



Venue: Tomasi Puapua Convention Center, Conference Room 7 – Vaiaku, Funafuti, Tuvalu
Date: 25 August 2022
Time: 10:45 am – 2:30pm

**MEETING MINUTES FOR THE
 TUVALU COASTAL ADAPTATION PROJECT (TCAP) 8th BOARD MEETING
 HELD ON 25th AUGUST 2022**

<u>ATTENDANCE OF BOARD MEETING</u>		
<u>NAME</u>	<u>ORGANISATION/MINISTRY & DEPARTMENT</u>	<u>ROLE/POSITION</u>
Hon Seve Paeniu	Minister of Finance	Minister of Finance & National Designated Authority to GCF/Chairman
Ms Pepetua Latasi	Ministry of Finance	Director of Climate Change Department
Ms Lilian Tine	Tuvalu National Council of Women (TNCW)	Ag. Coordinator for TNCW
Ms Tilia Tima	Ministry of Public utilities and Environment	Director of Environment (Ag)
Mr Taukiei Lesaa	Ministry of Public Utilities and Environment	Director of Public Works (Ag)
Teitimani Simeona	Funafuti Community	Island Representative
Mr Frank Fiapati	Ministry of Finance	Director Central Procurement Unit (Ag)
Mr Taasi Pitoi	Ministry of Transport, Energy and Tourism	Director of Marine
Mr Launiu Pelosi	Nanumea Community	Island Representative
Mr Penehuro Hauma	Nanumaga Community	Island Representative
<i>UNDP Team</i>		
Mr Levan Bouadze	UNDP Pacific Office in Fiji	Residential Representative TCAP Board Co-Chair
Ms Yemesrach Workie	UNDP Pacific Office in Fiji	Deputy Residential Representative
Mr Imran Khan	UNDP Tuvalu	International Project Coordinator - TCAP
Mr Alan Resture	UNDP Tuvalu	Project Manager – TCAP
Ms Pine Andy Tonga	UNDP Tuvalu	Finance & Admin Assistant - TCAP
Dr Arthur Webb	UNDP Pacific Office in Fiji	Chief Technical Advisor - TCAP
Mr Phillip Hawes	UNDP Tuvalu	Social Safeguard Specialist – TCAP



Mr. James Lewis	UNDP Tuvalu	Coastal Engineer - TCAP
Ms. Merewalesi Laveti	UNDP Pacific Office in Fiji	Monitoring, Evaluation and Country Coordination
Mr. Manjeet Singh	UNDP Pacific Office in Fiji	Programme Finance and Compliance Analyst
<i>Apologies</i>		
Falili Simeona	Ministry of Education, Youth & Sports	Training Officer
Mr Peniuna Kaitu	Ministry of Finance, Treasury department	Treasury Accountant
Mr Neaki Letia	Ministry of Education, Youth and Sports	Director of Education
Dr. Justin Shone	UNDP Pacific Office in Fiji	RSD Team Leader a.i.
Ms. Aishath Azza	UNDP RBAP (Thailand)	Regional Technical Advisor



A. KEY DECISIONS BY THE BOARD

1. The board agreed to have Department of Human Resources Management (HRM) under Office of the Prime Minister (OPM) as a Responsible party for UNDP to enter into Agreement to support the TCAP sponsored students.
2. a) The board not agreed to reallocate the \$408,000 and \$200,000 from Output 3 to Output 2. Further not agreeing to cancel the performance-based top-up grant activities under the Output 3 as this activity is a core component for the Output, which will improve and strengthen Kaupule and community base adaptation activities.
 b) The Board agreed to the recommendation for Government of Tuvalu and UNDP to reach out to development partners such as DFAT, MFAT and others for financing support to bridge the funding gap for additional Construction and TCAP PMU Cost of around \$2m which arouse due to delayed start of construction. The delay in construction was due to ¹GoT travel restrictions resulting in non-commercial flights and 21 days quarantine requirements at minimum from the period June – September 2022.
3. UNDP and GoT to reapproach GCF with the funding gap and seeking financial support. While at the same time, both parties' approach to other development partners for assistance with finance the funding gap.
 - ✚ Levan confirmed that UNDP doesn't have resources to bridge the funding gap. However, UNDP will send a request to GCF anticipate the requests and the only source is for the government to approach their partners to assist as well with the funding gap.
4. The board agreed for changing of universities for Lamese Saamu and Feagaiga Penivao considering that their completion timeline with current universities will be beyond 2024. With this change, the students are expected to graduate by June 2024.

¹ Government of Tuvalu



B. MEETING PROCEEDINGS

1. WELCOME

- 1.1 The Chairman, Honorable Seve Paeniu, greeted all the board members. Mr Penehuro opened the meeting with a word of prayer. Chairman Invites Co-chair Mr Levan for his remarks.
- 1.2 Mr Levan says his remarks, it been a while since the last board meeting in December.

2. REVIEW AND ADOPTION OF THE MINUTES OF THE 7th BOARD MEETING

- 2.1 Hon Seve invited members for comment on the minutes as it was circulated some time back.
- 2.2 The board then unanimously adopted the minutes as a true record of the 7th Board meeting.

