

Annex I

**Status of implementation of 2014 SPREP Meeting (SM25) decisions on the 2014 Independent Corporate Review of SPREP (ICR)
and the Mid Term Review of the Strategic Plan (MTR)**

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
Already being implemented			
2.	The Secretariat respond further to the directives of previous SPREP Meetings for which the IRT considers the responses could have been more substantive or, perhaps, better documented, and provide a report to the 26th SPREP Meeting.	The meeting accepted this recommendation, and that the Secretariat report at SM 26 on the issues identified in Annex 6 of the ICR.	SPREP Meeting directives are actioned and progress is systematically reported to each SM.
10.	Strengthen the performance monitoring, evaluation and reporting processes in ways that will allow clarity in the reporting of the results achieved, including outcomes and impacts, as a consequence of SPREP assisting PICT Members to ensure their environment, including natural ecosystems, is of high quality and can sustain lives and livelihoods into the future.	The meeting accepted this recommendation.	<p>The Secretariat notes significant progress over the last year on improving performance monitoring, evaluation and reporting. In no small measure this reflects the appointment at SPREP of a Monitoring and Evaluation Officer (Simon Wilson). Progress has included:</p> <ul style="list-style-type: none"> • Interim improvements to the PMER; country disbursement reports and Aust. & NZ annual reports; • Development of monitoring and evaluation standards, which will be progressively institutionalized; and • Progress in supporting Members in M&E including through in-country training in FSM. <p>The Project Review and Monitoring Group has also been operationalised to ensure improvement of M&E processes and standards.</p> <p>SPREP has also been active in establishing a community of M&E practice across CROP agencies, having met once in 2015 to discuss common issues and areas for collaboration.</p>

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
			<p>SPREP M&E has benefited from engagement with the Regional Advisory Service, funded by the Government of Australia, which continues to provide support, particularly with regard to the M&E standards,</p> <p>The SPREP M&E advisor provides back-stopping technical advice and support for SPREP project staff. Within available resources, support is also available to assist PICTs on M&E related queries.</p> <p>SPREP notes further work to be done, including in the context of the development of the next strategic plan.</p>
11.	Prepare and action a framework that guides implementation and facilitates reporting, whether it be in the form of (completing) the Business Plan, or another instrument such as an action plan that is based on consultations.	The meeting accepted this recommendation, noting, the request to the Secretariat to present the framework to Members for endorsement. It is noted that there may be some cost implications for members resulting from the their fulfilment of obligations under the framework	<p>The SPREP Business Plan was endorsed in 2014 by the SPREP Meeting.</p> <p>The Secretariat proposes that further work on the Business Plan is deferred until confirmation of the next Strategic Plan process. This will enable strategic consideration of the purpose of the Business Plan as an integral element of the overall governance and planning framework of SPREP.</p>
12.	Clearly identify assumptions and risks in each Annual Work Programme and Budget, to assist in developing an overall understanding of success factors and lessons learned in implementing projects and programmes.	The meeting accepted this recommendation, noting that there may be some responsibility and/or associated cost with undertaking risk assessment or identification of assumptions in the country specific strategies.	<p>SPREP will continue to improve the identification of assumptions and risks through refinement to the PMER and the annual work programme and budgets.</p> <p>Development of the next strategic plan will provide an opportunity to establish a framework for better identification and monitoring of assumptions and risks at the organisation and operational level.</p>

