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**Scaling up community resilience to climate variability and climate change in Northern Namibia,  
with special focus on women and children  
(SCORE Project)**

**SCORE Project Steering Committee (PSC)  
Minutes for the 5<sup>th</sup> Meeting  
Oshoto Lodge-Ondangwa, Namibia**

**Date:** Thursday, 16 March 2017  
**Time:** 08h30 – 18h00  
**Chairperson:** Mr. Teofilus Nghitila. Environmental Commissioner (MET)  
**Secretariat:** Mr. S. Haidula, Mr. L. Kanyanga and Mr. S. Nuuyuni (SCORE Project Interns)

**Meeting Objectives**

- Updates on the implementation of the SCORE Project
- Administrative issues

**1. Opening of the meeting**

**a) Welcoming Remarks**

Mr. Teofilus Nghitila, the Environmental Commissioner at the Ministry of Environment and Tourism (MET) opened the meeting by welcoming all the members present. He called for the improvement of the project approaches and techniques in order to reach the project objectives.

Mr. Nghitila also notified the PSC about the NAD 300 million funding received from the Green Climate Fund (GCF) to fund the two projects under the Environmental Investment Fund (EIF). Half of the grant will be used for conservation agriculture projects in the Zambezi, Kavango East and West regions to be implemented by the Ministry of Agriculture, Water and Forestry (MAWF). He called on additional proposals to be developed under the SCORE Project, based on the lessons learned to get additional financial support.

In her capacity as the Deputy Chairperson the SCORE Project PSC, Ms. Mildred Kambinda (Director: Directorate of Agriculture Production, Extension and Engineering Services (DAPEES)/MAWF), also welcomed the PSC highlighting that:

- Additional coordination is need to further advance climate resilience by communities, by involving all the stakeholders in order to assist farmers to adapt to climate change;

- Rain-water harvesting should be intensified at all levels to sufficiently prepare for dry seasons;
- PSC team members are strongly encouraged to review the draft manuals for Conservation Agriculture (CA) namely that of: (a) Conservation Agriculture for Extension Officers, and (b) Conservation Agriculture for Farmers.

**b) Apologies**

Apologies were noted from:

- Mr. Jonas Heita, University of Namibia (UNAM)
- Mr. Leonard Hango, (MAWF-Hydrology)
- Ms. Enny Namalambo, (MAWF- DAPEES)
- Mr. Vetuundja Kazapua, Namibia National Farmers Union (NNFU);

*The attendance list is attached as Annex II of these minutes.*

**c) Adoption of the Agenda**

The agenda was adopted with no additional items.

*See Annex I of these minutes .*

**d) Matters arising from PSC4 minutes**

*i) Minutes review and correction of the 3<sup>rd</sup> PSC meeting*

The minutes of the 4<sup>th</sup> PSC meeting were adopted.

*ii) Action items arising from the 3<sup>rd</sup> PSC Minutes (Table: 1)*

**Table 1: Action items**

<b>Action Item</b>	<b>Feedback on the Action Item</b>
<i>Action Item 1: Drastic significant change in the Kavango regions.</i>	<ul style="list-style-type: none"> <li>• The micro-drip irrigation consultant for the two Kavango regions has replaced almost all the systems which were not meeting the project standards. There are still three (3) pending systems to be replaced;</li> <li>• Hand-dug wells were fixed by the contractor as per the design;</li> <li>• The SCORE Project office in Rundu relocated to MAWF-DAPEES offices to facilitate coordination of activities;</li> <li>• The SCORE Project Management Unit (PMU) undertook trips to both regions to oversee the project implementation, and the rectification of sites.</li> <li>• A short report is available.</li> </ul>
<i>Action Item 2: Seed Selling and distribution to be accelerated.</i>	<ul style="list-style-type: none"> <li>• Seed prices from the seeds procured by the project were determined and sold to farmers at a subsidized cost;</li> <li>• Low demand from farmers was experienced on seeds (cowpeas and groundnuts).</li> </ul>

