peceli Nakavulevu |
| * PCREEE Research Support Fund * Presentation by PhD candidate * Presentation / Update on USP research work | Paea Tau’aika  Kakau Foliaki  Sione Folau |
| * Entrepreneurship Workshops | Peceli Nakavulevu |
|  | * PCREEE Sustainable Energy Entrepreneurship Facility (PSEEF) | Paea Tau’aika |
| * RE and EE innovation and Competition | Paea Tau’aika |
| * Support to the establishment of national and regional industry associations (SEAP, OPERA, PPA, etc) | Peceli Nakavulevu |
| 1500 - 1530 | Afternoon Tea |  |
| * + - **Session 6: Global Network – Sustainable Energy Centres initiatives and other initiatives** | | |
| 1530 - 1600 | * Online Capacity Building Programme on Sustainable Energy Solutions for Islands and Territories in the Pacific, Caribbean, Africa and Indian Ocean * Global Cleantech Innovation Program for the Pacific island region * GET.invest * Promoting private sector investments in New Caledonia | Video presentation  Martin Lugmayr, UNIDO  Jan Cloin, EUEI PDF  Carole Antonie  Alexandre Loiseau |
| **Session 7: Annual Work Plan & Budget** | | |
| 1600 – 1645 | Review of 2nd Annual Work Plan and Budget | Solomone Fifita |
| **Session 8:** Other Business and date of the next SC meeting | | |
| 1645 - 1700 | Other Business | Solomone Fifita |

**DAY 2: 22nd NOVEMBER 2018**

**Training Workshop on Renewable Energy Mini-Grids – to be led by One Energy Island**

1. Introduction to the mini-grid project – Solomone Fifita
2. Presentation of the RE Mini-Grid Market and Industry Report

* Morning Tea

1. Presentation of the Regional RE mini-grid programme
2. Break-out session to discuss the component of the programme
3. Group Reporting back to the plenary

* Lunch

1. Presentation of the draft GCF Proposal

* Afternoon Tea

1. Presentation of the EE in Transport Funding Proposal [by Peceli Nakavulevu]

**DAY 3: 23RD NOVEMBER 2018**

**Training on Strengthening the Capacity of Developing and Financial Institutions in the Pacific on Renewable Energy and Energy Efficiency, Holiday Inn, Suva**

*Organized for the Association of Development and Financing Institutions in the Pacific with support from SPC’s PCREEE and IUCN.*

* 1. Module 5: Business Model/ Market Dynamics

Various business models existing in the market for RE/ EE development

Strengths and Weaknesses of each business model

Key market drivers and barriers hindering the RE development

* 1. Module 6: Technical Appraisal and Risk Assessment of RE and EE projects

Assessment of Technical Parameters of RE Project Appraisal

Technical Risk Assessment and their Mitigation – Lender’s Perspective

Basic techniques and concepts of energy monitoring and Audit

* 1. Module 7: Financial Appraisal and Risk Assessment of RE and EE projects

Assessment of Financial Parameters of RE Project Appraisal

Financial Risk Assessment and their Mitigation – Lender’s Perspective

New Products for Financing RE Projects – Green Bonds, Through Intermediary (PO) Channels etc.

* 1. Feedback on the Workshop and Identification of Priorities for Future Work

1. A PCREEE regional consultation workshop on RE mini-grids as well as a joint capacity building workshop with IRENA and ADFIP on Strengthening the capacity of local financial institutions in Small Island Developing States (SIDS) to appraise and finance renewable energy projects were held in Suva on 22 & 23 November. [↑](#footnote-ref-1)