



Venue: Government Building – Ground Floor Conference Room **Time:** 9.00am-2.00pm
Funafuti, Tuvalu

MEETING MINUTES FOR THE TCAP PROJECT BOARD MEETING
HELD ON MAY 28TH, 2018

<u>ATTENDANCE OF BOARD MEETING</u>		
<u>NAME</u>	<u>ORGANISATION/MINISTRY/DEPARTMENT</u>	<u>ROLE/POSITION</u>
Hon Enele Sopoaga	Office of the Prime Minister	Honorable Prime Minister/National Designated Authority to GCF/Chairman
Mr Bakhodir Burkhanov	UNDP Pacific Office	Country Director UNDP Pacific Office/Co-Chairman
Ms Pepetua Latasi	Office of the Prime Minister,	Director Climate Change Policy and Disaster Coordination Unit (CCPDCU)
Mr Temetiu Maliga	Ministry of Home Affairs	Director of Rural Development
Mr Taasi Pitoi	Ministry of Communications and Transport	Director of Marine
Mr Enele Epati	Ministry of Education Youth & Sports	Senior Education Officer
Mr Frank Fiapati	Ministry of Finance	Acting Director CPU
Mr Siliga Kofe	Funafuti Kaupule	Funafuti Island Leader
<i>Guests</i>		
Hon Monise Lafaai	Ministry of Communication & Transport	Minister for Communication & Transport
Mr Tine Leuelu	Office of the Prime Minister,	Secretary to Government
<i>Apologies</i>		
Mr Soseala Tinilau	Ministry of Foreign Affairs, Trade, Tourism, Environment and Labour	Director of Environment
<i>UNDP Team</i>		
Mr Kevin Petrini	UNDP	Team Leader RSD
Ms Winifereti Nainoca	UNDP	Deputy Team Leader RSD



Mr Arthur Webb	UNDP	Chief Technical Advisor - TCAP
Mr Yusuke Taishi	UNDP	Regional Technical Advisor
Ms Aishath Azza	UNDP	Regional Technical Specialist – Climate Change Adaptation
Ms Seveleni Kapua	UNJPO	UN Joint Presence Officer
Ms Moeo Finauga	UNDP	National Project Manager - TCAP
Mr Jone Feresi	UNDP	Deputy Project Manager - TCAP
Mr Mike Ravono	UNDP	Finance Associate - TCAP
Ms Timaima Qeranatabua	UNDP	Procurement Associate - TCAP



Circulated Documents:

- a) The following documents were circulated:
- i. Agenda of the meeting
 - ii. Minutes of the 1st Board meeting
 - iii. Project Progress Update as at May 2018
 - iv. Draft TOR for Project Board
 - v. Funafuti Scoping Report
 - vi. Update on Project Strategies
 - vii. Financial Report as at May 15, 2018.

1) WELCOME

1. The Chairman, Honorable Enele Sopoaga, thanked all for their presence in this second Board Meeting. He acknowledged the presence of the UNDP representatives, headed by Country Director Bakhodir Burkhanov. He also acknowledged the presence of the Honorable Minister for Communication and Transport.
2. The Director of the Department of Rural Development, Mr Temetiu Maliga, opened the meeting with a word of prayer.
3. The Chairman shared that at around 4am on that morning, a localized wave overtopping event occurred at the southern part of Fogafale and a few properties, including pig pens was subjected to some degree of damage. This incident illustrated how vulnerable Tuvalu is to climate change.
4. Co-chairman, UNDP Pacific Office Country Director Bakhodir, introduced the UNDP Team especially the two Regional Technical Advisors - Yusuke Taishi and Aishath Azza.

2) ADOPTION OF THE AGENDA

- 2.1 The secretariat advised the board of a few changes in the order of items on the agenda. The board unanimously accepted the revised agenda.



3) AMENDMENTS TO, AND COMMENTS ON THE MINUTES

3.1 Funafuti Island Leader, Mr Siliga, raised a question on whether he is a member of the Project Board. The Chairman responded that Siliga raised a good question and that the question was well received and should be looked at.

