

Project Appraisal Committee (PAC) Meeting Minutes
Antigua and Barbuda recovery efforts: resilient restoration of pivotal public infrastructure for the recovery and sustainable development of the Island of Barbuda post Hurricane Irma



*Empowered lives.
Resilient nations.*

10th May 2018
UN House, Barbados/Virtual

PAC Members:

- Chisa Mikami, Deputy Resident Representative, UNDP Barbados and the OECS (Chair)
- Cherryanne Hinds, Programme Finance Associate, UNDP Barbados and the OECS
- Cherise Adjodha, Programme Specialist, UNDP Barbados and the OECS
- Danielle Evanson, Programme Manager, UNDP Barbados and the OECS
- Jason LaCorbiniere, Programme Specialist, UNDP Barbados and the OECS
- Major Michael, representative of the Government in Barbuda, NODS.
- Marlon Clarke, Technical Coordinator, UNDP Barbados and the OECS
- Maureen Lance-Onyeiwu, Head of Project Office, UNDP Antigua and Barbuda
- Philmore Mullin, Director of National Office of Disaster, Antigua and Barbuda
- Selena Gooding, Programme Associate, UNDP Barbados and the OECS
- Ugo Blanco, Senior Recovery Advisor, UNDP Barbados and the OECS

Agenda

1. Welcome and introductions
2. Overview of the project
3. Discussions
4. Review of the QA, and comments
5. Recommendations
6. Approval of project document

1. Welcome and Introductions

Ms Mikami welcomed the group and invited all to introduce themselves. She further explained the role of the meeting and the agenda items, noting that the meeting documents were previously circulated. Mrs. Lance-Onyeiwu was invited to present a brief overview of the project.

2. Overview of the project

The project will support the efforts of the Government of Antigua and Barbuda in the post-Hurricane Irma recovery process in Barbuda through the rehabilitation of some essential public infrastructure using the “build back better” approach. The aim of the project is to repair/reconstruct key public infrastructure in Barbuda that are pivotal for the recovery of the island, the return of all displaced families and to the resilience of the hurricane-prone Island and for sustainable development in the short to long term.

In line with the Post Disaster Need Assessments, the Building Damage Assessment and the recovery strategy established by the government with the support of UNDP in 2017, the project will adopt a comprehensive approach to effectively meet the needs of the affected population on the Island of Barbuda. To this end, the project is designed to contribute to on-going initiatives by the Government of Antigua and Barbuda in coordination with other humanitarian and development actors towards the rehabilitation/reconstruction of key public infrastructure pivotal for the resilience and sustainable development of the people of Barbuda.

The project will address this strategy through the following outputs:

Output 1: Rehabilitation, equipping and furnishing of the Hanna Thomas Hospital, ensuring structural resilience and inclusive access

Output 2: Resilient rehabilitation and equipping of the Barbuda Post Office, ensuring structural resilience and inclusive access.

This project is an urgent priority for the government of Antigua and Barbuda. The Prime Minister himself has requested immediate implementation which has triggered attention at all levels in UNDP.

3. Discussions

- The UNDP colleagues indicated that since no services will be restored under the project, all references to gender sensitive healthcare services should be removed. Instead there should be focus on ensuring the facilities were accessible and resilient. They further noted the context narrative should be adjusted to reflect the health sector instead of housing.
- During the meeting it was noted that there is an existing active contract between the Government of Antigua and Barbuda and a contractor for the rehabilitation of the hospital under which some works have already been undertaken. However, the Antigua participants could not confirm the extent of the works completed to date, nor how much of the monetary value of the contract has been paid. They indicated the contract and floor plans should be shared, to ascertain the scope and nature of the works done and planned.

The UNDP team also noted that projects implemented under the direct implementation modality (DIM) should undertake all procurement and recruitment activities through the UNDP country office, unless a Letter of Agreement (LOA) exists with the implementing partner. Therefore, the chair proposed that the financial arrangements for the project would involve UNDP signing the LOA with the relevant government agency and make direct payments to the contractor.

4. Review of QA and comments

The chair reminded all participants that the QA plays a critical role in UNDP's quality assurance and therefore the project rating must be deemed at least satisfactory before it can

be approved. The project was rated as needs improvement overall. on this basis the following information:

Q1: The meeting participants noted that the interventions are incongruent with the development problem proposed and the development challenge need to focus exclusively on the Health sector.

Q5: There was a weak gender analysis

Q18: Weaknesses were noted in the implementation arrangements

5. Recommendations









The Chair requested that for conditional approval of the project by the PAC the following items needs to be submitted by the Antigua team, reviewed and any remedial action taken.


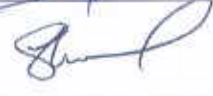



- The contract for building works: this needs to be reviewed to determine whether the building back better is specified in the scope of works and whether it addresses the pre-existing deficiencies of the facility identified in the PDNA.
- Inspection report on completed work for which payment has not been remitted
- A copy of the floor plan
- A detailed accounting for amounts already paid to the contractor
- The revised project document addressing the issues raised in the discussion and QA.
- The UNDP team also recommended that all future payment requests must be accompanied by an inspection report approved by the Ministry of Health and Environment, Ministry of Public Works and Development Control Authority. This report will also be supported by UNDP's team engineer.
- All parties have agreed that there is a high degree of urgency in getting funds disbursed and will therefore all work expeditiously to finalise the project document for signature.

6. Approval of the project document

The Chair moved to approve the project pending the recommended changes.

Signature Page:

Attendee Name	Organisation	Signature
Chisa Mikami, Deputy Resident Representative	UNDP Barbados and the OECS	
Cherise Adjodha, Programme Specialist,	UNDP Barbados and the OECS	
Cherryanne Hinds, Programme Finance Associate	UNDP Barbados and the OECS	
Danielle Evanson, Programme Manager	UNDP Barbados and the OECS	
Filmore Mullin, Director of National Office of Disaster	NOD, Antigua and Barbuda	
Major Michael	NODS, Antigua and Barbuda	
Marlon Clarke, Technical Coordinator	UNDP Barbados and the OECS	
Maureen Lance-Onyeiwu, Head of Project Office,	UNDP Antigua and Barbuda	
Jason LaCorbiniere, Programme Specialist,	UNDP Barbados and the OECS	
Selena Gooding, Programme Associate	UNDP Barbados and the OECS	
Ugo Blanco, Senior Recovery Advisor	UNDP Barbados and the OECS	

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