

**GIFT-MENA NETWORK
FOURTH STEERING COMMITTEE
MEETING**

Minutes of Meeting

February 2014

DATE AND VENUE

The GIFT-MENA fourth steering committee meeting was held back-to-back with the Fifth Annual Conference, at the Arab Planning Institute Headquarters in Kuwait, on Thursday 30th January 2014.

ATTENDEES

A. Present members:

The meeting was attended by the steering committee members elected on the occasion of the Directors meeting, held in Tunis in October 2012, in addition to a number of representatives of the network's associate members, namely, in alphabetical order:

1. Mr. Al Motassim Bellah AHMED, representing the Bahrain Institute of Public Administration
2. Ms. Lamia MOUBAYED BISSAT, representing the Institut des Finances Basil Fuleihan in Lebanon
3. Mr. Hazem KHASAWNEH, representing the Training Center of the Jordanian Ministry of Finance
4. Ms. Habiba JELASSI ALAYA, representing the National School of Finance in Tunisia

Mr. Ahmed LAAMOUMRI, representing the Ministry of Civil Service and State Modernization in Morocco joined the meeting in his quality of host of the upcoming Network Meeting and Conference.

Associate members that participated to the meeting are (by alphabetical order):

1. Ms. Eva BEUSELINCK, representing the Organization for Economic Cooperation and Development (OECD)
2. Mr. Karim DARWISH, representing the Arab Planning Institute in Kuwait
3. Mr. Nicolas DUBOIS, representing ADETEF-France (Agency for International Cooperation of the French Ministries of Economy and Finance)
4. Mr. Andreas KORB, representing the Centre National de la Fonction Publique Territoriale

The meeting was also attended by:

- Ms. Rola DARWISH, Ms. Jinane DOUEIHY and Ms. Basma ABDUL KHALEK, from the Institut des Finances Basil Fuleihan ó Secretariat of the network.

B. Absent members:

Mr. Basel RAMAHI, steering committee member representing the Palestinian Institute of Finance, was unable to attend the meeting due to previous work commitment.

FACILITATOR

The meeting was facilitated by the Secretariat of the Network.

TOPICS DISCUSSED DURING THE MEETING

The members of the Steering Committee started the meeting by reiterating their thankfulness for the hosting of the 5th annual conference by the Arab Planning Institute and commending the organizational arrangements and the assistance they provided to the Secretariat.

They also expressed their deep appreciation for the continuous support of the French Government to the GIFT-MENA Initiative, as well as for its strong representation on the occasion of the conference and the added value they brought to the various meetings.

Topics discussed during the meeting were based on the agenda developed by the GIFT-MENA Secretariat (Appendix 1: Preliminary Agenda), and approved by the SC members.

A- New Requests for Membership

The requests were treated on a case by case basis with reference to the Network official convention and bylaws. The following decisions were taken:

Approved requests and justification:

1. **The Centre National de la Fonction Publique Territoriale (CNFPT) of France:** As an associate member, the CNFPT would be able to answer MENA region local needs for training and technical assistance related to decentralization and local governance, (expressed specifically by representatives from Libya and Yemen). In addition, the CNFPT is to launch soon the *Forum Méditerranéen des Services Publics*, a web platform through which synergies could be established with the GIFT-MENA network and its member institutions.
2. **The Institute of Planning in Libya:** A regional training institution established in Libya
3. **The Ministry of Finance in Libya:** The ministry is in process of establishing an Institute of Finance in Libya and will need the assistance of similar training institutions already established in the region.
4. **The Supreme Council for Local Government and Human Resources Development in Sudan:** Government body responsible for training and human resources development.
5. **The Ministry of Planning and International Cooperation in Yemen** whose work focuses on decentralization and strengthening of local government
6. **The Institut de Financement du Développement (IFID) du Maghreb Arabe:** provides specialized training in development related issues, and facilitates cooperation among countries of the Maghreb.

Rejected requests and justification:

1. **The Embassy of France in Kuwait:** The Embassy is not a training institution
2. **The Arab Youth Union in Egypt:** The Union does not provide capacity building activities and is not directly involved in the areas of work of the GIFT-MENA network
3. **The Alumni Association of the National School of Administration of Tunisia:** On the occasion of the Tunis conference, the Alumni Association of the National School of Administration of Tunisia had requested to participate as an observer to the steering committee. Since it is a local non-governmental organization, and not directly involved in capacity building activities, it is encouraged to participate to the network via local member institutions.

Approval and rejection letters will be sent accordingly by the Secretariat.

Requests received after the steering committee meeting that will be reviewed on the occasion of the next Steering Committee meeting:

1. The Academy for Financial and Economic Studies in Sudan
2. The Ministry of State for Administrative Development in Egypt

In addition to the Centre Africain de Formation et de Recherches Administratives pour le Développement (CAFRAD) based in Morocco, and the Central Agency for Organization and Administration (CAOA) in Egypt, and the Tunisian Public Sector Union and Neutrality of Administration that have expressed interest in joining the Network: the Secretariat will contact them and encourage them to join.

