



UNDP-GEF BRANTV Project ID 5926

(Barrier Removal for Achieving the National Energy Road Map Targets of Vanuatu)

Minutes of Project Board Meetings

Barrier Removal to Achieve National Energy Road Map Targets of Vanuatu (BRANTV) & Low Emission Capacity Building (LECB) II

Date: 8th July 2022

Venue: Department of Energy Conference Room

Time: 10 AM – 1 PM Vanuatu Time, 11 AM – 2 PM Fiji Time

Zoom Call Meeting: Participant list from Vanuatu is attached as Annex A.

Board Members Present:

1. Board Chair, Ms. Esline Garaebiti, Director General Ministry of Climate Change
2. Board Co-Chair, Yemesrach Workie, Deputy Resident Representative UNDP Pacific Office, Suva, Fiji
3. Board Secretary, Antony Garae, Director Department of Energy
4. Board Member, Leith Veremaito, Director Department of Local Authority,

Observers:

1. Justin Shone, Team Leader, Resilience and Sustainable Development, UNDP Pacific Office, Suva Fiji
2. Wini Nainoca, Deputy Team Leader, Resilience and Sustainable Development, UNDP Pacific Office, Suva Fiji
3. Vijay Prasad Kesari, UNDP Programme Analyst, UNDP Office Suva, Fiji
4. Donald Wouloseje, UNDP Programme Analyst, Port Vila Office
5. Doreen Leona, Project Manager, BRANTV PMU, DoE, Vanuatu
6. Ian Iercet, Project Coordinator – NDC/TNC, Vanuatu
7. Joel Galeb, Implementation and Monitoring Officer, BRANTV PMU, DoE, Vanuatu
8. Antoinette Tari, Finance and Administration Officer, BRANTV PMU, DoE, Vanuatu
9. Gary Erick, Off-Grid Principal Officer, DoE, Vanuatu

Agenda:

A copy of the PB Agenda is attached in Annex B.

1. INTRODUCTION

The welcoming remarks were presented by both the Board Chair Ms. Eslie Garaebiti, Director General Ministry of Climate Change, and then the Board Co-Chair, Yemesrach Workie, Deputy Resident Representative UNDP Pacific Office, Suva Fiji.

Ms. Garaebiti acknowledges the BRANTV Project Board Members, the Project teams both Fiji and Vanuatu including the UNDP representative in Vanuatu Mr. Donald Wouloseje who was also present in the Board meeting for their support and commitment towards the progress of the BRANTV project. In her introductory notes she made specific emphasize on the importance of BRANTV project towards the Government of Vanuatu. Despite the challenges with Covid 19 that had affected implementation, it is very important to the Implementing Partner, the Ministry of Climate Change whom she is responsible for to ensure that deliverables are achieved to meet Government priorities. The role of the Project Board is to be updated on the progress, find solutions that will escalate and improve delivery in a very short time frame.

The Co-Chair Ms. Yemesrach Workie welcomed all Board members to the Board meeting. She extends her gratitude to the Donor partners the Global Environment Facility (GEF) and the Implementing Partner (IP) Department of Energy, Ministry of Climate Change for their support since 2018 when project starts and will continue to support till the end to have a successful completion. Furthermore, she congratulates everyone who had contributed to the success of the LECB project to its closure.

In her speech the Co-Chair stated despite Covid-19 that significantly impact on the project delivery, it is important to avoid a situation to return back money to the Donor. While population struggles with fuel prices and impact of Covid returning money to the Donor is painful. Thus, she is assured that the Board will discuss thoughtfully and being innovative to give a direction towards how BRANTV PMU can accelerate on implementation going forward. UNDP will not grant extension unless there is a compelling case. In her remarks she expressed her gratitude to the Ministry of Climate Change, the Government of Vanuatu for its leadership. Sincere thanks to the Director General, distinguished Board members and Project staffs and looking forward to a successful discussion and deliberation to the Board meeting.

2. PRESENTATION: BRANTV Project - Progress, Achievements, Risks and Challenges

The BRANTV Project presentation was delivered by the Project Manager, Ms. Doreen Leona. BRANTV presentation covered the progress of implementation of activities, risks, challenges and lessons learned and status of financial expenditure. The progress in relation to the project results framework was presented depicting how much has been achieved against outcomes and targets.

The Annual Work Plan 2022 and procurement plan was presented as key decision points for the Board to deliberate and approve.

A copy of the presentation is attached as Annex C.