3. PROJECT PROGRESS UPDATE

3.1 Output 1 – Strengthening of institution, human resources, awareness, and knowledge for resilient coastal management.

- a. There hasn't been any progress for Capacity Building training by SPC mainly due to the continued travel restrictions with quarantine requirements. The trainings to be undertaken from Quarter 1 2023, when boarder open with 3 days quarantine requirements.
- b. Fugro's contract has been extended to October 2022 to produce video of the advances of using Lidar. Once it's finished then it will pass it to SPC undertake the training in 2023.
- c. Recruitment of Capacity Development Officer – Despite the position being advertised rigorously from January 2022, UNDP were unable to recruitment a candidate as none of the candidates that applied met the Minimum qualification requirements (MQR). The Position is downgraded where the MQR is reduced to attract candidates. With SPC training plan delayed to 2023, UNDP/TCAP intends to have a capacity development officer on board to support SPC.
- d. The project currently has 5 students under Scholarship of which 2 Masters Programme students are continuing their studies online while the remain 3 students will commence their face-to-face studies from January 2023 in Australia. One student is departing to Fiji today to join her university in Australia for face-to-face study form Term 4.
- e. Two students (Lisepa & Charles) will complete their studies by December 2023 while Feagaiga and Lamese will complete their studies in Semester 1 2024 and Panama will complete his studies in Semester 3 of 2024.
- f. During the last board meeting, the Board agreed to add 4 more students, plus the additional student to replace Simon Willy, who was terminated in 2021. These additional students are already enrolled at USP since 2021. The remaining students already approved by the Board in December 2021 will be sponsored by TCAP through MEYs. TCAP is now working on the Agreement to be updated, as well for HRM for In-Service training Agreement. These are expected to be finalized post approval of Multi Year Workplan later this year.



- g. In Output 1 there are some potential saving that can be re-directed to Output 2, which will be submitted to Regional Technical Advisor during Multi Year Workplan finalization post approval from board.

Discussions – Question and Answers

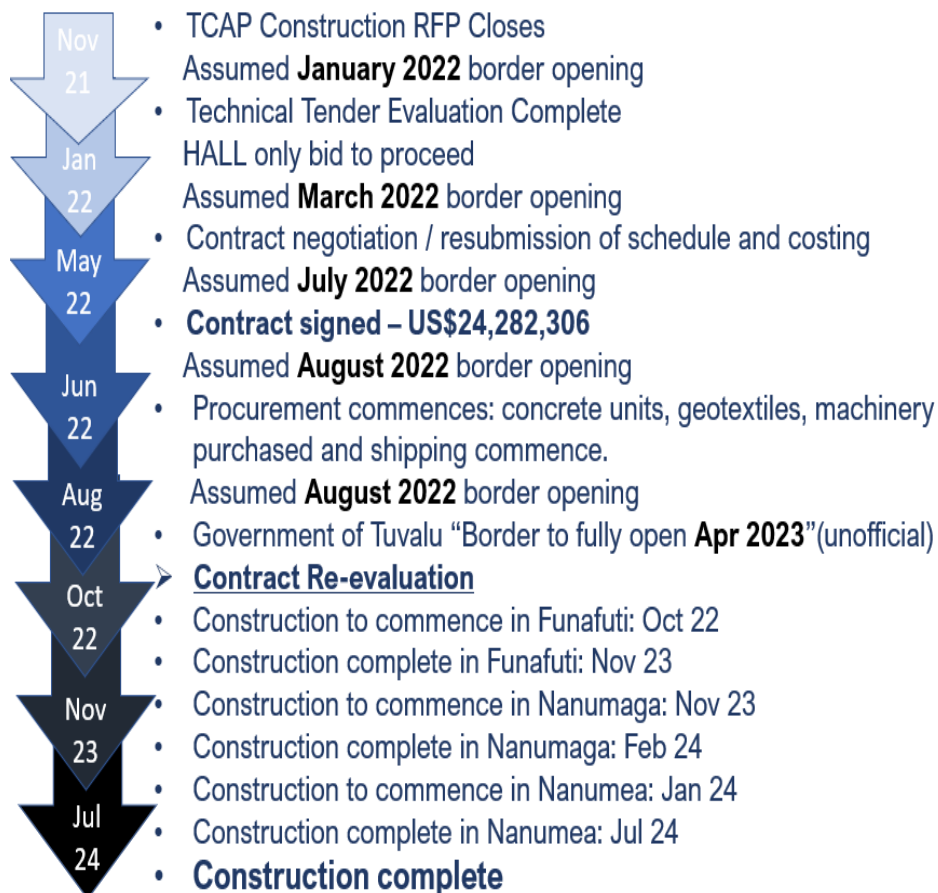
- ✚ Mr. Penehuro questioned whether the students pursue specialized areas or specialize in the engineer that we need to pursue.
- ✚ Mr. Alan responds that we have five students and all of them have different programs that they are specialize in. For instance, Charles he is doing Master of Civil Engineering, Lamese is doing Master of Environmental Science specializing in GIS, Lisepa is doing Master of Environmental Law and Feagaiga is doing master's in environmental management specializing in resource management.
- ✚ Mr. Penehuro further mentioned that it is good to know that we have some diversified specialty. But it is good that we have the money to utilize and to get more specialized areas so that we can make use of the funds available for us.
- ✚ Hon Seve questioned on how the specialized field was determined and how were the students selected.
- ✚ Mr. Alan responded that the fields of study were selected from the field of Environment, Coastal Management, Civil Engineering etc. The selection of students was done under the Pre-service Policy and In-service Policy. TCAP used the GoT Scholarship panelists and added TCAP staff, which included Chief Technical Advisor (Dr Arthur Webb) and TCAP National Project Manager (Mr Alan Resture). The selection panel then selected the candidates based on merit and eligibility criteria.
- ✚ Mr Taasi sort clarification on the redirected of saving from Scholarship budget in Output 1 to Output 2.
- ✚ Mr Imran responded that the initial plan was for 6 students to be graduated and now we add some students to 10 students right now and we still have this saving under Output 1. Due to the timeframe of the project, whereby it ends in 2024. If, we were to fund more students, they will not complete their programs within the project timeline. So, TCAP proposed to the board to redirect this saving to Output 2, to fund gap in Construction.

