

## The 6<sup>th</sup> Project Steering Committee Meeting For the Canadian-funded Hebron Courthouse project

*Date: Wednesday 14<sup>th</sup> June 2017.*

*Time: 09:30 – 11:00*

*Place: HJC Conference Room.*

### Participants

#### High Judicial Council

1. H.E. Counselor Imad Sleim, Chief Justice of the High Court and High Judicial Council
2. Judge Izzat Al-Ramini, High Court of Justice Judge.
3. Mr. Mohammad Sharaka, Director General for Financial and Administrative Affairs.
4. Mr. Oday Zyoud, Counselor for Chief Justice on Courts Affairs
5. Eng. Mervat Abu Ghazal, Director for Planning and Project Management Unit.
6. Engineer Kawther Kittaneh, Project Officer Infrastructure Projects.
7. Ms. Suhair Sharkawi, Translator
8. Mr. Mahmoud Sbeihat, Planning Manager

#### Attorney General's Office

1. Mr. Khaled Awwad, Director for Policies and Planning Unit.
2. Eng. Taha Al-Wahsh, Director for Building and Premises.

#### Canada – Global Affairs Canada - GAC

1. Mr. Douglas Scott Proudfoot, Representative of Canada to the Palestinian Authority.
2. Mr. David Fournier, Counsellor (Head of Cooperation).
3. Mr. Alan Leber, First Secretary.
4. Mr. Khaled Rajab, Senior Project Officer.

#### UNDP

1. Mr. Roberto Valent, Special Representative of the Administrator.
2. Mr. Ivan Carmi, Programme Specialist
3. Engr. Glenn Costes, Project Manager

#### UNOPS

Mr. Tony Maria

Mr. Jeries

## **Proposed Agenda**

### **(1) Opening Remarks**

- H.E Judge Emad Saleem Sa'ad: Chief Justice, High Judicial Council
- Mr. Douglas Proudfoot: Head of Mission,  
Representative Office of Canada to the Palestinian Authority.

### **(2) Presentation of final report on Tulkarem Courthouse / 5min**

- UNOPS

### **(3) Status of the 5 PSC Conditions / 5min**

- Mr. Mohammad Sharakeh, General Manager of the Administrative and Financial Affairs:  
HJC

### **(4) Presentation of Progress Report on Hebron Courthouse including final design /25 min**

- Engr. Glenn Costes, Project Manager, (UNDP) 20min
- Discussion: 5min

### **(5) Presentation and approval of roles and responsibilities during construction phase 10min**

- Mr. Ivan Carmi, Programme Analyst (UNDP)

### **(6) Decision on Hebron Courthouse /5 min**

- HJC and GAC

### **(7) Discussion on Facilities Management/15 min**

- Mr. Alan Leber: First Secretary/Justice Sector Team Lead: Rep Office of Canada
- HJC nomination of HJC counterpart for the project

### **(8) Closing Remarks/10min**

## Minute of Meeting

### (1) Opening Remarks

**H.E. HJC Chief, Judge Imad Sleim** started the meeting by welcoming the participants to the PSC meeting while referring to the moving forward towards the completion of the Project Plan and therefore, starting the implementation and construction stage. This is the result of joint work with the partners from Global Affairs Canada, which also includes the handover and the operation of the Tulkarem courthouse, which took place a few months back, which was achieved despite all challenges that the HJC had faced. H.E. also explained that the High Judicial Council stands ready to overcome all obstacles in order to complete the construction of the Hebron Courthouse project, and to complete the completion of the design stage by all parties and the designer under the supervision of the United Nations Development Programme.

The High Judicial Council has also obtained the approval of the Hebron Electricity Company to supply the building with the required electricity capacity of 2000 amperes, and all the necessary permits for the building by the Municipality of Hebron, which is the highest authority, within the boundaries of the municipality area and the regulatory provisions, for the issuance of such construction permits.

Mr. Sleim also explained that there is a guarantee from the Ministry of Finance to provide a financial allocation to ensure the operation, maintenance and the sustainability of the Tulkarem and Hebron buildings during 2017, as well as the commitment from the HJC to develop the General Directorate for Facilities Management and improving its administrative and technical capacity. Mr. Sleim also thanked the GAC and the Canadian Government for the provided fund to support the facilities management estimated at Canadian 3.5 million Dollars.

**Douglas Scott Proudfoot, Representative of Canada to the Palestinian Authority** congratulated all attendees for the completion of the Tulkarem courthouse project after accepting from UNOPS the official closing report of the courthouse in Tulkarem. In addition he noted the importance of this meeting as it will approve the design, and authorize the commencement of construction for the Hebron Courthouse. However, this the actual construction will be contingent upon an administrative process between the UNDP and Canada in finalizing an amendment of the agreement – we expect this agreement to be concluded in early July, and this timeframe should not delay the expected start of construction.

