



# Summary report

## Planning Meeting for the Pacific Cost Benefit Analysis Initiative (P-CBA) Suva, Fiji, 2014 January 2014



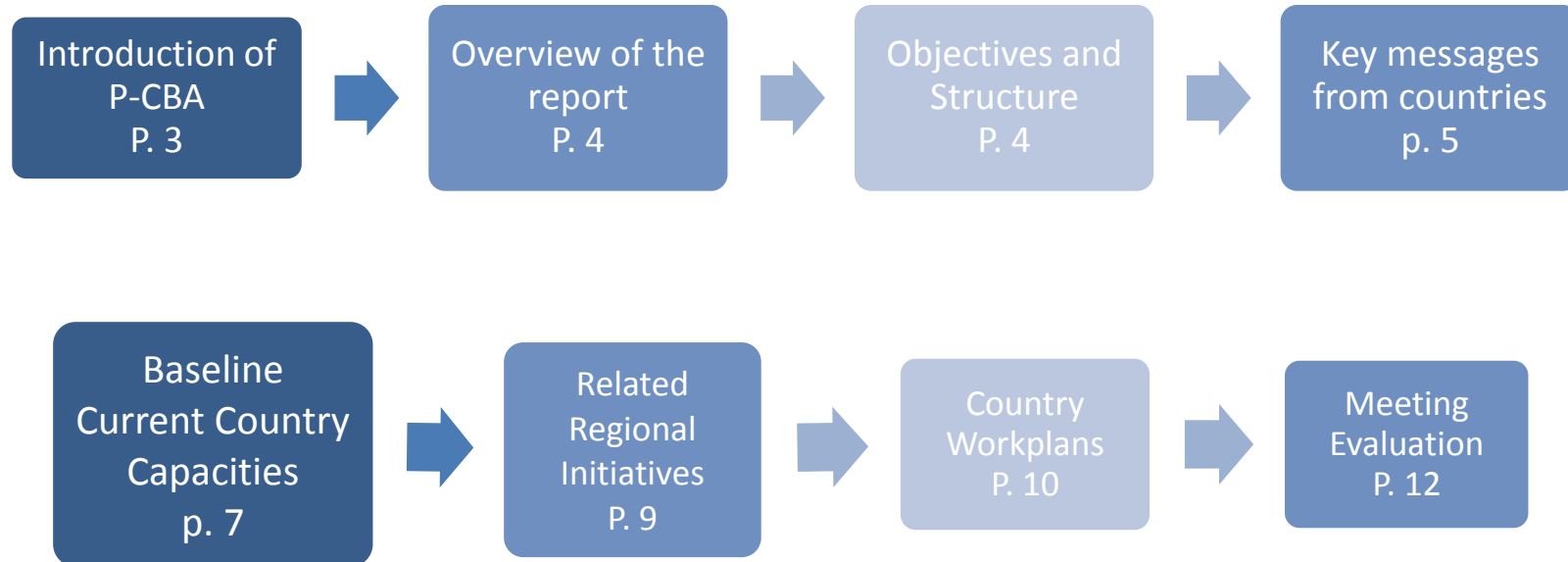
### P-CBA Process

P-CBA is a joint capacity-building initiative to address the increasing needs of Pacific Island Countries (PICs) to access tools that can support their climate-resilient decisions and adaptation strategies such as cost benefit analysis. This regional and systematic initiative is a direct response of countries demand in this area and it draws from the lessons learnt of the [PACC CBA Work Programme](#).

### The Planning Meeting

At the P-CBA Planning Meeting in January 2014, Suva, government officials from Finance, Planning and Environment Ministries of 7 PICs Island Countries (PICs) gathered to shape P-CBA on countries' needs and existing capacities and identify further support from donors. All the presentations and relevant materials can be found at the [P-CBA website](#).

