

MINUTES OF PROJECT BOARD MEETING

Project Title: Good Governance Capacity Building Project – South Kordofan State
Date and Time: 11th May 2009
Venue: South Kordofan Forestry Department Conference Room, Kadugli.

IN ATTENDANCE

<u>NAME</u>	<u>ORGANIZATION</u>	<u>TITLE</u>
GOVERNMENT OF SOUTHERN KORDOFAN STATE		
Mr Abdalla Altom Elimam	Office of the Secretary General – State Strategic Planning Council	Secretary General – Office of the Governor - As Chairperson
Mr Hassan Moudir	State Ministry of Local Government & Civil Service	Director General
Mr AlRufae Ramadan	South Kordofan State Legislative Council	Director General
Dr. Ashgar Mattar	State Ministry of Economy and Investment	Director General
Mr. Yassin Abdalla	State Ministry of Social Welfare, Women & Children Affairs	Director General
GOVERNMENT OF SUDAN (GOS)		
Mr Eisa Yassin	Ministry of International Cooperation	-
UNITED NATIONS DEVELOPMENT PROGRAMME		
Mr. Momodou Dibba	UNDP. Kadugli	UNDP Head of Office & Regional Coordinator for Three Areas as Co-Chairperson
Ms Maha Abdel Shafie	UNDP. Khartoum	Senior Program Associate – Governance & Rule of Law Unit
Ms. Edith Kabui-Rotich	UNDP. Kadugli Office	Governance Trainer
Musa Ibrahim	Consultant	Civil Service Database Consultant

ABSENT WITH APOLOGIES

<u>Name</u>	<u>Organization</u>	<u>Title</u>
Freddie Carver	DFID	SP Donors' Representative
Muhiedin Mahmoud	UNIFEM	Project Officer

AGENDA:

1. Communication from the Chairperson and Co-Chairperson
2. 2008 Progress report - Presentation and discussion.
3. Presentation, discussion and approval of 2009 Work Plan.
4. Board discussion and ratification for the Gender mainstreaming support for the Ministry of Social Welfare, Women and Children Affairs.
5. Any other business.
6. Closing remarks of Chair and Co-Chair.

MINUTES:

Minute	Issues	Decision/Action point	Responsibility	Time Frame
05/09/001 Communication from the Chair and Co-Chair.	Welcome remarks by chair	The Secretary General of the State, Mr. Abdalla Altom welcomed the participants who included Director Generals of various ministries, UNDP representatives and MIC representative. He expressed the willingness and commitment of the State Government to support the successful implementation of the project in its bid to usher in positive change in the State. The board members committed to holding regular Project Board Meetings as long as the main partners are represented.	MOLGCS UNDP	Effective May 2009
05/09/002 Presentation and discussion of the 2008 LGCB Project Progress report.	Slow pace of construction of the civil service training centre	The project is given four months to finish preparatory work for the construction of the training centre up to the point of commissioning work as follows: <ul style="list-style-type: none"> - Design work completed and approved (one month) - Bidding process and selection of contractor completed (one month) - Contract issued and work commissioned (two months) 	MOLGCS UNDP	June – September 2009
	Need for the State Government to provide its contribution	State Government to provide its financial contribution for the establishment of the training centre before UNDP enters into contract for the construction.	MOLGCS	July 2009

	towards the construction of the training Centre	The Government shall undertake to resolve all land related conflicts relating to the construction site and provide land, soil and topography reports.		
	Utilization of funds allocated to Government Institutions under LOAs	Implementing agencies that receive funding from the project through LOAs should produce and present substantive and financial progress reports at all Board Meetings	MOLGCS UNDP	August 2009
	Visibility of effects (or impact) of project activities in the State.	UNDP to consider undertaking preliminary assessment of the effects of activities implemented and where possible, impact assessment.	MOLGCS UNDP	May 2009 and beyond.
	Coordination of supply of IT Equipment to State Institutions	The project should work closely with the Government IT Centre. This will facilitate a more coordinated approach in the procurement and allocation of office equipment, including IT items to government institutions. This will enhance the optimal utilization of the equipment. Requests for IT equipment support by Government agencies shall be considered based on demonstrated need and capacity to enhance effective service delivery through such support.	MOLGCS UNDP	Commencing May 2009
05/09/003	Review and approval of the 2009 work plan	The 2009 work plan has been approved subject to amendments being made as follows:	MOLGCS UNDP	May 2009
05/09/004	Board discussion and ratification for the Gender mainstreaming support for Ministry of Social Welfare, Women and Children Affairs.	<ul style="list-style-type: none"> - Procurement of office equipment coordinated with Government IT Centre. - UNDP to support the Ministry of Finance in implementing the Government Financial System at all levels in the State. - UNDP to explore possibility of supporting the SK Ministry of Economy and Investment on a study tour to Eastern Sudan for learning experiences in locality economic development as part of preparation for 2010 plan - Other priority programmes of 	MOF, UNDP	July 2009
05/09/005				October 2009

