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Sustainability is our mission, impact is our goal.

On behalf of the East Asia Secretariat of ICLEI – Local Governments for Sustainability, our Members and country offices in the region, I am pleased to extend my best wishes to you, your city or organization for a prosperous 2014.

Reviewing the past year, I am proud that the ICLEI East Asia Secretariat has grown to make its mark in the region and that we have built a capable and multi-national team since its establishment in October 2012. Hosted generously by Seoul Metropolitan Government, the Secretariat sits at the heart of the Korean capital city and maintains close cooperation with our country offices in Suwon (Korea) and Tokyo (Japan), as well as our Capacity Center in Kaohsiung, Chinese Taipei.

In 2013, while supporting Members in the region to implement local climate actions to advance urban sustainability, the ICLEI East Asia Secretariat also worked to build and extend our presence in China. As Chinese cities rise to become the leading power of the world’s economy, we would also like to see these cities championing urban sustainability.

In order to support cities in the region, East Asian programs including Energy-safe Cities East Asia and Green Procurement have been designed and developed. Dynamic platforms such as the ICLEI Talk4Action series and the East Asia Low-carbon Cities Forum were organized to provide opportunities for East Asian cities to exchange their experience and knowledge.

Thanks to the guidance of our Chinese Regional Executive Committee Member, Prof. Pan Jiahua of the Chinese Academy of Social Sciences, in the past year, the ICLEI East Asia Secretariat was able to extend its network and partnership with more Chinese governmental and non-governmental organizations. In 2014, we expect to join hands with more Chinese cities, and we look forward to contributing as an international strategic partner to key forums on eco-civilization and eco-cities. We are certainly coming closer to establishing the first office in China.

I trust that the new year will bring exciting opportunities for advancing urban sustainability in the East Asia region and elsewhere. ICLEI is known as a thought and theme leader, a promoter of participatory governance, a pioneer of solutions, a driver and connector. With such knowledge and experience, as well as our connections on the ground, we will develop and implement innovative projects tailored to the needs and conditions of East Asian cities to advance sustainability. We will continue to serve as a dynamic platform for exchange and advocate for cities’ greater role in climate actions at the global level.

We thank you for your support for the ICLEI East Asia Secretariat, and look forward to working together with you.

Konrad Otto-Zimmermann
Founding Director,
ICLEI East Asia Secretariat
ICLEI – Local Governments for Sustainability is the world’s leading association of cities and local governments dedicated to sustainable development. ICLEI is a powerful movement of 12 mega-cities, 100 super-cities and urban regions, 450 large cities as well as 450 small and medium-sized cities and towns in 86 countries.

PROFILE

ICLEI East Asia Secretariat

The ICLEI East Asia Secretariat (EAS) is the newest regional secretariat of ICLEI established in October 2012. Our mission is to coordinate and accelerate local climate actions in over 70 Member Cities in the East Asia region, which comprises of China, Chinese Taipei, Japan, Mongolia and South Korea.

Membership

ICLEI’s Membership in the East Asia region consists of 78 local governments, including 1 from China, 11 from Chinese Taipei, 21 from Japan and 45 from South Korea. In 2014, we expect to welcome new Members from Mongolia as the applications of two Mongolian cities are under process. Furthermore we expect more Chinese cities to participate in ICLEI.

In 2013, ICLEI Members were invited to the regional platforms organized by EAS, where they had the opportunities to showcase their achievements and learn from the experience of cities across the region. These regional platforms include:

• Three Talk4Action seminars featuring the themes of EcoMobility, Energy-safe Cities and Green Public Procurement
• An East Asia Low-carbon Cities Forum to exchange experience and knowledge in low-carbon cities transformation in the East Asia region

To promote the best practice of East Asian Member cities in the global arena, EAS produced a case study on Seoul City’s “One Less Nuclear Power Plant” initiative as part of ICLEI’s global Case Studies series.