<i>Need of collaboration between SCORE and GIZ project.</i>	<ul style="list-style-type: none"> <li>✓ <i>Seeds prices were further subsidized as a mitigation measure for low demand.</i></li> <li>✓ <i>At the time of the PSC, some cowpeas and groundnuts seeds were still remaining in the warehouses.</i></li> <li>• <i>A short report was availed on the GIZ/MET-SCORE coordination in both Kavango regions.</i></li> </ul>
<i>Action Item 3: SCORE project to engage NamWater or MAWF-Hydrologists to give advice on water harvesting techniques and present to the PSC.</i>	<ul style="list-style-type: none"> <li>• <i>Mr. Leonard Hango (MAWF-Hydrologist), compiled a presentation on ‘Water-harvesting techniques in relation to the SCORE Project Implementation’, which he was supposed to present to the PSC.</i></li> <li>✓ <i>In his absence, the presentation report will be shared with the PSC.</i></li> </ul>
<i>Action Item 4: PMU to revise and make changes to the adopted annual 2017 work plan.</i>	<ul style="list-style-type: none"> <li>• <i>The 2017 Annual work Plan was revised and changes were made based on recommendations from previous 4<sup>th</sup> PSC meeting.</i></li> <li>✓ <i>Revived Work plan was forwarded to all the PSC members.</i></li> </ul>
<i>Action Item 5: PMU to liaise with stakeholders to explore additional funding windows to supplement the existing funds.</i>	<ul style="list-style-type: none"> <li>• <i>The project embarked on the exploration of best funding mechanisms available to scale-up some of the SCORE project activities once it has come to an end. Project concept notes will be developed as a result, will the final proposals expected by early 2018.</i></li> </ul>
<i>Action Item 6: PMU to strategies the ways of accommodating undergraduate students and graduates.</i>	<ul style="list-style-type: none"> <li>• <i>Undergraduate and graduate students have been recruited as interns by the SCORE project on short-term and long-term internships contracts.</i></li> </ul>

## 2) Update on Project Implementation of the SCORE Project by the Project Regional Coordinators

*The following agenda items are reported concurrently in these minutes:*

- a. Status report on the regional project implementation by the Project Regional Coordinators (PRCs):
  - i. Omusati, Oshana and Kunene;
  - ii. Kavango East and West;
  - iii. Oshana and Oshikoto.
- b. Update on the implementation of the SCORE Project Progress on the Annual Work Plan (AWP) 2017;
  - i. UNDP SCORE Project Targets for 2017
  - ii. Project Risk Log
  - iii. Mid-term Review

**a) Status report on the regional project implementation by the Project Regional Coordinators (PRCs):**

**The PMU highlighted the following issues with regard to the implementation of the project and some key challenges. The PSC welcomed the reports from the SCORE PMU and further made the recommendations for the implementation of respective activities:**

**i. Micro drip irrigation:**

*Oshana, Omusati and Kunene Regions:* The installation of the micro-drip irrigation has started in the regions with 87% of the 108 micro-drip irrigations targeted installed and functional. The consultant is busy with the remaining 12% micro-drip irrigation. Most beneficiaries have harvested several times and sold their produce. The beneficiaries benefit via improved household nutrition, settling water bills and buying consumables. Frequent monitoring and support is constantly given to farmers through field visits or telephonically.

*Ohangwena, and Oshikoto Regions:*

About 97% of the micro-drip irrigation systems have been installed with only 3% unfinished due to challenges at the sites such as water connections.

*Kavango East and West Regions:* Most of the micro-drip irrigation that were poorly set up have been replaced to meet the project standards. Only three (3) micro-drip irrigation systems at 3 gardens are pending, however, the contractor is busy correcting them.

**ii. Conservation Agriculture (CA):**

**Ripping services** were provided to the beneficiary farmers in all the project intervention regions. Ripping service was conducted on the GRN/MAWF subsidiary scheme of N\$150/ha, where the beneficiaries' identification was done in collaboration with MAWF-DAPEES.

**CA seeds** (sorghum, groundnuts, cowpeas and maize) was procured by the project and given free to lead farmers, the prices were determined and sold to farmers on government subsidy scheme. Low demands were experienced on seeds (cowpeas and groundnuts), eventually, this lead to the seed prices to be reduced, as a mitigation measure.

*Oshana, Omusati & Kunene Regions:* A total of 267.2ha, equaling 2288 households have been cultivated using conservation agriculture methods.

*Ohangwena, and Oshikoto Regions:* Lead farmers and other farmers had their fields cultivated using conservation agriculture. There is a positive response from the farmers on the conservation agriculture practices in the regions.

*Kavango East & West Regions:* The adoption of CA in the two Kavango regions is very slow, this can be attributed towards the cultural/traditional practices in the region. People tend to prefer their old ways of cultivation using disks. At the time of the PSC, only 9 fields have been cultivated using conservation agriculture.

