

Government of the Solomon Islands

United Nations Development Programme

**Solomon Islands Support
to Parliament Project**

SECTION I

1. Situation analysis

(i) Background

The Solomon Islands, with its 400,000 people speaking sixty-five distinct languages, has faced great challenges in nation building. There are competing clan, island, province and national identities. There are continuing perception of misallocation of resources favouring some provinces and areas over others in for development. These challenges have been exacerbated by weak governance intuitions, including the national Parliament which has failed to fulfill its constitutionally ascribed roles.

One result of the challenges facing the nation and the inability to address these through democratic governance has been continued dissatisfaction amongst various factions in the nation resulting in armed conflict, civil unrest and breakdown in the law and order situation that characterized the period between 1999 and 2003. Since 2003, a Regional Assistance Mission to the Solomon Islands comprising of relevant personnel from Australia, New Zealand and neighbouring Pacific island countries has helped bring about a rapid change towards return to law and order and a political and economic environment which is conducive to longer-term recovery and peace building. A series of meetings between the Solomon Islands government and donors has identified the critical areas of support required and a National Economic Recovery and Reform Development Plan has been drawn up to map out the future path to recovery.

A critical element of the efforts to address the weaknesses that led to the internal conflict is institutional strengthening for good governance. The country is highly aid dependent, highlighting the need to strengthen national policy development and implementation processes. Significant, and in some cases dramatic, changes in the structure of government, policies and institutional cultures are needed. Public confidence in the institutions of the State is low, with the community largely left out of the decision-making processes of the Parliament and Government. Effective governance requires that state power be exercised in ways that are accountable, representative, transparent, efficient and equitable. It is also important that the citizens of the country understand their political and governance system and that communications between the central administration and provinces are improved. There are serious shortcomings in accountability at both political and administrative levels. Most of the necessary institutional structures are in place but many have become ineffective because of a lack of resources or political interference in staff appointments and the daily operations of these institutions. Public confidence in many of these institutions has been seriously eroded during the period of civil unrest. Some leaders are prone to consider human rights ideals as contradictory to traditional principles and beliefs. This has a particularly profound impact on the way the rights of women and children are interpreted.

(ii) National institutional and legal framework

Solomon Islands is a 'sovereign democratic state' with Her Majesty Queen Elizabeth II as Head of State represented by a Governor-General. The Constitution, which came into effect on 7 July 1978, is currently the subject of a UNDP supported review which may lead to changes leading to greater devolution of powers to the

provinces. The Constitution provides for a parliamentary democracy based on the Westminster model with three arms of government:

- The Executive composed of the Head of State whose authority is exercised by the Governor-General and the Cabinet consisting of the Prime Minister and the other ministers;
- The National Legislature consisting of a single chamber known as the National Parliament of Solomon Islands; and
- The Judiciary consisting of the High Court, Court of Appeal and subordinate courts.

The role and functions of the National Parliament of Solomon Islands are direct derivatives of the British House of Commons with Cabinet Government as the principal feature.

The Constitution provides for a Cabinet composed of the Prime Minister and the other ministers. Cabinet advises the Governor-General and is 'collectively responsible to Parliament' for its actions. The Attorney General is the principal legal adviser to the Cabinet. There are 50 Members of Parliament, elected through a first-past-the-post electoral system, from single member constituencies, for four-year terms.

The Speaker is elected by the Members of Parliament at its first sitting after any general election or in the event of a vacancy at the next sitting of Parliament. The Speaker is elected 'from among persons who are qualified for election as a Member of Parliament', but not from among the sitting Members of Parliament. Standing Order 5 outlines the procedures for the election of Speaker. The Deputy Speaker is elected by the Members of Parliament from among their number. The Speaker or Deputy Speaker or in their absence an ordinary Member of Parliament elected by Parliament for the sitting, presides at each sitting. All questions proposed for decision in Parliament are determined by a majority of the votes of the members present and voting.

