

Livestock for Livelihoods Project

Minutes of the First Steering Committee Meeting

Nairobi, Kenya, July 30, 2010

List of participants

Number of invitees: 15 Members

Committee Members present: 15 (See Annex 1)

Apologies were received from Dr. Timothy Wesonga, East African Community (EAC)

Absent with no apologies: Dr Vivian Iwar, Economic Community of West African States (ECOWAS)

Introduction

The first meeting of the Steering Committee of the Livestock for Livelihoods Project (L4LP) was held on July 30, 2010 at the AU-IBAR premises, in Nairobi, Kenya. Dr Simplicie Nouala, Chief Animal Production Officer, on behalf of the Director of the African Union Interafrican Bureau for Animal Resources, chaired the meeting.

Session 1: Opening

Welcome and opening remarks

In its remarks, The European Union representative, Mr Wathome Stephen on behalf of Mr Peter Sturesson, Head of the Rural Development Section highlighted the importance of the project and observed with pleasure that this was the first time the Steering Committee of the Livestock for Livelihoods Project was meeting. He expressed high expectations of the EU as this was the first project of its kind funded by the EU to AU-IBAR. He noted with appreciation the timely implementation of activities during the inception and wished the same for the implementation of project activities.

Dr. Nouala read the opening remarks on behalf of the AU-IBAR Director where he paid tribute to the the European Union for the extremely valuable support to AU-IBAR in general and for funding the Livestock for Livelihoods Project. He recalled the occasion on December the 15th 2009, when AU-IBAR on behalf of the African Union Commission and the European Commission signed a grant agreement of € 4.8 million for the implementation of the Livestock for Livelihoods Project to improve natural resources and livestock management practices at the interface of protected areas in response to increased risks and vulnerability from climate change. From February the 1st 2010 to date, field visits, meetings and workshops have been organised for the preparation of the project implementation. He pointed out that this 1st Steering Committee meeting marks an important milestone in the project's life as all the documents produced would be presented to the members for validation and endorsement. He concluded by wishing the delegates fruitful deliberations.

Roundtable introduction of members

Self introduction of all the Steering Committee members.

Approval of Agenda

The meeting Chair presented the draft agenda for review and adoption. The agenda was adopted without amendment. The approved agenda is in Annex 2.

Session 2: Overview of the Project

Presentation of the Livestock for Livelihoods Project and the inception progress report

Dr. Bosso, the Project Coordinator, presented an overview of the Livestock for Livelihoods Project mainly its background, objectives, scope, results and activities and work plan. He further presented the progress report on the inception phase (progress in baseline data collection, visit to project sites, regional inception, production of project communication and visibility material, etc...)

Issues raised:

- The need for including Ethiopia in the Karamajong Cluster hotspots was expressed. The meeting was informed that the Merille communities living in the surrounding areas of the project site could influence peace in the region.

Recommendation of the meeting:

- Considering the role and influence of the Merille community (in Ethiopia), the Steering Committee urged the Project Coordination Team to consider the Merille community in all peace building efforts in the Karamoja Cluster.

Session 3: Terms of reference for the Steering Committee

Presentation, discussion and adoption of the Terms of Reference for the Steering Committee

The circulated draft of the terms of reference for the Steering Committee was presented by the Project Coordinator. The presented terms of reference covered the following:

- The mandate and functions
- The Operational Modalities of the Steering Committee
 - Membership composition
 - Roles and responsibilities etc.

Issues raised:

- A proposal for endorsement of the terms of reference was made for consideration;
- The Steering Committee expressed the need to increase the frequency of meetings. As a result the Steering Committee proposed to put in place a system of gathering via email, like it is currently done in many institutions;
- Participants expressed their gratitude to AU-IBAR for organising the first Steering Committee meeting. However, Member States reconfirmed their availability for chairing the following meetings;

- Participants expressed the need to broaden the Steering Committee members by including the East African Community;
- The need for closer collaboration and better integration among actors was also expressed;

Recommendation of the meeting:

- The Steering Committee discussed the Terms of Reference and agreed to endorse the Terms of Reference after circulation of the revised version. The revised version was to be sent to SC members by Friday 6 August 2010 and their comments sent back to AU-IBAR 15 days later. The final version to be sent to the Steering Committee for endorsement.
- Considering the need to frequently meet, the Steering Committee supports and encourages the organisation of two annual Steering Committee meetings conducted annually, one via email and one physical.
- The Steering Committee supports the proposal of member states for chairing the next Steering Committee meeting.
- The Steering Committee encourages the Project Coordination Team to continue its efforts to assure complementarities between the different institutions and has no objections for the inclusion of the East African Community as partner and beneficiary in the project.
- The Steering Committee supports flexibility to allow observers (including the Lake Chad Basin Commission). However, observers will not have voting rights on the Steering Committee.

