

MCA-Vanuatu Steering Committee Meeting No. 02031009 Minutes

Type of Meeting: Special Steering Committee Meeting

2 pm. 10 March 2009

MCA Vanuatu Conference Room

Board Members:

Present: Chairman, DG PMO, Simeon Athy
Deputy Chairma, DG, Finance, George Maniuri
DG, MIPU, Wilson Vuti
DG, Lands, Russel Gari
Director of Finance, Benjamin Shing

MCC Representative

Chuck Sethness, MCC-V Resident Country Director
Chris Cookson, MCC-V Deputy Resident Country Director

MC- Vanuatu Program Management:

Johnson Wabaiat, Program Director MCA-V
Hans Eucher, MCA-V Project Manager
Catherine Malosu, Environment & Social Impact Officer
Tony Sewen, Economist
Dolsie Amos Kalo, Administrative Personnel

Absent:

Gregoir Nimtik

Quorum present? Yes

PROCEEDINGS:

The meeting called to order at 2.00pm by MCA-V SC Chairman.

1. Greetings to MCA-V Staff Complement:

Chairman commenced by officially welcoming the New Program Director and the Project Manager who have just joined the MCA-V management team and at the same time introduced them to the MCA-V SC members. The meeting continued on to consider the Agenda Items for discussion and endorsed that the minutes of previous meeting be deferred to the next SC meeting as timing was not convenient to consider all matters for discussion.

Items for Discussions As amended:

2. Changes in MCA-V Staffing
3. Amended Governance Agreement Update.
4. Quarterly Disbursement Request (April-June 2009
5. Government of Vanuatu Road Works on Santo East Coast Road
6. Stakeholder Obligations
7. Update on Santo East Coast Resettlement Action Plan (RAP)
8. Update on Efate Ring Road Design and Build, Fit for Purpose (MCA-V Project Manager
9. Contract for Procurement Agent (GRM)
10. AOB

Recommendations

SC approved the agenda items for discussion with the amendment that Agenda Item 3 be deferred to another meeting.

2. Changes in MCA-V Staffing

MCA-V Chairman made a brief presentation to members about MCA-V staffing complement by introducing the Program Director and Project Manager. They both commenced work in Mid February 2009 and the chair expressed his confidence that their inputs in the Program will contribute immensely for successful completion of the program.

Recommendations:

SC noted the presence of the Program Director, Johnson Wabaiat and the Project Manager, Hans Euscher as members of MCA-V Program Management team.

3. Amended Governance Agreement Update.**Introduction:**

SC was informed that the Administrative requirements have been made to enable the amendment of Governance Agreement and the Charter through various levels of Vanuatu Government Approval processes such as the DCO, and COM. The changes to the Amended Governance Agreement and the Charter provided changes for SC representation to be reduced to seven (7) members with a Quorum of four (4). The Amended Governance Agreement also provides for the establishment of Stake Holders Committee to meet twice a year and the meeting dates for Stakeholder Committee meeting is yet to be determined.

The referenced documents were forwarded to MCC for No Objections for immediate execution and MCC has concurred to MCA-V request.

Recommendation:

SC noted and approved the Amended Governance Agreement and the Charter to be executed.

Quarterly Disbursement Request Package (April to June 2009)**Introduction:**

QDRP was presented to SC for consideration and decision which included

- Year 4 Quarter 1 for April – June 2009 Disbursement
- QDRP Narrative
- CP
- Deferral Letter

MCA-V's Disbursement Request contains above four important components for SC consideration and decision before submitted to MCC for No Objections as required under the MCC guidelines. The above items had to be presented to SC for consideration and decision before 10th day of the month of the quarter ending period., (10th March 2009). Financial Plan and Quarterly Financial Report indicating detailing the expect MCA-V commitments and expected cash as reflected in the work plan.

Discussions:

The QDRP presented was discussed by SC members as well as interventions from MCC-V on the presentation format with questions relating to unspent funds for previous quarter, Disbursement Request Responses, CPs, unused funds from previous quarters (FA Storage Facility and remaining contingency budget under the D&B contracts.

SC took note of the detailed FP and made reflection on the presentation with an overview of MCA-V financial activities over previous quarters as justified with amendments to be finalized before submitted to MCC for No Objections.

Recommendation:

SC noted and approved that:

1. The presentation of the DRP and approved that the Disbursement Request Package be amended as discussed for financial period, Year 4 Quarter 1 – April to June 2009 stands at USD 5,266,092
2. Remaining balances of funds allocated for procurement of PWD equipment remains unallocated till further review.
3. The award of Financial Audit contract to BDO
4. Indicator Tracking Table (ITT) presented is an ongoing M&E activity which follows MCC guidelines
5. The progress made by MCA-V to address CPs as ongoing with achievements met as follows:
 - a. recruitment of Program Director
 - b. recruitment of Project Manager/advisor
 - c. Santo ESA & EMP report
 - d. Granting of various quarry permits on Santo
 - e. Granting of Water permits for Efate and Santo

SC meeting was adjourned to be re-convened at a later date to be set by the Chairman to look into the remaining agenda items not being discussed due to other urgent commitment that some members had to attend to.

Certified by:

Secretary, MCA-Vanuatu

Acknowledged by::

Chair of the Steering Committee