3.2 Output 2 - Vulnerability of key coastal infrastructure including homes, schools, hospitals, and other assets is reduced against wave induces damaged in Funafuti, Nanumea and Nanumaga.

- a) For Output 2, SPC is working now to finalize state-of-the-art national wave inundation platform. This shows inundations across all nine island of Tuvalu and will help map based on Lidar imagery where users can investigate different scenarios.
- b) Shoreline monitoring platform, which shows change overtime and will allow local users to do this over time. This platform is expected to be completed by the end of 2022 and it should be available to all stakeholders.



- c) SPC is delivering the shoreline monitoring platform to track changes overtime. The dashboard and underlying data will become a major focus of SPC's national capacity building program. This is for short term training.
- d) Example of the shoreline monitoring system for Nanumaga which shows the wave + sea level rise inundation. The red colors show the ponds, and the blue colors shows the inundations in 2100 years.
- e) 2.2 Coastal protection: - Contractor Updates



These are the activity that the contractor (Hall Construction) is currently working on.

- Procurement of materials still ongoing with see bee and reef top barrier units for Nanumea, and the mega bags in Australia.
- Some of the machineries are already in Fiji and ready to be shipped to Tuvalu.
- Mega containers for 1st shipment should expect to arrive Funafuti in September 2022.
- The first shipment of machinery and plant is expected to arrive in October 2022.
- Construction is planned to commence in October 2022. We are still waiting for the government to confirm as we have submitted a request through the Task Force.
- All these works fencing, setting their site will be done in October. In November 2022 placement of first layer of mega container will commence.



- So far, they have procured material 18% for Funafuti to the value of \$2.2million and 26% for Nanumaga, this is the amount allocated to Nanumaga and 25% for Nanumea to the value of \$2.3million. We have paid the contractor so far, the total of \$5.1million for constructions works.
- Mr. Alan shows the image where the equipment from Australia, light vehicles, and plants ready to be shipped to Tuvalu from Brisbane. Plants and Amity are in Fiji, the amity is undergoing maintenance works in preparation for the slipway.

Construction – Proposal submitted to cabinet via Covid Task Force.

- TCAP submitted a proposal request to the Task force and then the government came back with the option to work on, whereby assuming that there will be 2 repatriation flights in a month and the seat are secured to government taskforce and there is only 7 days quarantine requirement in Tuvalu.
- There were 15 weeks delay, and the starting date is on the 12 October 2022. The additional cost will be incurred is \$1,543,625 and an additional \$450,000 for project extension cost. The total additional cost of \$1,813,625 to the project, which is the funding gap.
- These Options also meant the following requirement to be met by the Government including:
 - ✓ QEII Park Lay-down area be made available for the duration of the construction period.
 - ✚ We just finish discussing with the Acting Director from PWD on the lay-down at the QEII Park, unfortunately it is not available now as it will be used for construction of the new Parliament building.
 - ✚ Hon Seve stressed that the site establishment here in Tuvalu given that it being used by the Parliament House cargo, now they have been discharging more cargo. So, it is a bit challenging to earmark this area for the Project. What are the other alternatives you have?
 - ✚ Mr. Alan responded that we were trying to get another place. So, we have discussed with PWD and DLS they given that area on the QEII Park which is owned by the Funafuti Lagoon Hotel. This is the site that was given for us to explore, but we haven't received any confirmation from hall yet. – [On going discussion TBC](#)
 - ✓ Guaranteed seats of all the expats on Repatriation flights if there are no commercial flights from October 2022.
 - ✚ As we have heard over the radio that there will be more flights, by October there will be 2 flights per week, and it will be open for commercial flight. Will see what Hall will come back.
 - ✓ Guaranteed positions in Quarantine facility
 - ✚ Quarantine facilities are available for passenger to travel.
 - ✓ Quarantine requirement will be over from April 2023, else addition cost incurred
 - ✚ Hon Seve confirm that next month September, the pre-departure in Fiji from 7 days reduce to 3 days and in Tuvalu remains 14 days quarantine. But starting in October the pre departure in Fiji is no longer quarantine and Tuvalu it reduces from 14 days to 7 days quarantine until December. Staring from Dec – March 2023 it will be reduced



from 7 days to 3 days quarantine in Tuvalu. We are now introducing regular commercial flight starting next month September. Two flight per week starting in October has been finalized by Fiji Airways.