Mr. Proudfoot highlighted the need for an independent and transparent judicial system to achieve institutional development. He strongly urged the Palestinians Authority to take the necessary steps to achieve the goal of an independent judiciary, and noted that the provision of the courthouse by the Government of Canada provides the basic bricks and mortar required of a durable systems, however it is up to the Palestinian Authority to generate and sustain the spirit of justice that will allow the courthouse to be seen not just as a beautifully designed and well-constructed building, but as an expression of a legitimate state that is truly considering the needs of its citizens.

Mr. Proudfoot informed the Committee that Canada is now working with the HJC to develop a C\$3.5 million dollar project to build the capacity of the HJC to manage its systems of facilities, including Tulkarem and Hebron. He noted also that sustainability of the project is as important as the original investment and Canada is looking forward to finalizing details so that this component of the project can start as soon as possible.

## **(2) Presentation of final report on Tulkarem Courthouse –UNOPS**

**Engineer Tony Maria, from UNOPS**, provided a presentation marking the completion of the project activities and the maintenance year according to the final Handover certificate signed by the receiving committee on 19/9/2016. Engineer Tony also explained about several obstacles and challenges faced during the implementation phase including the provision of the required electrical capacity of 1600 amperes and the budget deficit faced during implementation, realizing that the building area was 8937 square meters and the construction cost per meter square had reached (USD 1,270).

## **(3) Status of the 5 PSC Conditions-HJC**

**Mr. Sharaka, Director General for Financial and Administrative Affairs**, covered the progress achieved in relation to the remaining four Canadian conditions to be met before construction of the Hebron courthouse could begin and that included:

1. A guarantee from Hebron Municipality to provide 2000 amperes of Electricity to operate the New Hebron courthouse.
2. A guarantee from Hebron Municipality to provide an Electrical transformer with the required capacity, which includes installation, operation and testing the transformer during the implementation stage.
3. Provision of the technical staff to manage and maintain the new Hebron courthouse complex facilities.
4. Provide the required budgets proposed by the Ministry of Finance to ensure the maintenance and operation of the proposed new Hebron courthouse complex once completed.

**Mr. David Fournier** commented that we can now consider these conditions on track to being met. These requirements are essentials and necessary to avoid any problems during the implementation phase and securing their maintenance after the handover. He also reiterated the importance of complying with the budget and timeframe of the project.

## **(4) Presentation of Progress Report on Hebron Courthouse including final design-UNDP**

**Engr. Glenn Costes ,UNDP Project Manager** of the Hebron Courthouse Project, provided a presentation about the progress of the project mainly the completion of the design of the courthouse plans approved by the HJC and the AGO on the 2<sup>nd</sup> February 2017. The presentation also covered the project time schedule, taking into consideration that the

implementation is scheduled to start by September 2017 and the finalization of the construction & implementation will be in December 2019, while the commissioning stage will be from December 2019 – April 2020. He also mentioned that UNDP is currently working on the completion of the no objection procedures with regards to the Environmental Management plan and including it as part of the construction tender.

Engr. Costes also pointed out that the project time schedule has been modified to end by 31/7/2021 (includes the 1 year Defects Liability Period) and the allocated Construction budget line reduction from USD 16,250,000 to become USD 16,137,645 (which includes the expenses of the cancelled Ramallah Courthouse Complex, Solar PV Systems and the implementation of the Quality Control, Health and Safety and Environmental Management Plans). The budget for furniture and equipment has also been reduced from USD 2,887,500 to become USD 1,750,000.

**Mr. Alan Leber** confirmed that a reserve amount of USD 1,785,000 was set aside to cover the exchange rate fluctuations between Canadian and US Dollars.

**(5) Presentation and approval of roles and responsibilities during construction phase**

**Mr. Ivan Carmi**, talked about the practical measures related to the period of implementation of all the project activities including the construction, furnishing and handing over the Courthouse to the HJC. It includes the establishment of a Technical Construction Committee comprising of the High Judicial Council, Attorney General's Office (Public Prosecution), Judicial Police, UNDP, UNDP contractor, and Canadian observers, to meet once bi-weekly on the site. UNDP drafted a Standard Operating Procedures (SOPs) for the Technical Construction Committee to be reviewed by all parties, and then signed off and to be included as part of the 6<sup>th</sup> PSC Hebron Courthouse Meeting Minutes.

**Mr. David Fournier** explained that all parties should provide their feedback on the proposed SOPs within two weeks of this meeting. In addition, HJC should inform UNDP officially about the membership of this committee.

**Decision: The Project Steering Committee took the decision to proceed with the construction of the Hebron courthouse subject to approval and signing of the Standard Operating Procedures of the Construction Technical Committee, and the completion of the amendment of the Administrative Arrangement between Canada and UNDP.**

**Meeting concluded.**

H.E. Counselor Imad Sleim, Chief Justice of  
the High Court and High Judicial Council

Mr. David Fournier, Counsellor (Head of  
Cooperation).