3.1.1 The Project Manager advised that there is an agenda item to discuss the TOR for the Project Board. The Chair agreed and suggested that appropriate membership for the Board shall be finalized in the discussion of the Board's TOR.

3.2 The Secretary to Government advised that his name was not captured in the attendees listing though he was present in the last Board meeting.

3.3 The Chairman advised the Secretariat to correct the names and titles/designations on the list of attendees to the first project board meeting.

3.4 On the establishment of a Tuvalu Foreshore Agency in the future, the Chairman reaffirmed that the Government aspiration is still there which has also been shared by a number of Island Leaders.

3.5 Ms Pepetua Latasi commented that that page numbers should be incorporated in the meeting minutes document for ease of reference.

4) MINUTES OF MEETING

4.1 The Terms of Reference for the Project Board was explicitly reviewed, taking on board all the deliberations on proposed changes and modifications pondered, discussed, and agreed to by the Board. The Board then unanimously agreed with all the revised changes and also agreed that the revised TOR be adopted as the final Terms of Reference for the Board.

A copy of the endorsed Board TOR is appended as Annex 1 to this minute.

4.2 The Board agreed for the Secretariat to formalize appointment letters for all identified Board members to encourage strong participation from government officials. A copy of the adopted Board TOR is to be attached to the appointment letter. The letter to the Island Leaders to have some flexibility - for them to send in their representative.

4.2.1 The Chairman was requested if he could sign the official appointment letter to be disseminated internally.



5) PRESENTED PROJECT UPDATES

5.1 Project Progress – June 2017 to May 2018

Project Manager Moeo Finauga presented on the TCAP project progress from June 2017 to May of 2018.

5.1.1 Board member Pepetua requested for the Board to be provided with the APR (annual performance review) and the costings under the scholarship programme.

5.1.2 On institutional strengthening, the Chairman recommended for TCAP to also focus on in-service training for the likes of engineers and other expertise areas.

5.1.3 Board member Pepetua re-affirmed that the IVA (Island Vulnerability Assessment) data shall be shared with TCAP. Under the same token, TCAP could also benefit from the German funded (KfW) coastal inundation project data, available with the Government of Tuvalu.

5.1.4 On DOHWA's collaborative works with TCAP, co-Chair Bakhodir advised that should DOHWA's work be adopted by the Government of Tuvalu, TCAP can then favorably build on it in terms of implementing the desired coastal protection measures.

5.1.5 Ms Pepetua requested Secretariat to provide future project progress updates in a matrix-based format that is aligned to the approved "*****"AWP so that the Board could easily keep track with the progress for each of the project activities

5.1.6 Project Manager advised of the intention to develop a microsite for the Project. The Project's RTA Yusuke provided an explanation on the need for the website and that UNDP had procured a company to do the design of its website. The developed website shall be shared with the Board.

5.2 Recruitment of TCAP Personnel – SC & IC

Deputy Project Manager Jone Feresi presented on the recruitment forecast for TCAP project. The five (5) impending positions, which shall all be Tuvalu based, are:

- Communications Officer;
- Capacity Needs Assessment Consultant;
- Safeguards Consultant;
- ISP Consultant;
- Coastal Engineering Consultant;



5.2.1 Board member Pepetua raised a concern on the lack of GoT's involvement in the recruitment process.

5.2.2 Co-Chair Bakhodir clarified that TCAP shall collaborate very closely with the Government of Tuvalu on the recruitment process for both SC and IC positions. GoT shall be part of the TOR formulation and clearance, and also be part of the evaluation and selection process.

5.2.3 The Chairman re-affirmed that there is sufficient room/office space in Tuvalu for accommodating the additional recruitment(s).

