



Australian Government

AusAID

24 DEC 2009

Minute

File No. 07/1483 Date 27 November 2009
Subject Clearance of Wan Smol Bag Community Partnership Design Document
For Judith Robinson, Minister Counsellor *3/12/09*
Through Nick Cumpston, Counsellor
cc Linda Gellard, First Secretary

The Project Design Document (PDD) for Wan Smol Bag Community Partnership, Phase 3 has now completed the AusAID quality processes. The Design Document was peer reviewed on 9 September 2009 and the proposed changes have now been incorporated into the final draft and agreed by NZAID and other peer review members. Attached to this minute is the updated QAE report with the final ratings.

It is recommended that you approve the Design as final and to proceed with the implementation.

Charles Vatu
Program Officer

Approved / ~~Not Approved~~

Judith Robinson
Minister Counsellor

Updated Quality at Entry Report on the Design of Wan Smolbag Theatre Tripartite Partnership: Phase 3

A: AidWorks details <i>completed by Activity Manager</i>			
Initiative Name:	Wan Smolbag Theatre Community Partnership Program: Phase 3		
AidWorks ID:	INI 311	Total Amount:	As per revised figures to reflect new labour law severance pay requirements VT 535,801,459 AUD \$6,534,164 NZ \$8,243,099
Start Date:	1 January 2010	End Date:	31 December 2014

B: Appraisal Peer Review meeting details <i>completed by Activity Manager</i>	
Initial ratings prepared by:	Charles Vatu
Meeting date:	9 September, 2009
Chair:	Judith Robinson, Minister Counsellor
Peer reviewers providing formal comment & ratings:	<ul style="list-style-type: none"> - Louisa Cass, Demand for Better Governance - AusAID Program Manger (Charles Vatu)
Independent Appraiser:	- Deborah Rhodes

B: Appraisal Peer Review meeting details *completed by Activity Manager***Other peer review participants:****In Canberra**

Steve McLean – PAS Observer
 Louisa Cass – BDFBG (peer reviewer)
 Deborah Rhodes – (independent appraiser)
 Barbara O'Dwyer – Gender Adviser
 Vijaya Ratnam-Raman – Child Protection Officer
 Pamela Thomas, Designer

Teleconferencing

Judith Robinson – Minister Counsellor, Suva (Chair), (by teleconferencing – Suva)
 Leonard Chan and Penelope Bond – NZAID (by teleconferencing – Wellington)

In Port Vila

Nick Cumpston –Post Counsellor
 Linda Gellard –First Secretary
 Charles Vatu - Program Officer
 James Toa – NZAID Port Vila Post
 Michael Taurakoto- Wan Smolbag Theatre
 Helen Corrigan – Wan Smolbag Theatre

Apologies

Jean Francois Metmetsan – Aid Coordination, Government of Vanuatu
 Megan Anderson, Director Partnerships

C: Quality Rating Assessment against indicators*completed by Activity Manager / Peer Reviewers / Independent Appraiser*

Quality	Rating (1-6) *	Comments to support rating	Required Action (if needed)
1. Clear objectives	6	<ol style="list-style-type: none"> The Objectives are clear, logical and appropriate to the context. The objectives are directly relevant to the development objectives of the Governments of Vanuatu, Australia and New Zealand as well as the people of Vanuatu and have been developed in a participatory way among diverse stakeholders. The Objectives are outcome-focused, and while some impacts are long-term, the project defines short-medium term impacts aligned with the delivery of activities. 	WSB to ensure that during implementation on objective 1 and 2 (media and youth), the principle of both gender equity and equality are considered not just equity. This is already practiced, but need to be emphasised in the design.

C: Quality Rating Assessment against indicators

completed by Activity Manager / Peer Reviewers / Independent Appraiser

2. Monitoring and Evaluation	5	<p>3. The M&E seems more as a directive to Wan Smolbag and could align better with Partnership principles</p> <p>4. It was suggested that having pre-determined indicators is not practical and too onerous on Wan Smolbag, but WSB indicated that it is already collecting such quantity and types of data and are happy with the status quo</p> <p>5. Need to balance the need for quantitative data and the usefulness of the data.</p> <p>6. WSB's approach to M&E – emphasising empowerment, improvement, proving progress and sharing align well with NZAID's purposes for M&E, which are accountability, learning and improvement. These are derived DAC M&E guidance for good practice.</p>	<p>a) Need to iterate that donors are working with trusted partner. Use WSB M&E system and information already collected by WSB. Align M&E matrix to WSB M&E framework in using questions to formulate indicators. Pre determined output targets reduce WSB's flexibility and responsiveness.. Remove outputs from text. AusAID/NZAID/WSB to meet, discuss and agree changes.</p> <p>b) Improve on reference to gender in the M&E Framework.</p>
7. Sustainability	5	<p>1. The high performance and excellent track record of Wan Smolbag work in Vanuatu and the Pacific, the long established constructive relationships between AusAID, NZAID and WSB and the well-founded program of work envisaged over the next 5 years, are strong factors which will contribute to the sustainability of benefits under this Partnership.</p> <p>2. The strong cultural understanding inherent in all of WSB's work; the excellent links between WSB and other stakeholders in community and both formal and kastom governance in Vanuatu; the commitment to contributing towards local capacity in many areas of creative work, community development and service delivery; and the high regard in which WSB is held internationally as well as throughout the Pacific and Vanuatu are all additional factors which will contribute to sustainability.</p>	