Section 72 of the Constitution provides that the Parliament shall meet at least once every 12 calendar months, although the Governor-General may convene Parliament at any time. In the case of the National Parliament of Solomon Islands, 'meetings' refer to the period of sittings, 'sittings' refer to the daily meetings of Parliament and 'sessions' refer to the life of Parliament or parliamentary term. The Parliament generally meets three times per year for three weeks at each meeting.

Parliament has two types of committees, standing select and special select. Under Standing Order 68 (4) the Speaker determines the number of members of every select committee and nominates the chairman and members of select committees. Standing Order 68 (3) provides for the establishment of special select committees as necessary. Parliament may, on the motion of a Member, appoint a special committee to 'consider a matter of public importance upon which Parliament wishes the Government to initiate a Bill or take other legislative or administrative action'. Standing Order 68 (2) provides for the establishment of standing select committees. Each standing select committee exists for the life of the Parliament. There is a parliamentary convention that the membership of standing and select committees must include representation from each group of parliamentarians. The Leader of the Opposition is Chairman of the Public Accounts Committee, for example. There are five Standing Committees stipulated in Part N of the Standing Orders and others may be established as required. These are: Public Accounts Committee; Parliamentary

House Committee; Bills and Legislation Committee; Constitution Review Committee; and Foreign Relations Committee.

(iii) *Reference to the findings of relevant reviews and evaluations*

UNDP provided assistance, at the request of the Solomon Islands Speaker of Parliament, for a Legislative Needs Assessment (LNA). This assessment was undertaken between February-March 2001. The recommendations of the LNA were further discussed at a Consultative Forum of Solomon Islands Parliamentarians in September 2002. The resolutions of this Forum are reflected in the Communiqué issued after the Forum. These resolutions were further discussed at a House Committee Meeting of the Parliament in June 2003 and endorsed for follow-up action. The findings of the LNA and the resolutions and discussions of the House Committee, as well as on-going consultations between UNDP, the Speaker and other stakeholders form the basis of the strategies in this project. The findings of the LNA and the Communiqué from the Forum may be viewed at <http://www.undp.org.fj/GOLD>.

(iv) *The problem addressed*

The analysis of problems which contributed to the problems in the Solomon Islands leading to, as well following, the coup in June 2000 have pointed, amongst other factors, to the fact that the National Parliament failed to fulfil its constitutional responsibilities ensuring good governance. A major contributor to the road to recovery would be rebuilding and strengthening Parliament as a supreme institution ensuring democratic governance. The LNA and discussions on its recommendations have pointed to a number of weaknesses and areas for strengthening. These include the lack of independence of Parliament, lack of access to and availability of information, lack of general understanding of the role of Parliament, limited human resource development, limited technical and physical resources and performance issues relating to poor attendance at committee meetings and parliamentary sessions, poor quality of debates, and lack of understanding of good governance and accountability;

This project is designed to address these weaknesses through activities and outputs which will lead to a more effective parliamentary services and administration which will support the Parliament to play its constitutional roles better. It will lead to better understanding by the public of the role of the Parliament and better representation by the Parliamentarians of their constituencies. It will facilitate improvements in the law making procedures, increase the capacity of the Parliament to exercise its oversight role and improve the representation of women and their interests.

(v) *Intended beneficiaries*

The project will directly benefit the Secretariat of the Solomon Islands Parliament and the members of the Parliament. Its overall impact on the functioning of the Parliament as the supreme legislative institution of the Solomon Islands will benefit all the residents and citizens of the nation.

2. Strategy

The Solomon Islands is going through a period of recovery after conflict and instability. Law and order are being gradually restored and the government is committed to facilitate the recovery process through institutional reforms designed to address some of the weaknesses which have contributed to the problems of governance. The Constitution is expected to be revised, leading to greater devolution of powers. There is commitment also to strengthen the Parliament.

This project is designed to take a strategic approach to Parliamentary development based on the finding of studies and consultations already mentioned.

As a key to the strategy, the capacity of the Parliamentary Secretariat will be strengthened to identify capacity development needs, mobilize resources, and manage donor support to the Parliament. The Secretariat capacity will also be strengthened to service the Parliament and its needs, and relevant procedures would be reviewed and revised. The key to this is the revision to the Standing Orders to enforce greater compliance by the Members to many existing or revised requirements relating to attendance and contribution to the meetings, including most importantly the Committees. Ethical standards and adherence to these would be improved and parliamentarians made more accountable to these ethical commitments and their expected duties.

