

Meeting Memorandum

Adopted at WeGO 2012 Executive Committee Meeting

Held in Barcelona, Spain

On 12 November 2012



I. Meeting Participants

No	Member City (n° of participants)	Representatives	Gender	Job Title	Others
1	Abu Dhabi (2)	H.E. Rashed Al Mansoori	M	Director General, Abu Dhabi Systems and Information Centre	
		Abdul Karim Al RAEESI	M	Director – Strategy, Planning & SDI, Abu Dhabi Systems and Information Centre	
2	Barcelona (1)	Joan Batlle	M	Head of International Cooperation Department, Municipal Institute of Information Technology - Urban Habitat	
3	Edmonton (1)	Chris Moore	M	Chief Information Officer	
4	Frankfurt (2)	Volker STEIN	M	Deputy Mayor	
		Carsten BOBE	M	Program Officer	
5	Khartoum (1)	Mohammed Yousif EL-KHIDIR	M	Minister of Culture and Information, Khartoum State	
6	Nairobi (1)	Benter Ogot	F	Desk Office of International Relation	
7	Paris (1)	Vincent Morel	M	Deputy Head of Paris City Hall Digital Department	
8	Seoul (1)	Jong Sung HWANG	M	Assistant Mayor for IT (CIO)	
9	Buenos Aires (1)	Ana Ciuti	F	International Relations Officer of Modernization Ministry	EXCOM Observer
10	Maputo (1)	Irene T. Boane	F	Desk Office of International Relation	EXCOM Observer

II. Meeting Schedule

- **Dates: 12 November 2012**
- **Host: Barcelona City Council**
- **Venue: Fira Gran Via, 2F**
- **Language: English**
- **Daily Meeting Schedule**

Monday, 12 November

09:30-11:00	EXCOM Session 1
11:00-11:30	Coffee Break
11:30-13:00	EXCOM Session 2
13:00-15:00	Lunch
15:00-16:00	EXCOM Session 3

III. Meeting Agenda

The Executive Committee of WeGO has agreed on each agenda as follows. The Executive Committee adopted this meeting memorandum as an official document of the meeting.

Agenda 1

The proposed revisions in Statute of WeGO are reviewed and adopted.

1) Membership Fee Criteria

Members shall begin to pay annual membership fees starting from the following year they are admitted to the Organization.

Membership fee structure changes as below to provide more reasonable fee breakdowns and ease the financial burden of members.

※ Annex 1

(in USD)

Population (‘000) GDP per capita (USD)	0~ 299	300~ 599	600~ 999	1,000~1,999	2,000~3,999	4,000~6,999	7,000~ 9,999	10,000~
0~999	\$ 400		\$ 500		\$ 600		\$ 700	
1,000~1,999	\$ 500		\$ 600		\$ 700		\$ 800	
2,000~5,999	\$ 500	\$ 1,000	\$ 1,500	\$ 2,000	\$ 2,500	\$ 3,000	\$ 3,500	\$ 4,000
6,000~9,999	\$ 3,500	\$ 4,000	\$ 4,500	\$ 5,000	\$ 5,500	\$ 6,000	\$ 6,500	\$ 7,000
10,000~14,999	\$ 4,500	\$ 5,000	\$ 5,500	\$ 6,000	\$ 6,500	\$ 7,000	\$ 7,500	\$ 8,000
15,000~	\$ 6,000	\$ 7,000	\$ 8,000	\$ 9,000	\$10,000			

- ✓ Note: The latest International Financial Statistics published by International Monetary Fund shall be applied in calculating the GDP per capita in the table above. The GDP per capita is based on the purchasing power parity.

2) Host City Determination Procedures

Host Cities of the General Assembly are confirmed by General Assembly following the decision at Executive Committee.

Any member city intended to convene the next General Assembly shall notify to the Secretariat with an official proposal at least 3 months before the date of the upcoming General Assembly

The confirmed host city of the General Assembly shall make an agreement with the Secretariat within a 3 month period after the determination of date of the General Assembly

The host city shall prepare for the General Assembly in all contexts and collaborate with the Secretariat while kept aligned with the division of labor described in Article 15, paragraph 2

3) Evaluation Criteria for Decision of Host City by Executive Committee

In determining the next host city of the General Assembly of WeGO, the Executive Committee shall consider the followings.

- (a) Objectives and vision of candidate cities
- (b) Regional balance of host cities
- (c) Financial Status of candidate cities
- (d) Presentation of the candidate cities on hosting

4) Function and Role of Regional Office

Regional office is an affiliated organization of the Secretariat that supports the functions of the Secretariat, facilitates the implementation of projects of the Organization, and manages members in the respective region.

5) Quorum for Decision of Host City by Executive Committee

Executive Committee decides the host city of next General Assembly with the attendance of more than one third of the total members of Executive Committee and with the concurrence of a majority of the members present if more than 2 cities wish to host next General Assembly.

6) Effective Date of New Membership Payment Criteria

New membership criteria takes effect from the year 2013, and the membership fee for the year 2012 is based on the previous criteria.

Agenda 2

Chengdu, Mexico City, and Ulyanovsk Region made bidding presentations, and Chengdu was selected as the host city of EXCOM meeting 2013 and 3rd General Assembly 2014.

During the deliberation, three issues were raised as important parameters in the process of selecting the host city: budget, regional distribution, and the possibility of attracting new cities

Agenda 3

Next President City:

Executive Committee nominates Seoul as the next president city of WeGO and will present the nomination at the General Assembly.

Next Vice President Cities:

Based on nominations of Executive Committee, Chengdu is to be appointed as the Executive Vice President City while Barcelona, Ulyanovsk Region, Dar es Salaam, Khartoum, Buenos Aires and Hebron are to be nominated as Vice President Cities.

Next Executive Committee members:

Besides the President City and the 7 Vice President Cities, 9 cities that showed interest are nominated as members of the Executive Committee, the total being 17: Jakarta, Ulaanbaatar, Nairobi, Sennar State, Paris, Frankfurt, Edmonton, Mexico City and Abu Dhabi.

- The increase of members in WeGO led to an increase in the number of members interested in participating as EXCOM members, exceeding the stipulated 15. After a long deliberation, the EXCOM decided to increase the number of its members from 15 to 20 and amend accordingly the Article 12.
- ✘ During the deliberation, some members proposed that former Executive Vice President City (as well as former President City) become “Ex Officio” members of EXCOM to share knowledge, but with no right to vote.

Agenda 4

Edmonton City, one of the most active members of EXCOM, will open the discussions on “How to Develop WeGO Together” during the 2nd General Assembly. Edmonton City proposes that EXCOM discuss various specific strategies for the future growth of WeGO.

Agenda 5

Regional offices can play important roles in extending WeGO and supporting the president city and projects. Some cities showed interest in hosting the regional offices. Secretariat will conduct long negotiations with those cities to address administrative, staff, and technical issues and build the necessary capacity of regional offices. Secretariat will keep WeGO members updated with the development of regional office setting.

Agenda 6

The proposed Terms of Reference of the Secretariat are approved.

Agenda 7

WeGO Financial Report (Membership Fees and Donations) are approved.