



United Nations Development Programme

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MEETING MINUTES

Submitted by: Inclusive Growth - Environment &
Disaster Risk Management unit

Date Submitted: 10 January 2014

1. Joint Project Board Meeting, Environment and Natural Disaster Management Project (00060863) UNDP Conference Room, 18 December 2013, 13:00-14:30

2. Objective: Discussion and approval of annual report 2013, as well as annual workplan and budget for 2014

3. Summary:

After an overview of the overall purpose of the Project Board meeting provided by the UNDP Deputy Country Director (Programme), the Programme Manager (Environment & DRM) presented an overview of the progress made in the implementation of the Environment and Natural Disaster Management Project in 2013 (Annex I).

Some of the successful activities highlighted were the DRM training workshops for 150 DDMC members and review of the national DRM policy by the Disaster Management Department in the Office of National Security (ONS/DMD); capacity enhancement for centralized GIS database management, training for Environment Officers, and an extensive outreach campaigns by the Environment Protection Agency (EPA); as well as the development of an integrated waste management plan based on an analysis of present opportunities and challenges by the Makeni City Council (MCC).

Subsequently, the workplan and budget (AWP) for 2014 was presented, which has been developed in cooperation with the implementing partners (Annex II).

- The representative from ONS/DMD expressed agreement with the proposed AWP, noting however, that a funding gap exists for the scaling up of VCAs. It was also noted that ONS/DMD is keen to ensure an increased focus on prevention of disasters through improved policy implementation and community-based measures.
- The representative of the National Secretariat for Climate Change (NSCC) expressed concern about the absence of a budget line specifically dedicated to outreach and communication on climate change issues. It was noted that this will be partly covered through the overall budget for Environmental Outreach and Communication, and additional funding will be sought to enable scaling up.
- The representative of the MCC expressed his agreement with the proposed AWP, noting that proposals will be developed to seek additional funding for implementation of the recommendations in the integrated waste management plan.
- The representative of the national NGO Network Movement for Justice and Development (NMJD) emphasized the importance of including activities that focus on improved natural resource management in general, and improved governance in the extractive industry in specific. As there appears to an increasing need for the international community to become engaged in supporting civil society in addressing these issues, it was agreed to work together with the EPA and the UNDP/GEF-Small Grants Programme to establish a dedicated platform. Furthermore, support will be provided for a benchmarking exercise coordinated by the Natural Resource Chapter (NRC).

After the discussion, the participants of the meeting including the EPA, ONS/DMD and MCC approved the annual report of 2013 as well as the AWP for 2014.

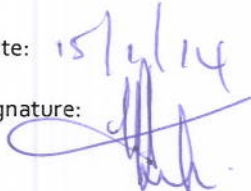
5. Participants of the meeting

1. Haddijatou Jallow	Executive Chair	EPA
2. Momodu Bah	Deputy Director	EPA/NSCC
3. Mary Mye Kamara	Director	ONS/DMD
4. Alhaji Alhaji Bangura	Chief Administrator	MCC
5. Abu A Braima	Executive Director	NMJD
6. Mohamed Abchir	Deputy Country Director (Programme)	UNDP
7. Saskia Marijnissen	Programme Manager (Environment & DRM)	UNDP
8. Molla Alemu	Programme Manager (YEPP)	UNDP
9. Abu-Bakar Massaquoi	National Coordinator, UNDP/GEF SGP	UNOPS
10. Mariatu Swaray	Portfolio Manager (Env & DRM Programme)	UNDP
11. Sahid Abu Dingie	National Field Officer (Env & DRM Programme)	UNDP
12. Helal Uddin	Technical Adviser (Env & DRM Programme)	UNDP
13. Issa Conteh	RBM Specialist	UNDP

Signed by:

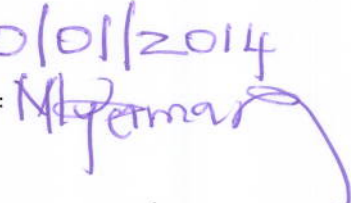
Haddijatou Jallow
Executive Chair
EPA

Date: 15/01/14

Signature: 

Mary Mye Kamara
Director
ONS/DMD

Date: 10/01/2014

Signature: 


Alhaji Alhaji Bangura
Chief Administrator
MCC

Date: 16/01/14

Signature: 



Mohamed Abchir
DCD (Programme)
UNDP

Date: 20/01/14

Signature: 