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## 1. Introduction of P-CBA

P-CBA is a joint initiative to address the increasing needs of Pacific island countries to access tools that can support their climate-resilient decisions and adaptation strategies. This increasing need has been recently highlighted at the Pacific Climate Change Roundtable in July 2013 where many officials in Pacific island governments recognized the value of economic analysis to assess options and shape and their work. Partners include the Pacific Islands Forum Secretariat (PIFS), the Secretariat of the Pacific Community (SPC), the Secretariat of the Pacific Regional Environment Programme (SPREP), the University of the South Pacific (USP), the United Nations Development Programme (UNDP), Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), the USAID-ADAPT programme and the Asian Development Bank (ADB).



The P-CBA initiative builds on existing experiences such as the cost-benefit analyses conducted as part of the Pacific Adaptation to Climate Change (PACC) programme and related trainings carried out by SPC, to capture lessons learned and to strengthen capacities in a consistent and strategic manner. It also links with similar initiatives in other regions, such as the [Economics of Climate Change Adaptation \(ECCA\)](#) in Asia, supported by UNDP and USAID-ADAPT.

P-CBA targets government officials from Central planning, Finance, Environment and other line ministries that are involved in project management and climate resilient development activities and it has a learning-by-doing approach: trainings using concrete case studies are followed by mentoring support to government officials to conduct cost-benefit analysis on project proposal(s) or on-going initiatives. The results of these analyses will serve as concrete support to government activities providing guidance on project formulation and implementation.

## 2. Overview of the report

This report provides a summary of the key findings from the P-CBA Planning Meeting. The meeting was held from the 29<sup>th</sup> to the 31<sup>st</sup> of January 2014 at SPC in Suva and gathered government officials from Finance, Planning and Environment Ministries of 7 Pacific Island Countries (PICs). Its main aims were to launch P-CBA, a regional capacity building programme on cost benefit analysis, and shape it on countries' needs and existing capacities.

During the 3 days, representatives from Federate State of Micronesia, Fiji, Kiribati, Samoa, Solomon Islands, Tuvalu, Vanuatu worked side by side with regional partners and experts to make sure that the P-CBA activities will be fully aligned with their priorities and that strategies will be adopted to make the capacities built by this initiative sustainable over time at the national and regional levels.

The first part of the report (Section 5-7) focuses on the outcomes of countries' discussions summarizing the key messages for P-CBA, countries' baselines on needs and existing capacities, and Country Workplans. The last part (Section 8) is dedicated to the evaluation of the meeting based on a questionnaire that was distributed to the participants at the final session of the meeting. The overall results of the evaluation show that participants were satisfied with the meeting stating that it was "well-structured and useful for the purpose of informing the design of P-CBA".

Please note that all the materials here mentioned can be found on the [P-CBA website](#) in the page dedicated to the [P-CBA Planning Meeting](#).

## 3. Objectives and Structure

As also mentioned in the [Planning Meeting Agenda](#) the event had three main objectives:

1. Inform the overall design of the P-CBA initiative (course content, delivery mechanism and long term sustainability strategy);
2. Define preliminary Country Workplans;
3. Identify further support by donors and development partners.

Table 1, below, outlines the structure of the meeting and shows how each day was focused to meet one or multiple objectives of the meeting. While Day 1 was dedicated to the presentation of the initiative, Day 2 and 3 focused on working sessions where countries could express their preferences for the initiative.

P-CBA Planning Meeting		
Day 1	Day 2	Day 3
Overview of the initiative	Discussion and recommendations for the P-CBA Design on Course Content, Delivery Strategy, and Sustainability Measures	Drafting of Country Workplans outlining case studies, timelines, participants and proposed national sustainability measures
Countries Presentation on Needs and Existing capacities		
Synergies with regional initiatives: PACCSAP, ECCA Asia, PACC CBA.		Presentation of preliminary Country Workplans and Next Steps
<i>Objective 1</i>	<i>Objectives 1 and 2</i>	<i>Objectives 2 and 3</i>

Table 1 summarizes the activities of P-CBA Planning Meeting day by day

#### 4. Key Messages for P-CBA

During Day 2 participants were divided into two groups to discuss how to shape P-CBA to their needs and existing capacities. The discussion was framed around three main topics:

1. Course Content: What subject and topics should the in-country trainings cover?
2. Delivery Strategy: How and who should deliver the trainings, which target audience?
3. Sustainability Strategy: Which institutional measures should be adopted to make sure that the results of the initiative will be sustainable overtime?