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
14.	Establish and implement a formal mechanism that encourages ongoing and inclusive professional discourse and other learning opportunities for Secretariat staff, including through the existing seminars.	The meeting accepted this recommendation, noting the Secretariat is to implement within existing resources.	<p>We note inclusive professional discourse at SPREP is strongly encouraged and supported through a range of mechanisms including the monthly staff seminar series.</p> <p>This has also been addressed through an all staff capacity building programme through the SPREP Advance in 2015 led by the Change Management Factory.</p> <p>We note that SPREP started internal staff training in 2012, for the first time in SPREP's 40 year history. This will continue and will be expanded, subject to available resources.</p> <p>Staff also participated in the Pacific Leadership Programme (PLP) funded by DFAT, Australia. The information arising from the training has been shared with all staff, and through the staff seminar series, as well as by circulation of material.</p>
16.	Work Programmes should reflect the contributions supporting partners, such as the private sector and NGOs, will also be making to achieving environmental outcomes that help improve livelihoods and sustainable economic development, while performance monitoring, evaluation and reporting processes should include targets and indicators that can be used to demonstrate the resulting immediate and longer term contributions to social and economic development.	The meeting accepted this recommendation, noting that Members should also look to increase the identification of relevant partners through planning and management processes, including through the recommended integrated country programming process.	<p>SPREP is making every effort to reflect contributions of all stakeholders and supporting partners.</p> <p>SPREP is continuing to develop and communicate the linkages between its work on environmental management and sustainable livelihoods.</p> <p>SPREP will strengthen work on targets and indicators to demonstrate the resulting immediate and longer term contributions to social and economic development, including through development of the next strategic plan.</p>
17.	Members and the Secretariat should identify and implement measures that Increase the sustainability of outcomes beyond the duration of SPREP's investment, including, where needed and appropriate, ensuring ongoing support from sustainable national financing mechanisms.	The meeting accepted this recommendation.	<p>We note SPREP is addressing this issue, wherever possible, while noting the matter is subject to continued funding from donors in most cases.</p> <p>Specific examples are provided through SPREP's work under the Adaptation Fund and the Green Climate Fund to follow-up key outcomes arising from the PACC and PIGGAREP Projects.</p>

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
18.	The Secretariat, with the approval and support of Members, should do more in relation to delivering on its mandate concerning regional public goods related to the environment and marine ecosystem services, including knowledge management and sustainable financing.	The meeting accepted this recommendation.	<p>SPREP has accelerated its work on environment and ecosystem services, since the SPREP Meeting.</p> <p>This has included the establishment of the Blue Team at SPREP and the development of a range of marine related programmes.</p> <p>We note the new project on EbA (PEBACC) has commenced focusing on ecosystems services and which includes knowledge management and sustainable financing. Other examples include PACIOCEA, MACBIO, BIOPAMA, FINPAC and COSSPAC projects.</p>
23.	With the approval of Members, the Secretariat should implement relatively modest changes that will give greater clarity to the work of the technical Divisions, encourage more inter Divisional work, and achieve a more strategic approach by the Secretariat as a whole.	The meeting accepted this recommendation, noting that the manner in which SPREP implements this may vary reflecting available resources, and internal processes already in train (such as the PRMG).	<p>These recommendations will be actioned through the development of the next Strategic Plan. In particular changes to the names of SPREP Divisions should be considered within the context of the next Strategic Plan.</p> <p>The recommendations of the Mid-Term Review of the SPREP Strategic Plan will also guide the development of the next Strategic Plan.</p> <p>It is noted that there has been a significant increase in joint work between SPREP Divisions over recent years.</p> <p>The Project Review Monitoring Group (PRMG) is supporting enhanced interdivisional co-operation.</p>
26.	The Secretariat should, as a matter of urgency, undertake a cost-benefit analysis of the Pacific Climate Change Centre, and seek guidance from Members in light of the findings.	The meeting noted this recommendation, and that SM 25 under agenda item 6.6 directed the Secretariat to report to SM 26 on the status of the PCC proposal and on matters relating to programme of work, governance and maintenance costs.	<p>At the 2014 SM (SM25) the Secretariat disagreed with this recommendation noting the PCCC has been in negotiation for 3 years, is endorsed by Government of Samoa, and has been approved for funding by Government of Japan.</p> <p>Since the SPREP Meeting the Prime Minister of Japan has formally announced, at the PALM 7 Meeting in May, 2015, that the Government of Japan has approved the PCCC and this is now proceeding.</p>