- **2022 Achievements**

- Total of 36 Demo sites have been finalised for RE PV Solar systems technologies.
 - 35 demonstrated Community Scale PV Solar systems
 - 1 Family - Compound Nano grid system on Liro Paama Island (4 stations).
- Progress in 2022:
 - Completed Installation of 6 Demo Sites of Community Scale PV Solar Systems
 - Demonstration of Family-compound Nano-Grid on Liro Paama island in is progress with installation. One station is waiting on arrival of battery at the wharf.
 - Completed RFQ process for 5 Demo Sites of Community Scale PV Solar systems, while 2 sites pending signing of contract and evaluation and 4 sites pending RFQ.
- Successfully received from the office of the Utility Regulatory Authority (URA) approved tariff of Lolong mini-grid at a rate of 88.46 VT per kWh of energy sold.
- Expected daily consumption is 68 kWh/day. Currently the power is consuming up to 45 kWh/day. This is 80% consumption of initial target.
- Request for Tender (RFT) in progress to procure:
 - Pico-Hydropower Consultant
 - Energy Efficient Consultant
- BRANTV total delivery to date is \$199,092.07, 12% of target.
- Up to 12,000 population and over 8,000 households are direct beneficiary from BRANTV project RE demonstrations. Out of these 9,254 populations have access to electricity and 1894 households.

- **Challenges affecting 2021 Implementation**

- The major challenge is Covid Pandemic affecting delay on delivery of activities and implementation of workplan. Vanuatu had its community transmission reported first week of March 2022 followed by lock-down and curfews for two consecutive months, March and April 2022. The impacts are:
 - Comply with Covid protocols, social distancing, wash hands, wearing masks.
 - Work from home has a challenge, no proper work facilities such as good internet bandwidth and the environment is not favourable to work.
 - Delays on shipment of parts and equipment from overseas orders. Suppliers stock is affected and result to delay in installation.
 - Delays to conduct field missions
 - Central Tender Board (CTB) focused on procurement for Covid tasks-force thus other agencies became lower priority
- Amendment on Government Procurement and Tender Regulations effective July 2021 with more stringent to processes. It is seen as causing delays to progress on procurement.

- **Project Budget v/s Expenditure**

Year	Budget (US\$)	Expenditure (US\$)	Annual Delivery (%)
2018	51,681	7,298.48	14%
2019	553,102.11	246,219.10	46%
2020	613,899.00	508,881.71	83%
2021	1,265,672.94	174,241.91	13.76%
2022	1,703,311.96	\$199,092.07 (dated 4 th July 2022)	12%

- **2022 Budget v/s Expenditure dated 4th July 2022**

OUTCOMES	BUDGET (USD)	EXPENSES (USD)
Outcome 1	114,299.59	4861.83
Outcome 2	121,742.52	
Outcome 3	9,104.24	1047.36
Outcome 4A	30,222.55	
Outcome 4B		
Outcome 5A	168,280.24	12305.75
Outcome 5B	1,145,153.56	13578.99
PMU	55,369.47	
Total	1,703,311.96	199,092.07
% Delivery		12%

3. PROJECT EXTENSION REQUEST AT NO COST: 8 MONTHS FROM 9TH NOVEMBER 2022 TO 9TH JULY 2023

- **Justifications for Project Extension**

- Impact of global pandemic since 2020 affects delay on delivery of work plan.
- Lack of technical expertise due to global pandemic and travel restrictions.
- Impact of TC Harold in 2020 creates delay to undertake feasibility studies on Pico-Hydropower project sites until 2021 and 2022.
- Three major activities have delayed to start due to the TC Harold in 2020 that affects data collection of each sites , scope of each activity requires additional financial support, and lengthy process of constructing Pico-hydropower mini-grid systems. The three major activities are:
 - Outcome 2: Develop National Electrification Master Plan,
 - Outcome 5B: Roll-out Pico-Hydropower programme
 - Outcome 5B: Roll our Energy Efficiency programme on Cook Stoves and Copra Dryer

4. REVISED ANNUAL WORK PLAN & BUDGET PLAN 2022

- Presentations continues with Annual Work Plan 2022 and Budget. Copy attached as Annex D.

- The AWP2022 budget is **USD 1,034,972.**
- Breakdown:
 1. Outcome 1: USD 95,616.98
 2. Outcome 2: USD 121,742.41
 3. Outcome 3: USD 9,104.24
 4. Outcome 4A: USD 30,322.65
 5. Outcome 5A: USD 54,749.13
 6. Outcome 5B: USD 640,329.79
 7. PMU: USD 24,067.39

5. PROPOSED ANNUAL WORK PLAN & BUDGET PLAN 2023

- The proposed AWP2023 budget is **USD 668,339.58.**
- Breakdown:
 8. Outcome 1: USD 18,682.62
 9. Outcome 5A: USD 113,531.11
 10. Outcome 5B: USD 504,823.77
 11. PMU: USD 31,302.58

- Strategic Plan for Implementation
The BRANTV PMU had submitted a strategic plan towards implementation of the activities in the AWP2022. Procurement in Q1 and Q2 and implementation in Q3 and Q4.

Board Recommendations for Decision

Recommendations presented for Boards deliberation and approval.

