

SUPPORT FOR DEVELOPMENT OF INCLUSIVE MARKETS IN AGRICULTURE AND TRADE

MINUTES OF THE FIRST PROJECT TECHNICAL ADVISORY COMMITTEE (TAC) MEETING HELD ON 19-20th APRIL 2012, AT RAIN FOREST LODGE, MABIRA.

TAC Members present:

Name	Designation	Institution	Contact
Wilson Kwamya	Interim Chairman	UNDP	077274186
Albert Ouma	Chairman Designate	UIA	077616133
Daniel Joloba	Ag. Project Manager	Enterprise Uganda	0772390323
Geoffrey Nambafu	Member	PSDC representative	0774630000
Rachel Ajambo	Member	Kilimo Trust	0772675114

Other attendees.

Name	Institution	Contact
Fiona Lukwago	Kilimo Trust	075752660
Irene Ntanda	UNDP	078492870
Nicholas Burunde	UNDP	071267751

AGENDA

1.	Prayer	Rachel Ajambo
2.	Remarks from UNDP	Wilson Kwamya
3.	Remarks from Enterprise Uganda	Daniel Joloba
4.	Review of TAC ToRs	ALL
5.	Selection of office bearers	ALL
6.	Summary presentation of the project document	Daniel Joloba

7.	Review of the sector profiling report	ALL	
8.	Review of the BCtA Mapping study	ALL	
9.	Review of the access to financial services report	ALL	
10.	Way forward	ALL	

Day One Start time: 9: 30 am

Min.01/01/TAC/20/04/2012: Prayer and Welcome remarks

The opening prayer was led by Rachel Ajambo.

Min.02/01/TAC/20/04/2012: Remarks from UNDP

- a. Mr. Kwamya noted that UNDP and the Government of Uganda identified the enormous challenges faced by the poor to actively and beneficially engage in meaningful economic activities. The Support for the Development of Inclusive Markets in Agriculture Project was formulated to increase the participation of the bottom of the pyramid population and small holder farmers to improve their economic wellbeing and livelihoods taking a value chain approach.
- b. He also noted that the key instruments of the project including the Project Management Team and the Project Board are in place.
- c. He therefore reinforced the need for technical guidance through the TAC, to provide guidance to the Implementing Partner and the project team. Its work will be to look and assess the substantive work done by the project and offer technical guidance at the strategic level.
- d. He noted that the project should be taking a value chain approach. There is need to define target areas as well.

Min.03/01/TAC/20/04/2012: Remarks from Enterprise Uganda

- a. Mr. Joloba emphasized the need for the technical committee in providing technical guidance but with a focus on the four project objectives. He emphasized that the TAC has a mandate of technical quality control and advise on any noted adverse variances, to ensure timely and effective attainment of the project objectives and outcomes.

[Handwritten signature]

Min.04/01/TAC/20/04/2012: Review of TAC ToRs

- a. The meeting deliberated on the draft terms of reference for the TAC. They will be finalized in the next meeting.

Min.05/01/TAC/20/04/2012: Selection of office bearers

- a. The meeting, by consensus, selected Mr. Albert Ouma as the Chairman of TAC and Mr. Daniel Joloba in his capacity as the Ag. Project Manager, to be the secretary of TAC.

Min.06/01/TAC/20/04/2012: Presentation of the project document

- a. The project document was read out to the members, focusing on the objectives of the project, the project outputs, the implementation team and the intended outcomes.

Min.07/01/TAC/20/04/2012: Review of the Sector profiling report.

- a. There is need to give a background that links the report to the project objectives
- b. There is need to indicate the actual demand by each identified market leader for each of the crops recommended.
- c. There is need to indicate current sourcing mechanisms for the market leaders identified and how they can be integrated or reinforced by the project.
- d. There is need to anchor the profiling to the DSIP and the project should be anchored in specific focus areas.
- e. The report should be scaled down to not more than 30 pages
- f. Kilimo Trust to deliver final report to the Implementing partner by 27th April 2012

Min.08/01/TAC/20/04/2012: Review of the BCtA Mapping study report

- a. It was hard to distinguish between what was mapped and the normal business linkage as stated in output 1 of the project. They seemed to be similar, and there is need for a distinct separation of the two
- b. The focus of the mapping should as much as possible, be focused on the identified sectors in output 1.
- c. The concept notes need to indicate specific things to do and reasons thereon. They should also be clear on the role of the project and the partnerships embedded therein.
- d. The conclusions were not strong enough. They were deemed to be general and difficult to pick on by the implementing team.
- e. There is need to indicate the players, their potential demand, and the innovative product that can be taken on by the project team
- f. The focus of the mapping should be in Uganda. The information on neighboring countries may not be appropriate in this mapping study

Two handwritten signatures are present at the bottom of the page. The signature on the left is written in dark ink and appears to be 'Albert Ouma'. The signature on the right is also in dark ink and appears to be 'Daniel Joloba'.


- g. The focus should be on agriculture-based innovative business models
- h. There is need to highlight the tangible innovativeness of the business models being mapped beyond normal business linkages of buying and selling
- i. The criteria for the categorizing the BCtA needs to be documented in the report
- j. The communications, emails, minutes with identified corporate private sector need to be filed for reference
- k. There is need to be deliberate on what the companies being recommended are doing or will be doing.
- l. The report should be concise (not more than 30 pages)

Min.09/01/TAC/20/04/2012: Review of the Access to financial services report

- a. There is need for a clear linkage on the needs (finance, technology, market information) of the commodities selected.
- b. The references are too broad. They need to be localized to the sectors identified
- c. There is need to provide clear lessons where they are being tried and tested especially by small holder farmer groups
- d. The case studies should appear in the recommendations
- e. There is need to indicate the partners that can be engaged to package or orient the services to the target beneficiaries
- f. There is need to specify the minimum level requirements needed of the target beneficiaries in order to access the productive assets.
- g. There is need to profile what the financial service providers require across the different service providers' bands (SACCOs, MFIs, Banks, Grant organizations)

Min.10/01/TAC/20/04/2012: Way forward

- a. In order to expedite the approval of work plans and budgets, the Responsible Parties will be reporting by the 25th of every last month of the quarter and the Implementing Partner will be reporting by the 27th of every last month of the quarter. UNDP would then finalize their comments by the 30th of every last month of the quarter and the final progress report and work plans/budgets would be with UNDP by the 3rd day of the first month of the new quarter.
- b. Kilimo Trust will send in the above revised documents to the Implementing Partner by the 27th of April 2012 and the Implementing Partner will send them to the TAC members for advance reading by the 30th of April 2012.
- c. Substantive review of the Constraints to access to productive assets reports will be done after the completion and selection of sectors to be addressed by the project





- d. UIA will invite a technical member of TAC to the Presidential Investors round table meetings (PIRT) under the local content technical working group. This will be subject to approval of local content as a subject of discussion. It was agreed that Mr. Kwanja will represent TAC and the project on this initiative.
- e. The next TAC meeting will be on 2nd – 4th May 2012, at a venue to be decided.
- f. The main agenda for the next meeting will be to discuss the revised BCtA and 1 sector profiling reports and take a decision on the value chains to be adopted in both output 1 and 3.
- g. The meeting was adjourned on 20th April 2012.

End Time: 4.20 pm

These minutes are hereby signed by the following members


Chairman

Albert Ouma


.....
24/5/2012

Secretary

Daniel Joloba


.....