

PROPOSED TERMS OF REFERENCE:

**CLEAN ENERGY MINISTERIAL (CEM) AND MISSION INNOVATION (MI)
JOINT STEERING COMMITTEE (JSC)**

Introduction

Mission Innovation (MI) and the Clean Energy Ministerial (CEM), as well-established collaboration platforms with broad country, organisational and private sector participation, work closely together to ensure alignment across the clean energy landscape. The organisations align the timing and location of each of their two most important annual events: the CEM and MI Ministerial meetings and the CEM and MI Senior Officials meetings (CEM Preparatory Meeting for Senior Officials and MI Annual Gathering respectively).

The CEM and MI Steering Committees (SCs) held the first Joint Steering Committee meeting at the minister level at COP26 in Glasgow in November 2021 followed by the first Joint SC at senior official level at the Senior Officials meeting in Delhi in April 2022. Representatives from both the CEM and MI SCs agreed it would be beneficial to continue to meet in joint session, as a means to share updates on the work of their respective initiatives, discuss areas of mutual interest, identify possibilities for strategic alignment and, enable closer coordination between MI and CEM.

The JSC is intended to serve as a mechanism for voluntary collaboration between the individual CEM and MI SCs, not a governing body for them. The JSC will only work on areas of mutual interest or strategic importance. It will not make any decisions on any independent CEM or MI business or projects.

Terms of Reference for CEM and MI Joint Steering Committee

1. **Background:** CEM and MI are collaborative platforms for advancing the development and deployment of clean energy solutions. They are overseen by their respective Steering Committees (SCs) which provide ongoing, high-level strategic guidance and direction to both platforms and their Secretariats.
2. **Purpose:** The purpose of the Joint SC (JSC) is to bring together the two SCs to exchange information, discuss and provide recommendations on areas of mutual interest or strategic importance, particularly where there are opportunities for the two platforms to work together, for example on the annual meetings for senior officials and Ministers and on specific joint projects under the stewardship of the JSC.
3. **Composition:** The JSC is open to participation from representatives of both the CEM and MI SCs who typically participate at senior official level. Representatives may participate in their capacity as CEM or MI SC representative or both. Other participants may be invited to attend certain agenda items, as appropriate.

The JSC is co-chaired by one of the CEM SC's Co-Chairs and the MI SC's Chair or one of the Vice Chairs, as selected by each respective SC.

4. **Organisation:** The MI and CEM Secretariats will work together to develop the agenda for the meeting, to oversee the logistics of the meeting and to summarise key elements of the discussions

and follow up actions after each meeting which will be shared with JSC members all CEM and MI members by the respective Secretariats in a timely manner.

- Determinations:** JSC members may be invited to provide feedback and recommendations on areas of mutual interest and strategic importance for both CEM and MI. Recommendations made by the JSC are intended to help guide the work of CEM and MI and do not create any legally binding obligations between or among CEM and MI members.

In addition, the JSC may steward joint projects, which may include a decision-making role for JSC members. Where decisions are required, JSC members will be provided with three weeks' notice so that they can consider and confirm their position, unless the JSC decides on a no-objection basis to waive this requirement.

All recommendations and decisions of the JSC are intended to be made in a transparent manner and on a no-objection basis. All decisions regarding the individual governance of CEM and MI are reserved for their respective SCs and/or the broader membership, as appropriate.

- Frequency:** JSC meetings are expected to take place virtually or in person on a semi-annual basis – for example at the joint CEM and MI Senior Officials Meeting to provide input on the agenda and plans for the annual Ministerial meeting. The JSC may also convene via additional calls or in-person meetings, as required. Dates will be identified through consultation between the CEM and MI Secretariats and the JSC Chairs and communicated to all JSC members in a timely fashion.
- Resources:** The JSC may provide strategic guidance regarding the use of any shared resources – both human and financial - such as for joint or shared projects that have been agreed by the JSC. Where financial resources are required, an appropriate mechanism will need to be agreed for the receipt and disbursement of funds, with regular updates made to the JSC. The JSC will oversee, and where appropriate support, all joint fundraising efforts to support prioritisation and ensure complementarity across platforms.
- Communications:** The JSC will help to set the strategic direction for any joint communication efforts, and help to amplify any individual CEM, MI or any joint project communication efforts as appropriate, to ensure complementarity and consistent messaging.
- Duration, Modifications and Termination:** The Terms of Reference for the JSC will enter into effect on 15 May 2023, subject to no objections being received from CEM or MI members.

JSC members will be invited to reflect on the operations and performance of the JSC every three years to ensure that it is fit for purpose. Any JSC member may request a modification, revision, or termination of the JSC's Terms of Reference.

Any such requests will be considered by all JSC members in the first instance and then shared with all CEM and MI members for approval on a no-objection basis.