



FINAL VERSION

Project Steering Committee First Meeting Report

Climate Change and Protected Areas in West Africa

Banjul, The Gambia, 29th March 2011

Introduction

This is a report of the first Project Steering Committee for the Climate Change and Protected Areas in West Africa project. The meeting took place in Banjul, The Gambia, the day before the start of the project inception meeting which took place from 30th March to 1st April 2011. The list of participants and the PSC meeting agenda are presented in Appendices 1 and 3, respectively. The key decisions taken during the meeting are underlined in the main body of the report, and then listed in the final section (Summary of Main Decisions).

The project

Climate Change and Protected Areas in West Africa (CCPAWA) is a full-size Global Environment Facility (GEF) project focusing on the issues of climate change and protected areas. The Implementing Agency is UNEP and the Executing Agency is the UNEP World Conservation Monitoring Centre (UNEP-WCMC), which has developed the project proposal and secured co-financing.

The project duration is 5 years, from 2010 to 2015. The geographic scope of the project covers 5 pilot countries in West Africa: Chad, Gambia, Mali, Sierra Leone, and Togo. An additional 3 countries will participate in activities relating to transboundary conservation (Burkina Faso, Côte d'Ivoire and Ghana).

The project represents a significant body of work to be undertaken across a wide geographic area. There are potentially huge benefits to the whole West Africa region from using the tools developed to increase the resilience of protected areas to climate change. The project will also allow for additional transboundary conservation initiatives.

Objectives of the PSC meeting

- Agree on the role of the PSC and designate a permanent chair.
- Reach a common understanding about the goal of the project.
- Define the best strategy to implement the project, including the role of each partner.

Meeting Summary

OPENING STATEMENTS

M. Charles Besançon, Head of Protected Areas Programme from UNEP-WCMC and GEF Project Director, and M. Momodou Sarr, Gambia representative and host, welcomed all participants to the first PSC meeting.

PROJECT OVERVIEW

A PowerPoint presentation was given by the GEF Project Manager to give a brief overview of the project, its aims, the activities involved, and its organisational structure.

The difference of this project from other GEF project was stressed. An important characteristic of this project is that it does not involve the implementation of concrete activities in the field at the national level, but rather focuses on the regional and global level, and on the development of tools.

The importance of training was emphasized by several country representatives. Capacity building does constitute an important part of the project. The possibility of integrating a new training module to the ones already developed by the Convention on Biological Diversity Secretariat Protected Areas Programme was mentioned.

The issue of why the different countries did not see the final version of the project document before its submission to UNEP GEF was raised. Countries should have indeed been consulted by the executing agency before the project document submission. However, all documents have been made available on the GEF website a long time ago.

ROLE OF THE PROJECT STEERING COMMITTEE

The different roles of the PSC were discussed, that is to say a) providing overall strategic direction to the project, b) decision making for all major changes to the project, c) co-financing, including suggesting other related projects which could complement the project activities, and d) communication within each country. In addition, the PSC is also in charge of monitoring the timeline of the project.

Project Steering Committee First Meeting Report.

It was agreed that an important requirement from all PSC members is that they should be permanent and able to attend all meetings in order to ensure continuity in the project. Whether National Liaison Officers (NLO), as suggested in the project document, or the GEF Operational Focal Points (OFPs), but they should be fully committed to the project.

It was unanimously decided that GEF Operational Focal Points will all be permanent members of the PSC, unless government lead agencies decide to nominate another person.

STRUCTURE OF THE TECHNICAL ADVISORY GROUP

The chair for the Technical Advisory Group (TAG) was discussed. A number of competing proposals were tabled including naming certain individuals and having more than one chair. It was unanimously decided that it is better to have only a single TAG chair, Dr. Neil Burgess.

The structure of the Technical Advisory Group was examined in detail and it was noted that of the nominated technical partners: Birdlife International, IUCN Species Programme, Durham University, the Hadley Centre, DICE (University of Kent), and FFI (Fauna and Flora International), a) no agricultural or developmental organisations are present and b) all technical partners are from the UK, no West African expert is involved.

In order to best accommodate additional technical partners it was decided that the TAG should be restructured by THEME rather than by international expert, leaving a space in each theme for additional national partners. It was also noted that IUCN PAPACO should also appear in the TAG structure.

