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Team of Specialists on Public-Private Partnerships

Fourth session

Geneva, 24 February 2012

Report of the Team of Specialists on Public-Private Partnerships

Summary

The Team of Specialists on Public-Private Partnerships (PPP) held its fourth session on 24 February 2012, back-to-back with PPP Days 2012, with participants from more than 76 countries, 16 intergovernmental organizations, and over 100 private sector institutions.

The Substantive Segment of the fourth session of the Team was organized as a series of presentations of selected projects focusing on the themes of PPP Days 2012 that were accompanied by training videos. The overall theme of the case studies was how project managers can achieve success through effective contract management and governance.

The Team also: elected four new vice-Chairpersons; reviewed the work done since the third session in April 2011; agreed on the implementation plan for 2012-2013; was briefed on the decision of the Executive Committee to endorse the UNECE PPP Initiative, including the 'hubs and spokes' model for the UNECE International PPP Centre of Excellence; and reviewed the progress in setting up the Specialist and Training Centres. The Team also decided that its fifth session takes place in February 2013.

Contents

	<i>Paragraphs</i>	<i>Page</i>
I. Attendance	1-5	3
II. Adoption of the agenda (agenda item 1).....	6-7	5
III. Substantive segment: case study presentations (agenda item 2).....	8-12	5
IV. Review of the work done since the third session (agenda item 3).....	13	6
A. Status report on the UNECE PPP Initiative: the UNECE International PPP Centre of Excellence and the UNECE PPP Toolkit	14	6
B. Policy advisory missions and capacity-building activities	20-25	7
C. Status report on the UNECE PPP Readiness Task Force and the roster of PPP experts	26-27	8
D. Fund-raising	28-29	9
E. Review of the work on PPP since the 2005 ECE reform	30-32	9
V. Implementation plan for 2012-2013 (Agenda item 4).....	33-35	9
VI. Election of officers (agenda item 5).....	36-38	10
VII. Other business (Agenda item 6).....	39	11
A. Dates of the next session	39	11
B. Preparation of the report and close of the session.....	40	11