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			<p>The 2014 SPREP Meeting was advised there will be ongoing maintenance costs which will be at the same level of the TEC and will be covered by the use of the Centre itself with a user pays system from use of the building.</p> <p>The PCCC will significantly enhance SPREP's ability to strengthen capacity and knowledge management for PICTS regarding climate change at national and regional levels.</p> <p>SPREP has developed a PCCC Business Plan with the Government of Japan for the Centre which provides details of the future activities and training programmes and the analysis of costs and benefits.</p> <p>JICA has dedicated a staff member who is working in the Climate Change Division and a consultancy team contracted by JICA is visiting SPREP frequently.</p>
No Cost Implication			
3.	Given the wide range responsibilities involved in internal audit processes, and that there is only one staff member in the SPREP's Internal Audit Unit, the Secretariat should make a special effort to explore with other CROP agencies the possibility of sharing the expertise of personnel in a Joint Internal Audit Unit.	The meeting accepted this recommendation, noting that the Secretariat will report back at SM 26 on the potential alignment with the intent of the new Regional Framework.	<p>This recommendation is impractical given that the IA role operates on a daily basis and on specific issues relating to SPREP governance.</p> <p>Where possible opportunities to share experience on IA, and related issues, with other CROPs will be undertaken through existing forums.</p> <p>This recommendation was listed as 'no cost' but in fact would need to be costed.</p> <p>The internal audit function is working effectively at SPREP and SPREP is in fact the first CROP agency to appoint an Internal Auditor. The Internal Auditor is supported by the Audit Committee comprising of SPREP members and an independent Chair.</p> <p>The Regional Advisory Services (RAS) is providing advice and support to this function and anticipate it will continue to act as a resource.</p>

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
5.	Canvas further the issues raised by staff that remain unresolved, and address these in a consultative and timely manner.	The meeting referred this recommendation to the Secretariat for consideration and appropriate action.	Issues raised by staff through the staff satisfaction survey, and through other means, are addressed and resolved through an open and consultative process, to the extent possible, and within available budget. Other issues that arise are addressed on a case by case basis in a timely manner.
6.	The Secretariat to further examine, and justify, the assumption that reduced transaction costs for individual donors will make it possible to expand the number of donors for SPREP activities, including private sources, without creating an excessive burden on the Organisation.	The meeting noted this recommendation and that the Secretariat be requested to provide their analysis and advice on this issue at SM 26.	We note an internal group has been established led by the Finance and Admin Adviser with particular focus on project cost recovery broadly addressing the issue of project management fees. It is noted there are one off expenses such as the Independent Corporate Review and the Mid Term Review of the SPREP Strategic Plan which requires significant additional funding over and above existing core funding.
7.	Undertake a more thorough and detailed assessment, including discussions with donors, to determine the feasibility of each Division including a pro-rated portion of the depreciation expenses and foreign exchange losses within project budgets, rather than having these costs covered by the Corporate Services budget.	The meeting noted that this recommendation reflects an important issue and that it be referred to the expanded Membership Contributions Working Group (see SM 25 agenda item recommendation 7.2) for consideration, and that the working group provide advice to the Secretariat on this issue.	This issue is important but it should be recognized that donors tend to consider this as an internal issue. This issue is being addressed through the Membership Contribution Working Group which will report to the 2015 SM.