A new draft example of the structure of a theme for the TAG was presented later in the meeting (Appendix 4). With regard to climate, Aghrymet exists at the regional level. At the national level, the following institutions/experts were identified: Forestry Division in Sierra Leone (Director M. Sheku Mansaray); Direction des Forêts et de la Chasse in Togo (Directeur M. Kokou Tengue); Department of Parks and Wildlife Management in The Gambia (Assistant Director: M. Alagie Manjang); and Direction des Eaux et Forêts (Directeur: M. Alassane Boncana Maiga) for protected areas, and Agence de l'Environnement et du Développement Durable (Directeur: M. Mamadou Gakou) for climate change in Mali.

IMPLEMENTATION OF THE PROJECT (AND ROLE OF NLOS)

It was highlighted again that the project has a different structure from other GEF projects, with a strong scientific and technical focus. It was also noted that a detailed work plan is still needed for year 1 of the project, and all contracts need to be agreed upon with the different partners; this is due to the fact that the project manager only started two months ago.

The budget directly attributed to countries was discussed. Notably, the project includes some funds for National Liaison Officers (NLO) for each country and a budget for their

travel, and computers and printers. In addition, National Consultants will be hired to carry out specialised activities at the national level. These consultants will be procured by IUCN PAPACO and managed with the assistance of NLOs. NLOs will be responsible for organising regional meetings, with the assistance of IUCN PAPACO. The channelling of funds to country partners will be done through IUCN PAPACO either quarterly or yearly depending on the agreement.

The question of whether NLOs should be part of the PSC was also raised. It was agreed that PSC members should be more senior than NLOs, and again that GEF OFPs would be more suitable as PSC members.

SELECTION OF A CHAIR FOR THE PSC

Some essential criteria for choosing a PSC chair highlighted by the Project Leader were: good 'chairing' skills, having a thorough understanding of the project, being neutral (and hence external to the PSC), having a good knowledge of the West African region, and having enough time to dedicate to understanding the issues and providing guidance.

The group unanimously agreed that the chair should be one of the PSC members, and that the PSC would adopt a rotating chair which would change according to the country where the next regional meeting is organised. M. Kolleh Bangura, Sierra Leone representative, offered to have the next regional meeting in Sierra Leone and as a consequence he will now be the PSC acting chair until and during the next regional meeting.

CONCLUDING REMARKS

M. Charles Besançon and M. Momodou Sarr brought the meeting to a close by outlining the significant progress made and thanking all participants.

Summary of Main Decisions

- ✓ A single person, Neil Burgess, will chair the Technical Advisory Group (TAG).
- ✓ The TAG structure will be modified and organised by theme, within which national (and regional) experts will be added alongside the international partners.
- ✓ GEF Operational Focal Points will be permanent members of the PSC, unless lead government agencies decide to nominate another person.
- ✓ The PSC will adopt a rotating chair which will change according to the country where the regional meeting is organised.
- ✓ The next regional meeting will be organised in Sierra Leone. As a consequence, M. Kolleh Bangura is now the PSC Acting Chair until and during the next meeting.

APPENDICES

Appendix 1. List of participants to the first Project Steering Committee meeting.

Name	Institution and Role	Email address and phone number
Esther Mwangi (EM)	UNEP DEPI GEF Task Manager	esther.mwangi@unep.org Tel: (+254) 207 623 717
Momodou Sarr (MS)	Gambia representative* Executive Director, National Environment Agency	pamomodou@hotmail.com Tel: (+220) 439 9424 or(+220) 996 0732
Alamir Sinna Touré (AT)	Mali representative* Ingénieur des Eaux et Forêts, Agence de l'Environnement et du Développement Durable	astoure@hotmail.com Tel: (+223) 66 83 62 17
Kolleh Bangura (KB)	Sierra Leone representative* Director of Environment Protection Agency	kabang10@yahoo.com Tel: (+232) 76268409
Pyoabalo Alaba (PA)	Togo representative Environnementaliste Spécialisé en Aménagement Forestier	pyoalaba@yahoo.fr Tel: (+228) 900 22 42
Charles Besançon (CB)	UNEP-WCMC GEF Project Director Head of Protected Areas Programme	charles.besancon@unep-wcmc.org Tel: (+44) 1223 814 632
Elise Belle (EB)	UNEP-WCMC GEF Project Manager Programme Officer	elise.belle@unep-wcmc.org Tel: (+44) 1223 814 635
Bora Masumbuko (BM)	IUCN PAPACO Programme Officer	bora.masumbuko@iucn.org Tel: (+226) 50 36 49 79 or (+226) 50 36 48 95
Neil Burgess (NB)	TAG chair GEF Project Lead Consultant Scientist	neil.burgess@wwfus.org Tel: (+44) 1223 762 979

* GEF Operational Focal Points

Absent: Gaourang Mamadi N'Garkelo (Chad representative*)

Appendix 2. Group Photo. From left to right: Bora Masumbuko, Alamir Sinna Touré, Esther Mwangi, Kolleh Bangura, Pyoabalo Alaba, Neil Burgess, Elise Belle, Momodou Sarr, and Charles Besançon.

