DRAFT SUMMARY RECORD OF
THE SCOPING MEETING ON POLICY DIALOGUE FOR INSTITUTIONAL STRENGTHENING IN THE GEORGIAN MINISTRY OF ENVIRONMENT

12 September 2005, Paris

1. *A Scoping Meeting on Policy Dialogue for Institutional Strengthening in the Georgian Ministry of Environment* was organised on the 12th September 2005 in Paris, France. This meeting was a part of a new pilot activity that has been launched by the EAP Task Force Secretariat as a follow-up to the Conference of EECCA Environment Ministers and their Partners in 2004 responding to the Ministers' request for institutional strengthening and more targeted support to the Ministries of Environment in the Eastern Europe, Caucasus and the Central Asia (EECCA).

2. The purpose of the meeting was to clarify the overall scope of the Georgian Policy Dialogue on Institutional Strengthening, to agree on the priority focus areas with the Georgian Ministry of Environment, and to discuss a "division of labour" among partners. The next steps in the project were also discussed including preparations for a Policy Dialogue meeting that is provisionally scheduled 24th to 28th October 2005 in Georgia. The meeting was attended by a high-level delegation from the Georgian Ministry of Environment and Natural Resources and partners from selected donor countries and international organizations. The list of participants of the Scoping meeting is attached (Annex 1).

3. In order to provide a basis for selection of the priority areas for the Policy Dialogue representatives from the Georgian Ministry of Environment presented a preliminary self-analysis on the current overall management situation in their Ministry. They provided a brief political, economic and institutional background and identified several priorities where reforms are being launched. They referred to the general reform process that was currently ongoing in their country and noted the need for concrete results on the ground. They hoped that the Policy Dialogue could help them to analyse some of their priority needs, identify possible solutions and develop initiatives, where appropriate with partners, in order to fill in critical "implementation gaps."

4. The representatives from the UNDP Country Office in Georgia, the EBRD, the Dutch Ministry of Environment and the EAP Task Force Policy Team shared information on their ongoing or planned projects[1] relevant to the Georgian Policy Dialogue. The projects introduced have an important institutional strengthening component or they could contribute to addressing some of the systemic obstacles in the Ministry. The participants emphasised the importance of closely coordinating the possible Policy Dialogue outcome with these projects to avoid overlaps and promote synergies.

[1] UNDP project on National Capacity Needs Self-Assessment for Global Environmental Management, EBRD TA project on Strengthening Project Monitoring and Enforcement Capacities, EAP Task Force project on Building Foundations for an Environmental Compliance Assurance System (funded by the Norwegian and Dutch governments), Dutch Ministry of Environment project on Introducing Strategic Environmental Assessment in Georgia

5. Representatives from Estonia, UK Defra, the UK National School of Administration, and the German Ministry of Environment shared their experiences in institutional strengthening. They also explained the opportunities for mobilizing resources to support the Policy Dialogue as well as follow-up activities. The representative from EC EuropeAid informed on the scope for using the provided very valuable information on TACIS Twinning Programme to support follow-up activities It became clear from the presentation that although expected to be a very important tool for co-operation on institutional strengthening activities between EECCA and EU member states, the Twinning will not be able to provide quick support for the Georgian Ministry in short-term and realistically the funding may be available only at the earliest from 2007 (through the European Neighborhood and partnership Instrument, ENPI).

6. Following the discussion the Georgian Ministry of Environment identified the following three areas on which to focus the Georgian Policy Dialogue on Institutional Strengthening:

1) *Financial and Human Resource Management* (to improve recruitment and retention of professionals and to face the challenges and opportunities provided by two upcoming processes: the stabilization of personnel through state examinations and the piloting of a medium term expenditure framework)
2) *Communication Management* (particularly as refers to designing and implementing a communication strategy that generates public support for environmental protection, but also improves communication with stakeholders, including private sector, scientific entities, the Parliament and other government agencies)
3) *Information Management* (designing and implementing an environmental information management system that collects and delivers data that effectively supports decision-making).

7. Donor partners responded by providing preliminary indications on areas where they could provide expertise during the Policy Dialogue. The UK confirmed that they will be able to contribute to the Policy Dialogue with expert(s) in the areas of Financial and Human Resource Management, and/or Communication Management. Germany and Estonia confirmed that they will be able to contribute with expert(s), but will need to consult before confirming to the Secretariat the exact areas. The Netherlands expressed that they will need to consult before confirming the ability to provide an expert for the Policy Dialogue. UNDP Georgia Country Office noted that they have in a pipeline a project on strengthening environmental monitoring systems in Georgia which could address some of the needs that will be identified during the Policy Dialogue.

8. It was also noted that it is important to discuss at which stage and how to involve other donors in the Policy Dialogue on Institutional Strengthening with Georgia. Addressing properly the priority areas will need the involvement of a wider range of donors.

Next Steps

9. Following the discussions at the Scoping Meeting the following actions need be taken in order to prepare for the Policy Dialogue in Georgia:

- The EAP TF Secretariat to share the Summary Record of the Scoping Meeting with the different partners;

- The Georgian Ministry of Environment (GMoE) to confirm the dates for the Policy Dialogue on Institutional Strengthening in Georgian (the week of 24 of October 2005 is proposed)
- The GMoE to nominate contact persons on each of the above mentioned priority areas;
- The EAP TF Secretariat together with selected donor countries to draft TOR for the experts participating in the Policy Dialogue;
- The donor partners to confirm the areas of involvement and their participation (the name and contact information of the expert/experts) at the Policy Dialogue in Georgia;
- EAP TF Secretariat in co-operation with the GMoE to prepare the programme for the Policy Dialogue in Georgia
- EAP TF Secretariat in co-operation with GMoE to compile and circulate available background information on the priority areas;
- Between different partners agree on the “home work” to be prepared by the experts before the Policy Dialogue mission;
- EAP TF Secretariat together with the experts of the partner countries to identify possible tools for the Georgian self-assessment;
- GMoE to prepare a more thorough self assessment on the selected priority areas;
- GMoE to carry out any practical arrangements that are needed for the organization of the Policy Dialogue.