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8.	Advocate for, and achieve, a timely revision and updating the CROP Chief Executive Officers' Statement on Climate Change.	The meeting referred this matter to the SPREP Director General for follow up with relevant CROP agencies.	The suggestion to update the statement was made in February 2015 at the CROP Heads Meeting by the SPREP Director General. There was agreement that the statement should be updated - but - only after the SRDP is considered by the 2015 Forum Meeting.
9.	Identify and implement procedures that will ensure that future use of memoranda of understanding contributes to still further increases in the effectiveness and efficiency of the work of the Secretariat, and SPREP as a whole.	The meeting accepted this recommendation, and requested that the Secretariat develop guiding principles to inform SPREPs consideration of future MoU proposals and that the Secretariat undertakes an assessment of existing MoUs against these principles. The Secretariat should report at SM 27.	All MoUs contribute to the achievement of the SPREP Strategic Plan and to the delivery of support for PICTs. As requested, SPREP will develop guiding principles on the signing of future MoU proposals and this will be submitted to the 2016 SPREP Meeting (SM27). It is noted that a significant number of new partners are interested in partnering with SPREP through MoU and is a positive reflection of the leading role SPREP has on the environment and climate change and its improved governance and effectiveness.
15.	When developing Annual Work Programmes in the future, Members and the Secretariat should also be guided by the new Framework for Pacific Regionalism, and by the approved Sustainable Development Goals.	The meeting accepted this recommendation in principle, noting that this recommendation should apply to the Strategic Plan as the means of ensuring linkages to the Annual Plan.	The new Strategic Plan will reflect the new Framework for Pacific Regionalism and the approved Sustainable Development Goals. The new Plan will guide the future work and programme plans for SPREP. As a general observation, the Secretariat considers its work programme and activities are fully consistent with the Framework for Pacific Regionalism. If there are areas where this is not the case then SPREP would welcome guidance and advice from SPREP members.

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No	Recommendation	SM 25 Decisions	
21.	Assess the implications of the emerging Framework for Pacific Regionalism for the Organisation and, with the approval and support of Members, the Secretariat should ensure it is fully engaged in preparing relevant Policy Statements and in maintaining oversight of the preparatory work for the other Statements, in order to ensure that the enduring integrity of Pacific environments is never compromised.	The meeting accepted this recommendation and that the Secretariat provide updates to Members on activities undertaken in response to this recommendation at future meetings as appropriate.	The Secretariat will continue to assess the implications of the new Framework and will ensure the SPREP Meeting is informed on the future implications on the work of SPREP, including in the development of the next Strategic Plan.
25.	Consistent with the monitoring and evaluation framework in the Strategic Plan, Members should undertake relevant monitoring, and report annually to the Secretariat on progress in implementing their components of SPREP's Work Programmes.	The meeting accepted this recommendation noting that where Members have limited capacity implementation may require additional resourcing and support, beyond existing resources.	Under the new Strategic Plan new opportunities for enhanced country reporting will be explored. It is noted that SPREP is making good progress on the State of the Environment Reports in a number of Pacific countries and this can assist members reporting on implementing the SPREP Strategic Plan and work plan.
28.	The Secretariat should prepare and implement a Business Plan that includes, amongst other considerations, provisions to manage the diversity of partnerships and funding sources, the predictability of funding, and guidance on new project funding as well as on the distribution of funding across the Divisions.	The meeting accepted this recommendation, noting that the interim Business Plan endorsed at SM 25 will be further developed, and will be aligned with the iteration of the Strategic Plan.	The Business Plan was endorsed by the SPREP Meeting in 2014. The Secretariat proposes that further work on the Business Plan is deferred until confirmation of the next Strategic Plan process. This will enable strategic consideration of the purpose of the Business Plan as part of the overall new governance and planning framework of SPREP.
Cost Implication			
1.	Increase both the capacity of the Secretariat to interact with Francophone Members and partners and the French presence and visibility of SPREP on the Web, including mirroring the current English web site, where practical.	The meeting accepted this recommendation, and requested the Secretariat to fully cost its delivery and develop a staged implementation plan for consideration at SM 26. The cost of implementation will need to be considered within the available core budget.	Agree but will require expenditure from Core budget. Current French annual interpretation and translation costs are greatly in excess of Francophone membership contributions. The matter is currently under discussion with Francophone members of SPREP and options are under consideration, include reducing the size of some of the SM Papers.