Parliament will be endowed with greater autonomy to lessen its dependence on the Executive and freed from external constraints imposed by the Government.

The project would provide for the installation of, to begin with, the minimum needs for an ICT system and facilitate the mobilisation of funds for the eventual installation of state of the art systems that will greatly enhance information, and communications.

A major weakness related to lack of capacity of the MPs to contribute to discussions would be addressed through the establishment of a Research Unit which will provide support to the Parliamentarians in their search for information.

Another part of the strategy of the project would be to vastly improve the understanding of the public of the role of Parliament. This would be done through quick impact media programmes, community consultation models, handbooks on the Parliament. The project would also coordinate activities with other donor supported longer-term civic education programme, both in and out of schools. The overall objective would be to increase the demand by the public for greater accountability from the Parliamentarians, greater representation of the needs, enhanced participation in elections, and eventually a Parliament comprised of members most suited to represent their constituencies.

A key component of the project strategy would be training and capacity building of the Secretariat staff as well as the MPs to be able to understand procedures, comprehend legislation and contribute meaningfully to the debates and decisions in the Parliament as well as the committees.

The project would mobilize resources and technical assistance for outputs and activities that may become identified during the implementation and review meetings as being critical to achieve the outcomes. These will include, in particular, activities to enhance the role of women in governance and advocate for, as well as seek, greater accountability from the Parliament on the achievement of the Millennium Development Goals.

An important part of the project strategy is to carry out needs assessments in the areas of ICT for Parliament, research unit for Parliament, training on gender sensitization, and on MDGs and develop proposals for donor funding. This strategy will also help develop the capacity of the Parliamentary Secretariat to develop proposal, mobilise resources and manage donor support to the Parliament.

The project fits into a package of related UNDP as well as other donor support to the Solomon Islands, either on-going or in the pipeline. These include, most importantly, UNDP projects on Support to Constitutional Reform, Isabel Development Programme, National Economic Recovery Plan and other proposed programmes on post-conflict recovery. The project would also fall within the overall efforts on reforming the machinery of government to be provided through Australian Government assistance. The specific linkages and partnerships with this initiative which will have a broader focus on the Executive, the Legislature and the Public Service, and their relationships and accountability to the Solomon Islands public, will be identified more clearly as the results of the work of the scoping mission tasked with this objective become available in future.

The project will receive technical backstopping and guidance from relevant international associations of Parliamentarians to which the Solomon Islands Parliament has membership and access. Technical support would also be provided by UNDP's regional programmes on governance, human rights, ICT, HIV/AIDS, and the Millennium Development Goals.

3. Management arrangements

Execution and Implementation Arrangements:

The project would be Directly Executed by the UNDP and implemented through the Parliamentary Secretariat where the focal point for contact regarding the project would be the Clerk to Parliament. The National Project Director (NPD), who will assume the overall responsibility for the project outputs, with the assistance of the UNV Specialist Project Manager, would be the Speaker of the Parliament. The project would be managed under the guidance of a Project Oversight Committee (POC) which would be chaired by the NPD. The POC would have the following representation:

- The Speaker of the SI Parliament – Chairperson;
- The Deputy Speaker- Member;
- Secretary for Home Affairs -Member,
- Attorney General – Member;
- Auditor General – Member;
- Clerk to Parliament – Member (*Ex-Officio*);
- Representative of the Opposition – member (elected by opposition);
- Female member of Parliament-to be nominated by the Speaker- member;
- UNDP Honiara Sub-Office Coordinator – Member
- AusAID/RAMSI Representative
- Project Manager – Member and Secretary to the POC (*Ex-Officio*).

The POC will meet, at least, once every four months, with the first meeting to be held within a month of the fielding of the Project Manager. The National Project Director (NPD) may call for special meetings should the need arise for these. The

Project Manager will prepare the Agenda in consultation with the NPD and circulate this at least two weeks in advance of the POC meeting. He/she will also circulate the Minutes of the Meeting within two weeks after a meeting is held.