I. Attendance

1. The Team of Specialists on Public-Private Partnerships held its fourth session on 24 February 2012, back-to-back with PPP Days 2012. Representatives of the following countries participated in the session: Albania, Algeria, Angola, Armenia, Bangladesh, Belarus, Belgium, Bhutan, Brazil, Bosnia and Herzegovina, Burkina Faso, Canada, Chile, China, Colombia, Croatia, Congo, Democratic Republic of the Congo, Côte d'Ivoire, Czech Republic, Egypt, Germany, Ghana, Greece, Honduras, India, Indonesia, Israel, Italy, Japan, Kazakhstan, Kenya, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Lebanon, Lithuania, Malta, Mexico, Monaco, Mongolia, Montenegro, Nepal, Netherlands, Nigeria, Pakistan, Peru, Philippines, Poland, Republic of Korea, Republic of Moldova, Mozambique, Romania, Russian Federation, Senegal, Serbia, Slovakia, South Africa, Sri Lanka, Suriname, Switzerland, Tajikistan, Thailand, the former Yugoslav Republic of Macedonia, Togo, Tunisia, Turkey, Ukraine, United Arab Emirates, United Kingdom, United Republic of Tanzania, Uruguay, United States, Uzbekistan, Vietnam and Zimbabwe.
2. The European Community and the United Nations Mission in Kosovo (UNMIK) were also represented.
3. In attendance were representatives from the following United Nations organizations and specialized agencies: United Nations Conference on Trade and Development (UNCTAD), United Nations Commission in International Trade Law (UNCITRAL) and United Nations Industrial Development Organization (UNIDO), United Nations Economic Commission for Western Asia (UNESCWA), United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP), and United Nations International Strategy for Disaster Reduction (UNISDR).
4. The following intergovernmental organizations also participated: African Development Bank (AfDB), Asian Development Bank (ADB), European Bank for Reconstruction and Development (EBRD), European PPP Expertise Centre (EPEC), the Inter-American Development Bank (IADB), International Finance Corporation, a member of the World Bank Group (IFC), International Trade Centre (ITC), Organisation for Economic Co-operation and Development (OECD), World Bank and World Bank Institute (WBI).
5. The following non-governmental organizations, academic institutions, experts and private companies took part in the session: 3I India Private Limited (India), ACE Moharram.Bakhom (Egypt), ADAMAS (France), ADELAC (France), Aecom Technology (United States of America), AG Europe (Portugal), Aids Community and Orphan Trust (Tanzania) AKA (Hungary), Akfen Holdings (Turkey), Alliance for Health Promotion (Switzerland), Alstom (France), AME Algerie (Algeria), American Express India Private Limited (India), Antinea Foundation (Switzerland), AON (Netherlands), AquaFed – The International Federation of Private Water Operators (France), ATM Group Kazakhstan (Kazakhstan), Bangladesh Supreme Court Bar Association and Civil Society Association (Bangladesh), Baylore PPP (United Kingdom), BBVA - Latin America (Spain), Berenschot International (Netherlands), Bessarab And Partners Attorneys At Law (Ukraine), IBM (United States of America), Bolz+Partner GmbH (Switzerland), BOUYGUES (France), Buffa, Bortolotti & Mathis (Italy), Canadian Council for Public-Private Partnerships (Canada), Capital Projects and Infrastructure (United Kingdom), Centre for Socio-EcoNomic Development (Switzerland), CICA (Canada), Cisco Systems (Singapore), Citco (Switzerland), Claret Consulting (Switzerland), Club des Partenariats Public-Privé (France), Colliers International (United States of America), Compagnie Benjamin de Rothschild S.A. – Edmond de Rothschild Group (France), Complex Program Group (Australia),