- ✚ Hon Seve suggested for Mr. Imran to adjust all the costing in the context
- ✓ All ex-pats guaranteed repatriation flights if borders shut
 - ✚ If there is any case in Tuvalu and Tuvalu decides to close their borders, we request government to guarantee seats for ex-pats on the repatriation flight if borders are to be closed.
 - ✚ Hon Seve responded that having Hall ex-pats here in Tuvalu for a longer roster of say 6 weeks on 6 weeks off might reduce costs.
 - ✚ Mr. James pointed out that the first cost component for the first swing will be 10 weeks on and 4 weeks off for the 7 days quarantine. Hall's original proposal was just for the staff in and out. For the 14 days quarantine period, it will be difficult to find qualified staff in Australia who are willing to do 10 weeks roster with 4 weeks off to do the job. So, if we return to 3 days quarantine in January by week, we will considerably reduce costs and save time.
- ✓ Await the cabinet decision on the Options shared through the task force to finance the funding gap.
 - ✚ Hon Seve requested for TCAP to provide the revised costing proposal to the government.
 - ✚ Taskforce has not finalized the recommendation for the proposal TCAP submitted. Once TCAP submits the revised costing proposal, then Government will consider that.
- ✓ For Output 1 on the rediverting of the Saving to Output 2 to meet the funding gaps
- ✓ Mr. Imran stressed that this was based on the initial plan where border is expected to be close until March 2023. Based on the recommendation from Covid taskforce that the quarantine requirement will be 7 days from October, the decision from the Government to reduce the number of quarantine days and introduction of commercial flight will have a lot of impact on the financial costs.
- ✓ Mr. Imran also explained that the other two options are very expensive, this is the option that is feasible now. The other two options are the bubble area which around \$2.5 million and the other option having people lodge into the barge for quarantine and it around \$3.5 million, so the current scenario where quarantine has been reduced is feasible where they go to quarantine for 3 days, when release then it will straight to work.
- ✓ Hon Seve open the floor for any comment on the timeline and mobilization.
- ✓ Mr. Taasi questioned on the timeline for construction it started on the bad season in November. Hope the contractor have come up with their schedule if there is bad season.
- ✓ Mr. James stressed that contractor has prepared a plan for the wet season, in the meantime Hall has undertaken wave modelling study within the lagoon in Funafuti to understand cyclone boring locations and safe areas. If there is a cyclone, then they can stay down for a week and



recommence. It is anticipated that the first roster from Oct-Dec will work on the site establishment.

- ✓ Mr. James explained that most of the things are done on land. Hall has given us the wet season bulletin. La Nina forecast is next year we usually have less cyclone impacting in Tuvalu.
- ✓ Mr. Imran added that we are working on the updated budget.
- ✓ Hon. Seve questioned what is remaining financing gap? he suggested that we need to go back to UNDP and GCF for the supplementary funding for that amount. Because the government doesn't have the budget for it.
- ✓ Mr. Imran explained that we have some area further to our discussion possibly cancellation of some activity that they haven't started yet so we can divert the funds to Output 2. Other than that, there are some funding gaps as well. Looking into the government and other donors as well that are the option that we can explore but there is another risk in changing of activity is a vigorous process in submission to GCF to obtain approval as it may take 6 months.
- ✓ Mr. Levan explained that we all understand there are certain risks on Option 1 and the scenario need to be more realistic. Levan stress out that going back to GCF to ask for the funding gap. From experience, GCF will never open to that. But if we take to them the savings from other activity to redirect to Output 2 then they can come back. To seek for another development partner if they can assist. We might or might not have the chance in getting that funding gap.
- ✓ Hon Seve commented that he agreed with Levan and to notify them on what could be the government contribution to facilitating a request to GCF for the funding gap and to explore with other development partners. Hope we should be in a better decision on what UNDP and Tuvalu could contribute.
- ✓ Hon Seve mentioned for the GCF Funding suggested if you can start with processing of the request and not waiting because of the timeline involved.
- ✓ Mr. Levan confirm that we will go ahead with proposal to GCF, but it may take some time for the decision to be made. Levan stressed that we must work together to come with a decision on where we can fill this funding gap.
- ✓ Hon Seve raised the matter for Funafuti which is the land issue with Funafuti on the land ownership of the reclaim land. The sub committee for the Government has been established and we are carrying out an ongoing dialogue with the island community.
- ✓ Funafuti Island representative (Capt. Teitimani) responded that now there is no update on this issue, and it is still with the Falekaupule. Will inform Government once the Falekaupule decides on this issue.
- ✓ Ms. Pepe asked what has been outline for the Hall site and what are the contributions from Government department on the construction phase on the engagement with the project when resuming construction work.
- ✓ Mr. Alan responded that one of the points that we were looking for an engineering from last year, then we approach PWD for a possibility of a secondment to work together with James and Hall engineer on site. The Director of PWD advised that all their engineers are fully engaged with government projects.