- Endorsement of Revised Annual Work Plan and Budget for 2022
- Endorsement of BRANTV Project Board Extension at No Cost: 8 Months 9th November 2022 to 9th July 2023

6. PRESENTATION ON MID TERM REVIEW (MTR)

Vijay Kesari, Program Analyst a.i. presented the major recommendation of MTR. He also presented the status of each recommendation. The presentation is attached as annex-D

7. PRESENTATION ON LOW EMISSION CAPACITY DEVELOPMENT PROJECT (LECBPII)

Mr. Kesari further presented the achievement of LECBP. He also presented the total budget and expenditure of the project. He thanked all the persons who were engaged in this project and made it successful and requested to the board to recommend for closure of the project.

8. SUMMARY OF PROJECT BOARD DISCUSSION

- The Co-Chair Ms. Yemesrach Workie is pleased with the presentation and the workplan. She emphasis on few points about undertaking bulk procurement in the 2022 to create a safe space in 2023 to deliver on the remaining activities. Since it would be very difficult to request for second extension.
- The Co-Chair continues to comment on the presentation of the Mid-Term Review whom she was very pleased with the project results. She commented about the knock-off effect of these pilot

projects will be incredible to the country, and the region. It is very important to document lessons learned and the impact. There is a possibility to scale-up with GEF resources. It is also important to highlight gender desegregated data and the impact of the project supporting women in general.

- The Co-Chair assures the Board and the PMU that UNDP has procurement expertise and will continue to support the PMU with high procurement processes.
- The Chair Ms. Eslina Garaebiti is also in support of the revised Annual Work Plan 2022. The Chair sharing her views to support the requests of the PMU for an extension at no cost. She mentioned about other projects have been delayed as well due to Covid and TC Harold especially when the projects depend on the experts and international consultant. In her statement the Chair also requests support from UNDP on procurement process to accelerate on the delivery of activities for 2022 and 2023. She had raised the formality on the request of extension to understand how soon the IP can receive the response. She went on to mentioned that the Ministry will help to seek other source of funding to support with delivery of activities.
- Board member Leith Veremaito had expressed his concern over being realistic with implementing the work plan given a short time frame remaining before project closure. He further requested that additional people be recruited on board to support with delivery.
- Board member Antony Garae also emphasizes on the process of procurement and request to UNDP to support certain procurement especially high-level procurement while the PMU continues with Government process in country on low value procurement.
- Donald Wouloseje mentioned that the Government has diverted its attention to recovery and response to combat impact of TC Harold in March 2020 and further with arrival of Covid in the same month March 2020. He showed his support towards the revised work plan and the proposed work plan to be more realistic for implementation.
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9. BOARD RESOLUTIONS

- The Board resolved to endorse the Revised Annual Work Plan 2022 and Budget total to **US\$1,034,972.**
- The Board resolved to endorse BRANTV project 8 Months Extension at No Cost from 9th November 2022 to 9th July 2023.
- The Board resolved to endorse Proposed Annual Work Plan 2023 and Budget total to \$668,339.96
- The Board resolved to endorse UNDP support toward procurement process of technical experts and international consultants.
- The Board resolved to endorse a revision of the Terms of Reference of the Procurement Consultant to a Project Support to assist BRANTV PMU with acceleration of activities.
- The Board resolved to endorse the closing of LCEB II project

10. CLOSING REMARKS

- The Co-Chair extends her gratitude to the Chair and the Board members for the commitment towards BRANTV project. She assured everyone that UND will remain supportive and committed to project closure.
- She further extends her gratitude towards the Coordinator of LECB II and the government support to get the LECB II project to its closure.
- In her final words, she requests the Chair to support with the Government Central Tender Board with facilitation of the project procurement processes.

- The Chair in her final remarks expressed her appreciation towards UNDP for their understanding of the challenges and great support to deliver on activities. She acknowledges the Board members also for their commitment and support towards the Project team. The project team both in Fiji and Vanuatu have worked really hard despite challenges to deliver on the project activities. She re-assured the Board that her Ministry will look for potential partners and the Ministry to support with funding budget.

Annexes

Annex A – Participants Lists from Vanuatu

Annex B –Project Board Meeting Agenda

Annex C – BRANTV Project Board Presentation.

Annex D – MTR presentation

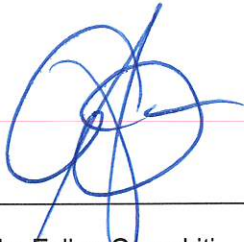
Annex E –Presentation on LECDP II

Annex E – BRANTV Revised Annual Work Plan & Budget Plan 2022

Annex F- Request for 8 Months Project Extension at No Cost

Annex G- Presentation of the Mid-Term Review and LECPBII Project Closure

SIGNATURES



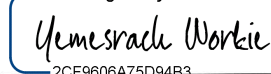
Ms. Esline Garaebiti

The Board Chairlady
Acting Director General
Ministry of Climate Change, Port Vila, VANUATU

Date: _____

28/07/2022

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Yemesrach Workie,
Board Co-Chair
Deputy Resident Representative, UNDP Office, Suva Fiji

Date: _____

31-Jul-2022

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