Confederation of Indian Industry (India), Conseil Santé – SOFRECO (France), Council of Entrepreneurs of Ukraine (Ukraine), Credit Suisse (Switzerland), Customs and Tourism Enterprises Co. Inc. (Turkey), CUTS Geneva Resource Centre (Switzerland), Deloitte & Touche (United Kingdom), DFPPP e.V. German Financing & PPP Advisory (Germany), Dr Alister W Coutts & Partners LLP (United Kingdom), DuPont Sustainable Solutions (United States of America), Earthmind (France), Economic Research Institute for ASEAN and East Asia (Indonesia), EIFFAGE (France), EMPARTY (Spain), Enerjisa (Turkey), Swiss Federal Institute of Technology (Switzerland), Ernst & Young (United Kingdom), Estruturadora Brasileira De Projetos S.A. (Brazil), Etisalat (United Arab Emirates), Euroconsult International (Andorra), Euro-Mediterranean Center for Climate Change (Italy), Eversheds LLP (United Kingdom), Fachhochschule Frankfurt (Germany), Frilet&Associés (France), Gide Loyrette Nouel (France), Global Credit Structuring (United Kingdom), Deutsche Bank AG (Germany), Globex Bank (Russian Federation), Heritage Strategies International (United States of America), Hornbanger Law Firm (Austria), IDFC Projects Limited (India), IDOM Ingeniería y Consultoría S.A. (Spain), Infrastructure Journal (United Kingdom), Innova Energie BV (Netherlands), Innovento FZ LLC P.O. (United Arab Emirates), Institute for Public-Private Partnerships (Slovenia), Institute of World Economy & International Relations (Russian Federation), International Institute for Sustainable Development (Switzerland), International Investment Center (Russian Federation), International Project Finance Association (United Kingdom), International Road Federation (Switzerland), InterVISTAS Consulting Group (Netherlands), JSC “Vilniaus rentinys” (Lithuania), Kocian Solc Balastik (Czech Republic), Kokusai Kogyo Holdings Co, Ltd (Japan), KPMG (United Kingdom), La Compagnie Benjamin de Rothschild (Switzerland), Landesbank Baden-Wuerttemberg (Switzerland), Law firm "Gide Loyrette Nouel" (Russian Federation), Lithuanian real estate development association (Lithuania), LYCIAR (United Kingdom), Maatwerk BV (Netherlands), Management Analysis Incorporated (United States of America), Marketing Research Foundation (Russian Federation), McBains Cooper (United Kingdom), Meridiam Infrastructure (France), MVV decon GmbH Management Contractor (Armenia), NautaDutilh N.V. (Netherlands), Nozzle Services (Spain), P.S. Meulendijk-de Mol, DHV (Netherlands), PAA Development (Sweden), PIDG - Private Infrastructure Development Group (United Kingdom), Pöyry Infra GmbH (Sweden), PPP Brasil (Brazil), PPP Forum (United Kingdom), PPP Resource & Advisory Centre (Malaysia), PriceWaterhouseCoopers (United Kingdom), Promo Assessors Consultors SAP (Spain), PT Penjaminan Infrastruktur Indonesia (Persero) Indonesia Infrastructure Guarantee Fund (Indonesia), Public Private Partnership Association (Lithuania), Raw General Contracting Co. (United Arab Emirates), RebelGroup Advisory BV (Netherlands), Renault Trucks (France), ResultsR “Connecting businesses in aviation” (Netherlands), RWC “Hidrodrini” J.S.C. – Peja (UNMIK), S.C. AQUAPROIECT S.A. (Romania), SA Aeroports de Lyon (France), Salans LLP (Germany), SAUR/Armenian Water and Sewerage CJSC (Armenia), SICPA Security Solutions SA (India), Societe Generale Corporate and Investment Bank (Hong Kong), Strabag AG (Austria), Techint S.p.A. (Italy), The Economist Group (United Kingdom), rench Institute For PPP (France), The Global Journal (Switzerland), The Graduate Institute of International and Development Studies (Switzerland), Timmermans&Simons International Business Lawyers (Netherlands), Torque Cortex GmbH (Austria), Toyo University (Japan), Transparency International (Germany), Turkish Research and Business Organisations (Turkey), Turkish Road Association (Turkey), UBS Philippines (Philippines), Ukey Consulting Company (Russian Federation), UNISYS (Singapore), University of Geneva (Switzerland), Veolia (France), West Nippon Expressway Company Limited (Japan), White & Case LLP (France), WTE Wassertechnik GmbH (Germany), Yalti Yondem Law Firm (Turkey), Zenith Capital (United Kingdom), Zeughaus PPP AG (Switzerland).

II. Adoption of the agenda (Agenda item 1)

6. Documentation: Annotated provisional agenda for the third session (ECE/CECI/PPP/2012/1)
7. The Team adopted the provisional agenda as proposed by the secretariat.

III. Substantive segment: case study presentations (Agenda item 2)

8. The Substantive Segment of the fourth session of the Team of Specialists on Public-Private Partnerships was organized as a series of presentations of selected projects focusing on the themes of PPP Days 2012 that were accompanied by training videos. The overall theme of the case studies was on how project managers can achieve success through effective contract management competences and governance.

9. The Substantive Segment discussed the following video case studies from across the world:

(i) **The PPP Project Neumatt: Cantonal Civic Center Burgdorf (Switzerland)** - this is the first PPP project in Switzerland and consists of four administration buildings together with a regional prison for 110 detainees. The project, once operational in a few weeks time, will see 19 different cantonal offices employing 450 people coming together under one roof. All of the land and buildings are owned by the Canton of Bern, and the overall investment is around 150 million Swiss Francs.