5.3 Funafuti Scoping Report - Evaluation of priorities and options to address coastal hazards in Fogafale

Chief Technical Advisor Arthur Webb presented on the Funafuti Scoping Report. In summary, he emphasized on what the dynamics of change were on the Fogafale shoreline and how TCAP could best interact with those changes, and what the aspirations are for the Kaupule and the community to provide for the needed protection. He clarified that based on the project formulation, the TCAP project is tasked to only consider the lagoon (protected) shoreline only. Arthur further mentioned that while presenting the scoping report to the Funafuti community, the response was by large, to retain the sandy beaches along the shoreline. This has been taken on board as well as incorporated into the Coastal protection plan. The conceptual plan for the protection measures along the three (3) areas in focus (refer shaded areas) is thus presented to the Board for approval.



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5.3.1 Board member Siliga raised his concern on the groins functionality as a protection measure. Point of concern is the post JICA project whereby all the sand is gone (instead of being retained by the groins).

5.3.2 Arthur responded that according to JICA, the intention was not for a sandy beach, rather, cobbles beach. He re-affirmed that sand nourishment will always require ongoing maintenance works, this is not restricted to beach nourishment intervention but to any coastal protection measure

5.3.3 The Chairman reiterated the need for TCAP to work with the Government of Tuvalu and the communities towards institutionalizing the Tuvalu coastal management department.

5.3.4 Arthur affirmed that the Foreshore Authority is a very key mechanism to the Government of Tuvalu especially on the decision making and to manage risk especially on exposure to the coastal hazards.

5.3.5 Board member Pepetua raised a question on whether any intervention is required on the ocean side.

5.3.6 Arthur agreed that the ocean side is very important and critical. However, guided by the project formulation and approval, the TCAP project funding is only for the lagoon shoreline protection instead of the ocean side.

5.3.7 Board member Siliga suggested that land reclamation is the best form of coastal protection. It would ensure more space to build expanding government properties and accommodate the people's needs.

5.3.8 The Chairman urged TCAP to move ahead with the design works and the implementation of the appropriate coastal protection measures.

5.3.9 Co-Chair Bakhodir highlighted that TCAP has not yet decided on the designs to be implemented. He however reiterated a full commitment by TCAP to move on this. Building on the works done by DOHWA, and depending on the funding availability, he highlighted that the three (3) likely protection measures that TCAP might employ include foreshore beach nourishment, foreshore reclamation, and engineered seawalls and revetments. The Board fully support and agree with these.

5.4 Project Strategies Update

Chief Technical Advisor Arthur Webb presented on the Project Strategies Update. The Board was requested to endorse the updated strategies with the agreement that future changes can be made when seen fit. The endorsement status is highlighted alongside each Strategy.

	TCAP PROJECT DOC APPROACH	UPDATED STRATEGY	WHY?	BOARD'S DECISION ON UPDATED STRATEGY (as at 28-05- 18)
1	Fogafale Geobag Seawalls	<p>Mixed interventions:</p> <ul style="list-style-type: none"> Beach nourishment (retaining a sandy beach foreshore); Rock revetment (seawall to fix the position of the shoreline and lower overtopping risk); 	<ul style="list-style-type: none"> A huge amount has changed on the Fogafale lagoon shore since the original Project Proposal was written. Site visits in Nov 17 and March 18 revealed that there is a strong local interest in future reclamation and that there is also strong community preference to retain a sandy beach environment where possible. Reclamation is a very practical solution to many of Fogafale's current vulnerability and development space problems, so TCAP has tried to develop approaches which will be complementary to future reclamation rather than hinder such activities. These approaches also retain the principle aim of improving protect on this shoreline. Geobags are not considered a viable approach in an exposed densely populated setting because mechanical damage and failure risk is too high. Rock revetments are recommended as a more durable lasting solution. 	Endorsed by the Board
2	Design of Fogafale lagoon foreshore infrastructure.	<p>TCAP is collaborating with DOWHA Engineering (Korea) to ensure TCAP interventions are consistent with the bilateral arrangement in place between the Govt. of Tuvalu and Korea. This pre-existing Project aims to provide a "Master Plan for the Fogafale Foreshore".</p> <p>Note – this initiative reduces the number of assessments and fast tracks capital works.</p>	<ul style="list-style-type: none"> DOWHA Engineering and TCAP have collaborated to ensure that concepts for work on the Fogafale lagoon shoreline are aligned and complementary. This is extremely important as the Govt. of Tuvalu has a pre-existing arrangement with the Govt. of Korea to produce a foreshore master plan. If TCAP works counter to this master plan it may conflict with the Governments future vision for development on this shoreline. To avoid duplication and inefficiencies TCAP will continue to work collaboratively with DOWHA. This also has cost saving and time saving implications allowing the fastest possible implementation of works on Fogafale. 	Endorsed by the Board