Closing Remarks by Chairperson and Co-Chairperson		the implementing agencies presented are included in the work plan only if consistent with the project document, in line with the CPAP and UNDAF and funds currently available for them.		
	Status of the proposed gender component of the project.	The Board discussed, approved and ratified the Gender support from the Norwegian Government for MOSWWCA as a component of the project.	MOLGCS MOSWWCA UNDP	May 2009
	Partnership with different agencies in implementing the gender component of the project.	While UNIFEM is recognized as the lead agency for the implementation of the gender component of the project, collaboration with other Agencies such as UNMIS and UNFPA should be explored.	MOLGCS UNDP	June 2009
	Use of gender focused national institutions in gender mainstreaming	Sudan has national institutions, including universities with expertise and several years of experience in gender mainstreaming. Efforts should be made to engage them in areas of the project that need expert services.	MOLGCS UNDP MOSWWCA	June 2009
	Opening of commercial public IT Centers by the State Government.	The Board considers opening of commercial IT centers by the State Government outside the framework of the project, but meanwhile advised the Government to undertake this activity as a short term measure against a medium term plan to have them eventually taken over by the private sector.	SK State Secretary General Office.	July 2009
	Lessons of project implementation through LOAs	There should a review of progress made so far in the implementation of the project activities by government institutions using Letter of agreements: quality of delivery with respect to value for money, transparency and accountability.	MOLGCS SK Legislative Council MOSWWCA UNDP	July 2009

Civil Service Database equipment maintenance	Need for improved maintenance of IT equipment.	MOLGCS	August 2009
--	--	--------	-------------

RESOLUTIONS OF THE BOARD

RESOLUTION	TIMEFRAME
1. South Kordofan State Training Centre A timeframe set against key milestones was proposed and agreed upon. <ul style="list-style-type: none"> - Design work completed and approved (one month) - Bidding process and selection of contractor completed (one month). - Contract issued and work commissioned (two months) 	By 30 th September 2009
2. State Government's contribution to the construction of the S. K Training Centre availed.	By 30 th August 2009
3. The Chairman noted that one of the Project Board's roles is to ensure that implementing agencies provide comprehensive reports on activities supported under the Letter of Agreement signed in 2008 between UNDP and the Ministry of Local Government and Civil Service.	Reports to be tabled in the next Board meeting on 11 th August 2009.
4. Coordination of supply of IT Equipment to State Institutions with SK Government IT Centre in the Directorate of Planning.	Effective May 2009
5. Gender mainstreaming support for MOSWWCA ratified as a component of the project.	Effective May 2009
6. 2009 Work Plan to be revised to accommodate proposals tabled in the meeting. Additions to work plan shall be guided by Project Document, CPAP and funds availability.	June 30 th 2009
7. Capacity building support for the Ministry of Finance on implementing the Government Financial System. MOF to make formal request for support in this respect by 15 th June 2009.	July 2009
8. The meeting of the Project Board shall be held every six months in Kadugli. To ensure optimum use of time and broad awareness of issues, the Meeting of the Board shall be preceded by a one day Workshop where all detailed matters on the agenda shall be elaborated. The Meeting of the Board shall follow thereafter to discuss and reach decisions as per the agenda.	11 th August 2009

9. Civil Service Database Office¹

Follow up to be made in August to follow up on IT related management and maintenance.

NEXT MEETING:

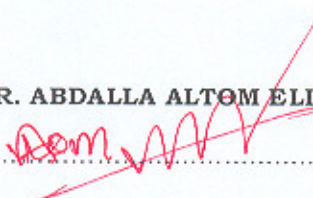
The proposed date for next meeting is 11th August 2009.

There being no other business the meeting closed at 4.30 p.m.

CHAIRPERSON:

Name **MR. ABDALLA ALTOM ELIMAM**

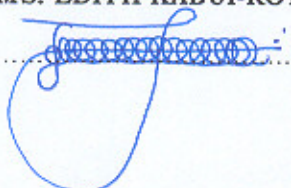
Signature



SECRETARY:

Name **MS. EDITH KABUI-ROTICH**

Signature



¹ Members of the Board visited the SK Civil Service Database Office after the main Board Meeting.