



**UNECE
International Standard in Healthcare PPP Policy**

**Minutes of a Team Update Meeting via Webex
Held on Thursday 14 August 2014 at 14.00 BST**

Present: P Ward (Chairman)
Tony Bonnici
Agnieszka Gajewska
Waleska Guerrero
Geoffrey Hamilton
Claudio Meza
Mohammad Abu Rashed
Jan Van Schoonhoven
Polina Tarshis

In attendance: Sarah Osgerby (Minutes)

ACTION

1. Administration, Portal and Terms of Reference

It was agreed that CM would send a link round to all the team with to the link to the portal. At present only PW and MAR are able to upload documents to the site. The teams will email any material to be uploaded to PW.

It was noted that the portal could be configured to give team members notifications of any additions and changes to the site.

WG commented that she had some difficulty logging on. CM said they would correspond directly to resolve the issue.

CM

2. WHO Representation

GH observed that WHO representation would be beneficial to the project as they are responsible for health policy. GH reported that WHO expressed great interest in the team's work following his initial contact with them. GH will ask WHO to provide a representative to work on the project. It was agreed that the WHO representative should ideally be a healthcare professional to provide a practitioner's perspective.

GH

3. Programme for analysis phase

PW commented that monthly calls have been set for the team. The team has been split into six groups working on each of the workstreams identified in the initial proposal. Each workstream group will operate independently, arranging their own programme of calls alongside the monthly all team calls. PW intends to hold separate calls with the coordinators for each group during September.

PW



4. Questionnaire Preparation

Each workstream group will prepare a questionnaire of questions on their topic by the end of September. The questionnaires will then be issued in September to Governmental Candidates from around the world. The feedback would be gathered in October/November. The team would aim to complete the analysis phase by the end of 2014 to begin drafting the standard in Q1 of 2015.

MAR commented that the programme for the project may need to be considered when the workstreams begin to review the scope of questions and literature have been collected.

ALL

5. Criteria for Sources of Published information

In parallel with the preparation of questionnaires the members will gather publicly available reports from around the world on PPP lessons learned for review. The reports should come both from economies that have successfully completed projects and those that have encountered difficulties in doing so. The teams will aim to collate accurate information from across the world which will be unbiased and give insight into applicable lessons learned, despite differing cultural approaches.

AR noted that it will be important to take an inclusive approach and consult stakeholders across the sponsor, contractor, lender and service provider communities as well as governments.

ALL

6. Nominations of Governmental Candidates

The team will need to identify appropriate governmental candidates to be respondees to the questionnaires to be issued at the end of September.

PW inquired whether the UN team might have a database of contacts as a starting point. TB advised that the resource on PPP that they have is not sector specific; however the contacts within it may be able to advise on suitable people to approach.

GH commented that international governmental contacts could possibly be found through WHO. GH further advised that he had some involvement with the international centre of excellence for healthcare PPP which was being created in Manila. GH agreed to ask the Centre for any suitable contacts the team could approach.

GH

PW will prepare an initial schedule of healthcare PPP schemes by country, along with potential governmental contact details.

PW



5. Next Steps

1. For the workstream groups to meet independently to draft their questionnaires and discuss potential issues in their area of interest
2. For GH, TB to look at initial resources for collating nominated governmental respondents from: UN database; WHO contacts; PPP Centre in Manila.
3. All parties to collate impartially produced reports on any PPP lessons learned and send to PW. AG was to look at translating her report on Poland into English for the team, and MAR offered to help source the English version.

ALL

6. Next meeting

The next whole team webex call will be on Thursday 18 September at 14.00 BST