3	Nanumaga and Nanumea Geobag Foreshore Seawalls	<p>The main approach on the 2 outer islands will be "berm top barriers". In key areas such as Nanumaga wharf and Nanumea church compound, limited hard foreshore infrastructure is recommended.</p>	<ul style="list-style-type: none"> • Both Nanumea and Nanumaga have excellent, functional shorelines. These systems are as near pristine as any in the Pacific Islands. • It is not possible to engineer a better solution to shoreline protection than the island's natural functional shoreline system. • Erosion is not the major issue on these shores but rather wave overtopping and marine flooding. • Wave over topping barriers would be more effective in dealing with this problem and would avoid disturbing the natural and functional shoreline systems. 	Endorsed by the Board
			<ul style="list-style-type: none"> • In places such as the church compound on Nanumea a concrete unit (e.g. seabee or similar) will be considered for protection at this site as this is an old reclamation and was previously protected by a seawall. • In Nanumaga alternative approaches may be necessary at the location of the wharf - TBA. • The World Bank is funding a new harbour facility at the village location on Nanumaga. • The approaches being considered by TCAP may be rendered obsolete as the harbour development has potential to cause irreversible shoreline damage at this location. 	
4	National Island Assessment process to support future coastal adaptation work.	<p>The assessment process has been divided into two main components:</p> <ol style="list-style-type: none"> 1. social/community-based criteria; and 2. biophysical criteria; <p>Note – this initiative reduces the number of assessments and fast tracks capital works.</p>	<ul style="list-style-type: none"> • The Govt. of Tuvalu via the CCPDCU is already undertaking the Island Vulnerability Assessment (IVA), because there are many parallels with TCAP's expected approach for the social criteria, TCAP is seeking ways to support the IVA and use this data to inform the TCAP Island Assessment Process. • This avoids duplication and fast tracks work. • The biophysical component of the Island Assessment Process will be undertaken by SPC. • SPC are already working collaboratively with the Govt. of Tuvalu to determine relative sea level on each island (a partnership between UK Hydrographic, SPC and the LSD, Tuvalu). • SPC are also developing a wave hazard early warning platform for Tuvalu which links directly into TCAP's objectives. • Partnering with SPC avoids duplication and fast tracks work, SPC also have vast experience working in Pacific Islands and specifically Tuvalu, this ensures the best and most efficient out comes. 	Endorsed by the Board



