



# Methane to Markets

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## Steering and Technical Subcommittees Membership Procedures

**Ashley King, Co-Director  
Administrative Support Group  
Methane to Markets Partnership**

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# Overview

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- Steering Committee Membership
  - Background
  - Options for Revisions
  
- Subcommittee Leadership
  - Options for Revisions
  
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# Steering Committee Background

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- Section 3.2 of the original Terms of Reference (TOR) defines the scope/purpose of the Steering Committee, and states that Partners may appoint up to two representatives to the Steering Committee.
- The original 14 Charter Partners formed the initial Steering Committee, which has grown to 21 members over the last five years (plus 2 requests pending).

## Background (con't)

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- 2005 (Buenos Aires):
  - One-year moratorium on new members is implemented to allow time to consider longer-term issues of size and function. ASG is tasked with identifying options and evaluation criteria for adding new members.
- 2006 (Rome):
  - ASG presents its recommendations for evaluating future applications. Steering Committee agreed to retain the current process for considering new members.
- 2007 (Beijing):
  - Steering Committee again expresses desire to re-examine the process by which new members were added, but no action is taken.
- 2009 (Mexico): Topic raised in light of expiring TOR.

## Background (con't)

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- Partners submit a letter to the ASG requesting Steering Committee membership within six months of their admittance to the Partnership. The letter should indicate the strengths the country brings to the Partnership and the Steering Committee that would substantiate its request.
- Applications for Partners requesting Steering Committee membership must be received by the ASG at least 60 days prior to the Steering Committee meeting during which the application will be considered.
- The ASG circulates this letter to the Steering Committee members for review, and decisions on adding new member(s) are made by consensus at the next scheduled Steering Committee meeting.

## Steering Committee Membership

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- As part of the TOR revision, the Steering Committee could consider a number of options that would alter the growth of the Committee, including:
  - Limiting the size Committee.
  - Criteria for joining the Committee.
  - Procedures listing as inactive members of Committee.

# Options for Revision: Limiting Size

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- Limit overall Steering Committee membership.
  - Could set slightly higher limit (e.g., 25-30 members), allowing current members to remain on the Steering Committee but curb the amount of future growth.
  
- Clarify privileges/input for non-Steering Committee members to encourage broad participation.
  - Recognize that Partners who are not Steering Committee members may observe the Steering meetings.
  - Reinforce practice of copying non-Steering Committee members on all correspondence, providing full access to meeting minutes, inviting submission of written statements on issues before the Steering Committee meeting.

# Options for Revision: Criteria for Joining

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- Possible criteria might include:
  - Membership in a minimum of two subcommittees.
  - Completion of national methane action plans in the sectors in which the Partner participates.
  - Demonstrated financial or technical Partnership support (e.g., hosting meetings).
  - Partnership membership for no less than six months.
- If the Steering Committee adopts criteria for new members, an administrative process could be implemented as follows:
  - No earlier than 6 months after joining the Partnership, Partners interested in joining the Steering Committee would send another letter to the ASG describing how the country had met or plans to meet the appropriate criteria.
  - The Steering Committee could consider the Partner's application at its next meeting.



# Options for Revision: Inactive Members

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- Active participation from Steering members is vitally important to the Partnership's success.
- One way to ensure that the Steering Committee is comprised of the Partnership's most active members could be to implement a procedure to list members as "inactive":
  - If a Partner were to miss more than two consecutive Steering Committee meetings, at the third meeting their status would be changed to "inactive."
  - At that point, the ASG could send a letter to the Partner requesting a response regarding whether they would prefer to:
    - Continue to serve on the Steering Committee.
    - Focus efforts on Subcommittees and remove themselves from the Steering Committee.
- Could be implemented with or without a cap on total Steering Committee size. If there were a cap, the inactive members would not count against the cap.

## Subcommittee Leadership

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- Currently, there are no provisions in the TOR for:
  - Limiting the service terms of chairs.
  - Rotating chairs to provide leadership opportunities to additional Partners.
- The Steering Committee may wish to create a multi-year cycle for Subcommittee leadership.
  - At the end of each term, the positions would be open to any interested partner, including the incumbent.
  - Terms of the co-chair positions could be staggered to ensure leadership continuity.
- The Subcommittees could provide leadership updates as part of their regular progress reports to the Steering Committee.

# Items For Consideration

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- Steering Committee: Does the Steering Committee wish to adopt a cap limiting the total size of the Steering Committee? Does the Steering Committee wish to adopt criteria governing admission to the Steering Committee, and if so, what should those criteria be? Does the Steering Committee wish to adopt a process for listing as inactive Steering Partners as suggested by the ASG? Are there other changes to the organization of the Steering Committee that the Partners wish to adopt?
- Subcommittee Leadership: Does the Steering Committee wish to recommend periodic leadership cycles to encourage rotation of existing Subcommittee chairs and thus provide leadership opportunities to additional country Subcommittee delegates?