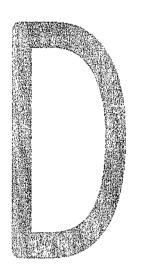


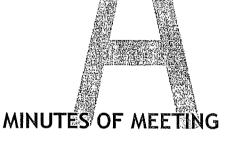




Governance & Public Administration Reform: Support for Better Service Delivery Programme



PROJECT BOARD MEETING
MARCH 25, 2011



Approved by:

Dr. Khammoune Viphongxay, Vice Chairperson, PACSA Executive of Project Board, GPAR SBSD project

MINUTES OF GPAR SBSD PROJECT BOARD MEETING: MARCH 25, 2011

In attendance:

- 1. Dr. Khammoune Viphongxay, Vice Chairperson, PACSA, Executive of Project Board, GPAR SBSD
- 2. Mr. Dirk Wagener, Asst. Resident Representative, UNDP
- 3. Mr. Remy Duiven, Deputy Country Director, SDC
- 4. Ms. Jill Engen, Regional Advisor, UNCDF
- 5. Ms. Phonethida Saysida, Asst. Project Manager, GPAR SBSD

Observers:

- 1. Mr. Morakot Vongxay, Director of UN Division, Dept. of International Cooperation, MPI
- 2. Mr. Thilaphong Oudomsine, Programme Specialist, UNCDF
- 3. Ms. Vatlana Boupha, Programme Analyst, UNDP
- 4. Dr. Suresh Balakrishnan, Lead Advisor, GPAR SBSD
- 5. Mr. Gerry O'Driscoll, DDF Advisor, GPAR SBSD
- 6. Ms. Somsangouane Keovilay, GPAR Fund Support Coordinator, GPAR SBSD
- 7. Ms. Sengaloun Somchannavong, Finance Officer, GPAR SBSD

The fourteenth Project Board Meeting of the Governance & Public Administration Reform: Support for Better Service Delivery Programme (GPAR SBSD) was organized on March 25, 2011 from 2.00 pm to 4.30 pm, at the PACSA meeting room. The meeting was chaired by Dr. Khammoune Viphongxay, Executive of the Board, GPAR SBSD Programme.

Agenda Item	Minutes		
Welcome	Dr. Khammoune welcomed the representatives of UNDP, UNCDF, SDC and Ministries to the 14 th Project Board meeting.		
Review of the agenda	The agenda was approved, with a point added for discussion: Support for piloting regulations on retention of civil servants in remote areas.		
Review of pre- vious meeting minutes	The members of the Project approved the minutes of previous meeting. The Assistant Project Manager provided an update on Actions Taken based on the decisions taken at the previous Project Board meeting.		
Review of progress against targets	The members of the Project Board discussed the progress against targets. The discussion two areas where progress was off track. On dissemination of the Strategic Plan on Governance could be taken forward, it was observed that it had a significant bearing on securing partner support, and a contingency plan needs to be in place. On the Social Protection pilot, the Vice Chair of PACSA confirmed that a small pilot under the GPAR Programme would be supported by the Government. The need to secure Government approval of the upcoming National GPAR Programme was raised, and noted. The members of the Board also sought to review the progress of the project against the targets set in the revised Results and Resources Framework, and the need to expeditiously achieve approval of several project outputs that were under review by the government.		
Resp. Person	Action Point	Time Frame	
Project Manager	 Circulate the latest version of the Strategic Plan on Governance for a discussion with development partners in May 	May 2011	
Project Manager	 Review and report on progress of the project vis a vis the 	Next Project	
PACSA	 Results and Resources Framework Share draft National GPAR Programme and its projects with Government for approval 	Board meeting After formulation completed	
PACSA	 Review of draft decrees and plan that have been submitted for approval 	Next Project Board meeting	

Agenda Item	Minutes	
Formulation of National GPAR Programme (2011-15)	The draft National GPAR Programme prepared with by the Formulation team was shared with the Board, and the Senior Technical Advisor outlines the main points, next steps and proposed time line. The discussion called attention to several important points. The need to complete LPAC's and other steps for approval of projects and confirmation of government's contributions were important requirements. It was also pointed out that some of the activities would be ready for initiation at an earlier date than others, and that funding would probably be available for some such activities in 2011. Some detailed comments on the draft GPAR Programme document was provided, which included queries on appropriate agency to support UNCAC implementation, approach to take forward GPAR activities at the provincial level, suggestions on integrating capacity development with block grant funding, and the possibility of merging some sectoral activities with sub-national interventions. The members of the Board agreed with the time line and next steps proposed.	
Resp. Person	Action Point	Time Frame
Project Advisor	Preparation of summary document for circulation	April 7, 2011
Support for additional activities	 Members of the Board discussed the proposals made by the GPAR team for extending support to pilot the implementation of regulations on retention in remote areas in two provinces, review workshop on experiences with job descriptions and extension of the English language training programme. The Board approved the proposals regarding pilot implementation in two provinces and review workshop, and suggested that all activities of the project conclude in June 2011. 	
Resp. Person	Action Point	Time Frame
Project Manger	Implementation of approved activities	March 2011
Pending Actions		-
Resp. Person	Action Point	Time Frame
Project Manager	Share information on the expected external resources required for the governance sector activities	After details shared by Govt.

Actions taken on Minutes of GPAR SBSD Project Board Meeting of 25 March 2011

Action Point	Action Takes
Circulate the latest version of the Strategic Plan on Governance for a discussion with development partners in May	Action Taken Latest version of Part II of the Strategic Plan on Governance circulated with development partners during PSI SSWG meeting on June 2, 2011
Review and report on progress of the project vis a vis the Results and Resources Framework	Update circulated for discussion at Project Board meeting (current)
Share draft National GPAR Programme and its projects with Government for approval	Discussed internally in PACSA and with key ministries (MPI and MoF)
Preparation of summary document of draft Programme document for circulation	Completed and circulated at PSI SSWG meeting on June 2, 2011
Pilot implementation of regulations on retention in remote areas in two provinces, and review workshop on experiences with job descriptions	Pilot implementation of regulations on retention in remote areas in two provinces commenced in April 2011
Share information on the expected external resources required for the governance sector	Indicative external support requirements for National GPAR Programme circulated at PSI SSWG meeting on June 2, 2011; details on other pillars awaited
Pending Actions	-,, decails off other pillars awaited
Review of draft decrees and plan that have been submitted for approval	Review in progress; will shared at next Project Board meeting