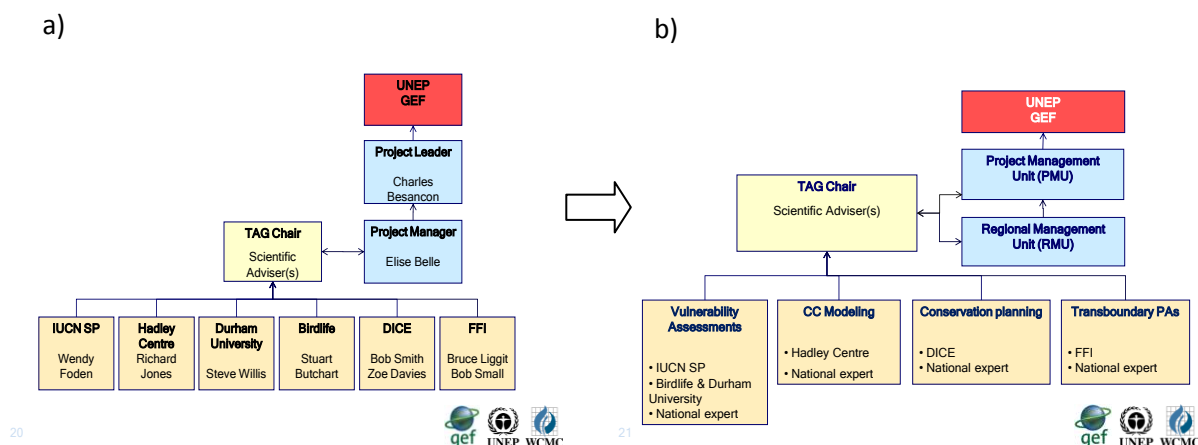


Appendix 3. First Project Steering Committee Meeting Agenda.

- Welcome to the meeting (Charles Besançon, UNEP-WCMC).
- Introductions (Everyone)
- Project overview (Elise Belle, UNEP-WCMC).
- PSC function and chair (Esther Mwangi, UNEP DEPI GEF)
- TAG (Elise Belle and Neil Burgess)
- Role of the different partners (international, regional and national) in the project (Neil Burgess)
- Practical implementation of the project and possible revision of the timeline.
 - Channelling of funds to country partners (Charles Besançon)
 - Identification of Project Liaison Officers to represent the countries at PSC meetings (Esther Mwangi)
- Potential challenges (e.g. geographic scale of the project, in country capacity, data availability). Brainstorm (Everyone)
- Selection of PSC chair (Everyone)
- Group Photo

Appendix 4. Organisational structure of the Technical Advisory Group (TAG).

1) Outline of TAG structure



TAG structure a) as initially drawn, and b) of the new proposed structure.

2) Example structure of a theme (Climate change)

Climate change theme structure

THEME: CLIMATE CHANGE MODELS	Lead partner: nations	Lead partner : IUCN	Lead partner : Hadley Center
WHERE	NATIONAL	REGIONAL	INTERNATIONAL
WHO INVOLVED	National Experts, National climate agencies, National Climate Change committee members, Hadley Centre	IUCN PAPACO, any regional Climate Change modeling agency, Hadley Centre	Hadley Centre, UNEP-WCMC
TASKS	Workshops, Data collation, Model verification, Report writing, Policy brief production	Regional training workshops, Regional meetings to develop models Input to reports and final outputs	Regional training / model development workshops, Downscaling global models to regional scale Reports and papers and materials for web site

Example outputs

Output 1) Regionally accepted climate change models and future scenarios

Output 2) Document, Maps, GIS files (available in portal and on web site)

Output 3) Trained staff and shared learning from national to global levels and back again

Output 4) Policy briefs, advice to governments, etc...

Budgeting

Budget allocations to different partners at national, regional and international levels are used to deliver a single product.

Terms of Reference / Contracts

These will need to link together so that the contribution of each partner to delivering the overall product is clear.