A working group headed by the Speaker and composed of the Clerk, the Project Manager, AusAID/RAMSI representative, and the UNDP Sub-Office Coordinator should be convened monthly or bi-monthly to consider routine project implementation matters.

4. Monitoring and Evaluation

The project is subject to a Tripartite Review (TPR) every calendar year, with the first to be held in the last quarter of 2004. The primary parties of the TPR are the Parliament represented by the Speaker and the Clerk, the Government of the Republic of the Solomon Islands and UNDP. The parties may by consensus invite other participants to the TPR.

For the annual TPR, the National Project Director (NPD), with assistance from the Project Manager, prepares and circulates to the participating parties, at least three weeks in advance, a brief descriptive Project Progress Report, the updated workplan for the next year, as well as the year-end financial report. He/she prepares and circulates, within two weeks following the TPR, a summary of no more than three pages of the analytical assessments, conclusions and decisions of the meeting as well as the finalised workplan, which will serve as the project workplan and budget for the following year.

Towards the end of the project life, a Terminal TPR will be held. The NPD will prepare a descriptive project terminal report, the latest financial report and will circulate them, at least one month in advance, to the parties. The Terminal TPR will focus on analysing project results and on drawing lessons for future programming. The NPD thereafter will finalise the Project Terminal Report incorporating the analytical inputs made during the TPR and, within four weeks, will circulate it to all parties.

5. Legal Context

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of the Solomon Islands and the United Nations Development Programme, signed by the parties on 4 April 1986. The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

The following types of revisions may be made to this project document with the signature of the UNDP Resident Representative only, provided that he is assured that the Government has no objections to the proposed changes:

- a) Revisions in, or addition of, any of the annexes of the project document;
- b) Revisions which do not involve significant changes in the immediate objectives, outputs or activities of a project but are caused by the re-

arrangement of inputs already agreed to or by cost increases due to inflation;
and

- c) Mandatory annual revisions which rephrase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility.

ANNUAL WORK PLAN

Year : 2004

The sequencing and timing of activities implementation schedule below are subject to review by the Project working group comprising the Speaker, Clerk, AusAID/RAMSI representative, UNDP Honiara Office coordinator, and Project Manager.

EXPECTED OUTPUTS ¹ & MONITORING ACTIVITIES ²	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount (USD)
	Recruit project staff for 3 years period		X			Parliamentary Secretariat	Trac	Project Manager- International Assistant project Manager- National Finance/Admin Assistant-National	330,000 21,000 18,000
Standing orders revised, implemented and parliamentarians knowledgeable in their application.	Recruit international consultant on legislative development to review and draft changes to the Standing Orders.		X	X		Parliamentary Secretariat	DGTTF	International consultant – 8 weeks	25,000

¹ State the outputs that the project is expected to achieve/contribute to. Include relevant indicators/benchmarks

² List monitoring activities such as Field Monitoring Visits, Technical backstopping missions, Evaluations, Annual Project Report

EXPECTED OUTPUTS¹ & MONITORING ACTIVITIES²	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount (USD)
	Organise and carry out consultations with members and the Parliamentary Secretariat staff on the specific areas for revision of the Standing Orders;		X	X	X	Parliamentary Secretariat/Regional governance programme staff			
	Revise Standing Orders, discuss revisions and facilitate approval for implementation;		X	X	X	Parliamentary Secretariat/ Regional governance project staff			
	Organise workshop for Parliamentarians and the secretariat Staff to familiarise them on the new Standing Orders.				X	Parliamentary Secretariat/ Regional governance programme staff	DGTTF	workshop	4,000

