

**“Enhancing national food security in the context of global climate change” Project
LPAC [LOCAL PROJECT APPRAISAL COMMITTEE] MEETING
Venue: Utirerei Conference Room, Ambo, Tarawa, Kiribati
Tuesday 21st April, 2015; Time: 9:00am – 3:00 pm**

List of Participants: (see attachment for complete list of participants)

Minute of the Meeting

The meeting was opened with a prayer by Mr. Tiaontin Enari a representative from Lands Department followed by an opening speech by the Senior Assistant Secretary – MELAD Ms. Aketa Awerika. OIC Director of ECD Mrs. Taouea Reiher chaired the meeting.

UNDP presented the final project document, the content focusing specifically on the project overview, outcomes, outputs and activities, project indicators and targets, implementation / management arrangement, activity budget, monitoring and evaluation, and the project matrix, a copy of presentation is attached to annex. Following the presentation, feedback on the project document was obtained from key representative and responses were provided accordingly.

Feedback/ Comments on the Matrix presented	
Outputs	Response
Output 1.2 OB seeks clarification on what is Strategic Coastal Zone, and what activities to be involved.	Strategic coastal zone is setting the boundary and other management measures, an area of interest to the Fisheries who will look at ecosystem based management as guideline to will work closely with MIA on it.
Output 1.5 ALD proposed to integrate their activities in this output, although the activity was proposed by another ministry as it is relevant to their programs and needs OB suggested to provide a detailed e purpose of the tools to be purchased such as iPad, motor boats and other needs as there will be questions raised by the DCC on	Proposal noted, it is good to integrate activities to maximize the benefit and encouraged the meeting to discuss this in the Steering committee forum. Suggestion from OB is well noted.

	<p>why the need for these, how to be used and how important they are in the activities.</p> <p>The meeting noted that this output reflected in the matrix provided was not in the Project Document presented.</p>	<p>It is crucial to note that this output is not reflected in the prodoc but was included in the matrix that was prepared for DCC meeting. The output was recommended by the Ministry of Commerce. The activity involves developing the national marketing guideline to improve trade between Kiribati islands (capital and outer islands).</p> <p>UNDP was asked to note this and to include this in the project document before signing. To seek clarification from UNDP if it's possible to include in the project document or look at other areas in the prodoc that may have a direct link to it.</p>
Output 1.6	<p>ALD commented under this output that there is no existing gene banks in the 4 pilot islands, and land can be an issue. ALD shared their experience that the main issue for gene banks in the outer island is acquiring lands or space. For instance in Abaiang, a former ALD staff offered his land for gene banks without cost – voluntary). In the case of Abemama, the island council support through their offer for a space for gene banks on their island.</p>	<p>Meeting noted this issue of land for gene banks. Abemama who is one of the pilot islands has now land dedicated for set up of gene-bank. The project will need to find lands/ space for gene bank for the three other pilot islands.</p>
Output 2.1	<p>Proposal from ALD to include in this output land based activities, instead of just focusing only on fisheries,</p> <p>An additional column is proposed to include to identify implementing agencies on all activities for outputs in the matrix.</p>	<p>Proposal noted and a new insertion to the text to capture both land based activity and marine based activity, agricultural products and fish.</p> <p>Proposal noted and UNDP was tasked to do this.</p>
Output 2.6	<p>Need to clarify more on the space for a resource Centre on South Tarawa. It was envisaged to utilize the space in</p>	<p>The meeting noted that it is the MCIC's responsibility to deal with given the output is their proposed activity. This activity was a new</p>