ICLEI’s 78 Member Cities in the East Asia region include:

**China**
- City of Shenyang
- Chinese Taipei
  - Chia-Yi County
  - Chiayi City
  - City of Tainan
  - Hsinchu City
  - Kaohsiung City
  - New Taipei City
  - Ping Tung County
  - Taichung City
  - Taipei City
  - Taoyuan County
  - Yunlin County

**Japan**
- Aichi Prefecture
  - Council of Wards in Tokyo
  - Fujisawa City
  - Hiroshima City
  - Iida City
  - Itabashi City
  - Kanagawa Prefecture
  - Kawasaki City
  - Kitakyushu City
  - Kobe City
  - Kumamoto City
  - Kyoto City
  - Musashino City
- Nagoya City
  - Okayama City
  - Saitama City
  - Sapporo City
  - Sendai City
  - Sumida City
  - Tokyo Metropolitan Government
  - Yamanashi Prefecture

**South Korea**
- Busan Metropolitan City
  - Cheongju City
  - Chungcheongnam-do Province Government
  - City of Ansan
  - City of Anyang
  - City of Boryeong
  - City of Bucheon
  - City of Buyeo
  - City of Changwon
  - City of Cheongju
  - City of Gumi
  - City of Gyeryong
  - City of Icheon
  - City of Jeonju
  - City of Namyangju
  - City of Seoheon
  - City of Seogwipo
  - City of Seongnam
  - City of Suncheon
  - City of Suwon
  - City of Wonsan
  - City of Yeosu
  - City of Yangju
  - Daegu Metropolitan City
  - Danyang County
  - Gangneung City
  - Gwangju Metropolitan City
  - Gyeonggi-do Provincial Government
  - Gwangju Metropolitan City
  - Gyeongsangnam-do Provincial Government
  - Hadong County
  - Hongseong County
  - Incheon Metropolitan City
  - Jeongseon County
  - Osan City Government
  - Pyeongchang County
  - Seodaemun-gu Local Government
  - Seoul Metropolitan City
  - Seongbuk-gu District
  - SungBook-gu District
  - Taean County Government
  - Ulsan Metropolitan City

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GOVERNANCE

The constituency of ICLEI is formed from the local governments which are its Members. These Members elect their Regional Executive Committees (RexCom), which make up the ICLEI Council. The ICLEI Council has the power to elect the Global Executive Committee, revise the ICLEI Charter and establish the overall policy direction for the organization.

Global Governance

ICLEI Members are represented by the Global Executive Committee (GexCom) at the global level. It is composed of nine regional representatives and up to six appointed members, and is chaired by the President.

East Asia Regional Executive Committee

The ICLEI Regional Executive Committee for East Asia serves as the regional representation and policy-making body of ICLEI Members in the East Asia region. It is composed of five representative members and two advisors.

In September 2013 during the EcoMobility World Festival held in Suwon, South Korea, the second RexCom meeting was convened. All offices in the region attended and reported their programs and activities in development.

The East Asia Secretariat presented the 2014 Work Plan, which includes Energy-safe Cities program, Green Procurement Symposium in China, survey on resilience of East Asian cities and cooperation with Resilient Cities 2014 global forum on urban resilience and cities adaptation to climate change. A report on ICLEI activities and programs in the region has been delivered to the RexCom members and advisors in May and October.

The Regional Executive Committee for East Asia is composed of five representative members and two advisors:

Representative members:

<table>
<thead>
<tr>
<th>Daisaku Kadokawa</th>
<th>Kim, Sang-bum</th>
<th>Liu, Shyh-fang</th>
<th>Prof. Pan Jiahua</th>
<th>Yeom, Tae-Young</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor, Kyoto City, Japan</td>
<td>Vice Mayor, City of Seoul, South Korea</td>
<td>Vice Mayor, Kaohsiung City, Chinese Taipei</td>
<td>Executive Director, Research Centre for Sustainable Development, Chinese Academy of Social Sciences, Beijing, China</td>
<td>Mayor, Suwon City, South Korea</td>
</tr>
</tbody>
</table>

Advisory, non-voting members on ex-officio:

<table>
<thead>
<tr>
<th>Prof. Hironori Hamanaka</th>
<th>Kim, Sun-woo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman, ICLEI Japan Office</td>
<td>Vice Governor for Economic &amp; Environment of Jeju Province, South Korea</td>
</tr>
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</table>
STRATEGIC DEVELOPMENT

The ICLEI East Asia Secretariat promotes global sustainability by building membership and supporting cities in the region to achieve tangible improvements in urban sustainability through programs and projects, partnership, and capacity building.

