



**Central Policy and Planning,  
The Office of the Prime Minister  
GOVERNMENT OF THE COOK ISLANDS**

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## Minutes

### National Sustainable Development Committee

<b>Date</b>	Thursday, 21 April 2016
<b>Time</b>	2.00pm
<b>Venue</b>	Cabinet Room, Office of the Prime Minister
<b>Attendees</b>	Liz Wright-Koteka (OPM) (Chair) Petero Okotai (OPM - CPPO) Katherine Dorofaeff (OPM - CPPO) (Notetaker) Garth Henderson (MFEM) Krystina Tatuava (MFEM - DCD) Daphne Ringi (PSC) Gail Townsend (MOE) Tepaeru Herrmann (MFAI) (2.33pm)  <b>Apologies:</b> Crown Law Office
<b>Reference documents</b>	160323 Briefing Note - NSDC TOR review

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### 1. Minutes (from 24 March 2016)

- Adopted as a true and correct reflection
- Action points outstanding (and not otherwise listed on the current meeting agenda) - development partners matrix

#### Action

Circulate the ratings from the development partners matrix for discussion at the next NSDC meeting
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<b>Lavinia / DCD</b>
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### 2. NSDC TOR

- Daphne and Gail had already provided comments to Petero

### *Composition*

- Generally agreed that that the roles and responsibilities should be determined first, and the composition would flow from this.
- Gail - could have a broader meeting twice a year with stakeholders to discuss NSDP monitoring
- Petero noted that there would be benefit from including a broad base of stakeholders, but there are also reasons to support keeping membership to government agencies.
- Involving the private sector (eg as per the Infrastructure Committee) does mean issues of confidentiality, conflict of interest, and payment need to be addressed.
- It was noted that there are non-government persons participating on boards and committees under non-disclosure agreements and that the arrangement has been successful in the past.

### *Roles and responsibilities*

- Gail - NSDC should not be just about donor funding. It should be about high level monitoring of progress towards the NSDP
- Some discussion about the role of NSDP v CAC. CAC vets Cabinet papers. Petero suggested strategic matters with long term timeframe should go to NSDC before CAC. There could be a monetary trigger eg 200K for determining would should go to NSDC.
- Some discussion about approach of other countries - Vanuatu, Samoa, Fiji
- NSDC should have a holistic view of national development, be about implementation of the NSDP. It could agree priorities from the Budget Policy Statement for recommendation to cabinet. Also a role in approving work plans.

### **Action**

Draft new TOR based on discussion and circulate to NSDC members for comment	<b>Petero</b>
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## **3. Indian Grant Fund**

- Krystina - preliminary work in assessing the applications done by Mercy at DCD. Funding envelope 1.2M - those recommended for approval come to a total of 1.047M. Therefore within allocated budget. Mercy had recommended some applications for further review and others as declined because they did not meet the criteria.
- Some discussion about what was required from NSDC. Gail had read all the proposals and had questions mainly about budgets and sustainability. It was agreed that NSDC role was not to assess the proposals.
- Garth - don't expect all the information about budgets and sustainability to be in place from the applicants. India has set up the conditions and DCD does not have time to assess in detail. If these are India's conditions - and it is met - let it be
- Krystina - India makes the final decision, but does follow our recommendations
- The meeting agreed to confirm the applications recommended by DCD for approval, and to also add Te Matahorua Growers, Manihiki

### **Action**

Confirm approved ones, add Te Matahorua Growers, Manihiki	<b>Krystina</b>
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#### 4. EU TA - Solid Waste Management

- Following up from the last NSDC meeting where Lavinia identified €500,000 TA funding available to be used.
- Petero - seeking confirmation from NSDC that ICI (with CPPO assistance) can apply to use these funds for work identified in the solid waste strategy. Tasks relate to waste audit, facilities assessment, institutions, legislation changes. Need approval to use these funds. This is supported by ICI.
- This was agreed by the meeting

##### Action

Work with ICI & DCD to seek EU TA funding for solid waste tasks	<b>Petero</b>
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#### 5. NZ GFA update

- Krystina - TA are underway. \$107,000 remaining - OPSC are putting together some suggestions for use. Not yet clear whether will get 1M incentive - but tracking well. Some concern about the Immigration TA
- Need to draft TOR for Oversea Development Aid graduation assessment
- Daphne - needs some assistance in developing a matrix for the public service strengthening strategy.

##### Action

Arrange meeting to develop matrix for the public service strengthening strategy including MFAI, OPM, MFEM etc	<b>Daphne</b>
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#### 6. Budget update

- Garth - working on capital projects. Talking to minister about reining in capital expenditure. This requires a change of mindset. Difficult to get the appropriate mix between capital and operational expenditure.

##### Action

No action identified	
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#### 7. ADB funding

- Krystina - \$600,000. Identified areas are water utility, public service strengthening, ICT connectivity (cable), disaster preparedness and risk management
- Garth - noted increasing importance of the water utility category due to potential changes in project management arrangements
- ICT funds are already being drawn down (for TA for the undersea cable), and may need to be shifted in priority. Review priorities following development of PSC matrix.

##### Action

Awaiting notification on ICT- cable TA costs to determine balance / priority	<b>Liz</b>
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## 8. Other matters - membership of committees and organisations

- Tapaeru - will develop and circulate criteria to use when considering whether Cook Islands should become members of committees or organisations. Then issue these as NSDC approved guidelines
- Petero suggests that as part of the review of NSDC TOR it would be useful for MFAI to give some guidelines to how it works with NSDC ie when it seeks positions from NSDC. Tapaeru thought this would not be helpful as it is very much issue based, and responds to the situation.

### Action

Develop and circulate criteria for membership of committees and organisations	<b>Tapaeru</b>
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## 9. Other matters – Strategic Pay report

- Daphne - Strategic Pay report suggests the structure of the public service pay scales be amended. The costs of suggested changes range from \$600,000, to over \$2.2M (i.e. if public servants were moved to the mid-point of their respective and appropriate bands). The reports does not consider affordability to government. Have asked Strategic Pay to consider affordability issues.
- Some discussion about indexing pay rates to allow for inflation / cost of living.
- Daphne - pay is not the only job benefit. There are other such as leave. Noted the need for performance management.
- Petero – This is a long neglected operational fiscal pressure as the pay structure (and other operational costs) have not been indexed to reflect inflationary pressures. This likely informed the high cost of Strategic Pay's recommendation. Could also be flagged with cabinet in the discussion around operation vs. capital pressures
- Garth - discuss after the budget.

### Action

No action identified	
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**Date for next meeting:** Wednesday 25 May (at 10am to 11.30am). Set regular meeting for the last Wed of every month