(ii) **The Manila Water Company PPP (the Philippines)** - in August 1997, the Manila Water Company took over the operation of water and waste water in the East Zone of Metro Manila as agent and contractor of the government-owned Metropolitan Waterworks and Sewerage System under a 25-year concession agreement. The concession agreement also granted Manila Water exclusive rights to the use of land and facilities for the production, treatment and distribution of water, as well as the rights to operate the sewerage system. The East Zone of Metro Manila is home to some 7 million people. A capital investment of 750 million dollars was injected in the project since 1997, with an additional injection of 4.7 billion dollars in 2009 following the approval of a 15 year extension of the concession.

(iii) **Lesotho Hospital PPP (Lesotho)** - in 2006 a landmark PPP project to build a state-of-the-art 425-bed National Referral Hospital to replace the very old main hospital was implemented. Besides the main hospital, this project included an adjacent gateway clinic, the renovation of three strategic filter clinics, and the private management of facilities, equipment, and delivery of all clinical care services for 18 years. It also includes a clinical training component to improve the availability of well-trained healthcare professionals. The project capital expenditure amounted to 120 million dollars, with a Government capital contribution of 52 million dollars. The hospital opened in October 2011.

(iv) **Outpatient Dialysis Services PPP (Romania)** - four international operators won four-year contracts (extendible to seven years if the operators opt to build new facilities) to refurbish, operate, and manage dialysis centres at eight hospitals in Romania. The concessionaires have invested more than 40 million dollars to modernize the facilities and expand the services.

(v) **National Kidney and Transplant Institute (NKTI): Hemodialysis Center Project (the Philippines)** - the NKTI Hemodialysis Center is a 1.2 million dollar facility constructed as a PPP between a government hospital and a private investor. The project involved a long-term lease agreement with the private service provider, and through this scheme, NKTI was able to acquire the latest technology in dialysis treatment thus expanding its services to more patients. At the same time, the services provided in this new Hemodialysis Center are relatively more affordable since NKTI is a government hospital.

10. The leitmotif that runs across these successful case studies presented at the Substantive Segment is the consistent application of internationally-recognized good governance principles, such as the seven principles enshrined in the UNECE Guidebook on Promoting Good Governance in Public-Private Partnerships.

11. The seven UNECE good governance principles in PPP¹ have been universally embraced by Governments and PPP practitioners alike, and have become one of the most used and standard reference on the topic of PPP in transition economies and developing countries. While Governments are using these principles to model their PPP policies and practices (for example, in the area of government procurement), financial and legal advisers use these principles in their own advisory work on PPP to governments. .

12. In summing up the Substantive Segment, the moderator informed the Team that these video case studies will be used by the Team in its future training activities, and that the secretariat will continue building on this material to include other case studies from around the world. The moderator reminded participants that the video case studies are also available on DVD and on the UNECE You Tube channel². They will be made available on the UNECE website.

IV. Review of the work done since the third session (Agenda item 3)

13. In introducing the work accomplished since the third session of the Team in April 2011, the Chairperson remarked that the focus of this agenda item was on the ongoing development of the UNECE PPP Initiative, the capacity-building activities undertaken by the secretariat on behalf of the Team, and on fundraising initiatives.

A. Status report on the UNECE PPP Initiative: the UNECE International PPP Centre of Excellence and the UNECE PPP Toolkit

14. The Chairperson informed the Team that the UNECE Executive Committee, the intergovernmental executive organ of the UNECE, has recently endorsed the UNECE PPP Initiative, and has cleared the way to make the Geneva-based UNECE International PPP Centre of Excellence operational. The Chairperson also informed the Team that resources have been allocated by the Russian Federation and the Netherlands for this task. Furthermore, Toyo University will also provide the Centre with a financial contribution later on this year.

¹ The seven UNECE principles on good governance in PPP are: policy; capacity-building; legal framework; risk-sharing; procurement; putting people first; and the environment

² Available at: <http://www.youtube.com/user/UNECE/>

15. The Chairperson informed the Team that since the third session, the Bureau and the secretariat have promoted the ‘hub’ and ‘spokes’ model of the Centre of Excellence with its affiliated Specialist and Training Centres. The Chairperson also invited delegates from countries that aspire to host Specialist and Training Centres to report on progress to date.