ANNEX I: OVERVIEW OF OUTPUTS, INDICATORS, ACTIVITIES, TARGETS AND PROGRESS MADE

Expected outputs and indicators as per workplan	Targets	Key Activities	Progress towards achieving outputs	Planned for 2014	Estimated budget required (USD)
<p>Policies, legal and institutional framework for managing land tenure reform improved</p> <p>Indicators</p> <ul style="list-style-type: none"> • Presentation of Cabinet memorandum paper on land policy document to Cabinet for discussion • MLCPE follow-up action on approval by Cabinet. 	<ul style="list-style-type: none"> • Support to roll out and advocacy on the land Tenure Policy • Land tenure policy promoted with proper coordination of land tenure reform • Staff of the National Lands Authority and Land Training School at USL trained and empowered to successfully roll out the new land tenure policy • Increase women access to land by 10% from the reported 2011 baseline 	<p>Support to roll out and advocacy on the land Tenure Policy</p> <ul style="list-style-type: none"> • Technical assistance to the Ministry of Lands, Country Planning and the Environment (MLCPE) and launch of the roll out of the National Land Tenure policy • Information campaign, media, public engagement/awareness and advocacy of the new land tenure policy. 	<p>Support to roll out and advocacy on the land Tenure Policy</p> <ul style="list-style-type: none"> • Abridged version of draft National Land Policy produced (6,000 copies). • SC meeting held on 19 September; abridged version and proposed sensitization process approved. • Comments received from stakeholders during nationwide sensitization exercise analysed and integrated in document for presentation to MLCPE. • Abridged version disseminated to MLCPE, MDAs, Parliamentarians, Paramount Chiefs, District Councils, community leaders, NGOs, CSO's, and development partners. • Provincial meetings organised in Bo, Kenema and Makeni 14-20 October. • Nationwide sensitization organised in December, with support from COOPI, SILNoRF and NRMABCDs. • Wide coverage by national and local media (tv, radio and newspapers). <p>Land tenure policy promoted with proper coordination of land tenure reform</p> <ul style="list-style-type: none"> • Support the Ministry of Lands, Country Planning and the Environment (MLCPE) on the coordination among MDAs on the proposed new land tenure system 	<ul style="list-style-type: none"> • High level meeting with MDAs, donor partners, NGOs, CBOs and CSOs to discuss outcomes of sensitization exercise and handover final draft NLP document to MLCPE. 	<ul style="list-style-type: none"> • 40,000
			<ul style="list-style-type: none"> • Key MDAs participated in SC meeting on 19 September. • No further progress made as draft NLP has not yet been approved by Cabinet. 	<ul style="list-style-type: none"> • Pending approval of reformed NLP by Government 	

<p>Increased resilience and enhanced national and local capacities for disaster risk management, environmental governance, climate change adaptation and mitigation for effective early warning system</p> <p>Indicators</p> <ul style="list-style-type: none"> • Number of participatory sessions held • Number of 	<ul style="list-style-type: none"> • Operational national and local mechanisms for the prevention and management of natural disasters. 	<p>Staff of the National Lands Authority and Land Training School at USL trained and empowered to successfully roll out the new land tenure policy</p> <ul style="list-style-type: none"> • Strengthen the capacity of the land surveys training school /University of Sierra Leone with high technology management of the registry and cadastre bureau. <p>Increase women access to land by 10% from the reported 2011 baseline</p> <ul style="list-style-type: none"> • Empower women on land and property rights including the formation of land committees • Women empowered with knowledge on the provisions of the reformed NLP as part of discussions organised by NGOs, and the nationwide sensitization exercise. • No other activities implemented. 	<ul style="list-style-type: none"> • Pending approval of reformed NLP by Government • Pending approval of reformed NLP by Government 	
	<p>Operational national and local mechanisms for the prevention and management of natural disasters</p> <ul style="list-style-type: none"> • Operationalizing the national platform and strengthening the coordination mechanism of DRM 	<ul style="list-style-type: none"> • DRM training workshops for a total of 150 DDMC members from Pujehun, Kambia, Makeni, Kabala, Port Loko and Waterloo organised in September. • UN Task Force established in June for joint support to DRM coordination. • Strategy for DRM Task Force prepared, awaiting expert inputs and finalisation. • Support provided for review and update of National DRM policy. Draft reformed DRM policy document produced in December. • High level technical meeting organised 5-7 December to obtain expert inputs. Comments on draft integrated in revised draft DRM policy document. • Two vehicles procured to increase mobility of DMD for national DRM interventions. 	<ul style="list-style-type: none"> • Finalisation of reformed draft National DRM policy. • Drafting of Strategy & Action Plan. 	<ul style="list-style-type: none"> • 55,000