EXPECTED OUTPUTS ¹ & MONITORING ACTIVITIES ²	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount (USD)
Establish and implement Ethical Standards for MPs.	<p>Help establish appropriate mechanisms/ committees and facilitate the work of such mechanisms to review, develop, and implement appropriate ethical standards for Parliamentarians, including:</p> <ul style="list-style-type: none"> • Code of ethical conduct; • More appropriate Oath of Office; and • Register of Pecuniary Interest. <p>Organise workshop and train Parliamentarians on the new ethical standards.</p>		X	X	X	Parliamentary Secretariat/ Regional governance project staff		International Consultant (8 weeks)	25,000
									consultation workshops

EXPECTED OUTPUTS ¹ & MONITORING ACTIVITIES ²	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount (USD)
Long term civic education programme.	Recruit an international consultant to help design a long-term formal, in-school civic education programme. Organise consultations, finalise programme, seek funding and approval of civic education programme.	X	X	X		Parliamentary Secretariat/UNDP	DGTTF	International consultant – 10 weeks	\$30,000
							DGTTF	Workshop costs	\$4,000
A Parliamentary Research Unit established	Design and detail the physical and human resources specifications for a Parliamentary Research Unit.	X	X			Parliamentary Secretariat	Trac	International consultant – 4 weeks	15,000
								Equipment	10,000
State of the art ICT facilities established and staff/MPs trained in its use.	Carry out a feasibility study and design the ICT system for the Parliament.	X	X			Parliamentary Secretariat	Trac	International consultant – 6 weeks -	20,000
						Internert connectivity and networking	Trac		40,000

EXPECTED OUTPUTS ¹ & MONITORING ACTIVITIES ²	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount (USD)
Relevant amendments made to existing legislation and new legislation approved to strengthen the functioning of the Public Accounts Committee.	Undertake consultations and facilitate amendments to the Standing Orders to increase number of Parliamentary meetings per year.		X	X	X	Parliamentary Secretariat		National consultant 8 weeks	9,000
The recommendations of the Bills and Legislation Committee reflected in legislation introduced in Parliament	Undertake review of the Terms of Reference (TOR) of the Bills and Legislation Committee and prepare recommendations for change to strengthen the role of the committee.			X	X	Parliamentary Secretariat		National consultant 8 weeks	9,000
	Facilitate discussions and approval of changes to the TOR of the Bills and legislation Committee of the Parliament.			X	X	Parliamentary Secretariat	DGTTF		
Strengthen Capacity of Parliament Secretariat	Undertake Organisational and capacity assessment and make recommendation on structure and staffing.		X	X	X	Parliamentary Secretariat	Trac Trac	Consultan- International, 4 weeks Staff training External attachment	15,000 8,000 20,000

ANNUAL WORK PLAN

Year : 2005

EXPECTED OUTPUTS³ & MONITORING ACTIVITIES⁴	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
Relevant amendments made to existing legislation and new legislation approved to strengthen the functioning of the Public Accounts Committee.	Facilitate the establishment of a Public Accounts Committee Secretariat and its staffing from the Solicitor General's Office and the Ministry of Finance on secondment;	X	X			Parliamentary Secretariat		Int. Cnslt.- 6 weeks -	20,000
	Organise and implement training programmes for members of the PAC on their roles and for their efficient functioning.		X	X	X	Parliamentary Secretariat		National Cnslt. – 6 weeks. Workshop costs.	7,250 4,000

³ State the outputs that the project is expected to achieve/contribute to. Include relevant indicators/benchmarks

⁴ List monitoring activities such as Field Monitoring Visits, Technical backstopping missions, Evaluations, Annual Project Report

ANNUAL WORK PLAN

Year : 2006

EXPECTED OUTPUTS⁵ & MONITORING ACTIVITIES⁶	Key Activities <i>List all the activities to be undertaken during the year towards stated output</i>	TIMEFRAME				RESPONSIBLE PARTNER	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
The number of women standing for elections at all levels of government increased and gender balance facilitated in governance.	Facilitate training on gender analysis of bills and implement a programme of gender impact analysis of all Bills introduced in Parliament.	X	X	X		Parliamentary Secretariat		UNIFEM missions.	\$4,000
								National Consultants – 4 weeks.	\$5,500
								workshops	4,000
Consultations with the public on proposed Bills increased	Review procedures on the distribution of proposed Bills and provide recommendations to Parliament on required amendments of the Constitution to facilitate better public consultations.			X	X	Parliamentary Secretariat		Legal expert-national 6weeks	8,000