5	<p>National Island Assessment process to support future coastal adaptation work. ESIA undertaken on every island.</p>	<p>ESIA's (Environmental, Social Impact Assessments) will only be undertaken on those target islands where TCAP will implement coastal infrastructure, Nanumaga, Nanumea and Fogafale.</p> <p>Note – this initiative reduces the number of assessments and fast tracks capital works.</p>	<ul style="list-style-type: none"> ESIA's are undertaken to support development application processes for major infrastructure works. It cannot be foreseen what the best approach, engineering or otherwise, may be at every location across all 9 islands. Thus, it is not efficient or appropriate to pre-empt ESIA's. ESIA's are only effectively undertaken once there is exact clarity regarding the design and extent of engineering which may be implemented. They are also time dependant, meaning an ESIA completed now may not be relevant in 5 years' time. As such, pre-emptively undertaking ESIA on every island would not be an efficient use of Project resources since there is neither the time nor resources to fully elaborate what coastal hazards approaches may be most suitable in every island of Tuvalu. Let alone have all of these subject to exacting engineering design. 	<p>Endorsed by the Board</p>
6	<p>National Island Assessment process to support future coastal adaptation work. LiDAR – Light Detection and Ranging</p>	<p>It is recommended TCAP peruse the collection of LiDAR data for as much of the country as possible, but especially the 3 target islands.</p>	<ul style="list-style-type: none"> It is hoped that through efficiencies in avoiding duplication and supporting existing efforts (such as the IVA) that sufficient resources maybe available to support this work. Sea level rise is measured in mm per year. Yet beyond Funafuti there is very poor information regarding land height in relation to sea level. For adaptation efforts to be effective such basic data, in this case accurate land height and reef edge depth is crucial. Such data is the best way to understand sea level impacts, wave over topping potential, flooding impacts and supports a huge range of adaptation, development and planning priorities. Tuvalu have limited information of this type, yet it is one of the world's most low-lying and threatened countries (!?). LiDAR is the best possible technology in atoll environments because it can "see through" vegetation, it can collect shallow water bathymetry and it is highly accurate, so accurately captures land height in even very low-lying areas. This data would be perfectly complemented by the ongoing work by (SPC, UK Hydrographic and LSD) to resurvey benchmarks on the outer islands and determine mean sea level on each island. It is also a key requirement to support the joint GoT / SPC efforts to develop a wave hazard early warning system. Wave modelling (inundation) must be supported by high quality baselines such as LiDAR, if it is to accurately characterise hazards. 	<p>Endorsed by the Board</p>

7	<p>Nanumea hard revetment works at the church compound – involvement with PRIF (Pacific Regional Infrastructure Facility)</p>	<p>It is recommended that this site (and possibly others) be registered with the PRIF (Pacific Regional Infrastructure Facility) initiative to receive sustained support and guidance in the construction, maintenance and performance of the seawall at this site.</p>	<ul style="list-style-type: none"> • TCAP has explored improved coordination with regional mechanisms such as PRIF) to ensure the best possible technology is used in challenging, remote locations such as Nanumea. • PRIF may offer a number of benefits through direct involvement such as sustained support for design of works in other locations in Tuvalu. • PRIF intends to monitor the relative success of TCAP (and possibly other coastal interventions) to provide crucial information for future works. • PRIF has already offered technical review services to TCAP for its designs. 	<p>Endorsed by the Board</p>
8	<p>National shoreline monitoring platform</p>	<p>It is recommended that TCAP moves to use contemporary GIS techniques for shoreline monitoring at the national level.</p> <p>Note – this initiative reduces the number of assessments.</p>	<ul style="list-style-type: none"> • Sites along the Fogafale lagoon shore have been subject to traditional shoreline profiling since the 1990's however this data is hardly used, and the method does not tell a simple story of shoreline change. • For a number of reasons profiling has been unsuccessful and is discontinued across the Pacific Islands. • Modern computer base mapping tools (GIS) and aerial imagery can be used instead and results in a far more useful and wholistic understanding of shoreline processes. • TCAP has already produce a draft platform for Nanumea, Nanumaga and Fogafale and SPC will produce similar during the Island Assessment Process. • It would be far more effective to train local officers in this form of monitoring and incorporate modern techniques such as drones, satellite imagery and GPS. • If LiDAR was collected this would integrate seamlessly with the same tools and platform. 	<p>Endorsed by the Board</p>