- ✓ Mr. Imran further added that we have been advertising the Work Supervisor position here for 4 months and only 1 person applied but doesn't have the knowledge of dredging. Then we opted to PWD to have a secondment to work together with our Engineers and it will also be a learning opportunity for PWD. In future, if the government has the same kind of works and then PWD has the expert on this area.
- ✓ With PWD, it will be for day-to-day supervision and monitoring during construction, and it is a good opportunity to train and build capacity on the local as this is a big construction. It is a good time to increase local capacity
- ✓ Ms. Pepe emphasized an important point on building capacity of locals from various departments to be engaged on the work. Once the project ends, the government will then continue to do maintenance on the site and from there, we have some local experts on these areas. What sort of plans for the government's requirement in the implementation of the project?
- ✓ Mr. Imran mentioned that we can send around the detail requirement on what is the expected engagement from each of the department.
- ✓ Mr. James mentioned that Hall will be looking for locals to work with from the age of 20-30+ which can add in building their capacity with the contractor which is a successful turn around for Hall engagement.
- ✓ Hon Seve suggested to put the requirement in two types; hands-on to assist with the construction works and the other one is more about capacity development. We must be clear with what opportunity we will get like PWD to get their civil engineers.
- ✓ Mr. Taukiei (PWD) commented that they have 6 qualified engineers and 1 engineer can look after 5 projects at the minimum but another engineer can oversee 9-10 projects. PWD will take consideration of the opportunity for TCAP which can build up the capacity of our engineers and will take up to the Director for his consideration on the TCAP opportunity.
- ✓ Mr Penehuro says that the map shows the places that are inundated. I'm wondering if the work we are doing is trying to mitigate this kind of issue or focusing only on the protection of the coast? For instance, In Funafuti there is a possibility of mitigating that in reclaiming the lagoon and raising it above the sea level inundation could happen. For the case of Nanumaga they don't have lagoon. Is there any possibility in raising the land?
- ✓ Dr. Arthur responded what sort of engineering options could be implemented to prevent this kind of inundation risk? This is the first time ever has brought high quality image for the outer island. This is a vital step that helps us understand what the risks are in all islands. If we can understand what the risk are? We are still working to try to understand the risk clearly with scientific perspective.
- ✓ Mr. Penehuro said that we are trying to protect the coast. Is it possible to protect the inside rather than protecting the outside? As we can see that there is a lot of areas at risk, there are materials in the lagoon that we can use to mitigate the risk of inundations. If we can consider this to mitigate the danger of the inundation on the island.
- ✓ Dr. Arthur stress out that the seawall can only protect from waves. But sea level is a different type, it doesn't matter how we build sea walls on the island, but the center of the island will always flood because of sea level rise. So, the only option is that we can avoid those areas, and



engineering to raise up the level. We don't have the resources to undertake the study. TCAP works is to be trying to bring the clear understanding on the readaptation options.

- ✓ Hon Seve, the project interventions for berm top barrier, the sandbags where to they sit is it from the north to the south on the west part or is it a small stretch? What would that intervention do beside protect what is trying to protect the vulnerability areas including the main building of the community? Would it be assisted to mitigate the foreshore from sea level inundations and cyclone impacts?
- ✓ Dr. Arthur explains that TCAP only focuses on the main village area where they don't cover the western shoreline and they intend to protect storm overtopping the natural berms. Berm top barrier will help to minimize wave overtopping to the village which affect people, houses etc.
- ✓ Hon Seve, how would we be able to know the sandbag will not affect the shorelines? Apart from the wave overtopping. Suggested if we can do the lidar image to see the contour of the berm top barriers.
- ✓ Dr. Arthur explains that there will be no need to follow up with the Lidar on that. The berm top barrier is being subject to computerized for modelling. Berm top barrier shows effective in preventing wave overtopping. The Platform will cover all nine islands of Tuvalu. This data will be available to everyone to use, and we hope to host in SPC and Tuvalu to see how it work smoothly.
- ✓ Hon Seve asked Dr. Arthur for the photo of the longer-term plan.
- ✓ Dr. Arthur showed the pictures of Funafuti. This concept is providing the long-term proposal we need a concept so that we can test its feasibility whether it is possible to do this and how much it costs. This concept provides a long-term adaptation plan which keeps people safe from sea level rise and allow normal aspiration in Tuvalu.
- ✓ Would the TCAP reclaimed land provide the feasibility for the bigger size project?
 - ✚ There has never been adaptation reclamation project in the atolls in the Pacific. TCAP is an extraordinary project, TCAP is proof of concept.
- ✓ Massive, reclaimed land of 700 ha. In the scenario of sea level inundated islands in Tuvalu. Would this reclaimed land accommodate communities from outer islands to live here?
 - ✚ Arthur responded that we must have feasibility study to carry out as it will have a huge, reclaimed land. Also, we must look at the size of the lagoon, and the resources that we need for the work should be available.
- ✚ Mr. Penehuro commented on the long-term project it appears to me as a solution we have TCAP is trying to mitigate Funafuti, Nanumea and Nanumaga. We must look into this project seriously for the future of Tuvalu.
- ✚ Hon Seve asked if it comes to worst-case scenario when Funafuti doesn't want to do the reclaimed land, how would that change things?
- ✚ Mr. James responded that we could move to Nanumaga if Funafuti doesn't want to do their coastal works so that Funafuti will not hold the work and the whole schedule will change as well and it will cost more when things change as well.