	<p>the Bairiki wharf, however this need to be communicated and discussed with LMD</p> <p>ALD proposed to be included under this output</p>	<p>insertion to the proposal document and was decided by the DCC.</p> <p>Has been noted in Output 1.6</p>
<p>Feedback/ Comments on the Project Documents</p> <p>Site</p>	<p>Fisheries asked what islands to be piloted for the project? And if the project has been approved for their integration purpose with their own on-going activities and plans for the islands that are targeted for this project</p>	<p>The four pilot islands were Abemama, Nonouti, South Tarawa and Maiana, which have been approved by Cabinet and DCC. MELAD replied that the project has not started, but has been approved by GEF and cleared by DCC and Cabinet. After this LPAC meeting, recruitment for project staff will commence followed by an Inception workshop.</p>
<p>Project Management Arrangement</p>	<p>MFMRD asked how the funds for this project would be disbursed and handled. Would it be handled by the KFSU or the MFED? Asked if there is a possibility for implementing agencies to manage their own funds for efficiency on implementing their own activities. MFMRD added by saying that experience on the previous project (SLM) where the funds were managed by the executing agency was the delay in implementation of activities due to delay in releasing the funds. MFMRD also shared that they have their own PMU within their ministry which manage all projects for the Ministry and they are also efficient in their work.</p>	<p>KFSU is only for ADB and World Bank projects</p> <p>The PMU for this project will be established within MELAD.</p> <p>MELAD and UNDP Kiribati stressed that the funds would go through the normal procedure, that is, to go through MFED where they would release the warrant to MELAD where the PMU will sit. Annually, the project would need to present an AWP on how to utilize the funds. A detailed section is provided in the project document on Project management arrangement for clarity.</p> <p>MELAD and UNDP stressed that based on the experience where there were issues with acquittals (given the fact that some implementing agencies procure their own items without keeping records</p>

with the MELAD account, the PMU will be established within MELAD and will do all payments on behalf of all implementing agencies. The advantage of implementing agencies managing funds is another option which has been utilized in the past. Given the problems encountered in the past with such kind of project (multi-stakeholder implementation) it has been discussed and proposed to try a new approach where the funds will be centralized within ECD-MELAD through the PMU. As part of stringent measures on financial UNDP Kiribati also stressed that UNDP is now strict on financial matters and has also set up a system where the PMU through the Finance staff will spend one day with UNDP Kiribati to work on financial matters of the project to keep things in check.

There is a Mid-term review, where the PMU can be considered looking at how effective the PMU is in delivering the services needed by the implementing agencies. The meeting proposed that if there is an issue found with PMU within MELAD, other options and strategies (e.g. IAs managing their own funds) should be considered.

There will be a report template for reporting purposes and this will be dealt when the project start.

Each IA's own responsibility to present their budgets and items needed for their activity and to provide invoices. PMU will organize

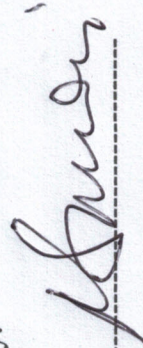
Asked clarification on the importance of the LPAC meeting minute? Asked if there would be a report template to be provided for reporting purposes?

OB asked for clarification on what the PMU and the implementing agencies' roles in procurements.

<p>payment/procurement once budget and activities plan have in order and have been approved.</p>	<p>MELAD responded by saying that it is GEF requirements for all countries to provide co-finance. For Kiribati, all co-financing came in an in-kind type. Some ministries even provided co-finance from external projects that are not funded by GEF.</p> <p>The same response given to ALD was also given in that it is possible to integrate and Fisheries Division which has most activities covered in the matrix stated that it is good to work together for the benefit of the country and they are happy to work with other implementing agencies. It was agreed that this can be further discussed in the project's steering committee.</p> <p>MFMRD asked Tourism Office and ALD to send their detailed activities they want to integrate with the Fisheries' activities listed under the outputs.</p>
<p>Co-financing</p>	<p>Kiribati National Tourism Office (KNTO) asked for clarification on how do government came up with the co-finance, Asked also if they can integrate their activities in other activities to be implemented by other implementing agencies</p>

With no further issues to discuss, the meeting was closed with a prayer and followed by tea at 3.30pm.

Signed by:



Y Mrs. Touea Reiher (OIC – Director of ECD)