16. The Team heard status reports from the representatives of Azerbaijan, Germany, Japan, the Netherlands, the Philippines, Russian Federation, and Turkey. The Chairperson encouraged

17. The Chairperson informed the Team that a Readiness Assessment using a new tailor made formula for countries with economies in transition was tested successfully in Moldova in October 2011, and that the next country where a national PPP readiness assessment is planned is in Belarus in March 2012. Furthermore, the secretariat has received requests for this policy service from a number of countries with economies in transition, including Kyrgyzstan and Ukraine.

18. The Chairperson informed the Team that work is progressing on the revision of the UNECE Guidebook on Promoting Good Governance in PPP following the dissemination of a questionnaire by the secretariat, the preliminary results of which were presented by the secretariat during PPP Days 2012. In a nutshell, the secretariat considers that a revision of the Guidelines needs to be carried out with the following changes: (i) slight amendment to the seven principles to bring them up to date, and (ii) some additional more recent case studies. There was also progress on the comparative review on PPP legal provisions in countries in Central Asia and other countries from the Commonwealth of Independent States (CIS), and a first draft of this review was expected to be ready in the next few months.

19. At the end of the discussion, the Team took note with appreciation of the endorsement by the UNECE Executive Committee of the UNECE PPP Initiative and thanked the first donors of the Initiative for the generous contributions which enabled the UNECE International PPP Centre of Excellence to become operational. The Team took note of the progress reports from countries and organizations interested in establishing Specialist and Training Centres affiliated with the International PPP Centre of Excellence, and called on the secretariat to continue working with them over the coming months. It also took note of the progress made in the UNECE PPP Toolkit, including the adaptation of the UNECE national PPP readiness assessment to countries with economies in transition as a useful tool for further economic development. The Team thanked all experts who contributed to the launching of the UNECE PPP Initiative and invited the Bureau to develop its new governance structure in consultations with the secretariat.

B. Policy advisory missions and capacity-building activities

20. The secretariat provided detailed information on the seven missions and activities, six of which with a capacity building and training component - including the substantive segment at the sixth session of the Committee on Economic Cooperation and Integration (CECI) in December 2011 - that it organized and serviced on behalf of the Team since the third session in April 2011. The focus of these activities went beyond general familiarisation and supported the need for more systematic and comprehensive support.

21. The meetings took place in the following venues:

- (i) Tashkent, Uzbekistan (April-May 2011);
- (ii) Prague, Czech Republic (June 2011);
- (iii) Kiev, Ukraine (September 2011);

- (iv) Chisinau, Moldova (October 2011);
- (v) Baku, Azerbaijan (November 2011); and
- (vi) Tokyo and Sendai, Japan (November 2011).

22. The secretariat also provided or is in the process of providing policy advisory services to the following countries in respect to their draft PPP legislation:

(i) Kyrgyzstan: the secretariat received a request was received from the Government of Kyrgyzstan in June 2011 to review and provide comments to the draft PPP law. A group of international PPP legal experts provided these comments, most of which were taken on board in the PPP law that was enacted by the Kyrgyz Parliament in February 2012; and

(ii) Belarus: the secretariat received a request was received from the Government of Belarus in January 2012 to review and provide comments to the draft PPP law. The secretariat is in the process of collecting comments from a group of international PPP legal experts for onward transmission to the Government of Belarus before the draft law is debated in the Belarusian Parliament.

23. A number of participants, including from Azerbaijan, Kyrgyzstan, and Moldova, expressed thanks for these activities, which were well received in their respective countries.

24. The Chairperson expressed his gratitude to the PPP experts participating in these activities, especially those who did so on a *pro bono* basis, and to the secretariat for organizing and servicing these activities on behalf of the Team.