Regional development

East Asian programs including Energy-safe Cities Program and Green Procurement Program have been designed and developed to support cities in the region. While the past year has been dedicated to elaborate program concepts and elements tailored to East Asian cities, we expect to kick off these programs in 2014 in China and Korea with project funding mobilized from various sources.

Partnerships

To explore new opportunities for cooperation and drive synergies, EAS seeks to strengthen long-standing ties and build up partnerships with key organizations and ICLEI Member Cities. Our cooperation partners include:

- Chinese Sister Cities of ICLEI Korean Member cities
- CITYNET
- Global Green Growth Institute (GGGI)
- Korea Transport Institute (KOTI)
- United Nations Economic and Social Commission for Asia and the Pacific's (UNESCAP)

Building ICLEI’s presence in China

Special efforts have been made to develop ICLEI’s presence in China and to strengthen relationship with Chinese cities and partners. Below are the highlighted initiatives:

Participation package for Chinese cities

EAS has developed a three-year participation package for Chinese Cities’ Municipal Governments and administrative management bodies of new towns and eco-cities. Subscription to this package is open to any city against a service fee. The package includes:

- An international platform for exchange of knowledge and experiences and enhancing cities’ visibility
- Local capacity-building by organizing one local thematic workshop
- Participation in ICLEI’s World Congress and East Asia regional events
- Participation in technical support programs such as Resilient Cities global forum and EcoMobility programs

“Participation” as a semi-membership grants a Chinese municipal government the same benefits that an ICLEI Members enjoys.
Building strategic partnerships in China

In order to maintain and enhance partnerships with Chinese partners, the Founding Director of EAS participated in, and delivered speeches at important international events organized by our Chinese key partners:

- 2013 Conference on Urban Development and Planning organized by the Chinese Society for Urban Studies (CSUS) in Zhuhai in July
- Eco-Forum Global Annual Conference Guiyang 2013 organized by Eco-Forum Global in Guiyang in July
- 4th China (Tianjin Binhai) International Eco-city Forum & Expo, Tianjin, in September
- EAS joined the International Green Campus Alliance (IGCA) in October

EAS staff attended relevant international events in China to promote ICLEI’s activities and form partnership with key organizations:

- IGCA Conference organized by China Green Building Council, China Green Campus Committee, Chongqing University and Tongji University in Chongqing in October
- 2013 EU-China Exhibition on Urban Development in Beijing in November
- “Realizing Low Carbon Cities in North-East Asia: Bridging Science, Policy and Promoting Cooperation” organized by UNESCAP and the Chinese Academy of Social Sciences (CASS) in Beijing in December

EAS continues to develop ongoing partnership with key organizations on relevant themes and projects:

- Partnership with the Chinese Society for Urban Studies (CSUS) to bring a Chinese delegation to Resilient Cities 2014, the annual global forum on urban resilience and adaptation held in Bonn, Germany, in June 2014
- Partnership with Chongqing Architectural Design Institute to link ICLEI EAS’ work to Chinese cities in Western China, Chinese institutes and funders.

Knowledge Exchange Program on Low-carbon Cities and EcoMobility for Chinese cities

A delegation comprised of more than 30 vice mayors, city officials and researchers from 11 Chinese cities including Dunhuang, Guangzhou, Huizhou, Jilin, Kangding, Shanghai, Shenyang, Tianjin, Xiamen, Zhejiang and Zhongxiang participated in a three-day exchange program on low-carbon development during the EcoMobility World Festival held in Suwon in September 2013. Through roundtable discussions, site visits and participation at the EcoMobility World Congress, cities shared experience and learning in promoting sustainable urban transportation in their cities.
The ICLEI East Asia Secretariat develops and implements programs and projects based on ICLEI's 8 Urban Agendas to support cities to become sustainable, resource-efficient, biodiverse, resilient, low-carbon; to develop smart urban infrastructure and green urban economy; and to ultimately achieve happy and healthy communities.