B- Financial Sustainability

1. The SC commended the French commitment to support GIFT-MENA and the allocation of a supplementary budget of 50,000 Euros - funds that will be managed by the French Agency for International Cooperation ó ADETEF, and stressed the importance of seeking sustainable sources of funding for the Network;
2. They highlighted the need to mobilize resources specially to promote research activities and publications;
3. The Secretariat debriefed the SC members about the meetings held with the Kuwaiti Fund for Development and the Arab Fund for Economic and Social Development, in November 2013, facilitated and attended by the Arab Planning Institute and highlighted the challenges faced, namely:
 - The Arab funds support country based / institutional initiatives coordinated by the resident representative in each country;
 - They are used to funding hardware rather than supporting the substantive work of a Network;
 - An option would be to create a trust fund or to identify a potential trustee for Fund;
 - The Secretariat will be working on a project proposal to be submitted to the AFESD in the coming 6 months. The proposal will be submitted by the Institut des Finances Basil Fuleihan;
 - Taking into account the current challenges, the Secretariat encourages institutional members to seek funding /sponsorship for activities to be organized under the GIFT MENA umbrella, in their respective activities (such as IDB); the Secretariat would be willing to provide the needed support for such initiatives.

C- Work Plan 2014-2015

1. The Network Upcoming activities were identified and scheduled on the occasion of the Annual conference (Appendix 2). Further coordination between the Secretariat and hosts is needed for the organization of the planned activities.
2. An organizing committee was established to start the preparations for the Sixth Annual Conference, to be hosted by the Moroccan Ministry of Civil Service and Administrative Modernization in Marrakesh, in February 2015. It is composed of:

- The Institut des Finances Basil Fuleihan - Secretariat of the Network
- The Ministry of Civil Service and State Modernization - Morocco
- The Arab Planning Institute - Kuwait
- The ADETEF ó France

D- Recommendations and Next Steps:

1. The SC members (as well as network member institutions) are to encourage national training institutions to join the GIFT-MENA Network through communicating about the Network's mission, activities and services, via websites, annual reports, publications as well as personal relations. For this purpose, a trilingual information note is to be prepared by the Secretariat and circulated among members.
2. Membership in the Network is open to civil service institutions; however the SC will be treating requests to join the network from private sector institutions on a case by case basis upon study of the membership applications forms.
3. Local NGOs and associations are welcome to participate to the GIFT-MENA network activities through the institutional members in their respective countries.
4. Network's associate members, especially the ones that have the needed resources will be encouraged to engage in showcasing success stories and documenting cases studies from the region.
5. The Secretariat is to establish a direct contact with the OECD Observatory of Innovation through the OECD representative at the SC meeting (Ms. Eva Beuselinck) to facilitate the use of the platform by GIFT-MENA members.
6. The Secretariat will work on enhancing internal and external communication through the use of its web platform, reinforcing linkages, visibility and promoting the GIFT-MENA Network among governments and the donor community.
7. Setting an official governance structure for the Network (besides the existing charts) would help set the working principles and the members' responsibilities.
8. The Secretariat will draft a proposal to be shared with Ms. Eva Beuselinck (OECD) by mid-February building on the recommendation of the Steering Group Meeting of the *MENA-OECD Initiative on Governance and Investment for Development*, held in Morocco in December 2013, that stated: "*For improved efficiency, the participants underlined the importance of capacity-building activitiesand proposed to develop systematic and close collaboration with the GIFT-MENA network*".
9. A committee composed of the GIFT-MENA Secretariat, the Ministry of Civil Service and State Modernization in Morocco, the Arab Planning Institute and the ADETEF will meet in Paris on the margin of ADETEF's annual conference, on March 19, 2014, to launch the organization of the GIFT-MENA Sixth Network Meeting and Conference and to follow up on the proposal to OECD.

GIFT-MENA Fourth Steering Committee Meeting

Kuwait, January 30, 2014

Venue: The Arab Planning Institute, Kuwait

APPENDIX 1: AGENDA OF MEETING

4TH MEETING OF THE GIFT-MENA STEERING COMMITTEE

Kuwait, 28 January 2014

Arab Planning Institute

PROPOSED AGENDA OF MEETING

12:30 . 13:30

The meeting is moderated by the GIFT-MENA Secretariat

Issues to be discussed:

1. **New requests for membership** to be approved . 10 min:
 - a. The Alumni Association of the National School of Administration of Tunisia . request to join the SC as an Observer
 - b. The Centre National de Fonction Publique Territoriale (CNFPT) of France
 - c. The Embassy of France in Kuwait
2. **Financial sustainability** (30 min)
Discuss the network's future in terms of financial autonomy and agree on a resource mobilization strategy/actions
3. **The Way Forward** (20 min)
Review the work plan 2014-2015; Agree on main actions and host countries for the Annual Meetings and Conferences 2015, 2016 and 2017; Allocate tasks and responsibilities among members.

APPENDIX 2: GIFT-MENA UPCOMING ACTIVITIES

Activity	Proposed Date	Host country
ADETEF international Symposium - Cooperation for State building and state reforming	March 18, 2014	France
MENAPAR Conference on Research in PA in MENA	23-24 April 2014	Bahrain
Certified Course in Public Procurement	May 2014	Tunis
Regional seminar on "Upgrading the Profiles of Trainers"	June 2014 2015	Tunis Kuwait
Regional Conference on "Promoting Economic and Financial Education"	September 2014	Lebanon
Study visit to Morocco on Modernizing the Civil Service	October 2014	Morocco
Study/Knowledge visits Institut des Finances Basil Fuleihan	December 2014	Lebanon
GIFT-MENA Annual Conference	February 2015	Morocco
Participation to the Learning Link	2015	Italy
Regional Training Program on "Audit and Control"	TBD	
Regional seminar on "Managing International Technical Assistance"	TBD	