### **Discussion on Kavango East & West Regions:**

- A stark improvement was observed on the various sites in Kavango East & West Regions, however more still need to be done:
  - ✓ The PMU should put more efforts on monitoring the activities e.g. visiting the region more frequently, or exchange visits within the project intervention regions;
  - ✓ The regional coordinator should visit and engage the traditional and political leaders to brief them on the project implementation activities in the regions;
  - ✓ The PMU should work closely with MAWF-DAPEES Kavango East & West Regions, to ensure project activities in the Kavango East & West Regions are moving at the same pace as the activities in other regions.
  - ✓ Kavango East & West Regions are regarded as regions with much potential on agricultural activities (field crops and horticulture), If MAWF-DAPEES officials are not performing, mitigation measures must be taken and the Director, Mrs. Kambinda should be updated on the progress.

#### **Action Item 1.**

##### ***Kavango East and West Regions:***

*The progress report on both the Kavango East & West Regions activities to be submitted to the environmental commissioner after every 30 days (every month).*

#### **Action Item 2.**

##### **Reporting:**

- ***Project coordinators to record and capture the following data in their presentations during reporting:***
  - ✓ *Income figures generated from the micro-drip irrigation gardens.*
  - ✓ *The plot size for the micro-drip irrigation beneficiaries' gardens*
  - ✓ *Number of CA hectares ploughed and the targeted number of beneficiaries*
  - ✓ *Statistical data for vulnerable beneficiaries such as; women, children, orphans and widows*
  - ✓ *Earth dams' specifications and the depth after the restorations.*
- *PSC recommended the same presentation format must be adopted and used for presentations (the regional coordinators sit and adopt the same presentation format).*

### **iii. Flood and drought management:**

- a) **Earth dams:** A total of five (5) earth dams have been approved for restoration by the project of which only three earth dams have been successfully restored and handed over to the beneficiary communities. The restored earth dams already started serving their purpose through harvesting rain water. There is potential to link the earth dams to micro-drip irrigation gardens depending on the communities' willingness to allocate land for the gardens (***Refer to Table: 2. below for information on earth dams restored and the benefiting population.***)

*Table 2: Population benefited from the SCORE PROJECT earth dams restored in Oshana and Omusati region.*

Region	Constituency	Village	Name of Earth dam	Population benefiting
Oshana	Okaku	Ongenga	Negumbo lyiIpinge Earth dam	4854
Omusati	Okalongo	Oshiteyatemo	Dolphine Earth dam	5239
	Otamanzi	Etilyatsa	Kamunde Earth dam	6500
<b>TOTAL</b>				<b>16593</b>

The earth dams for restoration were identified in Ohangwena region, Engela Constituency (Iipya and Onghala villages), however the restoration work was obstructed by heavy rain and flood in the area. The heavy rains let to the earth dams been filled with water, making it impossible for the contractor to proceed with the restoration work. The work will only resume after rainy season and once the earth dams have dried up.

**b) Hand-dug Wells:** The project has restored and excavated hand-dug wells in the project intervention regions (*Refer to Table: 3 below*).

- Hand-dug wells constructed in Kavango West are linked to the micro-drip irrigation gardens, while the ones in Ohangwena region while functional, there is a potential to link them to micro-drip irrigation gardens.
- The two (2) hand-dug excavated in Omusati region, Etayi constituency (Enoleu village) were destroyed by rain water, due to the absence of the natural rock in the soil to serve as a foundation for bricks, and restorative work is ongoing. Mitigation measures have been taken, where the project has procured rings which will be installed by the contractor without any additional costs from the project once rain water was dried up.

*Table 3: Hand-dug wells restored in the project Intervention regions*

Region	Constituency	Village	Number of Hand-dug wells Restored/excavation
Ohangwena	Ongenga	Ondobe yOmunghudi	1 Restored
	Ongenga	Okambebe-Omufitu	1 Restored
Okavango West	Ncucuni	Sikali	1 Excavated
	Ncucuni	Ncucuni	1 Restored
Omusati	Etayi	Enoleu	2 Excavated
<b>Total number of hand-dug wells constructed</b>			<b>6</b>

### **Discussion on Hand-dug Wells:**

The PMU should ensure that the structures (steels) that made up the hand-dug wells are not of poor quality, hence wells must be well inspected before handed over to the communities, to ensure they don't possess any accidents risk to the communities