Table 2, below, summarizes the main messages that arose from these discussions divided for the three main topics:

<b>Key Messages from Countries</b>		
<b>Training/Course Content</b>	<b>Delivery Strategy</b>	<b>Sustainability</b>
To be tailored to current capacities and institutional structures of each country		Integrating CBA in institutional frames, such as: policy, investment and budgetary processes, regulatory frameworks, project proposal appraisals
Multi-modules training for tailored combinations, flexible and staged delivery	Preference for in-country trainings for broad national outreach (involving practitioners, policy makers and senior officials)	
Tailor modules to different levels of government staff, e.g. half day general module for senior staff, full course for technical officers	Trainings can be delivered by USP providing an official qualification/certificate	Train the trainers approach to create in-country capacity for further staff trainings and South-South cooperation
Provide complementary modules on specific areas, such as environmental or socio-cultural valuations	Mentoring support should be tailored to country needs and be consistent overtime	Internet Database for CBA resources to facilitate knowledge sharing
Specific module on communicating CBA results to policy and decision makers		

Table 2 summarizes the key messages from countries informing the design of P-CBA

As a response to the request of a multi-modules training the Technical Working Group (TWG) is developing full package of training materials that can include, i.e. (for a more detailed information please refer to the [course content options](#) presentation):

- half-day refreshment course for senior staff;
- 2,5 days general course on CBA for policy makers and practitioners;
- 2 days module on environmental valuation;
- half-day module on how to produce a workplan;
- half-day module to prepare government officials to communicate the results of a CBA.

## 5. Baseline – Current Country Capacities

On Day 1 participant countries had the possibility to make a short presentation about their current needs and capacities on Cost Benefit Analysis. Key elements of these presentations are summarized in the table below regarding existing government capacities, use of CBA institutional processes and trainings received on this topic to date.

Presentations on Country Needs and Existing Capacities				
Countries	Existing Capacities	Current use of CBA	Past Trainings	Reference
<b>FSM</b>	<u>Limited capacities on CBA.</u> Currently few government officials can conduct CBA on a systematic way.	<u>Limited use of CBA</u> To date few CBAs have been applied and most of them are carried out by external consultant	To date no in-country trainings have been conducted in FSM. 2 representatives from PACC FSM participated in the PACC regional CBA workshop	<a href="#">FSM Baseline Presentation</a>
<b>Fiji</b>	<u>Average capacities on CBA</u> MOF <sup>1</sup> and MSP <sup>2</sup> have good knowledge of CBA	<u>Average use of CBA</u> CBAs are conducted by the MSP on Capital Projects for the Govt.	The PACC CBA work programme provided an in-country training in Fiji	<a href="#">Fiji Baseline Presentation</a>