9	<p>Tuvalu Project Management Office – closes at termination of Project.</p>	<p>Develop a strategy for the TCAP Funafuti Office to grow towards becoming a sustained national hub for coastal management, hazards mitigation, coastal data analysis, shoreline monitoring and shoreline adaptation.</p>	<ul style="list-style-type: none"> • TCAP will remain active for 7 years and it has significant resources dedicated to capacity building of Tuvalu nationals in all spheres of coastal management and coastal adaptation. • These skills will be best deployed if they are able to work in a dedicated office which supports the complex field of shoreline management and adaptation. • Today even though coastal hazards are one of the largest threats to Tuvalu the country has no central hub or authority dedicated to shoreline; management, vulnerability, engineering, adaptation, proposal development, etc. • To build the locally owned and sustained approach to shoreline development and adaptation Tuvalu needs a dedicated, qualified Tuvaluan capacity. These are complex issues requiring specialist skills. • TCAP recommends capitalising on the capacity building objectives of TCAP and could seek to retain those skills which are being built over the next 7 years. • Instead of closing the office in 7 years' time, TCAP can gradually transform the office into a national coastal authority to ultimately be absorbed by Government to serve as a hub for coastal management and shoreline adaptation matters. • Because there is growing international interest in the issue of coastal adaptation this office could become reasonably self-sustaining by generating and implementing coastal adaptation projects. • If the Board approves of such a strategy a plan for this transformation will be developed and shared for approval and implementation. 	<p>Endorsed by the Board</p>
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10	<i>On Funafuti TCAP targets the lagoon shore of central Fogafale only.</i>	Broaden the approach of the Island Assessments to characterise the level of exposure and possible mitigation options for the ocean side shoreline of Fogafale.	<ul style="list-style-type: none"> • The deep water eastern ocean side shoreline is the main threat to people and infrastructure during extreme events and this was clearly shown in 1972 during cyclone Bebe. • In respect to climate change impacts the ocean side shore is the most exposed, e.g. temperature stress on living reefs, sealevel deepening the size of the wave energy window over the reef, large cyclonic waves propagating in deep water. These threats far outweigh any which may meet the lagoon shoreline. • The intense competition for space in Fogafale is leading people and Govt. to build right up on top of the eastern oceanside berm – a practice unheard of in the 1970's. • All such structures may be completely destroyed when the next storm like Cyclone Bebe strikes Funafuti. • In places the oceanside berm is also being excavated, this is an extraordinarily dangerous practice, this natural feature is the last line of defence during major storms and the importance and value of careful preservation cannot be over-stressed. • Improved understanding of these dynamics and planning and decision making based on sound understanding of the risks is crucial. • Characterising these risks would assist the Funafuti authorities to make informed development decisions in respect to the ocean side shoreline. 	Endorsed by the Board
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5.5 Financial Update

Finance Associate Mike Ravono presented on the Financial Update as at May 15th, 2018.

The total expenditure as at May 15th, 2018 is USD\$386,290. This, out of a budget of USD\$2,013,841. It is envisaged that the budgetary commitment will pick up with the finalization of the LoA with SPC for the Coastal Assessment works.

5.5.1 Hon Minister for Transport queried on who will take up the huge budget allocated under Output 2.

5.5.2 UNDP responded that the allocated budget is targeted for the Coastal Engineering consultant.

5.5.3 Board member Pepetua highlighted that travel costs take up a large portion on the expenditure.

5.5.4 The Board agreed that the travel costs be itemized in the next Financial Update.

5.5.5 Co-Chair Bakhodir has a very strong encouragement for TCAP to vigorously proceed with accelerating delivery across all three (3) components. Noting that there was some savings from the collaborative approach taken earlier on with DOHWA and other partners.

6) SUMMARY OF KEY DECISIONS FROM THE MEETING

1. The Board has adopted the TOR for the Project Board including changes that have been agreed upon during the meeting. Board has decided to appoint all Board members through formal letters – and enclosing the TOR.
2. The Board received updates on Project activities from the Project Manager. Moving forward, it was recommended that future presentations on project progress are to adopt a matrix format that included delivery status of each of the activities as listed in the AWP approved for the year.
3. The Board has taken note of the concerted recommendation to accelerate the project activities to the extent possible. The TCAP project has been moving in that direction by building on existing studies instead of undertaking them separately. At the same time, the Board noted that there is a strong need to deliver more resources to achieve the 70% threshold to secure the next tranche from GCF.
4. With regards to recruitment, the Government of Tuvalu will be part of the process of clearing the TOR's for the upcoming positions and are to be involved in the selection process of either Service Contract holders (for project personnel's) and or Individual



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Consultants (IC's). The Director CCPDCU was requested to collaborate with UNDP to ensure that TOR's are quickly cleared to negate possible delays.