- ✚ Dr. Arthur comment that perhaps the project is for Tuvalu. The resources and the times spent for this project quite long. And if we lose it, it is a tragic to the whole community as well the donor.
- ✚ Hon Seve requested the island representative from Funafuti that if we can get the responses on the land issues from the community at the earliest.

3.3 **Output 3: A sustainable financing mechanism established for long-term adaptation efforts.**

- a) ISP Review is in progress now. We are now working in finalizing the LOA for DLG to help with their ISP Midterm review which is expected to be completed by December 2022.
 - b) The \$200,000 for Adaptive Management for Tuvalu Survival Funds are on hold. TCAP proposed to redirect to Output 2 to finance the construction funding gap.
 - c) Further the \$408,000 for Performance Grants for Kaupule also known are on hold. This is another area where we can be redirected to Output 2 to fill the gap but it up to board approval.
- ✚ Mr. Imran pointed out that we haven't started this activity and it foresee to redivert to Output 2 for the funding gap which is \$608,000 coming from Output 3
 - ✚ Hon Seve asked if the \$408,000 is available and if the Kaupule hasn't factored this into their budget.
 - ✚ Mr. Imran responded that we must hire a consultant redevelop an Operations Manual and TOR for this performance-based top-up grant. Due to closure of borders the consultant cannot come to do this, as it would cost additional funds to keep the consultant in quarantine for 21 days at minimum.
 - ✚ Ms. Pepe responds that the Board approved in its previous meeting to redirect \$3.3 million to Output 2 for Nanumea constructions works and now TCAP come again to request for additional money to be reallocated from Output 3 to Output 2. The \$408,000 is the core component for Output 3, that was meant to continue the development capacity that has been started under the LoCAL and this is the only opportunity for the Project to assist in strengthening the Kaupule level for community base adaptation plan. From the previous board meeting we haven't touch on that because we know the importance of that activity undertaken by the Project. Ms. Pepe requested the \$408,000 be kept for community base adaptation micro projects.
 - ✚ Ms. Lilian also supported the idea from the Director of Climate change not to redirect the funds from Community base grants to O2. This has been earmarked for this output and it is very important for the community.



3.4 **Project Risk/Challenges and Issues**

3.4.1 **Output 1 – Scholarships:**

- a) Students may not complete their programmes in time before the end of the project unless they all study full time on-campus.
- b) SPC short term training will be squeezed to 1.5 years due to on-going border closure and extended quarantine days.

3.4.2 **Output 2 – Delayed mobilization due to border closure and extended quarantine days.**

- a) Additional cost of constructions incurred of about US1.54M.
- b) Funding source – GOT & Programme resources.

3.4.3 **Output 3 – Performance-based top-up grant**

- a) Delayed hiring of consultant due to border closure and extended quarantine days.
- b) \$408,000 initially allocated for Kaupule performance-based climate resilience grants as agreed in our discussion will not be transferred to O2.

3.4.4 **Output 4 –Project management Unit Cost**

- a) Additional PMU cost due to extension of work by 15 weeks and delayed implementations.
- b) The PMU costs cannot be funded by other outputs.
- c) Delayed recruitments due to Limited HR in Tuvalu.

- ✚ Hon Seve question the issues causing delayed recruitment of Capacity development Officer.
- ✚ Mr. Alan responded that we do have the qualifications, but the work experiences the applicants don't have the work experience like 4 years or 7 years. The MQR is not being met.
- ✚ Mr. Imran added that TCAP is trying to revisit the minimum qualification and bring down some criteria to medium where it only requires bachelor with 2 years' experience based on the existing long listing. So, we will now revisit the MQR to reduce the requirement.
- ✚ For output 4 for Project Management when the project extension from Output 1 to Output 3 can be transferred but for Output 4 there is no flexibility in transferring any funds. If the project is extended and the PMU is incurring additional costs, the concern on where the funds to operate PMU would be financed from. Thus, the reason, TCAP have included the Management cost together with the funding gap which comes up to \$1.8 million for the PMU to continue till the end of the project.



