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Reducing Vulnerability from Climate Change in the Foothills, Lowlands and the Lower Senqu River Basin PROJECT

Minutes of Project Steering Committee Meeting

Date: 31/03/2016
Venue: Range Department Boardroom
Time: 09h00

Attendees:

Name	Institution	Contact	Email address
1. Limomane Peshoane	UNDP	58742832	limomane.peshoane@undp.org
2. Mamojakisane Mojakisane	UNDP	62842369	mamojakisane.mojakisane@undp.org
3. Mofihli Phaqane	MLGC	63108519	Mofihli.phaqane@gmail.com
4. M. J. Nthimo	MFRSC	58953551	maljnthimo@yahoo.com
5. Lebone Molahlehi	Agric	58963956	sekhantso@gmail.com
6. Mampho Thulo	RSDA	58843517	thulom@rsda.org.ls
7. Motsau Khuele	LENAFU	58852475	bore@ilesotho.com
8. Sekoati Sekaleli	Forestry	58884338	sekalelielias@gmail.com
9. Mohau Ts'ilo	MGYSR	63767611	Mohautsilo85@gmail.com
10. Mamorakane Makhetha	UNDP	62865085	mamorakane.makhetha@undp.org
11. Rats'ele Rats'ele (Chairing)	MFRSC	62884347	ratseler@gmail.com
12. Christy Ahenkora (Co-chairing)	UNDP	58852475	christy.ahenkora@undp.org
13. Jessica Troni	Chief Technical		jessica@canalytics.co.za

Apologies:

Name	Institution	Contact	email
1. Malefosa Lefosa	BoS		Mo2lefosa@gmail.com
2. Mosuo Letuma	LMS	62860056	Emletuma35@gmail.com

3. Doreen Chaoana	PS MFRSC	58698659	Chaoanad@gmail.com
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Absent:

Name	Institution	Contact	email
1. Stanley Damane	DoE		Mo21efosa@gmail.com

Agenda:

1. Introductions/Attendance Register
2. Welcome and Apologies
3. Matters Arising from Previous Minutes
4. Project Progress
5. Draft 2016 AWP
6. Date of Next Meeting
7. Closure

Discussion	Responsible persons
Welcome and Apologies	
➤ Welcome remarks and apologies were passed to all attendees.	PS a.i
Introductions	
➤ Introductions were made by every attendee.	ALL
➤ It was noted that 3 Project Field Facilitators attended the meeting to be introduced to PSC and were only participating as observers.	DRR
Matters Arising from Previous Minutes	
➤ It was discussed that procurement of an extra Project vehicle was put on hold in order to see if Project Field Facilitators would cope with one vehicle deployed to the field so that informed decisions could be made.	DRR
➤ Project Field Facilitators (PFF) reported that given the terrain and distance apart from each community council, it was very difficult for them to execute project's activities with just one vehicle sharing amongst themselves.	PFF
➤ It was then agreed that extra automobile(s) have to be procured and be deployed to the field. However, a decision is yet to be made on what type of automobile to be purchased as some of project areas are not accessible by vehicle.	PSC
Project Progress	

- During meetings between PMU & the two district committees, Members of Parliament (MPs) who attended the meetings expressed their interests to be part of the District Project Steering Committee (DPSC). In response to this request, PSC members unanimously deliberated that the already appointed DPSC should remain as is. No extra members to be added to the DPSC. In conclusion, this request was not granted by PSC.
- It became apparent in the Community Council Sensitization meetings that one of the MPs was disseminating project information at public gatherings, giving out information that was inconsistent with that presented by the PMU. (This relates to bullets 4 & 5 below)

PO
PSC

Issues/Comments to Project Progress

- More clarity was sought on which NGOs have been invited to Project's meetings and to constitute into DPSC. It was explained that their representation to all Project's activities and committees would be beneficial to the Project as some experiences would just be drawn from already executed initiatives by these NGOs. More collaboration needs to be put into place between the two parties.
- It was also advised that it would be wise to utilize LCN membership to the PSC in order to easily collate this proposed collaboration.
PFFs to participate in the government plans' meetings at a district level especially on climate change plans.
- It was proposed that community council meetings should include both community councilors and members of the relevant communities.
- Project information should only be disseminated by project staff. Staff and Superior government officials in the Mohale's hoek district should by all means discourage MPs and other politicians to disseminate project information on behalf of project staff.
- A strategy has to be put in place which would address misleading remarks and comments towards the project by MPs to the public.
- It was stated that all technical experts (consultants) recruited under the project, work with government officials and community councilors in order to capacitate them.
- A meeting to be convened by office of the PS with MPs from the whole Mohale's Hoek district explaining and elaborating project structures and business.

PSC
Member

PSC

PSC

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PSC

Draft 2016 Work Plan

- Draft 2016 annual work plan was presented.
- It was explained that Socio-Economic, GIS and training should all run concurrently.
- This draft work plan should be shared electronically with members of PSC PSC members were requested to encourage their appointed TAC members to attend scheduled meetings and respond to emails shared with them timeously.

PO/CTA

PO/CTA

PSC

- It was promised that documents that would be discussed during PSC meetings will be shared well ahead of the meeting, starting from the next coming PSC meeting.
- PSC minutes shall be shared with all members for comments and inputs. Respective responses should be shared within 3 days after receipt, failing which, they shall be assumed to have been endorsed by members as is.


PSC
PSC

Closure

- Meeting was adjourned at 12hr10.
- Next PSC meeting is scheduled for 21st July 2016.

PS a.i (Chair)
DRR (Co-chair)

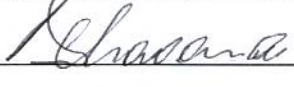
Prepared by: Mamorakane Makhetha (Finance and Admin Officer)

Signature:  15.04.2016

Reviewed by: Limomane Peshoane (Sustainable Development Advisor)

Signature:  20.04.2016

Approved by: Doreen Chaoana (MFRSC Principal Secretary - Chair)

Signature:  23/05/2016