<sup>1</sup> Ministry of Finance

<b>Kiribati</b>	<u>Limited capacities on CBA</u> Limited number of government officials have economics background and can conduct CBAs	<u>Limited use of CBA</u> Simple Qualitative CBA are conducted by the MOF	SPC CBA Training Early 2013	<a href="#">Kiribati Baseline Presentation</a>
<b>Samoa</b>	<u>Average capacities on CBA</u> A limited number of officials from MOF and MNRE <sup>3</sup> have good knowledge of CBA	<u>Average use of CBA</u> Qualitative CBA and financial CBA are conducted by the MOF as part of project approval process by Cabinet Development Committee	PACC CBA Training 2012 ISP (ADB) 2006	<a href="#">Samoa Baseline Presentation</a>
<b>Solomon Islands</b>	<u>Limited capacities on CBA</u> Currently few government officials can conduct CBA on a systematic way.	<u>Limited use of CBA</u> To date few CBAs have been applied and most of them are designed by external consultant	SPC training Feb 2014	<a href="#">Solomon Islands Baseline Presentation</a>
<b>Tuvalu</b>	<u>Limited capacities on CBA</u> Currently there is limited knowledge about CBA. Time constraint and high staff turnover affecting skill base are posing difficulties to conduct CBA.	<u>Average use of CBA</u> CBA used in National Budget Processes and Donor Funded Projects	Trainings on CBA for the PDB	<a href="#">Tuvalu Baseline Presentation</a>
<b>Vanuatu</b>	<u>Average capacities on CBA</u> MFEM <sup>4</sup> has some economists who can conduct CBA. However their number is limited and these capacities are not present in other ministries.	<u>Limited use of CBA</u> Only the MFEM conducts a limited number of CBAs	SPC training 2013	<a href="#">Vanuatu Baseline Presentation</a>

Table 3 summarizes Countries presentations on Existing Capacities, Current use of CBA and Past trainings. Please click on the name of the countries to access to the full country presentation.

<sup>2</sup> Ministry of Strategic Planning, National Development and Statistics;

<sup>3</sup> Ministry of Finance and Ministry of Natural Resources and Environment;

<sup>4</sup> Ministry of Finance and Economic Management.



Table 3 shows varied, but overall limited capacities in countries in applying CBA. Samoa and Fiji, for example have existing capacities to conduct CBAs as part of regular institutional processes (e.g. capitol project approvals, Cabinet submissions), however this knowledge is limited to central ministries, and countries indicated the need to extend such capacities to other government entities so that CBA could be use more systematically. Countries stressed the usefulness of trainings received so far, and the need to a more continued capacity building process. The country presentations served essentially to set the baseline in the Country Workplans, thus guiding the planning and implementation of P-CBA.

## 6. Related Regional Initiatives

Day 1 was dedicated to provide an overview of other regional initiatives that could inform the design of P-CBA and can create synergies for its implementation. Below a summary of the presentations that have been given by the representatives of the initiatives. Some of these initiatives are in the planning stage, and the details of the partnerships will be defined in the project document. [For more information click on the name of the programme](#) and you will be redirected to the page to download the presentation of the Planning Meeting.

### PACCSAP



**Australian Government**  
Department of the Environment

The CBA component of PACCSAP aims to conduct sectorial analysis in 3 countries in the Pacific. Some of these analyses could complement countries case studies especially in Tuvalu and Vanuatu.

### ECCA Asia



The Economics of Climate Change Adaptation (ECCA) is the twin project of P-CBA in Asia. This project focuses on a wider range of economics tools and one of the main lessons learnt is to carefully tailor capacity building to countries existing capacities. Interesting collaborations could arise in term of lessons sharing and South-South Cooperation between P-CBA and ECCA.

### PACC CBA Workprogramme



PACC CBA was the first regional capacity building programme on CBA. The design of P-CBA has been informed by its lessons learnt.

### University of the South Pacific



USP has been providing courses to students and government officials across the Pacific on climate resilient development, economic analysis and financial management. The institution is a key partner for the delivery of the envisaged CBA trainings, ensuring longer term sustainability of capacity building processes in this field.

## 8. Country Workplans

Day 3 was dedicated to the drafting of Country Workplans (CWPs), regional experts working side-by-side country representatives, following a template developed to facilitate this. These workplans specify baseline situation, case studies (and existing projects linkages), resource arrangements, timeline, country teams and participants for the in-country trainings, monitoring and evaluation aspects. Table 4 below, summarizes some key elements such as in-country training timeline, case studies and focal points. The case studies have been identified by countries as part of ongoing initiatives with opportunity and need for concrete CBA applications, with a view to also provide available funding in order to support the training and tech assistance activities. The CWPs initiated to the meeting will be further discussed and finalized through in-country consultations, coordinated by the P-CBA focal points. For more specific information please refer to the presentations uploaded on the [P-CBA website](#).