5. Project Strategies - the Board noted the substantive works ahead to update project strategies. For the Fogafale plan, the Board has approved three zones for the Project's physical works – including the combination of rock revetments and beach nourishment towards the southern end of the identified area.
6. Coastal Protection for Nanumaga & Nanumea islands - the prevailing coastal protection method to be implemented for both islands is the berm top barriers to protect from wave overtopping, and marine flooding. There are however certain infrastructural facilities which would require a different kind of protection method, particularly concrete units in some places, especially for the frontage of the church compound in Nanumea. In such cases, TCAP can potentially partner and register with PRIF (Pacific Region Infrastructure Facility) so they can provide support with the design and monitoring of such approaches.
7. Island Specific Assessment – The board was notified that the assessment will be divided into two components. The first component is the producing of Environmental and Social Impacts assessment report that will largely use the available data/information collected through the TIVA (Tuvalu Island Vulnerability Assessment) that was completed by CCPDCU early this year. At the same time, the TCAP project will support the remaining activities of the IVA process whenever necessary by working closely with CCPDCU.

The second component of the island assessment is focusing on the Bio-physical attributes. This component will be achieved through contracting SPC to carry out the relevant technical assessment on the coastal hydrodynamics processes on each island. UNDP is working closely with the PMU to accelerate progress towards this end.
8. Environmental and Social Impact Assessment (ESIA) – will be primarily focusing on the 3 target islands only – Nanumea, Nanumaga and Funafuti. The Department of Environment (DoE) had already put in place the EIA standards in the Tuvalu EIA Regulation which will shape the project works, moving forward.
9. LIDAR Assessment – the LIDAR based data collection for all the islands was approved by the Board but will need to be prioritized for the 3 target islands.
10. National Shoreline monitoring platform – agreed to use GIS data for the monitoring of shoreline at the national level and put in place relevant measures to train the local Tuvalu nationals in the form of GPS usage, interpretation of drawings and satellite imagery.
11. Tuvalu Foreshore Management Authority - TCAP to provide the platform for the establishment of the Tuvalu Foreshore Management Authority. However, there is a crucial need to consider the timeline for its establishment.

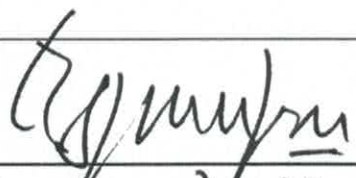
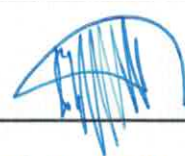


12. Future Financial presentations to include critical details such as travel budgets. This, to enable the Board to make informed decisions on the project - moving forward.
13. The Board acknowledged and endorsed the new TCAP Logo. It is to be used in all future documents pertaining to the TCAP Board.
14. The minutes of the Board meeting is to be circulated to all Board members for their review and final approval. The mode of circulation is to be by e-mail.

7) NEXT MEETING AND VENUE

The next Board meeting is tentatively scheduled for the first week of November, 2018. Venue to be subject to the advice of PMU.

The Chairman closed the meeting and thanked all for their attendance. Meeting was closed off with a closing prayer from Board member Frank Fiapati.

<p>On behalf of the Government of Tuvalu, Office of the Prime Minister, Funafuti, Tuvalu</p>	<p>On behalf of United Nations Development Program – Multi-Country Office, Suva, Fiji</p>
<p>Approved by: _____ Signature:  Date: <u>13 Nov 2018</u></p>	<p>Approved by: _____ Signature:  Date: <u>12 Nov 2018</u></p>
<p>Name: Hon Enele Sopoaga Title: Prime Minister & Project Board Chairman</p>	<p>Name: Mr Bakhodir Burkhanov Title: Country Director UNDP Pacific Office in Fiji & Head of Pacific Regional Program and Policy</p>