Fourth meeting of the Consultative Committee of the ITC Trust Fund

Minutes

The Consultative Committee of the ITC Trust Fund met on 13 October 2011 at 3.00 p.m.. The Committee adopted the following agenda:

1. Introduction and welcome by Patricia Francis, Executive Director

2. Report for the first six months of 2011 on the ITC Trust Fund, including information papers on:

   a. Anti-corruption at ITC in activities and operations
   b. Update on the deployment of RBM at ITC
   c. Window I Guidelines

3. Any other business

Agenda Item 1: Introduction and welcome by Patricia Francis

The Executive Director, Ms P. Francis, welcomed participants and recalled that the main purpose of the meeting was to discuss the financial report for the first six months of 2011 and to present three information notes on anti-corruption, a note on the status of deployment of RBM and Window I guidelines.

Ms Francis also provided the Committee with an update on progress in ITC since the last Committee meeting in April:

- ITC was on track in terms of delivery which was at 85% of its annual target at end September.
- ITC had completed 40 vacancies, an increase of 25 as compared to the same period in 2010.
- Progress continued on initiatives to increase quality and impact with training on project design, drawing lessons from the management of large programmes to ensure mainstreaming of good practices.
- Externally, strong support and positive feedback was received at JAG and at LDC IV in Istanbul, in particular for the large programme approach.

Agenda Item 2: Discussion of the financial report for the first six months of 2011

The Director, DPS, Ms Eva K. Murray presented the financial report.   In response, Committee members commented as follows:

- All ITC resources and programmes should be reflected in the table on page 14 of the report showing delivery against strategic objectives

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- In the Annex to the report, a lack of consistency between descriptions of outcomes and outputs was noted; with confusion on the terms used (outputs, outcomes, impact).   It was suggested that projects under large programmes should be grouped together.
- The Section/office dealing with projects should be indicated in the Annex.   A link to the country webpage could provide more complete information on a particular project.

Information note on anti-corruption: The Committee welcomed the note on anti-corruption at ITC while asking if ITC worked closely with the Joint Inspection Unit in Geneva and if it had a whistleblower policy and an ethics unit.

Information note on RBM: the Committee noted that the draft corporate logframe would be available by January 2012 and donor representatives asked if there would be an opportunity to discuss the draft with ITC before it is submitted to New York. (The secretariat confirmed that this was the case).

Information note on Window I guidelines: the Committee welcomed the guidelines while noting that it would be useful to have a better sense of the proportion of soft-earmarked funds in Window I as opposed to unearmarked funds, together with a breakdown of soft-earmarking by theme.   An explanation of how ITC allocates funds to global public goods or other services in Window 1 would also be appropriate.

Agenda Item 3: Any other business: ITC proposed that the next meeting could take place in early December.   The agenda for the meeting would be the Change management report and a presentation of one ITC programme.