Summary of Country Workplans				
	Proposed In-country training timeline	Case studies	Focal Points	Reference
<b>FSM</b>	July 2014	-Revision of Kosrae Shoreline Management Plan -Other donor funded development water development projects	Alik Isaac Simpson Abraham	<a href="#">FSM Country Workplan Presentation</a>
<b>Fiji</b>	Jun-Sep 2014	-Relocation of Communities -Sea weed Farming (Maritime Island)	Mereseini Waibuta Sele Tagivuni Deemant Lodhia	<a href="#">Fiji Country Workplan Presentation</a>
<b>Kiribati</b>	Apr-Set 2014 or 2015 onwards	-Tourism Economic Development of Kanton Island	Jason Reynolds	<a href="#">Kiribati Country Workplan Presentation</a>
<b>Samoa</b>	October 2014	-ICCRIFIS (GEF Forestry Project) - PPCR Project 2 -Samoa IWRM	Tuiolo Schuster Abigail Lee-Hang	<a href="#">Samoa Country Workplan Presentation</a>

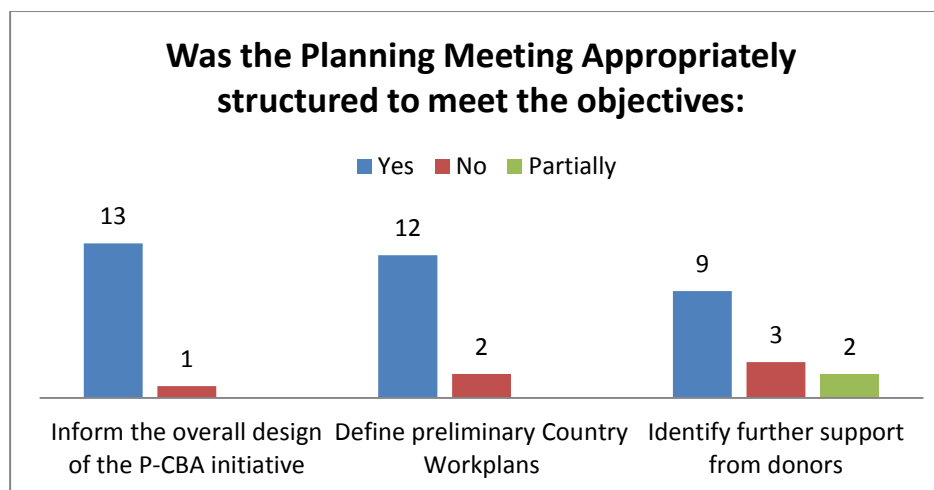
<b>Solomon Islands</b>	/	-Malaita Hydro project (ADB) -Undersea Internet Cable (ADB) -Food Security project for Choiseul Province	Tobais Bule	<a href="#">Solomon Country Workplan Presentation</a>
<b>Tuvalu</b>	Jul-August 2014	-NAPA Project II - Construction of the new PUI Building	Lita Molu Petesa Finikaso Simalua Enele	<a href="#">Tuvalu Country Workplan Presentation</a>
<b>Vanuatu</b>	Apr 2014-Apr 2015	-V-CAP -PACC Vanuatu -Climate Change/Disaster Risk Reduction policy	Malcolm Dalesa Wenny Woy Gareawoka	<a href="#">Vanuatu Country Workplan Presentation</a>

Table 4 illustrates the main details of Country Workplans

## 9. Meeting Evaluation

At the end of Day 3 participants received a Meeting Feedback form where they could evaluate and provide feedback on different aspects of the meeting. The evaluation form had a total of nine questions: the first six were dedicated to the evaluation of the different days of the meeting, while the last four had room for more open comments.