⁵ State the outputs that the project is expected to achieve/contribute to. Include relevant indicators/benchmarks

⁶ List monitoring activities such as Field Monitoring Visits, Technical backstopping missions, Evaluations, Annual Project Report

PROJECT BUDGET SUMMARY AND FINANCING ARRANGEMENT

YEAR	BUDGET ESTIMATE
2004	652,000
2005	52,500
2006	60,500
SUB-TOTAL	765,000
Execution cost	35,000
Total Project cost	800,000

Approved UNDP Funding

USD400,000

Funds required

USD400,000

Government of the Solomon Islands

United Nations Development Programme

**Solomon Islands Support
to Parliament Project**

This project is designed to address weaknesses observed in the functioning of the Parliament of the Solomon Islands through activities and outputs which will lead to a more effective parliamentary services and administration. The project will support the Parliament to play its constitutional roles better. It will lead to better understanding by the public of the role of the Parliament and better representation by the Parliamentarians of their constituencies. It will facilitate improvements in the law making procedures, increase the capacity of the Parliament to exercise its oversight role and improve the representation of women and their interests.

SIGNATURE PAGE

Country: Solomon Islands

UNDAF Outcome(s)/Indicator(s): 1.3 Improved transparency and accountability within decision-making, including a better informed population on political and governance system. *Indicator:* Increased awareness in community of decisions made and processes followed;
1.4 Elected representatives and civil service have capacity and are able to adhere to good governance principles. *Indicator:* Participatory approaches and mechanisms adopted to promote equity and quality in the delivery of economic and social services.

Expected Outcome(s)/Indicator (s): Solomon Island Parliament performing efficiently its mandated roles of representation, legislation, and oversight (See Appendix 1.)

Expected Output(s)/Indicator(s) Training programmes and specific technical assistance to Parliament

Implementing partner: Solomon Islands Parliamentary Secretariat
(*designated institution*)

Other Partners: Government of Solomon Islands
(*formerly implementing agencies*)

Programme Period: 2004 to 2006
Programme Component: _____
Project Title: Support to Solomon Islands Parliament
Project Code: _____
Project Duration: 2 years (2004-2006)

Total budget: \$800,000
Allocated resources: \$400,000

- Government _____
- Regular _____
- Other:(*including in-kind contributions*)
 - Donor _____
 - Donor _____
 - Donor _____

Agreed by (Government): _____

Agreed by (Implementing partner): _____

Agreed by (UNDP): _____

Annex 1. Results and Resources

STRENGTHENING PARLIAMENTARY DEMOCRACY IN THE SOLOMON ISLANDS– RESULTS AND RESOURCE FRAMEWORK

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
<p>1. Effective and efficient parliamentary services, management and administration established to better meet the needs of the Solomon Islands Parliament and the public.</p>	<p>1.1 Standing orders revised, implemented and parliamentarians knowledgeable in their application.</p>	<p>1.1.1 Recruit international consultant on legislative development to review and draft changes to the Standing Orders.</p> <p>1.1.2 Organise and carry out consultations with members and the Parliamentary Secretariat staff on the specific areas for revision of the Standing Orders;</p> <p>1.1.3 Revise Standing Orders, discuss revisions and facilitate approval for</p>	<p>Please see annual work-plans</p>	<p>Please see annual work-plans</p>	<p>Review reports of the Parliament Secretariat work</p>

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		<p>implementation;</p> <p>1.1.4 Organise workshop for Parliamentarians and the secretariat Staff to familiarise them on the new Standing Orders.</p>			
	<p>1.2. Standards established for MPs to accede to and comply with in keeping with their expected roles and commitment to serve.</p>	<p>1.2.1 Help establish appropriate mechanisms/committees and facilitate the work of such mechanisms to review, develop, and implement appropriate ethical standards for Parliamentarians, including:</p> <ul style="list-style-type: none"> • Code of ethical conduct; • More appropriate Oath of Office; • Register of 			