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No	Recommendation	SM 25 Decisions	
			This issue had also been considered under the Friends of the Chair on Membership Contributions.
4.	Clarify the role of the Troika, including through a terms of reference, and ensure it has the capacity and support to perform the assigned roles, including undertaking the annual performance evaluation of the Director General, and providing advice and other support to the Director General and other members of the Senior Management Team.	The meeting accepted this recommendation, noting that the Troika needs a defined Terms of Reference and that this should be provided to SM 26 for endorsement.	<p>The draft Terms of Reference has been developed and considered by the Troika on 14 July, 2015 and will be considered at the 2015 SPREP Meeting (SM26) for endorsement.</p> <p>SPREP will accept the standing offer of the Regional Advisory Services (RAS) to work with SPREP on the role of the Troika within the context of the overall governance of SPREP.</p> <p>The Secretariat's view is that the Troika is playing an increasingly important role in SPREP's overall governance, which does not diminish or reduce the role or importance of the annual SPREP Meeting as the primary governance mechanism for SPREP.</p>
13.	Further strengthen the public relations capacity of the Communications and Outreach unit of Corporate Services, and increase the use of visual and social media, other communications technologies, and French and other relevant languages to increase awareness in PICTs of the need for, and the benefits of, the assistance and other support provided by SPREP.	The meeting accepted this recommendation, and requested the Secretariat develop an implementation plan with associated budget and timeline. The cost of implementation will need to be considered within the available core budget.	<p>We are strengthening the communications team and enhancing its capacity to deliver assistance and support to members.</p> <p>SPREP'S role has been acknowledged within the region and internationally as demonstrating best practice on communications and outreach, such as supporting PICTs at the UNFCCC and CBD COP meetings.</p> <p>SPREP has established an internal communications team which comprises all divisions to enhance communication and outreach.</p> <p>A Communications Strategy is under development.</p>

SM 25 Outcomes			SECRETARIAT STATUS REPORTING TO 2015 SPREP MEETING
No	Recommendation	SM 25 Decisions	
19.	The Secretariat is encouraged to ensure that all cross-cutting issues are addressed in its work, particularly gender and human rights considerations, including the Secretariat having clear operating and programming policies that address the concerns, contributions and needs of people with disabilities, children, youth, the elderly, and vulnerable groups in general.	The meeting accepted this recommendation and requested the Secretariat explore the possible adoption of relevant 'operational conditionalities'. In the first instance the Secretariat should consider other CROP agencies' adoption of 'operational conditionalities'.	<p>SPREP needs to focus on its mandate but will incorporate these concerns in its work where relevant and feasible. Specific increased focus on human rights will require additional resources.</p> <p>A Social and environmental safeguards policy is currently in draft form and will be implemented incrementally through the evolving project management framework. A final social and environmental safeguards policy will be presented to the 2016 SM.</p>
20.	Members may wish to consider making more resources available to the Secretariat so that identified and prioritised training and development needs can be addressed in a timely manner.	The meeting accepted this recommendation.	SPREP acknowledges the additional contributions from Papua New Guinea of one million kina and encourage others to make such a contribution.
22.	Members may wish to establish a standing working group, as an active decision making body with a well-defined mandate; Membership could include a more functional Troika, as well as four representatives of Members from each of Micronesia, Melanesia, Polynesia, and metropolitan countries; the working group could be mandated to consider, and act and communicate with Members and the Secretariat on key matters that require out of session concurrence of Members.	The meeting noted the recommendation. Until such time as a clearly defined need for a standing working group is demonstrated ad hoc working groups should continue to be used.	<p>The Secretariat notes and agrees with the SPREP Meeting advice that: <i>"Until such time as a clearly defined need for a standing working group is demonstrated ad hoc working groups should continue to be used."</i></p> <p>In addition the role and function of the Troika has been strengthened to increase the accountability and effectiveness of SPREP.</p>
24.	Subject to the approval of Members, the Secretariat and Members should adopt and implement as a matter of high priority the proposed integrated approach that is designed to strengthen SPREP's strategic and operational planning and implementation.	The meeting accepted this recommendation in principle, noting that: there may be a need for further refinement and adjustments to the integrated approach by the Secretariat; that cost neutral elements be implemented as soon as practicable; and that other elements, including the integrated	<p>SPREP agrees in principle though may suggest refinements and adjustments. Agree with concept of Integrated Country Programming – will have additional cost implications. The appointment of SPREP Officers in a number of PICTs has improved the effectiveness of SPREP delivery in Pacific island members.</p> <p>We note this will be addressed through the next Strategic Plan and no action is necessary at the current time.</p>