**Energy-safe Cities Program**

The Energy-safe Cities Program has been developed to help East Asian cities to explore opportunities to transform their energy system into one that is low-carbon, low-risk and resilient. It also guides cities to design and implement their own long-term energy policies. The program is composed of three steps: expert symposium, scenario workshop and joint conference.

**Achievements in 2013:**
- Renowned energy experts from China, Korea and Japan met for a technical meeting to discuss the challenges and opportunities faced by cities in relation to urban energy system, and how to implement this program in cities in the region.

**Way forward in 2014:**
- The first step of the Energy-safe Cities Program, the Expert Symposium, will take place in the second quarter of 2014. Bringing together local governments, renowned energy experts and the world’s best solution providers from the business sector, the workshop will offer participants the opportunity to learn about the benefits of an energy-safe future, the latest available systems and technologies, as well as the costs and time frames needed to deliver low-carbon, low-risk and resilient urban energy systems by 2030. Based on insights and motivation gained from the Symposium, participating cities may consider going for step two: a local scenario workshop.

**EcoProcura China: Symposium on Green Public Procurement for Chinese cities**

Green Public Procurement (GPP) has been selected as a thematic area that EAS will focus on and work with Chinese cities based on ICLEI’s expertise and policy tools. Since 1996, ICLEI has been a key driver in GPP in Europe but also other parts of the world.

An International Symposium on Green Public Procurement in China slated for 2014 has been designed to provide Chinese local governments with an introduction to international knowledge, policies, and best practices in the field of green purchasing.

To prepare for the Symposium, a meeting was held in December 2013 with experts from the ICLEI European Secretariat, the Korea Environmental Industry & Technology Institute, the China United Environment Certification Center and the Japan Green Purchasing Network to discuss the opportunities and challenges in implementing GPP in China.
Overview study on low-carbon and eco-city networks and programs in East Asia

The study has been conducted to better understand the situation of low-carbon and eco-city networks in East Asian countries. Composed of parallel studies for China, Chinese Taipei, Japan and South Korea, the study responds to the questions: what programs and networks exist, who has initiated the networks and programs and who is managing them, what are their goals and performance criteria if any, and which cities have been part of them.

Prof. Zhang Mingshun of Beijing University of Civil Engineering and Architecture, Assistant Prof. Tze-Luen Alan Lin of National Taiwan University, the ICLEI Japan Office and EAS contributed to this report. The study will be published in the ICLEI Global Report series in Spring 2014. Based on this study, regional programs tailored to the specific conditions and needs of local governments in the East Asian region will be developed.

Talk4Action seminars

Three Talk4Action seminars featuring the themes of EcoMobility, Energy-safe Cities and Green Public Procurement have been organized to provide platform for knowledge exchange. International experts and researchers were invited to share their knowledge, while officials from local and national governments presented their best practices and experience from the ground.

- 1st Talk4Action EcoMobility on 26 April
- 2nd Talk4Action on Energy-safe Cities on 13 December
- 3rd Talk4Action on Green Procurement on 17 December

Exchange Program on Low-carbon City Development

A three-day exchange program on low-carbon city development was organized by the EAS during the EcoMobility World Festival in Suwon, South Korea, in September. Representatives from 11 Chinese cities participated and shared their knowledge and experience in promoting sustainable urban transport during roundtable discussions, site visits and presentations at the Suwon EcoMobility Congress.

East Asia Low-carbon Cities Forum

The East Asia Low-carbon Cities Forum was organized by EAS and the ICLEI Korea Office during the EcoMobility World Congress in September. More than 10 city representatives from China, Chinese Taipei, Japan and South Korea presented their experience in transforming their cities into low-carbon cities, and shared their solutions in addressing environmental challenges faced by East Asian cities.
ICLEI supports local governments to implement local climate actions and advance sustainability by building local capacity. We share knowledge and provide technical consulting, information services and training.

