

**Stakeholder Consultation Meeting with Funafuti, Kaupule**

10 am , 20<sup>th</sup> October, 2017 Venue: Funafuti Kaupule Conferene Room

Present: TCAP team	Funafuti Kaupule members
Ms Moeo Finaunga (Project Manager)	Mr Tumua Latasi (Kaupule member)
Ms Pine Andy-Tonga (Assistant admin)	Mr Toma Liveti (Kaupule member)
Mr Mike Ravono (Finance Associate)	Mr Soloseni Penitusi (Kaupule member)
	Mr Tualo Penivao (Secretary)

**Agenda**

1. Opening Prayer
2. Adoption of agenda and registration
3. Briefing on purpose of meeting
4. Presentation on what is TCAP: Scope, purpose and outputs - Moeo
5. Q&A Discussions
6. AOBs

**End of meeting**

Minutes:

10:05am -

**Minutes of the informal meeting Hon Prime Minister- Enele Sopoaga, 8:30am, 29<sup>th</sup> September, 2017**

Venue: TCAP office (Room 1), Partnership House, Vaiaku, Funafuti.

**Purpose of the meeting:** TCAP Tuvalu-based requested a meeting with Prime Minister in early September to touch base on two priorities on TCAP's agenda. These priorities include the confirmation of PM's availability for first board meeting and to agree on the current list of Project board members.

**Action:** PMU (Tuvalu) and UNJPO were notified early in the morning today (29<sup>th</sup> September) of this 8:30am meeting appointment with the PM.

**8:35am** - Opening remarks from Prime Minister

PM congratulated Moeo and Pine for positions at TCAP. PM acknowledged the importance of TCAP to Tuvalu and other Pacific Islands nations, and thus justified the need for Tuvalu and the team to deliver the outputs on a timely manner.

**8:40am** – Seveleni acknowledged and thanked the PM for availing his time, follow up with another round of introducing Moeo as TCAP project manager and Pine as administrative officer.

- Seveleni shared the main purpose of the meeting and meeting agenda. Seveleni suggested that conversation with PM will follow the topics outlined in the agenda
- PM agreed to have the PB meeting as soon as possible.
- Moeo shared to him that the TCAP is on standby and ready to dispatch to Tuvalu anytime (once he confirmed a date to convene the meeting).
- PM assured that he will look into it and that PMU should keep tabs with Tamarisi (his PA) to set the date anytime at final week of November and 1<sup>st</sup> week of Dec.
- PM also reminded the team that the Parliament meeting will convene in the 2<sup>nd</sup> week of December.

**8:50am** – Discussion on PB members.

- Moeo and shared that the current listing of board member as stipulated in the prodoc and that we need to include a representative from MFAT and CCPDCU.
- PM seconded this suggestion and mentioned that there is always room to slot in extra member when necessary, but for the time being, the listing with the additional reps will do for now. PM recommended Directors and senior level persons as PB members.
- **PM suggested that he chair the PB meeting.**
- PM also suggested that we might consider inviting (for courtesy purposes) the island leaders from the pilot sites to sit in the PB meeting.
- Moeo responded that there is a category of 'observers' in the PB meetings to fit this idea and PM agreed to this.

**9:00am** - AOBs meeting.

Rapporteur: Ms Moeo Finaunga (TCAP Project Manager)

**9:02 am** – Seveleni and Moeo concluded the meeting.

End of meeting.