### Executive Committee Meeting

**30 October 2012**

**AGENDA**

**Venue: Hilton Hanoi Opera Hotel** 1 Le Thanh Tong St, Hanoi, Vietnam, tel: 84-4- 3933 0500

<table>
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<th>Time</th>
<th>Session</th>
<th>Handouts</th>
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<td>18h00</td>
<td>Welcome Coffee/Tea <em>(light snacks)</em></td>
<td>Venue: Ho Chi Minh Board Room</td>
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| 18h00 – 18h15 | Item 1: Opening and Welcome  
*Emilia Saiz, Director of Statutory Issues and Institutional Relations, UCLG and Acting EXCO Chairperson*  
- Adoption of meeting Agenda  
- Approval of meeting report - Naples – September 2012 | Agenda; September 2012 Meeting Report                                    |
| 18h15 – 18h30 | Item 2: Budget update  
*Kevin Milroy, Secretariat*  
- Review variances in FY12 actual financial results compared to the estimates made at the June 2012 meeting  
- Propose $500,000 increase in FY13 budget for Africa regional strategy (based on prospective GIZ additional funding), for EXCO approval | Financial and Budget Report FY12 – FY 13                                |
| 18h30 – 20h00 | Item 3: Evaluating the Location and Hosting of the Secretariat  
*Evaluation Team: Phyllis Kibui, Kevin Milroy (Secretariat); and Jamie Simpson (ICF GHK)*  
- Presentation of findings  
- EXCO recommendations to CG | Report on the Location and Hosting of the Secretariat; Portfolio Analysis; CA Charter |
| 20h00 – 20h30 | Item 4: Catalytic Fund  
- Catalytic Fund Update  
- EXCO recommendations to CG | Catalytic Fund Update Note                                               |
| 20h30 – 20h45 | Item 5: EXCO Member Rotation and Location and date of next meeting of EXCO  
- Replace AusAID  
- Confirm Philippines  
- Member Rotation (Norway) | EXCO Membership Overview and TOR                                         |
| 20h45 – 21h00 | Closing Remarks  
*Emilia Saiz, Director of Statutory Issues and Institutional Relations, UCLG and Acting EXCO Chairperson* | Venue: Chez Manon                                                       |
| 21h00 – 23h00 | Dinner | |