4.0 FINANCIAL PERFORMANCE REPORT (2022)

TUVALU COASTAL ADAPTATION PROJECT STATEMENT OF EXPENDITURE FOR THE PERIOD ENDED 22 AUGUST 2022

	A	B	C	D=B+C	E=D/ A	F = B/ A
	BUDGET	EXPENDITURE	COMMITMENTS	TOTAL	Budget Utilization Rate - Inc. Commit	Budget Utilization Rate) GL Expenditure
O1 - Streng_Informat&Awaren	604,564	61,207	227,006	288,212	48%	10%
O2 - Reduc_Coastal_Vulnerab	10,180,153	5,473,725	4,542,419	10,016,144	98%	54%
O3 - Sust._Financing_Mech	3,735,679	1,301	773,590	774,890	21%	0%
O4 - PMU	321,498	284,664	-	284,664	89%	89%
TOTAL	14,841,894	5,820,896	5,543,014	11,363,910	77%	39%

4.1 FINANCIAL DELIVERY – FORECAST

TUVALU COASTAL ADAPTATION PROJECT FORECASTED STATEMENT OF EXPENDITURE FOR THE PERIOD ENDED 31 DECEMBER 2022

	A	B	C	D=B+C	E=D/ A	F = B/ A	G	H=B+G	I = A-H
	BUDGET	EXPENDITURE	COMMITMENTS	TOTAL	Budget Utilization Rate - Inc. Commit	Budget Utilization Rate) GL Expenditure	Future Expenditures	Anticipated Budget Utilization - Expenditures Dec 2022	Anticipated Resource Balance - Dec 2022
O1 - Streng_Informat&Awaren	604,564	61,207	227,006	288,212	48%	10%	277,084	338,290	266,274
O2 - Reduc_Coastal_Vulnerab	10,180,153	5,473,725	4,542,419	10,016,144	98%	54%	4,600,750	10,074,475	105,678
O3 - Sust._Financing_Mech	3,735,679	1,301	773,590	774,890	21%	0%	3,362,324	3,363,625	372,054
O4 - PMU	321,498	284,664	-	284,664	89%	89%	52,481	337,145	15,647
TOTAL	14,841,894	5,820,896	5,543,014	11,363,910	77%	39%	8,292,639	14,113,535	728,359

4.2 CUMULATIVE FINANCIAL DELIVERY REPORT

TUVALU COASTAL ADAPTATION PROJECT STATEMENT OF EXPENDITURE REPORTED TO GCF (APR)

	USD						
	2017	2018	2019	2020	2021	2022*	Total
GCF confirmed expenditures (GL)	216,255	958,651	1,532,651	1,462,660	1,346,274	5,820,896	11,337,387
Co-Financing expenditures	52,558	97,163	79,969	86,167	94,702	-	410,559
TOTAL	268,813	1,055,814	1,612,620	1,548,827	1,440,976	5,820,896	11,747,946

*2022 Reported expenditure as per PIMS+ as of 22 August 2022. This will be submitted to GCF in 2022 APR after completion of Yr. 2022.



4.3 CUMULATIVE RESOURCE UTILIZATION REPORT

TUVALU COASTAL ADAPTATION PROJECT CUMULATIVE RESOURCE UTILIZATION REPORT FOR THE PERIOD ENDED 22 AUGUST 2022

	J	K	L	M=K+L	N=K/ J	O = M/ J	P=J-K	Q=J-M
	Approved Budget (as per ProDoc)	All years GL Expenses	All Years Commitments	All Years GL Expenses + Commitments	Delivery Rate (GL Expenses)	Delivery Rate (including Commitments)	Resource Balance (based on Expenses)	Resource Balance (Including Commitments)
O1 - Streng_Informat&Awaren	2,700,000	746,213	227,006	973,219	28%	36%	1,953,787	1,726,781
O2 - Reduc_Coastal_Vulnerab	25,600,000	8,369,187	4,542,419	12,911,606	33%	50%	17,230,813	12,688,394
O3 - Sust_Financing_Mech	4,850,000	244,582	773,590	1,018,171	5%	21%	4,605,418	3,831,829
O4 - PMU	2,860,000	1,901,767	-	1,901,767	66%	66%	958,233	958,233
To be Adjusted by Dec 2022		75,638		75,638			- 75,638	- 75,638
TOTAL	36,010,000	11,261,749	5,543,014	16,880,401	31%	47%	24,748,251	19,129,599

4.4 DISBURSEMENT REPORT

Planned Tranches	USD Amount	Date to be requested	Specific Conditions/Milestones
Disbursement 1	2,013,841	Received by UNDP	Completed
Disbursement 2	4,693,133	Received by UNDP	Completed
Disbursement 3	652,190	Received by UNDP	Completed
Disbursement 4	7,496,358	Received – April 22	Completed
Disbursement 5	12,825,653	Received – April 22	Completed
Disbursement 6	7,144,098	May 2023	General conditions
Disbursement 7	1,184,727	September 2023	Delivery to the GCF by the Accredited Entity of an exit strategy that includes information on the expected use by the Host Country of the land reclaimed under sub-activity 2.2.1 as set out in Schedule 1. GoT to provide a detailed plan on expected use of the land reclaimed by July 2023
Total	36,010,000		

General Conditions/Milestones to be completed for all Disbursements

- (i) Other than in relation to the first disbursement, submission of evidence by the Accredited Entity to the Fund that at least 70% (seventy per cent) of the funds previously disbursed have been spent for Eligible Expenditures
- (ii) Other than in relation to the first disbursement, submission by the Accredited Entity of APRs and Financial Information in accordance with the [AMA](#);
- (iii) Delivery of a Request for Disbursement, in accordance with the template attached hereto (Schedule 6), by the Accredited Entity, signed by the person or persons authorized to do so, within thirty (30) calendar days prior to date on which the disbursement is requested to be made, which date of disbursement shall not be later than the Closing Date; and
- (iv) Delivery by the Accredited Entity of evidence, satisfactory to the Fund, of the authority of the person or persons authorized to sign each Request for Disbursement and the authenticated specimen signature of each such person.



5.0 ANNUAL WORK PLAN 2022 (no change)

OUTPUT	Approved AWP 2022	KEY ACTIVITIES
Output 1	604,564	Training of Government Partners (SPC) & Scholarship Funding
Output 2	10,180,153	Commencement of Construction contract
Output 3	3,735,679	Nanumea Works and ISP Related Activities
Output 4	321,498	Project Management Costs
Total USD	\$ 14,841,894	

- a. The 2022 AWP has not change
- b. The 2023 – 2024 MYWP will be presented in December 2022 Board Meeting for endorsement as the MYWP is be reworked upon based on board's recommendations on repurposing of funds.

6.0 MID TERM EVALUATION RECOMMENDATIONS IMPLEMENTATION

- a. Recommendation to include Nanumea, Nanumaga community facilitator to the PMU. Nanumaga is already on board and are openly for Nanumea position since December.
- b. Build the capacity of current PMU staff to fulfill gender and safeguards roles. The position of capacity development officer and safeguard officer is created under the revised PMU structure.
- c. Review PMU reporting to ensure that the entire team is reporting then reports to the higher up structures. Embedded into the revised PMU structures.
- d. Develop a reporting strategy for PMU. We have now had the TCAP Dashboard and have weekly meetings.
- e. Finance and Co-Finance – It is recommended to have project cash advance for the PMU in Tuvalu to ensure that there are no delays for the procurement of urgent items or services. Delay of procurements which now the Project procurement is based in Malaysia to help with the contractor and the project as well.
- f. Stakeholders' management – To update the Stakeholder engagement plan on grievance redress mechanism (GRM). Regular updates through communications materials and we are trying our best to translate communication in Tuvalu for visibility by locals and understanding. Pending recruiting of Nanumea Island associate.
- g. Sustainability – develop sustainability strategies for each of the project's output. There are some ongoing programmes are undertaken. Identify champions at the community level who can promote project outcomes. CCA champions and their roles at community level.
- h. Relevance, effectiveness, and efficiency – consider extension of 6 months to a for TCAP should the COVI-19 related travel restriction in Tuvalu not be lifted in 2021. This is to be actioned in



2023 when we are in the 2nd year of implementations. MYWP is being developed and revised annually since 2021.

- i. Theory of Change and Logical framework – To reflect changes that have been made to the logical frameworks since project inception. Update and details project log frame indicators have been Updated.

7.0 SEXUAL HARASSMENT POLICY GRIEVANCE REDRESS MECHANISM

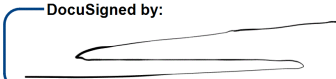
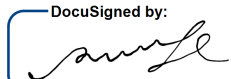
- a. UNDP has a policy of zero tolerance for sexual exploitation and abuse (SEA) and sexual harassment, workplace harassment and abuse authority.
- b. We also have the grievance redress mechanism which will be advocating to the public on how they will come to us formally or informally, so that we can address those issues.



NEXT MEETING & VENUE

The next Board meeting will be confirmed on the later date.

The Chairman closed the meeting and thanked all for their attendance and ask Levan for his close remarks. Meeting closed with a word of prayer by Penehuro Hauma (Nanumaga Island Representative)

<p>On behalf of the Government of Tuvalu, Government Building, Funafuti, Tuvalu</p>	<p>On behalf of United Nations Development Program – Multi-Country Office, Suva, Fiji</p>
<p>Approved by: _____ <small>DocuSigned by:</small>  <small>03610D10DF164B3...</small> Signature: _____ Date: _____ Name: Hon Seve Paeniu Title: Minister of Finance & Project Board Chairman</p>	<p>Approved by: _____ <small>DocuSigned by:</small>  <small>C72335FE30FF4E0...</small> Signature: _____ Date: _____ Name: Mr Levan Bouadze Title: Country Director UNDP Pacific Office in Fiji & Head of Pacific Regional Program and Policy</p>

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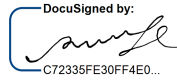
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Imran Khan
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