<p>awareness session held</p> <ul style="list-style-type: none"> • Number of VCAs held • Number of small scale adaptation activities with vulnerable communities 		<ul style="list-style-type: none"> • Increase information management through the establishment of Disaster Management Database and connection with local DIM committees within high risk areas • Information campaign, media, public engagement/awareness on DRR issue • Conduct Vulnerability and Capacity Assessments and implement integrated DRM pilot projects in two high risk areas 	<ul style="list-style-type: none"> • Provision of 1 laptop, 7 desktop computers and internet modems. • No other activities implemented. 	<ul style="list-style-type: none"> • Targeted training for improved database management. • Outreach and awareness raising campaigns • Nationwide VCAs 	<ul style="list-style-type: none"> • 30,000 • 5,000 • 260,000
	<ul style="list-style-type: none"> • Improved capacity of the EPA through trainings, technical assistance and policy developments 	<p>Improved capacity of the EPA through trainings, technical assistance and policy developments</p>			
<p>Indicators</p> <ul style="list-style-type: none"> • Recruitment of consultants to develop State of the Environment Report (SOER) • Number of GIS equipment procured and trainings held • Number of local councils and MDAs targets • Recruitment of consultants to develop NEP • Establishment of steering committee • Number of awareness 	<ul style="list-style-type: none"> • Develop the State of the Environment Report for Sierra Leone • Establishment of a GIS database at the EPA 	<ul style="list-style-type: none"> • Overview produced of existing data and information gaps, and framework produced for development of SOER, in cooperation with EU-funded Environmental Governance and Mainstreaming Project. • Support provided to inception workshop in November for coastal sensitivity mapping exercise, which will contribute data for the SOER and GIS database. • GIS equipment procured. • Training provided with support from Columbia University CIESIN. • GIS Conference organised to bring together wide stakeholder group and discuss data/information exchange opportunities. • Radio and television broadcasts • Community-based awareness raising 	<ul style="list-style-type: none"> • Further support to SOER and coastal sensitivity mapping • Continued training and technical backstopping for GIS database 	<ul style="list-style-type: none"> • 70,000 • 23,000 	<ul style="list-style-type: none"> • 10,000

<p>campaigns held</p>		<p>engagement/awareness</p> <ul style="list-style-type: none"> Initiate the development of National Environmental Policy (NEP) and training of local councils and MDAs fostering environmental governance and natural resources management issues 	<p>campaigns in Bo and Makeni</p> <ul style="list-style-type: none"> NEP is being developed with support from EU-funded Environmental Governance and Mainstreaming Project. Instead, consultancy was implemented to harmonize environmental legislation. Team of legal experts analysed relevant environmental legislation, and provided recommendations for improvement and harmonization. Training provided to Senior Environment Officers in Local Councils 	<p>campaigns</p> <ul style="list-style-type: none"> Validation and popularisation of harmonized framework Training for Local Councils 	<ul style="list-style-type: none"> 15,000
<p>Indicator</p> <ul style="list-style-type: none"> Number of trainings held Number of small scale activities held Number of women/youth groups targeted Number of awareness session held 	<ul style="list-style-type: none"> Improved community participation in the rehabilitation of mined out land. 	<p>Improved community participation in the rehabilitation of mined out land</p> <ul style="list-style-type: none"> Support youth and women groups in the rehabilitation and use of mined out land through small scale activities 	<p>Improved community participation in the rehabilitation of mined out land</p> <ul style="list-style-type: none"> No progress made. 	<ul style="list-style-type: none"> Rehabilitation of mined-out areas in Kono district. 	<ul style="list-style-type: none"> 50,000
<p>Baseline</p> <p>Established Climate Change Secretariat</p> <p>Indicators</p> <ul style="list-style-type: none"> Number of meetings held Number of good practices replicated to more 	<ul style="list-style-type: none"> The establishment and functioning of early warning unit and National Climate Change Secretariat 	<p>The establishment and functioning of early warning unit and National Climate Change Secretariat</p> <ul style="list-style-type: none"> Develop a climate change action plan, strengthen coordination and Production of newsletters, jingles and other awareness raising mechanisms. 	<p>The establishment and functioning of early warning unit and National Climate Change Secretariat</p> <ul style="list-style-type: none"> Strategy developed for integrated of climate change into national policies and agendas. Radio and television programmes broadcasted. Meetings organised with 50 Nature Clubs to promote climate change education in schools. No progress made. 	<ul style="list-style-type: none"> Validation and popularization of cross-sectoral climate change mainstreaming strategy Community-based climate-smart agroforestry 	<ul style="list-style-type: none"> 20,000 50,000

<p>communities</p> <ul style="list-style-type: none"> Hiring of consultants to develop position paper and NCC Action Plan Number of awareness raising campaigns 			<p>interventions</p>
<p>Improved Waste Management in Bo and Makeni cities and relevant lessons learned shared with other Local Councils</p> <p>Indicator</p> <ul style="list-style-type: none"> Number of training/worksh ops held with key stakeholders Number of awareness raising sessions conducted 	<ul style="list-style-type: none"> Develop community based waste management initiatives for income generation and improving living conditions Launch an improved waste management system and viable waste recycling initiatives 	<p>Develop community based waste management initiatives for income generation and improving living conditions</p> <ul style="list-style-type: none"> Development of waste management plan (WMP) and Institutional capacity building; dissemination of lessons-learned and best practices laying foundation for scale-up/replication. Integrated waste management plan developed in September. No institutional capacity building taken place. 	<ul style="list-style-type: none"> Sharing of lessons learned with other Local Councils n.a.
<p>Launch an improved waste management system and viable waste recycling initiatives</p> <ul style="list-style-type: none"> Number of awareness raising sessions conducted 	<ul style="list-style-type: none"> Increase levels of waste separation at source, community and/or landfill level and launch of viable waste recycling initiatives. 	<ul style="list-style-type: none"> Improved waste management system and viable recycling initiatives not launched yet. 	<ul style="list-style-type: none"> Implementation of recommendations from waste management plan 250,000