

SCELT Project Board Meeting

Support to Civic Engagement in Libya's Transition Project (SCELT)

Minute of Meeting

Date: 07 January, 2016

1 Introduction

A Project Board Meeting for UNDP SCELT was convened on the above date at UNDP Libya Offices in Tunis involving representatives from the Ministry of Planning (MoP) and UNDP to discuss progress of the SCELT (Support to Civic Engagement in the Libyan Transition) project

2. Attendees

Ministry of Planning (MoP)

Mr. Esam Abdulatif Garba	Director of International Cooperation
Ms.Sara Mohammed	Assistant to the Director of International Cooperation

UNDP

Ms. Noura Hamladji	Country Director
Mr. Noel Matthews	Chief Technical Advisor & Project Manager SCELT
Mr. Abdulmoneim Eshafi	Project Officer - SCELT

3 Agenda

- I. Welcome and Opening Remarks by Ms. Noura Hamladji
- II. Previous Board Minute and matters arising
- III. Presentation: Overview of Progress July to December 2014
- IV. Presentation: Proposed Annual Work Plan 2016
- V. AOB
- VI. Decisions taken and actions agreed

4. Minute of Meeting

I. Welcome and opening remarks by Ms. Noura Hamladji

II. Previous Board Meeting Minute & Matters arising:

1. It was noted that although the previous minute stated there would be a further meeting in early 2015 at UNDP Libya office in Tripoli, this had not happened as planned and that looking forward, a minimum of two Project Board meetings per year is mandatory.
2. It was also noted that Mr Garba had not received the Summary Report on the Baseline on Women Peace and Security or the CSO Mapping Highlights Report, both of which were launched in May 2015. They will now be shared with Mr Garba.

3. It was agreed that in general there should be more liaison and better sharing of information between the project and the Ministry of Planning [MoP] and care should be taken to ensure that MoP are kept informed of project developments and sent invitations to meetings and events.
4. Mr. Garba noted that the issue of the Geographic spread of Libyan CSOs covered under the Civic Education Grant Fund [CEGF] was also discussed at previous meeting and it was agreed this would be covered under item 2: Progress Report
5. It was also noted that in future, the minute of the Project Board meeting should be clearer and more concise to avoid any ambiguity and reflect Board decisions and comments.

V. Presentation: Overview of Progress: January to December 2015

6. Mr. Matthews and Mr. Eshaffi provided a PowerPoint presentation outlining the Project progress in 2015.

General Comments on Overview of Progress: January to December 2015

7. On CSO Networking which Mr. Matthews noted was challenging in the Libyan context where CSOs could be competitive and wary of sharing information, which meant that CSO-lead networking was slow, Mr Garba suggested the idea of 'conditioning' the collaboration of CSOs under the CEGF, perhaps in some cases lead by a stronger NGO in Phase 4 and Ms. Hamladji added that it would be useful to include in the Call for Proposals for CSO implementation that under the CEGF networking of CSOs across regions was considered a core result and expected that it would be included in CSO proposals. A further suggestion was that proposals by consortia of CSOs should also be encouraged, particularly across different regions in Libya.
8. The topic of targeting support to CSOs effectively and fairly was discussed, with the need to avoid 'donor darlings' accusations being a priority, given that in some cases, the same CSOs are funded repeatedly by some agencies was also discussed with both Mr. Garba and Ms. Hamladji advising that efforts should be increased to ensure as a wide as possible dissemination of calls for proposals under CEGF Phase 4. In a response to the need for the project to be able to access intelligence on CSOs in Libya by Mr. Matthews, Mr. Garba said he could provide the project with a contact who could provide information. At the same time it was noted by all that all perspectives on CSOs will simply reflect the opinion of the person providing them. Ms. Hamladji also advised that under the new Local Development Project, the planned local governance consultants working with the selected municipalities in each region would also be able to provide on the ground information on new or emerging CSOs.
9. Ms. Hamladji, advised that the project should consider whether it is feasible under Phase 4 to have two 'windows' for funding, one for emerging CSOs and one for stronger CSOs with track records of delivery.
10. Mr. Garba provided information on a planned leadership programme by his Department? [funded by the ADB] which will target government, civil society and the private sector and suggested that the project might be able to provide some recommended CSO reps to participate. He will share further information on this when it is finalised.