Session 4: Implementation arrangements repartition of activities

Presentation of implementation arrangements:

The Project Coordinator presented the coordination mechanisms. The presentation covered the roles and responsibilities of the different stakeholders involved in the project (Implementing Partners, The Convening Ministry, Project National Steering Group, The Regional Economic Communities, The Project Coordination Team at AU-IBAR and the Steering Committee). The project has put in place a network of coalition partners and stakeholders and the main strategy will rely on the active involvement of all the stakeholders during the implementation phase. Clarifications of the links between the Focal Point and the RECs, between the Focal Points and the Project Coordination Team, between the Project Coordination Team and the EU were requested.

Issues raised:

- A proposal for validation and approval of the implementation arrangements was made for consideration;
- The Steering Committee meeting welcomed the initiative taken by the Project Coordination Team to put in place implementation arrangements;
- Participants shared the appreciation by the Project Coordination Team for increasing partner's collaboration in the project. The meeting also noted that many institutions were expressing the need to become implementing partners;
- Some participants raised the issue of reporting line and sought clarifications.

Recommendation of the meeting:

- The Steering Committee members approved the implementation arrangements with minor changes.
- The Steering Committee urged the Project Coordination Team to finalise the implementation arrangements document according to the comments made.
- Considering the work done so far towards building a network of partners and developing implementation arrangements, the Steering Committee encouraged the inclusion of new partners into the project. However, the Réseau des Aires Protégées d'Afrique Centrale (RAPAC), at this stage should be admitted at the National Steering Group level. Consideration to be included as partner could be done at a later stage.
- The Steering Committee supports flexibility to allow well-organized reporting. For financial reports, the Steering Committee encourages direct reporting to AU-IBAR. For the technical reports, the Steering Committee encouraged reporting to AU-IBAR with copies to Member States and RECs for information sharing purposes.
- The Steering Committee encouraged the inclusion of a paragraph on the reporting lines in the implementation arrangements.

Presentation of allocation of activities and budget to different partners

The different project activities and the detailed budget were prepared in consultation with the different implementing partners. The project Coordinator presented for each results according to the project site, the partners' involved in the respective activities.

The total proposed project budget and particularly, an overview of the budget by result and by partner, was presented by Dr. Nouala and shared for discussion. Dr. Nouala explained the proposed allocations and the percentages and amounts needed for the project outputs. He noted that the administrative and operational issues will be made clear very soon in different MoU.

Issues raised:

- A proposal for endorsement of the allocation of activities and budget to different partners was made for consideration;
- The meeting commended the Project Coordination Team and encouraged it to share the budget with other partners. The question of when and where the funds should be conveyed was asked. Also raised was the issue of initiation of the contractual processes.

Recommendation of the meeting:

- The Steering Committee members endorsed the proposed allocation of activities to different partners and the budget.
- The Steering Committee encouraged the beneficiary countries and implementing partners to provide, through their relevant Coordination Offices, AU-IBAR with information where and when the funds for the activities should be conveyed.
- The Steering Committee strongly recommended AU-IBAR to immediately initiate and without delay the contractual (MoU) processes.

Session 5: AOB and closing remarks

Closing Remarks and Conclusions

The Chair thanked the participants for their generous contributions to the success of this 1st Steering Committee Meeting.

The members echoed strong support for the Livestock for Livelihoods Project and the directions and initiatives that have been undertaken within the broader context of the needs and priorities of the communities.

Date and venue for the 2nd Steering Committee Meeting

The next meeting (the virtual meeting) is scheduled for the first week of December 2010 and the physical one is scheduled to take place in June 2011 in Guinea (the exact place and time still need to be specified).

The meeting was adjourned at 14:00

Annex 1: Members List

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Annex 2: Approved agenda



LIVESTOCK FOR LIVELIHOODS (L4LP) 1ST STEERING COMMITTEE MEETING - 30TH JULY 2010 AU-IBAR PREMISES NAIROBI, KENYA

AGENDA

Item	Activity	Time Frame	Responsible
Session 1: Opening			
1.	Opening / Welcoming Remarks : <ul style="list-style-type: none"> Mr Peter STURESSON, Delegation of the EU Prof. Ahmed El Sawalhy, Director of AU-IBAR Introduction of the members of IBAR SC Adoption of the Agenda	09.00 – 09.30	AU-IBAR
Session 2: Overview of the Project			
2.	Presentation of the Livestock for Livelihoods Project and the inception progress report Discussions	09.30 – 10.00	Chairperson
Session 3: ToRs for the Steering Committee			
3.	Presentation, discussion and adoption of the Terms of Reference for the Steering Committee	10.00 – 10.30	Chairperson
Health & Coffee Break and group photo		10.30 – 10.45	All
Session 4: Implementation arrangements repartition of activities			
4.	Presentation of implementation arrangements	10.45 – 11.00	Chairperson
5.	Discussions, Validation of the implementation arrangements	11.00-11:30	Chairperson
6.	Presentation of allocation of activities and budget to different partners	11:30-11:45	Chairperson
6.	Endorsement and the allocation of activities and budget among project implementing partners	11.45 – 12.15	Chairperson
Session 5: AOB and closing remarks			
7.	AOB: Date and venue for the 2nd Steering Committee Meeting Closing Remarks	12.15 – 12.45	Chairperson
Lunch		13.00 –	All