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		Pecuniary Interest; 1.2.2 Organise workshop and train Parliamentarians on the new ethical standards.			
	1.3 Greater autonomy provided to the Parliament through the establishment of a Parliamentary Service Commission	1.3.1 Review, consult and revise as necessary the recommendations of the Solomon Islands delegation to the 1993 Regional Conference of the Commonwealth Parliamentary Association and facilitate its approval and implementation.			
	1.4 A Parliamentary Research Unit established	1.4.1 Design and detail the physical and human resources specifications for a Parliamentary Research Unit; 1.4.2 Draw up the proposal for the research			

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		unit, seek donor funds and establish the research unit as per the design;			
	1.5 State of the art ICT facilities established and staff/MPs trained in its use.	<p>1.5.1 Carry out a feasibility study and design the ICT system for the Parliament;</p> <p>1.5.2 Draw up proposal for funding and obtain funding;</p> <p>1.5.3 Install ICT system as per recommendations and funding approved.</p>			
	1.6 Professional development programme for Parliament Secretariat staff and MPs established and implementation initiated.	<p>1.6.1 Design a workshop/orientation module for new members of Parliament, trail it with existing members, revise and establish it as a required training for all new MPs;</p> <p>1.6.2 Design and assist</p>			

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		<p>with implementation of training for staff and MPs on ICT, management, financial, reporting, and other relevant skills.</p> <p>1.6.3 Design, negotiate, secure funding and support implementing networks, short-term attachments for staff, Speaker, Committee Chairs and MPs, particularly women MPs.</p>			
	<p>1.7 Parliament Physical Development Upgrading Project Designed</p>	<p>1.7.1 Review infrastructure and physical development needs of Parliament in consultation with all stakeholders;</p> <p>1.7.2 Design SI Parliament physical/infrastructure development project and seek approval for donor funding.</p>			

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
<p>2. Representative role of the Solomon Islands Parliamentarians strengthened and facilitated for better representation of the constituencies and the constituents.</p>	<p>2.1 A community consultation model and supporting principles prepared and disseminated to MPs and the community.</p>	<p>2.1.1 Carry out research and compile report on best practice in comparative legislatures in community consultation practices;</p> <p>2.1.2 Prepare recommendations and organise forums to discuss and seek approval for consultation models;</p> <p>2.1.3 Draft handbook on the structure and role of the SI Parliament, seek feedback n draft and finalise, publish the handbook and disseminate widely;</p> <p>2.1.4 Recruit national consultant on media</p>			<p>Feedback from constituencies, number of community consultations, number of media programmes on the Parliament.</p>

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		to prepare public educational programmes on the Parliament, negotiate with media outlets and launch hep launch regular programmes.			
	2.2 Handbook published and disseminated, on the structure and roles of the Parliament.				
	2.3 Regular public educational programmes launched in the media on the role of the Parliament.				
3. Law making procedures of SI Parliament strengthened.	3.1. Consultations with the public on proposed Bills increased	3.1.1 Review procedures on the distribution of proposed Bills and provide			Number of public consultations on proposed

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		<p>recommendations to Parliament on required amendments of the Constitution to facilitate better public consultations.</p> <p>3.1.2 Negotiate for and seek approval of procedures and facilitate implementation for the Attorney General's Office to provide simplified and easily understood memorandums for proposed legislation to the coordinating committees in each constituency.</p>			Bills.
	3.2. The recommendations of the Bills and Legislation Committee reflected in legislation introduced in	3.2.1 Undertake review of the Terms of Reference (TOR) of the Bills and Legislation Committee and prepare recommendations for change to strengthen the role of the committee;			Number of PAC meetings held and attended by all members.

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
	Parliament	3.2.2 Facilitate discussions and approval of changes to the TOR of the Bills and legislation Committee of the Parliament;			
4. Capacity of the SI Parliament to exercise its oversight role strengthened	4.1 Relevant amendments made to existing legislation and new legislation approved to strengthen the functioning of the Public Accounts Committee.	<p>4.1.1 Undertake consultations and facilitate amendments to the Standing Orders to increase number of Parliamentary meetings per year.</p> <p>4.1.2 Facilitate the establishment of a Public Accounts Committee Secretariat and its staffing from the Solicitor General's Office and the Ministry of Finance on secondment.</p> <p>4.1.3 Organise and implement training programmes for members of the PAC on</p>			Number of women standing for elections at all levels of government.

