



**MINISTRY OF FINANCE AND ECONOMIC MANAGEMENT**  
GOVERNMENT OF THE COOK ISLANDS

# Minutes for NIE Working Group Meeting

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**Date:** Monday 22 September 2014, 2pm

**Attendees:** Vanessa Jenner (VJ), Lavinia Tama (LT), Ana Tiraa (AT), Miimetua Nimerota (MN), Edward Parker (EP), Amelia Fukofuka (AF).

**Absent (some apologies):** Boyd Ellison (BE), Peter Tierney (PT)  
Josh Mitchell(JM), Petero Okotai (PO), Edward Herman (EH), Michelle Aisake (MA)

*Note that the next few months will be leading up to our application process due at the end of November. Hence it is very important you attend the two weekly meetings and progress actions in between or signal any barriers. Your supported is appreciated.*

## 1. Status Report

- Frankfurt (Suzie's) and a UNEP representative have confirmed a visit from 4-14 November 2014
- A draft timeline of activities is attached for your feedback – what is missing, what is achievable? Please send feedback to all.
- Consider communication package for Ministers (MFAI/VJ). Ana briefing Hon Kiriau Turepu shortly.
- Currently no budget to support Procurement role – indications that outsourcing may be looked at
- Discussion with Richard regarding USP training request (EP)
- PEFA date follow up (LT)
- Tender waiver received from tender committee on United Nations Environment Program (UNEP) funds (USD28k) to give USD13k to Anti-corruption activities and USD15k to Te Tarai Vaka activities

## 2. Workshop Update (Lavinia/Ana)

- Recent examples of procurement processes are needed
- Best to show examples of MFEM being the Implementer and the Executor separately. Also an example with a 3<sup>rd</sup> party supplier
- Internal Audit function – Panel will be flexible because of our size and outsourcing it fine. Can we use Treasury (Liz Tommy) examples which will soon be completed? (LT)
- Complaints process should be linked to national systems

## 3. Te Tarai Vaka (AMC)

- Handover of Akairo work to DCD will occur next week (being assigned to Hilary Gorman). DCD will take ownership of driving plans going forward
- HOM's update – early October (PT)
- Stakeholder engagement plan will be developed shortly for roll out in October (DCD) – will include website, face to face for different levels and audiences, documentation for application
- Factsheet to be developed to assist in communications (Woven Pacific)

#### 4. Anti-corruption Committee

- Letter of Variation needs to be signed by Frankfurt (SS)
- Kevin Carr has directly contacted relevant parties on input over next few weeks – please follow up
- Next meeting for Committee confirmed for Wed 1 October

#### 5. Next Meeting –

- Monday 8 October, 2pm at DCD offices.

#### 6. Issues Register

<i>Issue</i>	<i>Detail</i>	<i>Response</i>	<i>Status</i>
Audit of all Govt Ministries	Audit is being fasttracked for MFEM, but we do not yet have clarity on need for audited accounts across government for NIE <i>and</i> PEFA	Frankfurt to give advise on NIE requirements Edward to update on overall plan	Audit for MFEM only required
Dates of Board meetings unknown	The board meeting timeline is not published for 2014 so there is no way to confirm the board meeting to ensure we meet the 3 month deadline	Frankfurt to follow up with accreditation panel	Aim for end November submission
Caretaker Government	Budget delays and PEFA delays	Delay submission to Q3	Decision taken to delay submission until end November. Revisit once elections have occurred
Dual process for AFB and GCF	Resource to manage application process for both funds	Seek further funding for Frankfurt support	Await decision for October Board meeting