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No	Recommendation	SM 25 Decisions	
		country programmes are implemented in a manner that allows them to be appropriately aligned with strategic, business and risk planning processes.	
27.	Before any further steps are taken to modify SPREP's sub-regional presence, with the assistance of the Secretariat and after a period of approximately 18 months to two years, Members should fully evaluate the decentralisation efforts already being undertaken.	The meeting noted this recommendation, and that SM 25 has already provided direction on this issue under Agenda Item 6.1	<p>We note it is proposed the detailed report requested on the SPREP Sub-Regional presence to be presented to the SPREP Meeting in 2017.</p> <p>The previous consultancy for the 2012 Sub-Regional Presence Cost Benefit Analysis Report cost USD \$150,000. Additional funding is therefore required to support this recommendation.</p>

SPREP Meeting Decisions of the Mid Term Review of the Strategic Plan Recommendations and Implementation Status

SM 25 Outcome Comments			SECRETARIATE STATUS REPORT
No	Recommendation Description	SM 25 Decisions	
Already being implemented			
1	The Secretariat should continue to enhance collaboration and strengthen cooperation with the Secretariat of the Pacific Community, and other agencies that work across the region on climate change and related areas.	Propose that the meeting accept this recommendation.	SPREP continues to work cooperatively with other CROP agencies, including the SPC. Reviews underway as part of the new Framework for Pacific Regionalism (see agenda item for this SM) will also support more effective cooperation with other CROP agencies.
5	With support and advice from Members, the Secretariat should ensure that there are strong linkages between relevant strategic goals in the new Framework for Pacific Regionalism and SPREP's Strategic Priorities.	Propose that the meeting accept this recommendation	This will be considered in the development of the next strategic plan (see Agenda item 6.6)
14	Members and the Secretariat should take account of wider policy and planning processes currently underway in the region, and internationally, and consider the opportunities these offer for aligning SPREP's work with wider sustainable development considerations. The Review Team recommends that, in particular, Members consider how best to align its next Strategic Plan, as well as annual Work Programmes and other action plans, with relevant aspects of the final version of the Sustainable Development Goals, with the Framework for Pacific Regionalism, and with relevant aspects of the Small Islands Developing States Conference outcome document ¹ . Members should instruct the Secretariat accordingly, including how future activities under each of SPREP's Strategic Priorities need to contribute directly to outcomes that improve lives and livelihoods, and the sustainable economic development of the region.	Propose that the meeting accept this recommendation	This will be considered in the development of the next strategic plan (see Agenda item 6.6)