25. The Team took note of the policy-advisory missions and capacity building activities carried out since the third session in April 2011, and expressed its appreciation to all experts who took part in these activities for their contribution to ensure that the Team's policy advisory missions and capacity building activities were successful.

C. Status report on the UNECE PPP Readiness Task Force and the roster of PPP experts

26. The Chairperson referred to the decision of the Team at its third session in April 2011 whereby it endorsed the establishing of the PPP Readiness Task Force and a roster of PPP experts as a resource to provide targeted policy advisory services to Governments. The Chairperson informed the Team that a number of PPP practitioners on the roster have been engaged in policy advisory missions and capacity building activities, including technical comments to draft legislation in Kyrgyzstan and Belarus, and readiness assessments in Uzbekistan and Moldova. Insofar as the roster of PPP experts was concerned, there has been a strong interest from within the UNECE PPP network to join the roster. The secretariat has received close to 300 applications from PPP practitioners across the UNECE region and beyond to become part of the roster. The secretariat was in the process of compiling the roster into three categories:

- (i) Advisors (legal and financial) to governments;
- (ii) Researchers/Academics; and
- (iii) Government officials and others.

27. The Team took note of the progress in setting up the roster, and of the interest shown by PPP practitioners within the UNECE PPP network of experts. The Team encouraged the secretariat to continue working on the roster as a resource for the Team's policy advisory

services and capacity building activities, as well as to ensure the fullest transparency in their activities. It also encouraged those PPP practitioners wishing to join the roster to get in touch with the secretariat.

D. Fund-raising

28. The Chairperson, on behalf of the Team, thanked the following organizations for providing funding toward the UNECE PPP Initiative:

- (a) The Russian Federation;
- (b) The Netherlands;
- (c) Vnesheconombank (VEB);
- (d) Toyo University, Japan; and
- (e) Deloitte.

29. The Team expressed its gratitude to the Government of the Russian Federation, the Dutch Ministry of Infrastructure & Environment, Vnesheconombank, Toyo University and Deloitte for their financial and in-kind contribution towards policy advisory services and capacity building activities. The Team also called on Member States and all interested stakeholders to continue supporting the UNECE PPP Initiative and the work of the Team with extra budgetary funding and in-kind contributions, which were vital for its sustained progress.

E. Review of the work on PPP since the 2005 ECE reform

30. The Team was informed on important recent developments related to the 2011-2012 Review of the 2005 ECE Reform, including the modalities of the Review, as agreed by Executive Committee.

31. The secretariat introduced document ECE/CECI/PPP/2012/3 that contained a synthesis of the work on PPP since the 2005 ECE reform.

32. The Team took note with appreciation of the significant progress made in the work on PPP since the 2005 ECE reform. It also took note of the considerable increase in the demand for policy advisory services and capacity building activities over the past few years from countries with economies in transition and developing countries in the UNECE region and beyond, noting the need to match this demand with adequate budgetary and extra budgetary resources.

V. Implementation plan for 2012-2013 (Agenda item 4)

33. The secretariat introduced this agenda item, and elicited the policy advice and normative work expected from the Team throughout 2012 and in 2013 as part of the CECI programme of work. A number of policy documents were expected to be delivered in this period, namely:

- (a) Revised and updated edition of the UNECE Guidebook on Promoting Good Governance in Public-Private Partnerships;
- (b) Continue its work on the various components of the UNECE Toolkit, including integrating the training videos into a standard PPP training course;

(c) Develop a Good Practice Guide on Procurement in Public-Private Partnerships as a follow up to the Comparative Review of Public-Private Partnerships legal provisions in Central Asian and other CIS countries;

(d) Contribute to the development of a Draft PPP Model Law for CIS countries (in cooperation with EBRD and the CIS Inter-Parliamentary Assembly); and

(e) Develop training materials in the area of PPPs for use of Training Centres affiliated to the UNECE International PPP Centre of Excellence, including on PPP in clean technologies as part of a UN development account project;

(f) National readiness assessments in the area of PPPs, national reports and national policy advisory workshops in countries with economies in transition (Moldova, Belarus, Kyrgyzstan and Ukraine);

(g) Delivery of policy advisory services, including comments on draft PPP legislation.