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
		<p>their roles and for their efficient functioning.</p> <p>4.1.4 Facilitate the amendments of appropriate legislation to strengthen PAC role in imposing penalties in cases of failure by institutions to submit timely audited accounts.</p>			
		<p>4.2.1 Consult on and facilitate the drafting of the National Audit Bill for the establishment of the National Audit Office for the duties and powers of the Auditor-general and related matters;</p> <p>4.2.2 Oversee required work on the passage of the Bill through the Parliament.</p>			
5. Increased representation of	5.1 The number of women standing	5.1.1 Design, seek funding and mount			

Outcome	Outputs	Activities	Inputs	1 st Year Output Target	Means of Verification and/or Indicators
women and gender perspectives in governance	for elections at all levels of government increased and gender balance facilitated in governance.	<p>political education activities to encourage women to stand as candidates for elections at all levels of government;</p> <p>5.1.2 Design, seek funding and mount educational campaign to encourage people to vote for women;</p> <p>5.1.3 Facilitate training on gender analysis of bills and implement a programme of gender impact analysis of all Bills introduced in Parliament.</p>			

Annex 2:

Terms of Reference for Project Manager

POST: Project Manager

Duration: 36 Months

Duty Station: Honiara, Solomon Islands with travel within and outside of Solomon Islands

Duties and Responsibilities:

Under the overall guidance of the Speaker of the Solomon Islands Parliament and in consultation with the Clerk to Parliament, and with oversight and technical support of UNDP Honiara Coordinator and Programme Specialist as well as UNDP Suva/ Regional governance programme staff in Fiji:

40%	Coordinate and plan for the delivery of project inputs; including international experts, national experts, training and equipment, and sub-contracts. Prepare annual/quarterly work plans based on inputs from stakeholders.
	Assist with the implementation of the project based on UNDP procedures, rules and regulations as well as the strategies outlined in the project document.
	Manage all project staff including identifying training needs and providing such training or where necessary helping to identify courses or providers of training.
	Draft TORs for project activities and assist with recruitment of all project staff through close liaison with the Parliamentary Secretariat and UNDP Honiara/Suva.
	Monitor and assist the delivery of inputs to achieve outputs according to UNDP procedures and produce 6 monthly costed work plans.
10%	Work closely with the Parliamentary Secretariat, Solomon Islands Government counterparts, UNDP Suva on technical aspects of the project. Produce project progress reports and plan and implement technical reviews, and tripartite review meetings of project.
	Assist the Parliamentary Secretariat with the management and

	accounting for all project finances, including quarterly financial reporting and maintain project budget in liaison with the Parliamentary Secretariat and the UNDP Honiara/Fiji Office.
40%	To provide substantive technical guidance and support on this legislative development project and undertake all activities identified in the project work-plans for which external support has not been identified through national/international consultants.
10%	To assist in documenting outstanding project experiences for dissemination to all stakeholders, including national policymakers, planners and donors; To assist in furthering ideals and values of volunteerism through linking up with local volunteer groups.

Qualifications

Required - Experience in providing support on legislative development programmes, including working with Parliaments/Parliamentary Secretariats or their equivalent;

Advantageous - Experience in administration and management of development projects;

Proven capacity in management of training programmes in governance matters;

Ability to work on ones own on a support to parliament project without day-to-day access to supervision and technical backstopping in a small-islands context;

Educational and technical background:

Masters degree in political science, law, social science, economics, or related disciplines

Special / additional skills needed (in specific training areas, negotiation, computers, management etc.):

Excellent writing skills

Computer literacy

Personal characteristics:

Sound interpersonal skills and maturity. Ability to work with a broad range of clientele and resource persons of diverse backgrounds, religious and political persuasions, and educational attainments