SM 25 Outcome Comments			SECRETARIATE STATUS REPORT
No	Recommendation Description	SM 25 Decisions	
2	The Secretariat should ensure that programme and project planning and implementation is more transparent, and consistent with the best practices of other development partners, including contributions by and disbursements to PICT Members being confirmed prior to final project approval, as well as being identified in the Work Programme and Budget.	Propose that the meeting accept this recommendation.	<p>The existing Work Plan and Budget process provides clarity for Members on proposed activities and expenditures.</p> <p>The need for clarity on country disbursement processes will come into (particular) focus as SPREP prepares to deliver projects as an Implementing Entity for the GCF and AF. As detailed in agenda item 6.2 the Climate Finance Advisor will work with the Finance Team to establish a due-diligence and ("know-your custom") policy approach for when planning for the disbursement of finances to countries. SPREP will seek RAS support for this too.</p>
8.	The Secretariat should prepare and implement a Business Plan that includes, amongst other considerations, provisions to manage the diversity of partnerships and funding sources, the predictability of funding, and guidance on new project funding as well as on the distribution of funding across the Divisions.	Propose that the meeting accept this recommendation, noting that the interim Business Plan endorsed at SM 25 will be further developed, and will be aligned with the next iteration of the Strategic Plan.	<p>Business Plan was endorsed in 2014 by the SPREP Meeting.</p> <p>The Secretariat proposes that further work on the Business Plan is deferred until confirmation of the next Strategic Plan process. This will enable strategic consideration of the purpose of the Business Plan as part of the overall governance and planning framework of SPREP.</p>
11	With the approval of Members, the Secretariat should implement relatively modest changes that will give greater clarity to the work of the technical Divisions, encourage more inter Divisional work, and achieve a more strategic approach by the Secretariat as a whole.	Propose that the meeting accept this recommendation, noting that the manner in which SPREP implements this may vary reflecting available resources, and internal processes already in train (such as the PRMG).	<p>This recommendations will be actioned through the development of the next Strategic Plan.</p> <p>The recommendations of the Mid-Term Review of the SPREP Strategic Plan will also guide the development of the next Strategic Plan.</p> <p>It is noted that there has been an increase in work between SPREP Divisions over recent years.</p> <p>The Project Review Monitoring Group (PRMG) is supporting enhanced interdivisional co-operation.</p>

SM 25 Outcome Comments			SECRETARIATE STATUS REPORT
No	Recommendation Description	SM 25 Decisions	
No Cost Implication			
3	Strengthen the performance monitoring, evaluation and reporting process in ways that will allow the Secretariat to report annually: (i) on progress towards achieving the planned outcomes and impacts achieved, and as well as their sustainability, as a result of activities it has undertaken, either individually or through partnerships; and (ii) by Division and for SPREP as a whole, on the efficiency and relevance of the activities undertaken by each Division, and by SPREP as a whole.	Propose that the meeting accept this recommendation, noting that outcome reporting will require a highly collaborative effort between the Secretariat and Members, and note that there may be some cost implications though that this will be undertaken within the existing budget	<p>The Secretariat notes significant progress over the last year on improving performance monitoring, evaluation and reporting. In no small measure this reflects the appointment at SPREP of a Monitoring and Evaluation Officer (Simon Wilson). Progress has included:</p> <ul style="list-style-type: none"> • Interim improvements to the PMER; country disbursement reports and Aust. & NZ annual reports; • Development of monitoring and evaluation standards, which will be progressively institutionalized; and • Progress in supporting Members in M&E including through in-country training in FSM. <p>The Project Review and Monitoring Group has also been operationalised to ensure improvement of M&E processes and standards.</p> <p>SPREP has also been active in establishing a community of M&E practice across CROP agencies, having met once in 2015 to discuss common issues and areas for collaboration.</p> <p>SPREP M&E has benefited from engagement with the Regional Advisory Service, funded by the Government of Australia, which continues to provide support, particularly with regard to the M&E standards,</p>

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			<p>The SPREP M&E advisor provides back-stopping technical advice and support for SPREP project staff. Within available resources, support is also available to assist PICTs on M&E related queries.</p> <p>SPREP notes further work to be done, including in the context of the development of the next strategic plan.</p>
4	The Secretariat should ensure that assumptions and risks are clearly identified In the Work Programme and Budget and in the performance monitoring and evaluation reports, to strengthen the overall analysis of progress and achievements in delivering the Strategic Plan.	Propose that the meeting accept this recommendation, noting that there may be some responsibility and/or associated cost with undertaking risk assessment or identification of assumptions in the country specific strategies.	<p>SPREP will continue to improve the identification of assumptions and risks through refinement to the PMER and the annual work programme and budgets.</p> <p>Development of the next strategic plan will provide an opportunity to establish a framework for better identification and monitoring of assumptions at the organisation and operational level.</p>
7	Consistent with the agreed monitoring and evaluation framework in the Strategic Plan, PICT Members should be more committed to monitoring and providing annual reports on their progress in implementing their components of SPREP's Work Programmes, including assessing the extent to which SPREP programming is supporting Member priorities as outlined in relevant policy and planning documents. In turn, the Secretariat should be more proactive in encouraging and supporting PICT Members to report in this way.	Propose that the meeting agree with this recommendation, noting that where there is limited capacity implementation may require additional resourcing and support, beyond existing resources.	<p>Under the new Strategic Plan new opportunities for enhanced country reporting will be explored.</p> <p>It is noted that SPREP is making good progress on the State of the Environment in a number of Pacific countries and this can assist members reporting on implementing the SPREP Strategic Plan and work plan.</p>

