

Leadership team meeting - UNECE People-first Impact Assessment Tool

11 June 2020 - Videoconference

Attendance:

Amanda Loeffen, Anand Chiplunkar, Doris Chevalier, James Stewart, Jean-Patrick Marquet, Joan Enric Ricart, Jordi Salvador, Pedro Neves, Pierre Sarrat, Tetiana Bessarab.

Apologies: Melissa Peneycad.

Secretariat: Geoffrey Hamilton, Tony Bonnici, Claudio Meza, Antonin Menegaux.

Minutes:

Agenda item 1 - Self-assessment: presentation of the Self-assessment excel sheet:

- **Geoffrey Hamilton** and **James Stewart** welcomed the participants and thanked them for the work realized so far and the progress made since the last meeting in April.
- **Antonin Menegaux** presented a mockup of Self-assessment excel sheet developed by the secretariat which calculates a score based on responses to the benchmarks and evaluation criteria developed by the sub-teams.
- **Anand Chiplunkar** suggested that the concept of Mandatory benchmarks could be complemented with Minimum Individual Benchmark Score and Minimum Overall Score to be met in order to receive a score in the Self-assessment excel sheet.
- **Pedro Neves** mentioned that the purpose of using the Self-assessment excel sheet is to improve existing and future projects. Thus, the self-assessment excel sheet should provide suggestions for improvement rather than failing. **Amanda Loeffen** expressed her agreement with this proposal.
- **Pierre Sarrat** expressed interest in seeing the Self-assessment excel sheet to assess how SIF could implement the methodology in its SOURCE platform.
- **Pedro Neves** suggested that the first step should be to demonstrate the usefulness of the Evaluation Methodology before developing a certification scheme.
- **James Stewart** suggested that the Self-assessment excel sheet could be used to adjust the scoring and weighing mechanisms.

Agenda item 2 - Finalisation of the benchmarks and scoring and weighting:

- **All participants** agreed that, as a starting point to develop the distribution of points amongst the benchmarks, the weight of each of the five People-first outcomes will be equal, and 100 points will be given to each outcome. This is subject to revision once the evaluation methodology will be tested on real case studies and the weight of each benchmark might be adjusted.
- **All participants** agreed that the weighting could be based on the number of benchmarks, though for the time being equal weighting is the default setting to be revised after testing the Excel file with actual case studies.

Agenda item 3 - Making the evaluation methodology operational:

- **Geoffrey Hamilton** stressed that in view of the COVID-19 pandemic, a bit of ‘tweaking’ could be needed on the benchmarks to reinforce the resilience aspect of projects and to assess whether projects are suitably aligned with the post pandemic recovery.

Follow-up actions agreed:

For agenda item 1:

- The **secretariat** will continue improving the Self-assessment excel sheet.
- Testing the Self-assessment excel sheet through actual case studies between June and August 2020 – task to be undertaken by **Pedro Neves**.

For agenda item 2:

- The **subgroup leaders** will consult their respective team members to adjust the score, i.e. the distribution of 100 points for each people-first outcome, and provide the results to the secretariat by 19 June 2020.
- The **secretariat** will incorporate the input from subgroup leaders into the Self-assessment excel sheet and share it with leadership group by 23 June. Bilateral discussions between the secretariat and subgroup leaders will be organized if needed in the coming days.
- The **subgroup leaders** will consult their respective team members on how to reinforce the resilience aspects in the context of COVID-19 pandemic and provide inputs to the secretariat by 23 June 2020.

For agenda item 3:

- The **secretariat** will continue working on a proposal for a certification scheme.
- The **secretariat** will prepare a strategy on implementation.

Next meeting:

- The next virtual meeting to take place on 25 June 2020.