34. The secretariat informed the Team of the capacity-building activities planned for the coming months:

(a) Awareness raising activities and familiarisation visits to promote the further development of PPPs in countries with economies in transition linked to the readiness assessment, including:

(i) An International Conference on Promoting Efficient PPPs in South-East Europe, Podgorica, Montenegro (second or third quarter of 2012); and

(ii) A Familiarisation Visit, Dushanbe, Tajikistan, in close collaboration with the local offices of the Asian Development Bank and the International Finance Corporation (third quarter of 2012).

(b) Annual meeting of the PPP Expert Group in the CIS (second half of 2012);

(c) Sub-regional and national capacity-building and knowledge sharing conferences and workshops on policies for promoting efficient PPPs subject to available capacity and resources; and

(d) Subject to the necessary approval by the competent United Nations bodies, programme of work related to a United Nations development account project for countries in Central Asia and Azerbaijan, where the Team would be expected to:

(i) Prepare three assessments and to identify pilot PPP projects for clean technology infrastructure;

(ii) Contribute to three joint national meetings; and

(iii) Contribute to a regional meeting and a joint stakeholders meeting.

35. The Team takes note of the schedule of policy advisory missions and capacity-building activities that it is mandated to undertake in 2012 and 2013, and called on participants to assist the secretariat in this work, and to undertake specific tasks under the guidance of the Bureau and the secretariat. The Team asked the secretariat to consider additional requests for such activities subject to funding availability.

VI. Election of officers (Agenda item 5)

36. The Chairperson informed the Team of his new responsibilities at the Permanent Mission of the Netherlands in Geneva and that he would shortly be dedicating the most part of his working week to the UNECE PPP Initiative as a Senior PPP Expert affiliated to the

secretariat. The Chairperson also informed the Team that as a result, he would be relinquishing his post as Chairperson and member of the Bureau at some point in the near future when the above arrangement becomes effective.

37. The secretariat informed the Team that it had received two nominations for the post of Chairperson from the Governments of the United Kingdom and the United States supporting Mr. Leo McKenna and Mr. Art Smith, respectively, both of whom are current members of the Bureau. The secretariat also brought to the attention of the participants a communication received from the Governments in question, namely that they considered it more appropriate to refrain from electing a new Chairperson at this session to allow them additional time for consultations. The secretariat explained that if the Team refrained from electing a new Chairperson at the current session, the new Chairperson(s) would be formally elected at the fifth session of the Team in February 2013, while upon the end of the intergovernmental consultations the agreed candidate(s) could serve as acting Chairperson (respectively, Co-Chairpersons) in the interim once the post of Chairperson was formally vacated by the incumbent. The Team thanked the outgoing Chairperson, Mr. Jan van Schoonhoven (the Netherlands), for his leadership and contribution to the implementation of the Team's programme of work since its third session in 2011.

38. The Team also thanked Mr. Kairat Tilebaldinov (Kazakhstan), who has since undertaken other responsibilities, for serving as vice-Chairperson for the last year, and elected Mr. Zhomart Abiyessov (Kazakhstan), Mr. Sam Tabuchi (Japan), Mr. Bastary Pandji Indra (Indonesia), and Mr. Jay-Hyung Kim (Republic of Korea) as vice-Chairpersons of the Team.

VII. Other business (Agenda item 6)

A. Dates of the next session

39. The Team agreed that its next meeting be held in February 2013, and that the secretariat will fix the dates depending on conference room availability at the Palais des Nations in consultation with the Bureau.

B. Adoption of the report

40. The Team agreed that the secretariat will prepare a draft report on the fourth session and circulate it to the Chairperson and other members of the Bureau for approval on behalf of the Team no later than 10 working days following the session.