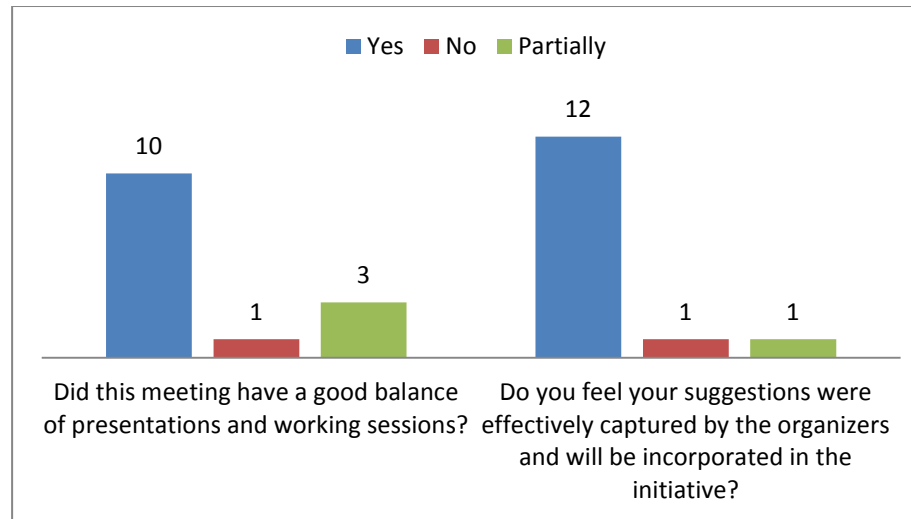
Overall the meeting was well received by the participants that expressed a general satisfaction both in the evaluation feedback form and also informally with the organizers during the meeting. The results of the most relevant questions reported below corroborate the positive impressions received from the participants:



**Chart 1: Question 3-4-5 of the Workshop Feedback Form. 92% of the participants state that the Planning Meeting was well structured for objective 1, 85% for objective 2 and 66% for objective 3.**

Participants stated that the Planning Meeting was well structured to meet Objective 1 and Objective 2, while it was less successful in meeting Objective 3 “Identify further support from donors”. From the comments it emerged that identifying further support from donors at this stage is not the most conducive and needs to be pursued more specifically along country workplans taking shape. Others stated that this task would have been facilitated with more time spent on bilateral discussions (though donors and dev. Partners were invited and present and a sign-up sheet was made available request bilateral meetings). Especially on this point a better and earlier coordination of the TWG with the main donors could have facilitated this task.





**Chart 2: Question 6 – 7 of the Workshop Feedback Form. 71% of the participants stated that there was a good balance between presentations and Working sessions, while 85% declared that their suggestion were well captured by the organizers.**

From the participants' answers to the above questions it emerged that there was a good balance between presentation and working sessions and that they felt that there was enough opportunity to express their views, and the meeting conduct was responsive to their inputs. However, in more than one evaluation feedback form, participants said that they would have preferred Day 1 to be less intense and they suggested that including more sessions on technical aspects of CBA application and more examples from the Pacific would have been useful. This is a useful consideration for such planning meetings in the future, even if the event is not aiming at direct capacity building, some light tech training components are helpful.

When asked which session of the workshop they liked most, countries indicated the country presentations and the working sessions of Day 1 and Day 2. This, together with the previous comments on the balance between working sessions and presentations should be a lesson learnt for future meetings: even though countries found the meeting helpful there is a need for future regional meetings to be more interactive and focused on working sessions with examples from the Pacific.

## 10. Next Steps

- Countries prepare the first complete draft of the Country Workplans (During March 2014 as initial in-country consultations are undertaken);
- The Technical Working Group (TWG) completes the draft Programme Design Document (end-March);
- The TWG finalizes the Course Materials (end of March 2014)
- Funding and implementation arrangements finalized for P-CBA implementation(end-April, early May)
- Starting of P-CBA implementation (end-May for regional process, and from May onwards for countries dependent on individual training scheduling).