SM 25 Outcome Comments			SECRETARIATE STATUS REPORT
No	Recommendation Description	SM 25 Decisions	
12	As part of preparing the next Strategic Plan, and to improve its focus on delivering and reporting on outcomes, the Secretariat should prepare an overall intervention logic which connects the intended higher-level environmental outcomes to the specific outputs of the various work streams of the Secretariat. A useful starting point would be a one page results diagram, which sets out the results chain or intervention logic, with this being supported by a more detailed monitoring and evaluation framework, with indicators, baselines and SMART targets across the different work programmes. Accountabilities for the Secretariat and PICT Members achieving targets would need to clearly laid out.	Proposed that the meeting accept this recommendation.	This will be actioned through development of the next Strategic Plan process (see Agenda Item 6.6)
6.	The Secretariat should begin a dialogue with Members as to how it might increase the flexibility of the Strategic Plan, and its associated Work Programmes, so as to better reflect new and emerging issues the Organisation should address in the immediate future.	Propose that the meeting accept this recommendation in principle, and note that as part of the next Strategic Planning process this issue be explored further.	This will be actioned through development of the next Strategic Plan process (see Agenda Item 6.6)
13	The next Strategic Plan should guide SPREP's activities for at least ten years, so the Organisation can work towards, deliver and document tangible environmental and related economic and social outcomes as well as somewhat longer-term impacts.	Propose that the meeting note this recommendation but consider that the next Strategic Plan cover a 6 year period to allow alignment with the move, under the interim Business Plan , 3 year Work Programme and Budget planning.	This will be actioned through development of the next Strategic Plan process (see Agenda Item 6.6)

SM 25 Outcome Comments			SECRETARIATE STATUS REPORT
No	Recommendation Description	SM 25 Decisions	
Cost Implication			
9.	Further strengthen the public relations capacity of the Communications and Outreach unit of Corporate Services, and increase the use of visual and social media, other communications technologies, and French and other relevant languages to increase awareness in PICTs of the need for, and the benefits of, the assistance and other support provided by SPREP.	Propose the meeting accept this recommendation, and request the Secretariat develop an implementation plan with associated budget and timeline. The Secretariat is asked to explore sponsorship and other external sources of funding for this work.	<p>We are strengthening the communications team and enhancing its capacity to deliver assistance and support to members.</p> <p>SPREP'S role has been acknowledged within the region and internationally as a best practice through communications and outreach such as for the UNFCCC and CBD.</p> <p>SPREP has established an internal communications team which comprise all divisions to enhance communication and outreach.</p> <p>A Communications Strategy is under development.</p>
10	Subject to the approval of Members, the Secretariat and Members should adopt and implement as a matter of high priority the proposed integrated approach that is designed to strengthen SPREP's strategic and operational planning and implementation.	Propose the meeting accept this recommendation in principle, noting that: there may be a need to be further refinement and adjustments to the integrated approach by the Secretariat; that cost neutral elements be implemented as soon as practicable; and that other elements, including the integrated country programmes are implemented in manner that allows them to be appropriately aligned with strategic, business and risk planning processes.	<p>SPREP agrees in principle though may suggest refinements and adjustments. Agree with concept of Integrated Country Programming – will have additional cost implications. The appointment of SPREP Officers in a number of PICTs has improved the effectiveness of SPREP delivery in Pacific island members.</p> <p>We note this will be addressed through the next Strategic Plan and no action is necessary at the current time.</p>