VI. Presentation: Proposed Annual Work Plan 2016

11. Mr. Matthews and Mr. Eshaffi provided a PowerPoint presentation of the proposed SCELTA AWP 2015

General Comments on the proposed AWP: January to December 2016

11. Given the previous comments on Phase 4 of the CEGF, a Project Board meeting should take place well in advance of a proposed Phase 4 [in May or June at the latest], where decisions can be taken at that time on CEGF themes, windows for funding and membership of the steering committee etc. The project should consider all options and present these to the Board for agreement at that meeting.
12. Based on previous discussions around the need to have CSO networking emerge through the grant fund, rather than as a separate activity, and in view of the challenges associated with this, the project should reword Activity 1.5 so that it removes the terms networking and focus instead on the CSO policy and advocacy training skills which it targets.
13. The Board agreed, based on Ms. Hamladji's advice, that Activity 2.4 'Development of a two-part [10 module] Democratic Governance Learning Programme' should be reconsidered and that while it remains a possibility, it is not agreed as yet. Given that it is unfunded currently and the need to focus on a broader learning agenda which includes areas such as conflict, reconciliation, livelihoods, to address current and emerging needs in the Libyan transition, reformulation by the project should be considered and discussed at the next board meeting.

VII. AOB

14. Mr. Garba raised the issue of transparency and fairness in relation to the CSO selection under the CEGF and after discussion it was agreed that in addition to wider dissemination of requests for proposals under Phase 4, the Project would issue an instruction in relation to all UNDP staff and consultants, without prejudice, that all applicants should be treated fairly and without bias or special treatment, ensuring a 'level playing pitch' for all CSOs which apply for funds. It was also agreed that a Board member would also be invited to attend the selection meeting for applications under CEGF Phase 4 in an observer role, to attest to its fairness.
15. Mr Garba also raised a concern around the possibility of CSOs using funds provided under the CEGF for party political purposes or to serve a particular party-political interest/personal benefit/armed group. It was agreed that this would be best addressed by the participation of a Board member at the selection meeting [as above], by effective monitoring on the ground and by revisiting the CEGF code of conduct and making it more explicit, and ensuring that it was shared and signed by all participating CSOs, in full knowledge of what they were agreeing to.
16. It was agreed that for the future, clearer minutes of Board meetings were necessary, with clear decisions recorded and followed up on and produced much sooner following the board meeting when they were still fresh in everyone's mind.
17. Ms Hamladji also said that in future, we should look at inviting project donors to attend Board meetings, as with other projects.

VIII. Decisions taken and Actions agreed

18. Subject to the above considerations/revisions the AWP 2016 is approved by the Board;
19. The next SCELTE Board meeting will be in May or June at the latest, with a second in December 2016 and the project donors should be invited to attend. However it was also agreed that if conditions change on the ground in Libya an earlier Board meeting may be necessary;
20. Project team will re-word AWP 2016 activity 1.5 as per above recommendation;
21. Project team will reconsider activity 2.4 as above and present at next board meeting;
22. CSO Mapping highlights Report and Summary Report on the Baseline on Women Peace and Security will be shared with MoP, following the Board meeting;
23. Board will be invited to attend the selection meeting for applications of the proposed CEGF phase 4;
24. The project will ensure effective monitoring on the ground by revisiting the CEGF code of conduct and making it more explicit, and get it signed by funded CSOs;
25. Mr. Garba will provide information on the planned leadership programme when finalised;
26. Clearer minutes of Board meetings are necessary, with clear decisions recorded and followed up on and produced much sooner following the board meeting when they were still fresh in memory. The project will ensure this happens moving forward.

Noura Hamladji

Country Director
UNDP Libya

Signature

Date:

Esam Garba

Head of Technical Cooperation Office
Ministry of Planning

Signature

Date: