

Bi-Annual Project Progress Report:  
Fiji Parliament Support Project – Phase III

April 1, 2024 – September 30, 2024

Part I: Summary

Project information

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Title     | Fiji Parliament Support Programme Phase III (FPSP-3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Goal              | <p>By 2022, people and communities in the Pacific will contribute to and benefit from inclusive, informed and transparent decision-making processes, accountable and responsive institutions, and improved access to justice. Source: UN Pacific Strategy (UNPS) (at time of Project design)</p> <p>By 2027, people enjoy and contribute to more accountable, inclusive, resilient and responsive governance systems that promote gender equality, climate security, justice and peace, ensure participation, and protect their human rights. Source: UN Cooperation Framework (2023-2027)</p> |
| Intended outcomes | <p>Increased transparency and accountability in governance institutions and formal and informal decision-making processes.</p> <p>Increased voice and more inclusive participation by women, youth and marginalized groups in national and subnational decision-making bodies that are representative.</p>                                                                                                                                                                                                                                                                                     |

Contract or grant information

|                     |                                  |             |                  |
|---------------------|----------------------------------|-------------|------------------|
| Start and end dates | 01 April 2022 - 31 December 2025 |             |                  |
| Financial summary   | Total resources required         |             | USD 4,614,722.66 |
|                     | Contributions                    | Australia   | USD 846,960.17   |
|                     |                                  | New Zealand | USD 1,965,923.98 |
|                     | Total Funded                     |             | USD 2,812,884.15 |
|                     | Unfunded                         |             | USD 1,801,838.60 |
| Reporting period    | 1 April 2024 – 30 September 2024 |             |                  |

Progress report preparation

|                              |                                           |
|------------------------------|-------------------------------------------|
| Prepared by                  | UNDP Pacific Parliamentary Portfolio Team |
| Others involved or consulted |                                           |
| Date of report               | 18 September 2024                         |

## Executive Summary (1-3 pages)

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Highlight the most significant achievements (or difference made) during the period. Please clearly indicate this Project's contribution to achievements.

FPSP-3 entered its third year in April 2024 having completed its Project Board Meeting in January 2024. As reflected in the meeting outcomes, all stakeholders present agreed that the project has made significant progress and noted room for improvements.

The Fiji Members of Parliament (MPs) Induction, implemented by UNDP, successfully facilitated knowledge exchange and best practices among 46 out of 55 MPs, including 4 out of 5 women MPs. The event also included valuable contributions from Fiji government and CSO representatives, as well as members of the Victoria and Seychelles Parliaments. Rich discussions covered a range of topics such as parliamentary oversight, gender, climate change, and global parliamentary engagements.

The Justice, Law, and Human Rights (JLHR) Committee members were effectively supported to conduct broad-based consultations across rural communities in Fiji. This process gathered critical feedback on three important Bills: the *Child Justice Bill*, *Child Care and Protection Bill*, and *National Disaster Risk Management Bill*. The consultations were a crucial step in ensuring inclusivity, particularly targeting rural populations, with many venues being located over 90 minutes away from the main road. Despite the logistical challenges, these sessions successfully engaged the community, fostering active participation and providing a platform for citizens to voice their views on legislative matters that directly affect them.

The successful recruitment of key personnel in the Parliament Portfolio— one (1) Parliamentary Specialist, our Monitoring and Evaluation Specialist, four (4) new Project Analysts (two based in the Fiji office, one in Solomon Islands, and one in FSM), and 2 Administrative Associates—will significantly enhance the team's capacity to deliver on its mandate. The team is in the process of recruiting a part time Analyst for the Vanuatu Parliament. These new hires will strengthen the implementation of key parliamentary activities, ensure robust monitoring and evaluation processes, and address gaps in capacity that have previously hindered project implementation progress.

Despite this momentum, certain activities, particularly those requiring counterpart support from the Fiji Parliament, have been delayed due to capacity challenges and the need for better allocation of responsibilities among staff. It is expected that the upcoming Mid-Term Review (MTR) will provide insights into the reasons for these delays and offer solutions to accelerate project implementation as it enters its third year.

### Summary of Activities carried out in this Reporting Period

#### **Output 1: Strengthen Parliament's capacity to be more transparent, accessible and accountable to citizens**

On 11th June, UNDP provided technical and logistical support to the Fiji Parliament in convening the Speaker's Debate in Suva, focused on "*Women's Public Leadership: Empowering Women's Participation at All Levels of Decision-Making*," aligned to SDG 5.5. The event drew over 300 participants, fostering active and inclusive dialogue on women in

leadership. High-level panellists, including the Minister for Women, Children, and Social Protection, a senior Opposition Member, and representatives of CSOs, academia, and development partners, engaged in substantive discussions on the challenges and opportunities for advancing women’s leadership. This debate contributed to raising awareness and catalysing multi-stakeholder action to strengthen women’s participation in decision-making processes across sectors.

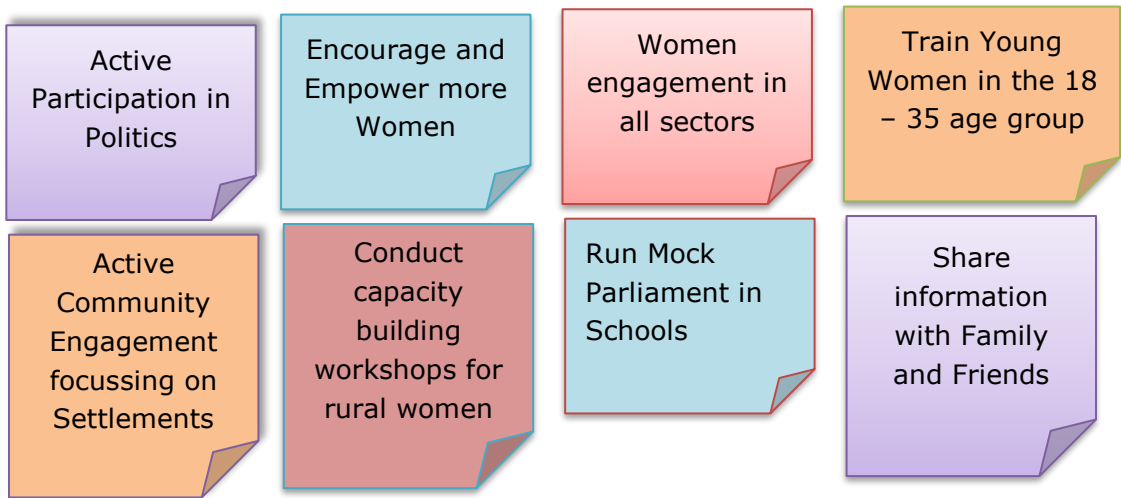
**Output 2: Increase the Parliament’s capacity to effectively legislate and to conduct oversight, and monitor the achievement of national development goals, particularly the social and economic security of women and the most vulnerable**

**Activity 2.2: Support capacity building of MPs and standing committees to conduct oversight**

The project funded a two-week consultation tour by Fiji Parliament’s Justice, Law, and Human Rights (JLHR) Committee, engaging 315 citizens (53% male, 47% female) across 13 predominantly rural sites. These community and CSO consultations focused on key legislative issues, including the Child Justice Bill, the Child Care and Protection Bill, and the National Disaster Risk Management Bill.

Through these consultations, the Fiji Parliament provided a vital platform for citizens to actively engage with committee members and voice their perspectives on critical legislation. Engaging communities directly in the legislative process ensures that bills are informed by the lived experiences and needs of the public, particularly those in rural areas. This inclusive approach strengthens democratic governance by fostering transparency, accountability, and broader ownership of the legislative outcomes. A summary of the consultation notes will be made available online to further promote accessibility and public engagement with the lawmaking process.

**Activity 2.3 - Support enhancement of the capacity of women as political actors in oversight of government spending and programmes**



**Figure 1: Womens Practice Parliament Outcomes**

### **Women's Mock Parliament Programme**

UNDP supported the successful implementation of a Women's Mock Parliament from 29–31 July at the Fiji Parliamentary complex, engaging over 60 women selected from a national expression of interest. Participants represented a diverse cross-section of Fiji's population, balanced across rural and urban backgrounds, age groups, political affiliations, and ethnicities. This event empowered women with firsthand experience in parliamentary procedures, promoting gender-inclusive leadership and contributing to the broader goal of increasing women's political participation and representation in decision-making processes, aligned with SDG 5.

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"I am thrilled and honored to be chosen for the Fiji Practice Parliament Program for Women. This is an exciting opportunity to deepen my understanding of women in politics, parliamentary processes and actively engage in discussions that shape our society. I am particularly excited about the prospect of learning from women Members of Parliament and extending my professional network with like-minded women who are passionate about making a positive impact in leadership." Ms. Mavis Isabella, Navua resident

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### **Fiji Floating Budget Office 2024:**

The project funded the Fiji Floating Budget Office 2024 exercise and a follow-up meeting with CSOs. In the budget exercise, 14 Parliamentary Researchers and Committee Staff from seven jurisdictions (Australia, Kiribati, New Zealand, Solomon Islands, Tonga, and Vanuatu) provided technical assistance to their Fijian counterparts in preparing budget briefs. In the follow-up CSO workshop, 28 representatives from 16 CSOs participated in a budget briefing session, enhancing their understanding of the national budget process and facilitating informed advocacy. These initiatives strengthened parliamentary capacity and promoted greater transparency and civil society engagement in the budgetary process.

**Output 3: Build the skills and knowledge of MPs and the capacity of the administration to meet strategic objectives and to plan for and manage change**

### Activity 3.2:

The project successfully supported a comprehensive Members of Parliament (MPs) Induction, following an internal induction at the Parliament Complex in 2023. Of the 55 MPs, 46 participated, receiving in-depth training on parliamentary roles and responsibilities. A significant aspect of the induction was the knowledge-sharing sessions with peer parliaments and senior government officials on critical development issues. MPs from Pacific nations, Australia, Seychelles, and New Zealand joined the event, sharing best practices that promoted cross-border learning and collaboration.



**Source: Evaluation Form – MP Retreat Workshop, April 2024**

This exchange of knowledge is vital for fostering innovation and enhancing parliamentary capacities. By engaging with regional peers, Fijian MPs gained valuable insights into legislative processes, oversight, and governance, enriching their approach to policy-making.

**Highlight any specific lessons learned.**

**Summarise key issues and challenges addressed. Include any adaptation made to scope, timeframe, budget.**

There is significant potential to enhance MERL (Monitoring, Evaluation, Reporting, and Learning) processes, beginning with the development of comprehensive concept notes. The recent addition of a MERL expert will substantially strengthen the team's reporting capacity, while also fostering greater learning and skill development among team members. To maintain progress, it is critical to sustain ongoing engagement with the Fiji Parliament, ensuring timely follow-through on agreements made during the project board meetings, which will drive the effective implementation of project activities.

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## Part II: Review of Progress to Date

### Effectiveness

- 1) **Assess the progress of this Project against the intended outputs and outcomes defined in the Results Framework by annotating the Results Measurement Table with data and explanation of any variance (an example is attached in Appendix A). You may find helpful at this stage to also go through your risk register to review/update risks that affect achieving results)**

| From agreed Results Measurement Table in the Project Design Document                                                             |                                                                                                                     |                                                                                         |                                                                                                          | Data up to and including this reporting period      |                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Results                                                                                                                          | Planned indicators                                                                                                  | Planned targets                                                                         | Planned methodology and data sources                                                                     | Actual measurement against targets and data sources | Variance explanation                                                                                                            |
| <b>Output 1:</b><br>Strengthen Parliament's capacity to be more transparent, accessible and accountable to citizens<br><br>GEN 2 | 1.1: Open Parliament Action Plan (AP) Approved & Implemented                                                        | <b>Target:</b> 50% of AP items implemented<br><br><b>Year 2:</b> AP Developed           | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>OP Action Plan; Parliament Reports               | No OAP developed.                                   | To date, no progress made on advancing this work. Relevance of this activity & indicator to be reviewed in mid-term evaluation. |
|                                                                                                                                  | 1.2 Number of substantive, evidence-based inputs and submissions received by Standing Committees from civil society | <b>Target:</b> 15 submissions received from CSOs.<br><br><b>Year 2:</b> Nil Submissions | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Training Reports; CSO Reports; Committee reports | 1 - TBC                                             | CSO submission received during JLHR consultations                                                                               |
|                                                                                                                                  | 1.3.1 Number of Bills tracked online and visible to the public as they proceed through Parliament                   | <b>Target:</b> All Bills tracked online                                                 | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Parliament Reports;                              | 0                                                   | To date, no progress made yet on advancing this work.                                                                           |

| From agreed Results Measurement Table in the Project Design Document                                                                                                                                                                                            |                                                                                                                                        |                                                                       |                                                                                                             | Data up to and including this reporting period                                                                                          |                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Results                                                                                                                                                                                                                                                         | Planned indicators                                                                                                                     | Planned targets                                                       | Planned methodology and data sources                                                                        | Actual measurement against targets and data sources                                                                                     | Variance explanation                                                                                                                                                   |
|                                                                                                                                                                                                                                                                 |                                                                                                                                        | <b>Year 2:</b> 2 Bills                                                | Media Reports                                                                                               |                                                                                                                                         |                                                                                                                                                                        |
| <b>Output 2</b><br>Increase the Parliament's capacity to effectively legislate and to conduct oversight, and monitor the achievement of national development goals, particularly the social and economic security of women and the most vulnerable<br><br>GEN 2 | 2.1: Number of standing committee SDG monitoring inquiries conducted<br><br><b>Baseline: 0 Inquiry</b>                                 | <b>Target:</b> 63 inquiries conducted<br><br><b>Year 2:</b> 1 inquiry | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Committee Reports;<br>Media Reports;<br>CSO reports | 0                                                                                                                                       | Committee workshop has agreed priorities to commence inquiry processes; Parliament Retreat expected to make further progress on this priority in April 2024.           |
|                                                                                                                                                                                                                                                                 | 2.2 Number of Oversight Inquiries held by Standing Committees<br><br><b>Baseline: 0 Inquiry</b>                                        | <b>Target:</b> 4 reports<br><br><b>Year 2:</b> No report due.         | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Committee Reports;<br>CSO Reports;<br>Media Reports | 1                                                                                                                                       | Committee workshop has developed agreed priorities to commence inquiry processes; Parliament Retreat expected to make further progress on this priority in April 2024. |
|                                                                                                                                                                                                                                                                 | 2.3: Number of citizens and CSOs who actively engage with Standing Committees (disaggregated by gender)<br><b>Baseline: 34% (2020)</b> | <b>Target:</b> + 16% improvement over baseline                        | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Committee Reports;                                  | 315 Participants from 11 villages and 2 CSOs Meetings (0.53:0.47) Male to Female ratio) participated in LJHR consultations on the Child |                                                                                                                                                                        |

| From agreed Results Measurement Table in the Project Design Document                                                                                                        |                                                                                                                                                                     |                                                                                       |                                                                                                             | Data up to and including this reporting period                                      |                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|----------------------|
| Results                                                                                                                                                                     | Planned indicators                                                                                                                                                  | Planned targets                                                                       | Planned methodology and data sources                                                                        | Actual measurement against targets and data sources                                 | Variance explanation |
|                                                                                                                                                                             |                                                                                                                                                                     | <b>Year 2:</b> +5%                                                                    | Media Reports;<br>CSO Reports                                                                               | <i>Justice, Child Care and Protection, and Natural Disaster Bills consultations</i> |                      |
|                                                                                                                                                                             | 2.4: Number of recommendations by all standing committees based on gender impact analysis<br><b>Baseline: TBD</b>                                                   | <b>Target:</b> 51 recommendations<br><b>Year 2:</b> 2 recommendations                 | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>CSO Reports;<br>Committee Reports;<br>Media Reports | No Data collected                                                                   |                      |
| <b>Output 3</b><br>Build the skills and knowledge of MPs and the capacity of the administration to meet strategic objectives and to plan for and manage change<br><br>GEN 2 | 3.1: Parliament approves and implements a new Strategic Plan (SP)<br><b>Baseline: Nil</b>                                                                           | <b>Target:</b> 50% of SP implemented<br><br><b>Year 2:</b> SP developed               | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Parliament Reports;<br>Strategic Plan               | Draft SP developed, yet to be approved.                                             |                      |
|                                                                                                                                                                             | 3.2: Percentage of MPs, disaggregated by gender, who participate in mentoring programme and produce plan for professional development<br><b>Baseline: 0 Inquiry</b> | <b>Target:</b> 40% of MPs participate in mentoring programme<br><br><b>Year 2:</b> 0% | <b>Methodology:</b><br>Desk Review<br><b>Source:</b><br>Parliament Reports;<br>MP Survey;<br>Mentor Reports | 32 out of 55 MPs responded positively<br>58% Response                               |                      |



**2) Assess the effectiveness of this Project by considering the following:**

**a) Progress in delivering outputs. Consider (if appropriate) quality, relevance, timeliness of outputs and whether the Project is reaching the intended people.**

The project has made good progress in this reporting period with two significant activities approved by Parliament leadership, namely the MPs induction and the Speakers Debate. After more than a year delay, the MPs induction was a huge success, with overwhelmingly positive feedback from the parliament and the 46 Members who participated. MPs also benefited from strong stakeholder participation, including Fiji Government officials, CSO representatives and Members of Parliament of partner parliaments.

Similarly, for the Speaker's Debate on a relevant topic like women in leadership. This is the first Speaker's Debate event for this term of parliament which also drew a high-level panel and attracted a lot of public interest. Speaker's Debate is a key citizens outreach activity that provides the opportunity for both government and Opposition MPs and relevant stakeholders to actively engage with the public on a topic of interest. This Debate attracted over 300 participants.

**b) What unintended consequences (positive or negative) might have also resulted? If negative, how are these being addressed?**

While the project has faced delays in delivery for the first half of the year, the project team has consistently engaged with parliament leadership and key staff which has enabled approvals for several significant activities for the project. This development underlies the importance of strategic engagement and consistent collaboration with partner parliament (s).

**Assess how achieved outputs are contributing to reaching outcomes**

Better and more focussed data collection needs to be undertaken to ensure that this assessment can be conducted in a meaningful and accurate manner.

**c) If relevant for this period of Project reporting, comment on progress against short term outcomes and medium-term outcomes**

**i) What difference is the Project making, if any?**

The Feedback from the evaluation forms for the events organized in this reporting period; i) the Committees workshop highlighted that the sessions enhanced their understanding on the Committee system and the Committee work. They found the sessions interesting and valuable, especially the first time MPs who are members of Committees ii) the MPs workshop stated in their evaluation forms that the induction was informative and interactive and really enhanced existing knowledge on their roles and responsibilities as MPs. They also found the briefings on key development issues beneficial and the link to their mandate as legislators and oversight functions. Learning from their peer MPs

**ii) Which aspects are working better, for whom, why?**

Regional networking was and remains a valuable method of learning and exchange both with MPs and staff. For the Committees workshops convened earlier this year, the MPs induction workshop and the FBO mission and peer to peer learning, regional collaboration and south south synergies is the practical approach to skills development and learning.

**d) Comment as appropriate on Cross-cutting issues:**

- **Describe how Gender Equality and Women's Empowerment are being enhanced or protected and demonstrate how the principles outlined in the Gender Analysis guideline are being addressed in this Project**

There is a specific focus on improving women's political participation under Output 2, focussing on initiatives for women and the marginalized groups. For example, the Speaker's Debate on Women in Leadership. The project team will focus efforts on activities that are aligned to, and consistent with, Output 2 of the project document.

- **Describe how Human Rights are being enhanced or protected and demonstrate how the principles outlined in the Human Rights Guideline are being addressed in this Project**

FPSP's support for the JLHR Committee Bill consultations enabled diverse segments of the population, including traditionally underrepresented rural communities, to engage with the proposed legislation. By soliciting feedback, the committee ensured that the legislative process remained participatory and inclusive, aligning with good governance principles.

Committee members played an active role in simplifying and explaining the Bills, facilitating better understanding. While there was significant feedback, particularly on the Child Justice and Child Care and Protection Bills, a key finding was that many participants initially had limited understanding of the children's rights provisions proposed in these Bills. These engagements raised awareness of the proposed rights-based frameworks, promoting greater public discourse on child protection and justice reform.

**Outline the results or challenges to strengthening gender, climate and disability inclusion through the Project**

The project has largely adopted paperless workshops (except when asked for printouts), using e-agendas and saving presentations and resource materials on USBs which are then made available to participants instead of printouts.

**Has there been any change in the Project's relevance during the assessment period? (i.e., from design phase or previous report)**

No, however, the project is awaiting the outcome of the Mid-Term Evaluation exercise to gauge the project's progress, relevance and areas to improve on.

**Are there any changes in the context that require adjustments to the planned outputs or risk management (e.g., timing, approach, or scope) to ensure they remain relevant and effective? If yes, describe briefly what adjustments have been or will be made.**

As above.

## **Efficiency**

**Attach an annotated version of the original workplan and budget which clearly reports actual against planned expenditure and explanation of any variances (see example in Appendix B).**

- Where expenditure is less than forecast, provide an updated expenditure forecast which confirms whether savings to date are permanent or temporary and describe the impact on timing of completion of the contract.

Included below.

- Where expenditure is more than forecast, provide details of why, impact on the total cost of the outputs and impact on the contract.

Included below.

**Comment on whether this Project is being managed and delivered cost effectively with the least waste of time and effort. Consider if relevant:**

## **Sustainability**

**Is the plan for sustainability of benefits (including transition/exit plan) adequate?**

Yes, the plan for sustainability of benefits is adequate, A key principle of the project is organizational sustainability, and all activities are developed with the intention to benefit the Secretariat in a way that will be felt beyond the lifespan of the project and to continue activities and partnerships.

A classic example is the regional networking and work around the FBO that was started by Fiji Parliament in 2016. They are structured in a way that allows parliament staff to network and share ideas and practices and continue to assist each other well into the future after FPSP in no more.

**What is the Project doing to ensure benefits will continue beyond Project funding? (For example, building country capacity and ownership)?**

See above

**What challenges are faced in addressing sustainability?**

All parliamentary institutions, including Fiji Parliament, rely heavily on staff expertise and experience. Recently, the high turnover of staff in Fiji Parliament has not only hindered the continuity of staff development programs but also reduces the Parliament's ability to retain trained personnel who could mentor newer staff. In the long run, this challenge may undermine efforts to strengthen the Secretariat's capacity to support key areas of support to MPs like Committees, ultimately impacting the Parliament's overall effectiveness.

**Comment on any changes, problems or important features of (a) relationships with key stakeholders, and (b) contributions by partners and sub-contractors.**

There has been none so far.

Part III: Updates to Key Project Management Documents

**Project Results Framework**

Have the Results Diagram, Measurement Table and Monitoring and Evaluation workplan been reviewed to ensure it remains relevant and appropriate?

Yes, the three main FPSP outputs remain relevant. Further, UNDP is wrapping up the Mid-Term Evaluation exercise, the report will inform the future direction of FPSP.

Are there any justifiable changes/updates needed due to changes in context/need and lessons learned?

We will be guided by the MTE report.

**Costed workplan**

Attached as Annex

**Risk management matrix**

| Risk from the Risk Log | Recommended Actions |
|------------------------|---------------------|
|------------------------|---------------------|

**Governance and management arrangements**

Describe any necessary changes to the governance and management arrangements between Donors, partners, and contractors.

Authorisation

I declare that the information contained in this report is true and correct.

Luisa Senibulu, Project Manager a.i.

Manager, Pacific Parliamentary  
Development Portfolio, UNDP  
Pacific Office in Fiji

LUISA SENIBULU

**Full Name (in block capitals)**

**Title / Position (e.g., CEO)**

DocuSigned by:  
*Luisa Senibulu*  
C87FF0C2BE7C481...  
**Signature**

08-Oct-2024  
**Date**

## Part IV: Appendices

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This report includes the following appendices:

- Appendix A: Progress Against Agreed Workplan and Budget (table)
- Appendix B: Project Output and Activities Framework
- Appendix C: Updated risk management matrix

**Appendix A: Financial Report Against the Agreed Workplan and Budget (as of 30 September 2024)**

| Output                                                                                                                                              | Planned<br>Expenditure<br>for April –<br>September<br>2024 | Expenditure April - September 2024 |          |        | Budget<br>balance | Reason for<br>balance |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------|----------|--------|-------------------|-----------------------|
|                                                                                                                                                     |                                                            | NZ-MFAT                            | AUS-DFAT | Total  |                   |                       |
| Output 1. Strengthen Parliament’s capacity to be more transparent, accessible and accountable to citizens                                           |                                                            |                                    |          |        |                   |                       |
| Activity 1.1: Support the development and implementation of an Open Parliament Action Plan                                                          | 10,500                                                     | 486                                | 97       | 583    | 9,917             |                       |
| Activity 1.2: Build capacity of key actors and pilot interactions between civil society and Parliament to create space for evidence-based inquiries | 79,500                                                     | 8,303                              | 244      | 8,547  | 70,953            |                       |
| Activity 1.3: Support the development and implementation of a digital transformation/e-Parliament strategy                                          | 12,500                                                     | -                                  | 14,178   | 14,178 | 1,678             |                       |
| Output 1 Sub Total                                                                                                                                  | 102,500                                                    | 8,789                              | 14,519   | 23,308 | 79,192            |                       |

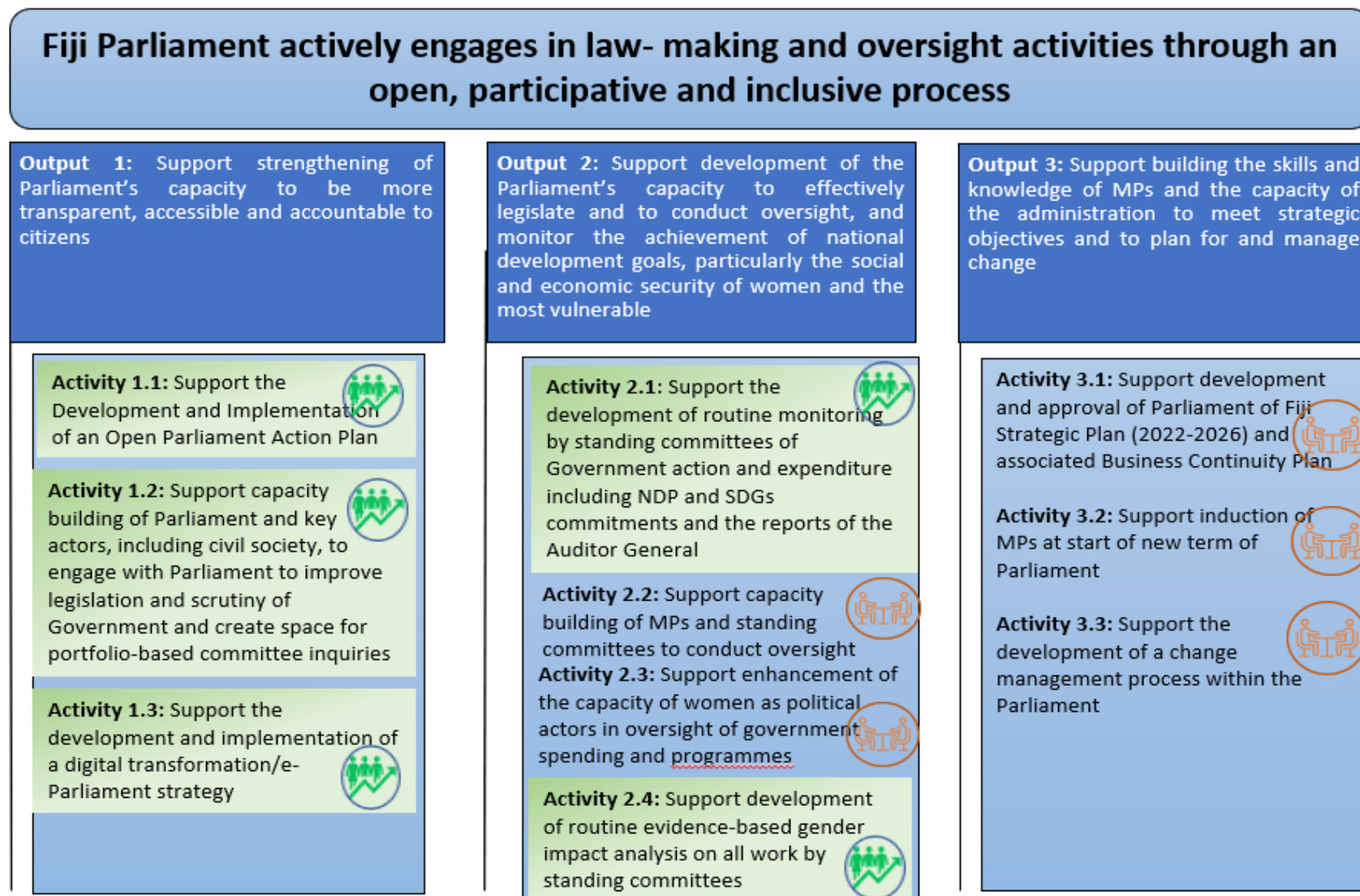
| <b>Output 2: Support development of the Parliament's capacity to effectively legislate and to conduct oversight, and monitor the achievement of national development goals, particularly the social and economic security of women and the most vulnerable</b> |                |                |               |                |               |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|---------------|----------------|---------------|--|
| Activity 2.1: Establish routine monitoring by standing committees of Government action and expenditure including NDP and SDGs commitments and the reports of the Auditor General                                                                               | 48,750         | 69,524         | -             | 69,524         | 20,774        |  |
| Activity 2.2: Build capacity of Parliament and key actors including civil society to engage with Parliament to improve legislation and scrutiny of Government and create space for portfolio-based inquiries                                                   | 22,000         | 52,626         | 37,360        | 89,986         | 67,986        |  |
| Activity 2.3: Enhance the capacity of women as political actors in oversight of government spending and programmes                                                                                                                                             | 10,500         | 21,864         | 707           | 22,571         | 12,071        |  |
| Activity 2.4: Establish routine evidence-based gender impact analysis on all work by standing committees                                                                                                                                                       | 41,250         | 5,722          | 81            | 5,803          | 35,447        |  |
| <b>Output 2 Sub Total</b>                                                                                                                                                                                                                                      | <b>122,500</b> | <b>149,736</b> | <b>38,148</b> | <b>187,884</b> | <b>65,384</b> |  |

| <b>Output 3: Build the skills and knowledge of MPs and capacity of the administration to meet strategic objectives and to plan for and manage change</b> |                |                |                |                |                |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|----------------|----------------|----------------|--|
| Activity 3.1: Support development and approval of Parliament of Fiji Strategic Plan (2022-2026) and associated Business Continuity Plan                  | 9,000          | -              | -              | -              | 9,000          |  |
| Activity 3.2: Organize induction of MPs at start of new Term of Parliament                                                                               | 87,500         | 119,505        | 67,722         | 187,227        | 99,727         |  |
| Activity 3.3: Establish a change management process within the Parliament                                                                                | 60,000         | -              | 6,858          | 6,858          | 53,142         |  |
| <b>Output 3 Sub Total</b>                                                                                                                                | <b>156,500</b> | <b>119,505</b> | <b>74,580</b>  | <b>194,085</b> | <b>37,585</b>  |  |
| <b>Output 4 - EFFECTIVE TECHNICAL ADVISORY (TA) SERVICES &amp; EVALUATION</b>                                                                            |                |                |                |                |                |  |
| Activity 4.1 - Mid Term Evaluation                                                                                                                       | 17,500         | 3,168          | 13,168         | 6,336          | 11,164         |  |
| Activity 4.2 - Final Term Evaluation                                                                                                                     | -              | -              | -              | -              | -              |  |
| Activity 4.3 - Project Technical Advisory and Management Costs                                                                                           | 193,070        | 44,785         | 34,676         | 79,461         | 113,609        |  |
| <b>Output 4 Sub Total</b>                                                                                                                                | <b>210,570</b> | <b>47,953</b>  | <b>37,844</b>  | <b>85,797</b>  | <b>124,773</b> |  |
| <b>Grand Total</b>                                                                                                                                       | <b>592,070</b> | <b>325,983</b> | <b>165,091</b> | <b>491,074</b> | <b>100,966</b> |  |



\* The figures presented in this financial report are based on the most recent data available as of DATE. Please note that these numbers may be subject to future revisions and updates pending verification of the data sets.

## Appendix B: Project Output and Activities Framework



## Appendix C: Updated Risk Matrix

| # | Description                                                                                                                    | Type                               | Impact & Probability          | Countermeasures / Management response                                                                                                                                                                                                                                                                                                                                                                                                          | Risk Owner      | Progress or Change Noted during Reporting Period                                                                                                                                                                                                                                                                                        |
|---|--------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Parliament's role in oversight is limited                                                                                      | Political Organizational           | Probability - 3<br>Impact - 3 | Project will follow a staged approach and focus in a first stage, on oversight through the SDGs' implementation. Ongoing relationship building will ensure communication of add value in oversight work.                                                                                                                                                                                                                                       | Project Manager | As noted in the report, there has been concerns raised on the effectiveness of Parliamentary Oversight particularly on the continued use of Article 51 to fast track legislation. This will be an area for discussion under the Strategic Plan and further escalated if there is a need to review the provisions and use of Article 51. |
| 2 | Elections' results are disputed or challenged.                                                                                 | Political Organizational           | Probability - 2<br>Impact - 4 | Before elections and pre-emptively, the project and broader UNDP management engages institutional leaders, as well as senior officials to manage expectations and commitments to strengthen Parliament's effectiveness. Post-election, if required, UNCT (in coordination with broader international partners and international community) engages institutional and political leaders to support smooth transition to another administration. | Project Board   | Election has not taken place since 2022, however the risk may re-emerge if an election were to be held outside of the normal electoral cycle.                                                                                                                                                                                           |
| 3 | Change in priority areas for Parliament and other beneficiaries resulting in lack of priority to implement project activities. | Political Organisational Strategic | Probability - 2<br>Impact - 4 | Project to monitor and report on progress to the Project Board, UNDP and donors, and flag possible changes in prioritisation for discussion.                                                                                                                                                                                                                                                                                                   | Project Board   | Priority areas to be reviewed as part of Mid Term Evaluation.                                                                                                                                                                                                                                                                           |

| # | Description                                                                                                                                | Type                     | Impact & Probability          | Countermeasures / Management response                                                                                                                                                                                                                                                                                                                                                                         | Risk Owner                       | Progress or Change Noted during Reporting Period                                                                                                                                                                                                             |
|---|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | Procedural limitations in parliament reduces ability of MPs to fulfil their mandate effectively                                            | Political Organizational | Probability - 2<br>Impact – 4 | Engage in dialogue with all parliamentary groups to monitor activities and internal challenges. Build relationships between senior UN/UNDP officials in Fiji and political leaders to support functional and effective parliamentary activities.                                                                                                                                                              | Project Board                    | MPs actively exploring opportunities to expand their work through parliamentary processes, with UNDP ready to support where relevant. The Committee Workshop in 2024 has provided an opportunity to identify concrete areas for expansion of oversight work. |
| 5 | Reduction in ownership and engagement by stakeholders and project results in delays or halt to project implementation.                     | Political Strategic      | Probability - 2<br>Impact – 3 | Appropriate project management arrangements established and maintained to ensure stakeholder understanding of project management tools, including annual work planning processes, corporate procurement practices and timelines.<br>Ensure the project is fully staffed and supporting project teams provide effective and timely services.<br>Active Project Board monitoring and oversight is taking place. | Project Board<br>Project manager | Parliament continues to take a strong lead in setting project priorities, however strategic direction to be assessed through Mid-Term Evaluation.                                                                                                            |
| 6 | Natural disasters that impact directly on stakeholder priorities and ability to implement and participate in activities under the project. | Environmental            | Probability - 2<br>Impact – 2 | Ensure flexible schedule for activity implementation to minimise potential impact on outputs and ensure sequenced and timely implementation of project activities, with adjustments made where necessary.                                                                                                                                                                                                     | Project Manager                  | With the project's support, Fiji Parliament is now conducting business virtually. There is potential to improve Business Continuity Planning to enhance Parliament's resilience in case of disaster.                                                         |
| 7 | Currency fluctuations negatively impact the                                                                                                | Operational Financial    | Probability - 2               |                                                                                                                                                                                                                                                                                                                                                                                                               | Project Manager                  | Not anticipated.                                                                                                                                                                                                                                             |

| #  | Description                                                                                                                               | Type                     | Impact & Probability          | Countermeasures / Management response                                                                                                                                                                                                                                                                                                                                                        | Risk Owner    | Progress or Change Noted during Reporting Period                                                                                               |
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|    | project's budget and its capacity to implement activities                                                                                 |                          | Impact – 2                    | Project to monitor revenue received from donors and to advise the Project Board of total income available to implement the Project.<br>Should there be a reduction due to foreign exchange loss/gain, the Project will ensure that the project undertakes a prioritisation of activities within outputs to match total income available. These changes will be reflected in the AWP and MYWP | Project Board |                                                                                                                                                |
| 8  | Limited stakeholders' buy-in on change management system, preventing full implementation of the Strategic Plan                            | Operational              | Probability – 3<br>Impact – 3 | Parliamentary leadership will be supported and provided with information and knowledge on effective change management, Timely technical assistance will be provided throughout key milestones and when required to overcome organizational barriers.                                                                                                                                         |               | This will be a key area for review as part of Mid Term Evaluation.                                                                             |
| 9  | Standing committee ability to engage with women in their deliberations is lower than expected, hampering effective gender impact analysis | Political<br>Operational | Probability – 2<br>Impact – 4 | Project will support standing committees, MPs and Parliament staff to support cultural change required to ensure gender impact analysis is a priority for all work. Technical assistance on implementing gender impact analysis will be provided in a timely manner.                                                                                                                         |               | Project is working with CSOs that advocate gender participation and equality and through Outreach Strategy will reach out to new stakeholders. |
| 10 | General political context reduces space for                                                                                               | Political<br>Operational | Probability – 4               | Project will work with MPs to build new skills and capacity to work                                                                                                                                                                                                                                                                                                                          |               |                                                                                                                                                |

| # | Description                                                                | Type | Impact & Probability | Countermeasures / Management response                                                                                                     | Risk Owner | Progress or Change Noted during Reporting Period |
|---|----------------------------------------------------------------------------|------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------------|
|   | strengthening of Parliament's effectiveness before and after 2022 election |      | Impact – 2           | more effectively on behalf of citizens. Project will use continue to work through standing committees to build cross-party collaboration. |            |                                                  |