**CAPACITY BUILDING**

Support to ICLEI offices in the East Asia region

- A capacity assessment for ICLEI Korea Office, Japan Office and Kaohsiung Capacity Center was conducted to identify opportunities to strengthen their operations in the region.
- EAS provided new staff at the Kaohsiung Capacity Center with training about ICLEI’s history, culture, activities and regional programs to be implemented by EAS.
- Cooperation with both ICLEI Korea Office and Japan Office was built up through a process of jointly developing and implementing East Asia regional events and programs. Examples include the East Asia Low-carbon Cities Forum jointly organized with the Korea Office, the overview study on low-carbon and eco-city networks and programs in East Asia conducted jointly with the Japan Office, and the Energy-safe Cities Program co-organized with the Korea Office and the Japan Office.

Knowledge sharing

At the *Incheon Sister and Friendly Cities Conference* hosted by ICLEI Member City Incheon Metropolitan Government in September, EAS Founding Director delivered a keynote speech under the theme “Leadership for Sustainable Cities: resource-efficient, low-carbon, low-risk, biodiverse, resilient”.

Three *Talk4Action seminars* featuring the themes of EcoMobility, Energy-safe Cities and Green Public Procurement have been organized to provide platform for knowledge exchange.

A three-day *exchange program on low-carbon city development* and the *East Asia Low-carbon Cities Forum* have been organized by EAS during the EcoMobility World Congress in Suwon in September.

The *EAS website* was officially launched in August 2013. To better cater for the needs of web visitors in the East Asia region, the website will be translated into four languages (Chinese, English, Japanese and Korean) which will be available in 2014.

Three *publications* have been published by EAS in 2013:
- EAS brochure (Chinese, English, Japanese and Korean) which gives an overview of ICLEI’s work and achievements in the region
- ICLEI Case Studies (Chinese), a compilation that documents the best practices of ICLEI Member cities around the world
- ICLEI Case Studies No.154 on Seoul City, titled “One Less Nuclear Power Plant” initiative
Office Establishment

EAS is the newest Regional Secretariat of ICLEI. When it was established in October 2012, the Secretariat started at the provisional office near to the Seoul City Hall. In July 2013, the office was relocated to the 14th floor of the Seoul Global Center (SGC) building nestled in the center of Seoul City. SGC also houses CityNet, the Economic and Commercial Department of the Spanish Embassy, the International Bar Association, and various international organizations. The office provides working space for staff, a meeting room, a storage room and a small lounge.

Team Development

To fulfill its mission in coordinating and accelerating local climate actions in the region, the EAS team was built up based on a bottom-up approach. The former ICLEI Secretary General has made himself available to serve as Founding Director until a Regional Director is hired.

Priority was given to forming a team consisting of self-motivated and self-organized staff with roots from the East Asia region and have good command in English and East Asian languages. To secure at least one country liaison for each key East Asian country, balance of nationality is also an important factor in staff selection.

The EAS team currently consists of nine staff, among these five core staff, who speak Chinese, English, German, Japanese and Korean.

Team training

Staff members were encouraged to attend relevant events and training programs to enhance their capacity. During the Resilient Cities 2013, core staff members were invited to the conference, and to receive one-week training at the World Secretariat in Bonn, Germany, where they learned about ICLEI’s activities, programs, office operation and administration.

The team also learned about the most pressing issues regarding urban sustainability through participating in various international events organized by the United Nations, NGOs and local governments, including:

- The 3rd Asia-Pacific Climate Change Adaptation Forum organized by Korea Environment Institute (KEI) and Korea Adaptation Center for Climate Change (KACCC) in March
- Global Green Hub Korea 2013 organized by the Ministry of Trade, Industry & Energy and the Ministry of Environment of Incheon Metropolitan City in April
- Suwon EcoMobility World Festival organized by ICLEI, Suwon City and UN-Habitat in September
- CityNet Seoul Congress 2013 organized by CityNet and Seoul Metropolitan City in November
- Seoul International Energy Conference 2013 organized by Seoul Metropolitan City in November

Hosted generously by the Seoul Metropolitan Government, the East Asia Secretariat is the newest regional secretariat of ICLEI and has begun its operation since October 2012.
The ICLEI East Asia Secretariat team consists of staff with roots from the East Asia region and have good command of English and East Asian languages, as well as knowledge in urban sustainability.