#### **iv. Challenges experienced during the project implementation**

Within all the seven (7) project intervention regions, the following are among the challenges experienced:

*a) Adoption of seeds: Farmers complained that the sizes of the cowpeas are too small*

- *Additional research should be carried out on future purchases of seeds type preferred by the target group before procurement;*
- *The farmers' awareness on the importance of incorporating leguminous crops into their cropping systems must be maintained.*

**b) *Transportation: MAWF-DAPEES to assist on project sites***

- *This issue can be solved by regular discussions and coordination with Regional Councilors who are available and willing to assist with transport for field outreach when there is a need, and transport is available.*

**c) *Pests and Diseases***

- *The PMU was advised to involve experts (Horticultural graduates and MAWF) to assist with pests and diseases management, that through Good Agricultural Practices (GAPs, farmers should be encouraged to continue applying best pest control practices.*

**d) *Rejection of beneficiaries produce by the formal market due to quality and standards requirements:***

- *The quality and standards of some of the micro-drip beneficiaries' produce are of poor quality for the formal market, therefore not meeting formal market requirements such as for the Agro-marketing and Trade Agency (AMTA). Consistent engagement of the type of produce, growing seasons and quantity needed as required by AMTA, should be addressed through AMTA engagement.*

**Action Item 3.**

- ***Farmers produce quality and standard issues:***
  - ✓ *Involve AMTA and establish a cropping calendar appropriate for the small-scale farmers.*
  - ✓ *AMTA as one of SCORE project stakeholder must be invited, to be a represented in future PSC meetings*

**e) *Under performance among some micro-drip beneficiaries:***

- *Some micro-drip Self-help groups (Community gardens) beneficiaries are performing poorly relative to individual beneficiaries. Consistent monitoring and mentoring is needed at these sites.*

**Action Item 4.**

***Self-help groups or community gardens***

- *This action serves as a guidance to avoid or mitigate failure among community gardens*
  - ✓ *Each community garden must be encouraged to have a by-law and adopted by all the members, to serve as their guidance and sanctions must be clearly stated should it be used in case something happen.*
  - ✓ *Champions and leaders should be selected among the groups to lead others.*
  - ✓ *Individual members should have plots within the community gardens.*
  - ✓ *The right group of people must be selected, there must be an interest by the farmer.*



**f) Flooding in the regions:**

- Floods made it challenging to visit some sites, making some sites inaccessible and destroying fields and/or gardens. The PMU will visit and monitor these areas once the water subsides.

### **3. Update on the implementation of the SCORE Project**

**a) Progress on AWP 2017**

The progress report on Annual Work Plan 2017 was presented to the team by the Project manager.

**b) UNDP SCORE Project targets for 2017**

The UNDP have outlined specific targets that are required to be fulfilled by the project in 2017:

- **Mentorships programmes:** Training of the beneficiaries on the various means of crop productions and saving-schemes.
- **Self-help Groups established:** A few SHGs have been identified in some project regions.
- **Market Linkage:** PMU has engaged AMTA and some beneficiaries produce have been bought by AMTA. However, further engagement is needed such as for GAPs training and formulation of a cropping calendar for the farmers.
- **Documentation of best agricultural practices:** Project coordinators should observe and document the best practices observed during the project implementation.
- **Gender analysis**

The project will be evaluated on vulnerability, where a number of vulnerable people benefited from the project initiatives will be considered. There is a need to clearly stipulate the gender statistics for women and children beneficiaries during reporting. Selection of women beneficiaries must be increased to reach the targeted 80% population of women and children as stipulated in the project document.

**Action item 5:**

**Data Reporting:**

- *Statistical data for vulnerable beneficiaries such as; women, children, orphans and widows must be clearly indicated during reporting.*

**c) Project Risk Log**

The project risk log was presented and updated with one risk log: ***There is a high potential that the government budget cuts and restrictions might hinder the project implementations.***

**d) Mid-term Review**

The mid-term evaluation will be conducted in August/September by an independent consultant. The project team need to update the Adaptation Monitoring and Assessment Tool (AMAT) before the evaluation.



#### **4. Financial Reporting**

The project internal financial audit was conducted and the report came out unqualified.

