

## **MINUTES OF THE KENYA CLIMATE CHANGE WORKING GROUP (KCCWG) ANNUAL GENERAL MEETING HELD ON 23<sup>RD</sup> JANUARY 2015 AT 680 HOTEL, NAIROBI.**

### **Members Present**

List of members is annexed. A total of 71 members participated.

### **Absent with apologies**

1. Agnes Kithikii-CAFOD
2. Obed Koringo- KCCWG Programme Officer
3. Benjamin Kiuru- ACT

### **AGENDA**

1. Confirmation of previous AGM minutes and matters arising
2. Chairman's remarks
3. Audit Reports and appointment of 2014/2015 Auditor
4. Brief from the secretariat
5. Remarks from the partners
6. Launch of the strategic plan
7. Questions and answers
8. Vote of thanks
9. AOB
10. Adjournment

### **Preliminaries**

The meeting started at 9.30 am with a word of prayer from Cecilia Kibe, which was followed by a round of introduction by the participants, a session that was facilitated by Dr. Geoffrey Manyara, Secretary of the National Steering Committee and convener to the Tourism Thematic Group.

### **MIN 1/KCCWG/2015: Confirmation of previous AGM minutes and matters arising**

The minutes of the previous AGM held on August 28, 2013 were read by Dr. Geoffrey Manyara, secretary of the National Steering Committee. He confirmed that the previous minutes were sent to members earlier on and due to limited time he did a summary of the fifteen page document on the key areas such as the chairman's remarks, thematic groups presentations and recommendations. He also expressed the desire to hear the achievements so far during the 2014 AGM meeting through the chairman's remarks. A recommendation was made by Cecilia Kibe that

each minute to be looked on to for members to raise issues that needed to be addressed. Dr. Manyara gave the members opportunity to react to the minutes. Conservation pastoralism thematic was recommended to be split due to the large number of its members during this meeting and it was confirmed that this recommendation be implemented.

The Road to COP thematic group convener, Susy Wandera made a clarification on minute four of the previous minutes on youth NGOS, whereby she said that the COP booklet was developed by the Kenyan youths and the UNFCCC had since posted it on their website.

A suggestion was given on minute number nine of the previous minutes on gender by Juliet Makoka member of energy thematic group, suggesting gender to be a standalone issue, hence needed to be split from the current thematic group. Gender and conflict over Natural Resources thematic group convener, Cecilia Kibe responded that merging of gender and conflict over natural resources was relevant; however, she requested that the issue be discussed separately by a group of three people who would give results during the next meeting. This was agreed and passed. The minutes were therefore proposed and seconded by Albert Kariuki and Mrs. Beckman.

#### **Minute 2/KCCWG/2015: Chairman's remarks**

The chairman welcomed members to the 2014 AGM and thanked them for attending the meeting from different counties, a step which manifested representation and also real effects of climate change. He highlighted on issues of climate change as still challenging and the most serious being dry spell, seasonal draught and floods, have increased in frequency, intensity and magnitude over the last two decades. He also gave scenarios in Makueni area where elephants had killed three children as a result of human to wildlife conflict hence proving that climate change is real and we had a role to play in addressing this.

He mentioned some of the KCCWG achievements, like participation on advocacy and education on climate change, development of the 2014-2018 strategic plan, also participation on formulation of climate change Bill and policy which was awaiting the third reading and debate in parliament. The chairman also acknowledged CAFOD, TROCAIRE and HBF for supporting KCCWG on various programs and projects in the country through counties. He said the multi stakeholder committee was constituted and gazette in which KCCWG members were involved (John kioli and Susy Wandera).

According to the Chairman, KCCWG's idea for 2015 is to devolve the services to counties (Kitui, Murang'a and Baringo) are leading in this context as a priority, he also mentioned the KCCWG strategic plan comprising strategies to devolve the national office to the county levels to enhance the policy mainstreaming both in national and county levels.

The chairman thanked all members and the National Steering Committee for their efforts and good work. And at the same time he informed members of the ending term for the National Steering Committee and urged the members to identify the next office bearers in their respective thematic groups before the next AGM. He also thanked the members for the support they had accorded him both in good times and bad times, and finally concluded by expressing his gratitude and great hopes to move KCCWG to higher heights of achievements. Speech attached.

The moderator thanked the chairman for his remarks and at the same time invited the vice chairman Mr. Frank Msafiri.

The Vice chairman urged members to take the lead in making sure they represent the counties, base their issues on various protocols and carry the documents they had to push issues of climate change, he continued by saying KCCWG has had a good name with the government and this gave KCCWG an upper hand to venture into opportunities and partnership which will enable them accomplish their strategy. He also reported that Cecilia Kibe will be calling for a meeting of CSOs to discuss the outcomes of Lima, Peru COP 20 and also said they were planning to come up with county platforms to discuss issues on climate change. He also said that they had been toiling to get funds from partners and the government; he encouraged members to support in climate change initiatives as well.

