



## **GAVI Alliance Audit and Finance Committee & Programme and Policy Committee Joint Meeting**

10 October 2013

Geneva, Switzerland/Washington, DC, USA

### **FINAL MINUTES**

#### **1 Chair's report**

- 1.1 Finding a quorum of members present, the meeting commenced at 16.00 Geneva time on 10 October 2013. Wayne Berson, Audit and Finance Committee Chair, chaired the meeting by phone from Washington.
- 1.2 Wayne Berson and Richard Sezibera, Programme and Policy Committee Chair, welcomed participants to the joint meeting. Standing declarations of interest for both committees were tabled to all participants. (Docs 01a and 01b in the pack distributed to each committee). Dirk Gehl, Audit and Finance Committee delegate, noted that he recently accepted an appointment to join the Secretariat but had not yet started. Wayne Berson noted he had agreed prior to the meeting that Dirk Gehl could attend the entire meeting.

-----

#### **2 Business plan & budget 2013-2014**

- 2.1 In 2012, the Board approved a two-year business plan and budget including annual deliverables, activities, and budgets for 2013 and 2014 for all GAVI implementing partners and for the Secretariat (Doc 2). Based on experience to date, including progress against the deliverables, a deepened understanding of the challenges and evolving risks in 2013, Helen Evans, Deputy CEO, proposed some slight adjustments in order to achieve the programme objectives and yearly deliverables approved in 2012. These adjustments have been made in close consultation with funded partners. Barry Greene, Managing Director of Finance and Operations, highlighted the key budgetary aspects of the proposal.

#### *Discussion*

- Committee members observed a modest decrease in the forecast for programme expenditures for 2014, compared to the corresponding amount forecast a year ago, due mainly to updated assumptions on

implementation dates and prices. However, this is still a significant increase from 2013 and programme expenditure continues to grow year-on-year, reflecting planned vaccine introductions. This is coupled with a more modest increase in business plan expenditures from 2013 to 2014, for the Secretariat and partners, reflected in the revised budget for 2014. The Secretariat capital expenditure budget for 2014 is now also being proposed for approval.

- Committee members noted that the revised business plan and budget incorporated an increased emphasis on Strategic Goal 2 (health systems). This recognises that GAVI has work to do to reach the coverage and equity targets on time.
- The PPC informed Audit and Finance Committee members that during the PPC's standalone session, it recommended that, in addition to the adjustments contained in the paper, the business plan budget to support supply chain activities be raised from US\$ 2.9 million to \$3.9 million to support additional activities needed to craft a thorough and comprehensive approach. The Audit and Finance Committee noted that the additional funding would not meaningfully affect the financial forecast and agreed it could go forward.
- Committee members also asked if the funds budgeted for resource mobilisation in 2014 were sufficient considering the massive effort for replenishment. Seth Berkley, CEO, responded that this is currently the best estimate of the need, but that considering the critical nature of the replenishment, the Secretariat might exceptionally request the Board for supplemental funding if unforeseen needs arose.

### **Decision One**

The GAVI Alliance Audit and Finance Committee and the GAVI Alliance Programme and Policy Committee, in joint session:

- **Recommended** to the Executive Committee that it, in turn, recommend to the Board that it:
  - Approve a US\$ 1.74 million increase for WHO to implement its part of the 2014 Business Plan, contingent upon approval by the GAVI Alliance Deputy CEO of a set of quarterly deliverables.
  - Approve a US\$ 1.76 million increase for UNICEF Programme Division to implement its part of the 2014 Business Plan, contingent upon approval by the GAVI Alliance Deputy CEO of a set of quarterly deliverables.
  - Approve a US\$ 1.39 million increase for civil society organisations for activities under the 2014 Business Plan, contingent upon approval by the GAVI Alliance Deputy CEO of a set of quarterly deliverables.
  - Approve:

- a US\$ 5.88 million increase for the Secretariat operating expenses for the 2014 Business Plan;
  - a US\$ 0.70 million increase to the Secretariat's capacity to enter into expanded partnerships for the 2014 Business Plan;
  - US\$ 3.6 million for capital expenditure needs of the Secretariat to support work of the GAVI Alliance in 2014.
- Approve an amount up to US\$ 12.1 million for polio-related Secretariat and partner costs to be added to the 2014 Business Plan, subject to additional polio-specific funds being made available from donors.
  - Approve an amount up to US\$ 1.5 million to be added to the 2014 Business Plan to implement the Board's Vaccine Introduction Strategy (VIS) decisions through Secretariat and partner activities as described in section 5.2 of Doc 07 to the Programme and Policy Committee.
  - Approve an amount up to US\$ 3.9 million to be added to the 2014 Business Plan for spending on supply chain activities.
  - Approve an amount up to US\$ 2 million to be added to the 2014 Business Plan for the GAVI Secretariat and partners to scale-up engagement with graduating countries.

-----

### **3 Review of decisions**

- 3.1 Kevin A. Klock, Head of Governance and Assistant Secretary, reviewed and agreed the language of the decision with the committees.

-----

After determining there was no further business, the meeting was brought to a close.

---

Mr Kevin A. Klock  
Assistant Secretary



# GAVI Alliance Audit and Finance Committee & Programme and Policy Committee Joint Meeting

10 October 2013

## Attachment A

### Participants

#### AFC Members

- Wayne Berson, Chair
- Dwight Bush
- Dirk Gehl
- Micheline Gilbert
- Tom Hunstad
- Derek Strocher

#### AFC Regrets

- Yifei Li

#### PPC Members

- Richard Sezibera, Chair
- Zulfiqar Bhutta
- Steve Landry
- Clarisse Loe Loumou
- Lene Lothe
- Susan McKinney
- Ahmad Jan Naeem
- Robert Oelrichs
- Jean-Marie Okwo-Bele
- Salif Samake
- Klaus Stohr
- Jos Vandelaer
- Seth Berkley (non-voting)

#### Secretariat

- Debbie Adams
- Tony Dutson
- Helen Evans
- Joanne Goetz
- Barry Greene
- Hind Khatib-Othman
- Kevin A. Klock
- Louis Mkanganwi
- Nina Schwalbe

#### Internal Audit

- Simon Lamb

#### Guests

- Kelly Jarrett, Bill & Melinda Gates Foundation
- Stephen Karengera, Special Adviser, PPC Chair
- Suresh Jadhav, Former Board and PPC member
- Emmanuel Lebrun-Damiens, Ministry of Foreign Affairs, France