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Reducing Poverty through Growth

MCA-Vanuatu Steering Committee Meeting No. 12 120809

Type of Meeting: Special Steering Committee Meeting

2.45pm 08th December 2009

MCA Vanuatu Conference Room

Board Members:

Present: Chairman, DG, PMO, Simeon Athy
Representative of DSPPD, Tony Sewen
Representative of Finance Department Anna Matansawan
Representative, PWD, Kensi Yosef

MCC Representative
Kristin Dreiling, MCC-Vanuatu Country Resident Manager

NZ Aid Representative
John Claasen, NZAID Manager

MCA Vanuatu Program Management
Johnson Wabaiat, Director MCA
Marie Jo Bani, Administrative Personnel

Apology: Gregoire Nimbtik, Director DSPP

Absent: Russel Nari, DG, Lands
Wilson Tari Vuti, DG, MIPU

Quorum present? Yes

PROCEEDINGS

The Meeting was called to order at 2.45pm by the Chairman of MCA-Vanuatu Steering Committee.

Welcome by Chairman
SC Chairman welcomed all members and representatives present at the meeting and outlined the Agenda Items for discussions as detailed below.

1. **Minutes of previous meetings No. 11**
2. **Quarterly Disbursement Request Package (QDRP)**
 - 1- **Financial Plan**
 - 2- **Quarterly Financial Report and Detail**
 - 3- **Disbursement Request**
 - 4- **Indicator Tracking Table**
 - 5- **CP Report**
 - 6- **CP Deferral Letter**
 - 7- **Disbursement Certificates**
 - 8- **Narrative Report**
 - 9- **Work Plan – Jan 2010 to June 2010 MCA-V**
 - 10- **Procurement Financial Report**
3. **MCA-V Staffing**
4. **AOB**
5. **Date of next SC Meeting.**

1. **SC approved the Minute No. 11 with amendments to be circulated to all members for comments before it could be forwarded to the web site.**
2. **Quarterly Disbursement Request Package**

1. **Financial Plan** - SC was updated on the MCA-V financial plan for quarter 16 – Year 4 quarter 4 and the activities of the program. Concern raised by the NZAID Manager on the figure presented which does not include NZAID Funding contribution. Clarification was made that the spreadsheet present only reflected the Compact funds for MCC accounting purposes. A separate spreadsheet is to be developed to incorporate both funding sources from the MCC & NZAID multi year contribution. The Financial Plan also reflected addition appointment to the MCA Vanuatu and the confirmation of appointment of ESU Staff.

Recommendation

SC noted and endorsed the financial plan has presented and approved for next Quarterly presentation to include an incorporated spreadsheet showing disbursements of funds from NZAID and MCC Funds.

- 3 **Disbursement Request** – the SC was presented with the Disbursement Request for the next quarterly Financial Disbursements. Clarification was sought for calculation and presentation as reflected in the Disbursement Request Sheet. Fiscal Agent assisted to clarify figures presented and was well received by the SC.

Recommendation

SC noted and approved the Disbursement Request presented.

- 4 **Indicator Tracking Table** – The SC acknowledged the collaborative efforts by PMO, DSPPD and MCA-V to finalize the ITT and present to SC for consideration.

Recommendation:

The SC noted and approved for the ITT to be forwarded to MCC for no objections.

5. **CP Report**

The SC noted the CP Report presented indicating progress and satisfactory achievements outlined in the CP Report.

Recommendation:

SC also acknowledged MCC's continues collaboration and assistance with MCA-V to attend to CP Report.

6. **CP Deferral Letter**

The SC noted the MCC Disbursement Request response addressed in the Deferral Letter and noted the issues being addressed to correspond to the disbursement request response. Though substantive issues are yet to be addressed as per the CP Deferral Letter, SC remains committed to work with MCA-V to address the unattended matters.

Recommendation:

The SC noted and endorsed CP Deferral Letter for onward submission with amendments to MCC for "no objection".

7. **Disbursement Certificates**

SC was presented with the Disbursement Certificate providing an overview of the Disbursement Package outlined the program activity for the given Quarter with the attendant to supplement the activities contained in the disbursement certificate.

Recommendation:

SC noted and endorsed the Disbursement Certificates with amendments to be finalised and forwarded to MCC for consideration.

8. **Narrative Report**

The SC noted that while the Narrative Report is on drafts stage, the content of the document should explicitly outline the programming activities for the specified quarter to be implemented and that to ensure that the program budget is expanded as approved. SC also noted that remaining activities yet to be done are to be carried in the following quarter.

Recommendation:

The SC noted and approval in principal the draft narrative reported and endorsed that MCA-V finalize with amendment presented together with the attendance for MCC consideration and no objection.

9. **Work Plan** - The SC was presented with the MCA-V Work Plan for January to June 2010 outlining the various activities to be implemented in order to successfully work towards the compact close out face. SC also noted the proposed handing over of the 47km for the Efate Ring Road and & 17km for the SECR scheduled for 28 January 2010 and 29 January 2010. SC also noted that the official invitation will be for invited dignitaries for MCC-V and NZAID and other Development Partners will be jointly prepared by PMO, MCA-V and MCC-V.

Recommendation:

The SC noted and approved in principal the Work Plan as presented.

3. **MCA Staffing**

SC was briefed on the current MCA-V staffing compliments to its full force, SC also noted that the Fiscal Agent staffing compliments was achieved as provided in the entity agreement with the Fiscal Agent.

SC was also updated with ESU staffing situation and acknowledged the completion of the Transfer and approved process for ESU staff as confirmed by the PSC.

Recommendation

SC considered and endorsed the staffing compliments for MCA-V, FA and ESU as requested under the agreement. SC approved and endorsed for MCA

AOB

1. The SC mandated MCA-V to proceed and to seek MCC's no objection as required. SC was made aware of the case of the former PD currently being handled by the Vanuatu Government and the Vanuatu Court.
2. SC noted the collaborative effort through the whole of Government approach coordinated by PMO and MCA-V to improve on reporting requirement for Vanuatu's eligibility scorecard.
3. SC noted the importance of road Safety and the PMO to play the lead role with R.S. Companying in collaboration with MCA-V and other relevant Government institution and stakeholders concerning the speed and safety.

Meeting Closed at 5.30 pm.

Certified by:

Secretary, MCA-Vanuatu

Acknowledged by::

Chair of the Steering Committee