

UNDP Pacific Office

Minutes of the Pre- Local Project Appraisal Committee Meeting

Date: 20 September 2016

Project Appraised: Palau Local Governance Strengthening Project

1. Attendance

Staffs

Pre-PAC Members:

| Name | Title | Department |
|-------------------|---|--|
| Dyfan Jones | Team Leader for Effective Governance & Parliamentary Specialist/ Chair of Pre-PAC | Effective Governance |
| Merewalesi Laveti | Programme Management Associate | Resilience and Sustainable Development |
| Mihaela Stojkoska | Anti-Corruption Specialist | Effective Governance |
| Isikeli Valemei | Governance Associate | Effective Governance |
| Ruth Verevukivuki | Consultant | Integrated Results Management |
| Asenaca Ravuvu | Team Leader | Integrated Results Management |
| Mohammed Mozeem | Governance Programme Analyst | Effective Governance |

Apologies:

| Name | Title | Organization |
|------------------|--|-------------------------|
| Christine Fowler | Programme Manager, Access to Justice, Rule of Law and Human Rights | Effective Governance |
| Elena Wakolo | Team Leader | Joint Operations Centre |

2. Brief Opening Remarks by Chair of Pre-PAC

- The Pre-PAC Chair thanked the attendance of the members for attending the Pre-PAC meeting on a very short notice. The Pre-PAC meeting was called earlier to ensure UNDP gets the Project Document and appraisal processes completed on time as agreed by the Government of Palau to ensure UNDP gets the funds under the Cost Sharing Agreement. The Chair outlined that the process of the Pre-PAC will include getting the feedback from the Pre-PAC meeting and following which the Project Developer and colleagues from IRMU will meet straight after to look at changes and edits to be done to the document. This was generally agreed by the Pre-PAC members.

3. Comments during General Discussion

- Brief overview of the comments that came through and addressed prior to the Pre-PAC Project Document was shared with Pre-PAC members was explained by the Project Developer.
- Service delivery thinking at the local level was discussed and how the Project will ensure strengthening of service delivery at local level. It was noted that most of the service delivery is undertaken by the Central Government and that in terms of decentralisation this is something which is not obviously widely seen as a possibility for this project.

- It was discussed that Project Document will need to strengthen the Theory of Change. It also needs to strengthen the narrative on Partnerships to include details on how other UNDP projects in Palau can potentially contribute to the objectives of this project; e.g. Palau CB2 which mirrors the strategy and purpose of this Project in the environment sector. Also to include a line on how the Project will be working in the area of transparency and accountability with the UNPRAC project in area of Anti-Corruption.
- It was recommended that UNDP experiences in other countries with regards to the use of the Local Governance Diagnostics tool, and how it can benefit Palau in terms of strengthening local governance, be added to the narrative. This should be added in the Strategy section.
- The Project will also need to see how the activity around "Development of a monitoring framework" can be reviewed and contextualised models developed for Palau during implementation.
- Consistency throughout the project with references to the number of states to be included in the project.
- The meeting also recommended a review of the SESP after first year of implementation to ensure identified social and environmental issues are dealt with during project implementation.
- The Project Budget also needs to be reviewed to ensure total amount is correct, and to match with project entry/set up in ATLAS.

4. Review of the Quality Assurance Assessment against the QA template

| Quality Criteria as per template | Initial Rating | Pre-PAC agreed Rating and Comments |
|----------------------------------|----------------|---|
| 1. | 2 | 2 |
| 2. | 2 | 2 |
| 3. | 2 | 2 |
| 4. | 3 | 3 But to include evidences on using the LG diagnostics tool in other countries and how it helped strengthen LG |
| 5. | 2 | 1, but to include that gender analysis will be undertaken as part of project activities during implementation and gender marker will be reviewed based on the gender analysis |
| 6. | 3 | 2 |
| 7. | 3 | 2 |
| 8. | 3 | 3, but need to further explain about working with other projects such as CB2, SDGs |
| 9. | Yes | Yes. Need to mention in comments that SESP has been conducted and will be reviewed after first year implementation |
| 10. | 3 | 2 |
| 11. | Yes | Yes |
| 12. | 3 | 2 |
| 13. | 3 | 3, but to include two new risks |

| Quality Criteria as per template | Initial Rating | Pre-PAC agreed Rating and Comments |
|----------------------------------|----------------|--|
| | | in the risk log. One risk around low engagement of citizens and secondly on technology constraints |
| 14. | Yes | Yes |
| 15. | Yes | Yes |
| 16. | 3 | 3 |
| 17. | 3 | 3 |
| 18. | 3 | 3 |
| 19. | 3 | 2 |
| 20. | Yes | Yes |
| 21. | Yes | Yes, for GEN2 Project to further refine project activities to mainstream gender further into the project and mention that gender analysis will be undertaken as part of project activities during implementation and gender marker will be reviewed based on the gender analysis |
| 22. | 3 | 3 |
| 23. | 3 | 2. To change narrative to mention that national partners have been fully engaged in project development. |
| 24. | 3 | 3 |
| 25. | Yes | Not applicable. As project will be DIM |
| 26. | Yes | Yes. But to include a sentence on resource mobilisation under the sustainability & scaling up section and strengthen sentence on piloting and upscaling based on lessons learnt. |

5. The meeting closed at 11.00am.

Signed by Chair of Pre-PAC Meeting:



Name: DYLAN JONES

Date: 19-9-2016.