#### **5. Any Other Business**

##### ***a) Funding request and Proposal of the SCORE Project Phase II***

Mr. Petrus Muteyauli made a proposal for a new phase (2<sup>nd</sup> phase) for upscaling SCORE project to be drafted. The good concepts and proposals need to be prepared for fund mobilization. He encouraged the project team to implement the activities creatively.

##### **Action Item 5.**

- ***Funding request***
  - ✓ *Small team to be led by Ms. Martha Naanda and Mr. Petrus Muteyauli to be selected to focus on the conceptualization of the 2<sup>nd</sup> phase of the SCORE project. A report should be reported on the next PSC meeting*
  - ✓ *The PMU will liaise with the PSC, UNDP and other stakeholders on other funding windows, to fund the Phase II of the SCORE Project*

#### **6. Closing of the meeting and date of the next meeting**

Mr. Teofilus Nghitila expressed his appreciation to all the members for their participation during the meeting. He encouraged the SCORE Project team to keep PSC up to date with regard to the project implementation progress, urging the involvement of line ministries and UNDP. He also encouraged all the stakeholders to continue working together in order to change the livelihoods.

**The date for the next PSC Meeting:** September 2017.

*The meeting was officially adjourned at 16h00. Thereafter, the PSC took an optional field visit to Okaku Constituency where two micro-drip irrigation beneficiaries were visited, and the newly restored earth dam was visited.*

#### **Certification of Minutes**

\_\_\_\_\_  
Ms. Uazamo Kaura  
**Secretariat**

\_\_\_\_\_  
Mr. Teofilus Nghitila  
**Chairperson**

#### **7) Annexes**

##### **a) Annex I: Meeting Agenda**

**AGENDA**  
**PROJECT STEERING COMMITTEE**  
**Fifth Meeting**

**Date:** Thursday, 16 March 2017

**Time:** 08.30 – 18.00

**Chairperson:** Mr. Teofilus Nghitila, Environmental Commissioner: MET

<b>Time</b>	<b>Agenda</b>	<b>Responsible Person</b>
<b>08.30 – 09.00</b>	Registration	<i>Mr. Samuel Nakanyala</i>
<b>09.00 – 10.00</b>	2. Opening of the meeting: <ul style="list-style-type: none"> <li>a. Welcome;</li> <li>b. Apologies;</li> <li>c. Adoption of the Agenda;</li> <li>d. Matters Arising from PSC4 Minutes</li> </ul>	<i>Mr. Teofilus Nghitila, Environmental Commissioner: MET</i>
<b>10.00 – 11.30</b>	3. Status report on the regional project implementation the Project Regional Coordinators: <ul style="list-style-type: none"> <li>a. Omusati, Oshana and Kunene;</li> <li>b. Kavango East and West;</li> <li>c. Ohangwena and Oshikoto;</li> <li>d. Water-harvesting in relation to the SCORE Project implementation.</li> </ul>	<i>Ms. Mirjam Kaholongo Mr. Reynold Kharuxab Mr. Aron Hangula Leonard Hango – MAWF – Hydrologist</i>
<b>11.30 – 13.00</b>	4. Update on the implementation of the SCORE Project: <ul style="list-style-type: none"> <li>a. Progress on AWP 2017;</li> <li>b. UNDP SCORE Project Targets for 2017</li> <li>c. Project Risk Log</li> <li>d. Mid-term Review</li> </ul>	<i>Ms. Uazamo Kaura, Project Manager: SCORE</i>
<b>13.00 – 14.00</b>	<b>LUNCH</b>	
<b>14.00 – 14.45</b>	5. Financial Reporting: <ul style="list-style-type: none"> <li>a. Administrative issues.</li> <li>b. Financial Reporting 2016;</li> </ul>	<i>Ms. Elizabeth Kambonde, Project Accountant: SCORE</i>
<b>14.45 – 15.30</b>	6. Any Other Business	<i>All</i>
<b>15.30 – 16.00</b>	7. Close of the meeting and date for the next meeting	<i>Mr. Teofilus Nghitila, Environmental Commissioner: MET</i>
<b>16.00 – 18.00</b>	8. Optional Field visit: Okaku (Micro-drip irrigation garden and earth dam)	<i>Ms. Mirjam Kaholongo/All</i>

**b) Annex II: Attendance list for PSC members**

No.	Name	Organization	Email	Contact
1.	Uazamo Kaura	SCORE-MET	<a href="mailto:uazamo.kaura@met.gov.na">uazamo.kaura@met.gov.na</a>	0612842045/ 0811599079
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