**Founding Director**

Konrad Otto-Zimmermann

Konrad Otto-Zimmermann leads the establishment of the EAS team and the development of ICLEI’s programs and operation in the East Asia region. He was the former Secretary General of ICLEI from 2002 to 2012. Currently, he is the Chairman of ICLEI Urban Agendas. He guides the development and implementation of ICLEI’s 8 Urban agendas globally. Prior to this he held leading positions at ICLEI Europe based in the City of Freiburg, the Federal Environmental Agency in Berlin, and was involved in the “Black Forest” Environmental Management Project. He speaks German and English.

**Core Staff**

Bonghee Son

Executive Assistant to Regional Director, Project & Administration Officer

Bonghee Son supports the Founding Director in establishing EAS operations, and is responsible for event organization and knowledge management. Before transferring to EAS in October 2012, she has worked at the ICLEI World Secretariat for over two years, where she was involved in the organization and management of ICLEI events and projects. She speaks Korean and English.

Suggie Kim

Regional Administrator (Secondee from Seoul Metropolitan Government)

Suggie Kim manages the regional governance, office operation, human resources and finance of EAS. As a secondee dispatched from Seoul Metropolitan Government, Ms. Kim has over 20 years of working experience at Seoul City before joining EAS in March 2013. She has been involved in various fields of the city government and her specialty is in international cooperation and relations. She speaks Korean and English.

Rany Ahn

Financial Controller, Program Officer (March 2013 - January 2014) (Secondee from Seoul Metropolitan Government)

Rany Ahn managed the accounting and financial reporting of EAS; designed, developed and managed the Green Procurement Program. Before joining EAS, she has over 20 years of working experience in dealing with diverse environmental issues of Seoul City. She specializes in urban environment policies. She speaks Korean and English.

Youngsook Kwon

Financial Controller (Secondee from Seoul Metropolitan Government)

Youngsook Kwon manages the accounting and financial reporting of EAS. Before joining EAS, she has worked at Seoul Metropolitan Government for 7 years in the fields of transportation, strategic planning and external cooperation. She has also been involved in managing exchanges and cooperation between Seoul and North Korea regarding management of related committees and funds. She speaks Korean and English.
Taesang Kim  
Program Officer

Taesang Kim designs, develops and manages the Energy-safe Cities Program. Before joining ICLEI, Mr. Kim was engaged in various development cooperation projects with developing countries at the Korea Institute for Development Strategy. He also worked at the Korea Foundation, a public diplomacy agency of the Korean government. He speaks Korean and English.

Shermaine Ho  
Communication Officer

Shermaine Ho is responsible for EAS corporate communications. She designs and creates various communication products, maintains EAS social media channels and reports on ICLEI’s work in the region. Before joining EAS, she has worked at the ICLEI World Secretariat. She also has experience in humanitarian reporting, policy analysis and administration in Sweden and Hong Kong. She speaks Chinese and English.

Interns

Lucy Xia  
China Relations Intern  
(April - October 2013)

Lucy Xia supports the development of programs and events for Chinese cities, and the communication with Chinese cities. She speaks Chinese and English.

Nadia Shutova  
Japan Relations Intern

Nadia Shutova supports the development of programs and events for Japanese cities. She speaks Belarusian, Russian, English, French and Japanese.

Nancy Ning  
China Relations Intern

Nancy Ning supports the development of programs and events for Chinese cities, and the communication with Chinese cities. She speaks Chinese, English and Korean.

Sungmin Jung  
Student Intern

Sungmin Jung supports translation, and the administration and financial reporting of the office. He speaks Korean and English.