## Appendix 1. P-CBA Planning Meeting Participants

	PARTICIPANT	POSITION	INSTITUTION	COUNTRY
<i>Fiji</i>				
1	Kaanong Tato	Senior Sector Economist	Ministry of Finance	Fiji
2	Shrylin Shabnam Hassan	Economist	Ministry of Finance	Fiji
3	Mereseini Waibuta	Chief Economist	Ministry of Finance	Fiji
4	Sele Tagiuimi	GEF Programme Manager	Ministry of Local Government, Urban development, Housing and Environment	Fiji
5	Deemant Lodiia	PO CC Finance	MFAIC-CC Division	Fiji
<i>FSM</i>				
6	Simpson Abraham	FSM PACC PMU Co-coordinator	Department of Finance and Administration,	FSM
7	Alik S. Isaac	Director	Department of Finance and Administration	FSM
<i>Kiribati</i>				
8	Kurinati Robuit	Senior Sector Economist	National Economic Planning Office	Kiribati
9	Jason Reynolds	Director	Ministry of finance	Kiribati
<i>Tuvalu</i>				
10	Petesa Finikaso	Project Officer	Department of environment	Tuvalu
11	Simalua Enela	Assistant Secretary	Public Utilities	Tuvalu
12	Litia Molu	Aid Advisor	Ministry of Finance and Economic Development	Tuvalu

<i>Samoa</i>				
13	Tuiolo Schuster	Principal Capacity Building Officer	Environment	Samoa
14	Abigail Lee-Hang	Principal Project Planning and Programming Officer	Ministry of Finance, Samoa	Samoa
<i>Solomon Islands</i>				
15	Tobais Bule	Chief Finance Officer	Ministry of Finance	Solomon Islands
<i>Vanuatu</i>				
16	Malcolm Dalesa	Adaptation/ DRR officers	Meteorology and Geohazards Department	Vanuatu
17	Wenny Garaewoka	Budget Accountant	Department of Finance and Treasury	Vanuatu
<i>USP</i>				
18	Isoa Korovulavula	USAID-C-CAP/USP	PACE-SD USP	
19	Seone Lolsin	Statistics	USP	
20	Corinne Yee	Program Manager	PICPA, USP	
21	Siosiu Utoikamanu	Director	PICPA, USP	
22	Ricardo Gonzales	Professor	School of Economics, FBE, USP	
23	Desmond Uelese Amosa	Advisor	PICPA, USP	
<i>Other</i>				
24	Jacob Salcone	Technical officer	IUCN	
25	Bob Dobias	Team Leader	ADAPT, Asia-Pacific	
26	Shin Furuno	Regional Manager	Department of Environment	Australia
27	Jesus Lavinia	Head of Section	EU	
28	Nila Prasad	Programme Officer	JICA	
29	G Purdent Richard	Assistant Director	AECOM	
30	Phil Pickering	Director	Marsden Jacob	
31	Joey Manfredo	Project Manager	USAID C-CAP	

32	Maria Paniagua	Unit Head project admin	ADB
33	Shoko Takemoto	Regional technical Advisor	UNDP
34	Gordon Johnson	Regional Team Leader, Environment and Energy	UNDP

***Support team***

35	Marita Manley	Technical advisor	GIZ
36	Aaron Buncle	Mainstreaming Specialist	SPREP
37	Anna Rios Wilks	resource Economist	SPC
38	Anna Fink	Economimist	SPC
39	Paula Holland	Manager	SPC
40	Scott Hook	Economic Infrastructure Advisor	PIFS
41	Gabor Verezci	Regional technical advisor	UNDP
42	Marco Arena	P-CBA Coordinator	UNDP Consultant
43	Linda Cox	Consultant	UNDP Consultant