C: Quality Rating Assessment against indicators <i>completed by Activity Manager / Peer Reviewers / Independent Appraiser</i>			
1. Implementation & Risk Management	5	<ol style="list-style-type: none"> 1. The organisation operates successfully in its context, has appropriate risk management strategies and a great deal of previous experience to inform the implementation of its diverse activities. 2. The PCC as a government requirement with all donor projects is adding another layer of decision making which does not harmonise with existing WSB governance structure. 3. With good practice of follow ups and effectively responding to community demands, preparing all the materials for the extra management meeting (i.e. the PCC, on top of the existing WSB Board Meeting) is becoming too stressful and stretching WSB resources. 	<ol style="list-style-type: none"> a) The partnership to focus more on managing the quality of the partnership including the interaction of partners including government participation. b) Need for all partners (A/NZ/WSB to discuss further & agree the role of PCC. Intention is to have clarity and avoid duplication in governance & management c) Include principles on joint decision making. WSB to indicate their expectations of donors' roles to be covered in the design. d) AusAID to consider management of funding in vatu to avoid loss of income for WSB.
2. Analysis and lessons	5	The PDD draws on extensive analysis undertaken by and about WSB over many years. The plans included for the next 5 year period are clearly based on lessons learned to date. WSB staff themselves and the design process, combined with recent reviews, have contributed to successful identification of key issues and successful selection of priorities.	WSB should not rush to develop a child protection policy in 1 st quarter of year 1. WSB to work with Vijaya Ratnam-Raman – Child Protection Officer (AusAID) on policy.

*** Definitions of the Rating Scale:**

Satisfactory (4, 5 and 6)		Less than satisfactory (1, 2 and 3)	
6	Very high quality; needs ongoing management & monitoring only	3	Less than adequate quality; needs to be improved in core areas
5	Good quality; needs minor work to improve in some areas	2	Poor quality; needs major work to improve
4	Adequate quality; needs some work to improve	1	Very poor quality; needs major overhaul

D: Next Steps <i>completed by Activity Manager after agreement at the Appraisal Peer Review meeting</i>		
Provide information on all steps required to finalise the design based on <i>Required Actions</i> in "C" above, and additional actions identified in the peer review meeting	Who was responsible	Date done
The M&E matrix (Attachment 6) of the revised PDD of 16 October, 2009 have been reworked. The matrix is using performance questions to formulate indicators as agreed by WSB, NZAID and AusAID. This is also in line with WSB preference and M&E framework in the WSB Strategic Plan (2007-2012). Improvement on the reference to gender is also incorporated into the design and the emphasis that donors are working with a trusted partner	Designer, Wan Smolbag, NZAID and AusAID	16 th of October, 2009

D: Next Steps <i>completed by Activity Manager after agreement at the Appraisal Peer Review meeting</i>		
The designer worked with Barbara O'Dwyer, Gender Advisor on this. The text in the revised PDD is more gender inclusive. The change to the phrase young people is rephrased to young men and women throughout the text of the PDD.	Designer and Barbara O'Dwyer	16 th October, 2009
Attachment 5 PCC guidelines have been revised. It is still in draft form to be discussed and approved by the PCC members.	Wan Smolbag, NZAID and AusAID with advice from GoV	16 th October, 2009
Development of WSB Child Protection Policy	WSB and AusAID Child Protection Officer	Year 1 (2010)

E: Other comments or issues *completed by Activity Manager after agreement at the APR meeting*

- The overall budget was revised by Wan Smol Bag Theatre on November 3 to accommodate the additional 2 weeks of staff severance pay. This was necessary as a result of gazetting of the Vanuatu Employment Act Amendment in November 2009, after the Appraisal Peer Review of the Design on 9 September, 2009. The total budget for the new phase has now increased from \$6,394,300 to \$6,489,152 to accommodate the amendment to the Act.

F: Approval *completed by ADG or Minister-Counsellor who chaired the peer review meeting*

On the basis of the final agreed Quality Rating assessment (C) and Next Steps (D) above:

- QAE REPORT IS APPROVED**, and authorization given to proceed to:
- FINALISE** the design incorporating actions above, and proceed to implementation
- or: **REDESIGN** and resubmit for appraisal peer review

NOT APPROVED for the following reason(s):

signed:

Juanita Johnson

3/12/09

When complete:

- Copy and paste the approved ratings, explanation and actions (table C) into AidWorks
- The original signed report must be placed on a registered file