The floor was then opened for reactions and a question read by Cecilia Kibe sent by a member, asking whether the chairman had said the National Steering Committee to relinquish their positions for the new office bearers. The answers and suggestions were as follows;

- The Committee to be given more time to push for the ongoing programs especially the climate change bill.
- The KCCWG constitution to be amended to allow extension of terms
- The chairman talked about the National Steering Committee term is coming to an end this year 2015 and therefore members to prepare for elections for new National Steering Committee.
- KCCWG to formulate a transition method of leadership
- In KCCWG leadership, youths and people with disabilities to be incorporated.
- The constitution should be observed as it is.

Other proposals were:

- A member suggested more facilitation of KCCWG members to attend the COPs in future.
- A document of reference is imperative and lacked during the Road to COP and therefore the need to prepare one for presentation.
- The need to mentor potential members who can take over the leadership in future for this will empower the members to propel the mission of the KCCWG.

The vice chairman also admitted that the leadership had taken time to learn and negotiate all matters about KCCWG and partnerships: therefore it was important to prepare potential members from different thematic groups.

As a resolution 64 Members voted for the amendment of the constitution to allow the current office bearers one more two years term and it was passed.

### **Minute 3/KCCWG/2015: Audit Reports and appointment of 2014/2015 Auditor**

The Auditor was presented to the members by Cecilia Kibe. He introduced himself as Mr. Richard Ochula from Richards and Associates certified public Accountants (k).

The Audit report was given to the members for their own consumption and reference. The auditor took the members through the report especially on page 5, 6 and 9 explaining the content into details. It was noted that there are some donor funds amounting to 5,491,006 not utilized. The opinion by the auditor was that the accompanying financial statement gave a true and fair view of the state of the entity as at 31<sup>st</sup>/12/2013 and in accordance to the international financial reporting standards for small and medium sized institution and the Kenyan NGOs coordination Act.

The treasurer Ms Cecilia Kibe clarified more on the expenditure of funds which included meetings in Nairobi, Mombasa, Great Rift Valley and other areas, training of members, staff salaries where the members increased from 3 to 6 staffs as well as working with some members of parliament and this involved maintaining their status quo. On the appointment of the auditor 2014/2015 Members voted in majority to appoint once again Richard Associates to do the auditing exercise, it was synonymously agreed and the report was adopted by the members.

### **Minute 4/KCCWG/2015: Brief from the secretariat**

The brief report was presented by Annet Njoki the Accountant KCCWG where she mentioned the current projects KCCWG was working on, they included:

- Climate Change Advocacy in Kenya funded by CAFOD
- Strengthening Coherence and Coordination of Climate Change Governance at County Levels- By HBF

She also mentioned target of opportunities funded by ACT had come to an end

The secretariat took the members through the project areas; kajiado, Kitui, Isiolo, marsabit and Nairobi, she highlighted on main activities performed by KCCWG. Partners involved are Trocaire, CAFOD, and HBF who have also supported the climate change bill process. The secretariat echoed the words of the chairman that the climate change bill was awaiting the 3<sup>rd</sup> reading and KCCWG was working to ensure they push for the bill.

The Secretariat also informed members that the strategic plan was in place and also KCCWG had a new office at Danny's Court, Mombasa road and they had a dedicated secretariat of six members of staff. Finally she appreciated the support and guidance given to them by National Steering Committee while executing their mandates as KCCWG.

#### **Minute 5/KCCWG/2015: Remarks from the partners**

Apologies were given from TROCAIRE, ACT, and CAFOD. Members received remarks from Tabitha second name?? a representative from HBF and on behalf of the development partner she expressed her gratitude and pride for working with KCCWG on climate change issues.

#### **Minute 6/KCCWG/2015: Launch of the strategic plan 2014-2018**

The strategic plan presentation was done by Nyambura Macharia KCCWG Intern who took the members through the document, majorly putting emphasis on chapter five, six and seven which focused on SWOT analysis, the strategy used by KCCWG in executing its mandate and the implementation of their plan and activities. Later on National Steering Committee members distributed the KCCWG 2014-2018 strategic plan to their respective members. The official Launch of the strategic plan was conducted by Mrs. Beckman Founder of AAR and a member of health thematic group who urged the members to own it and share it.

#### **Minute 7/KCCWG/2015: Q&A Session**

During this session the National Steering Committee took their seats upfront on the high table ready to respond to members' questions.

The following advices, suggestions and questions were raised

- An advice was given by a member Jacob Olonde (Council of governor's representative) that KCCWG to take an approach and go through the council of governors to help evaluate the mission and at the same KCCWG to adopt another title of interns for example, project assistants etc. He also asked whether climate change awareness was represented well in other counties.
- Road to COP thematic group member, Julius advised on constitution amendments in view of the office not the offices

- Road to COP thematic group member, Michael asked what was the position of CSOs in Kenya. He also said that youths were planning to go to Paris and he was seeking to know how the youths could know the process to go about it.

The panel responded as follows:

Chairman, John Kioli reported that meetings are carried out in four levels: members of parliament, senators, governors and MCAS a good example Dr. Chumo. He noted that Jacob's sentiments had been noted for consideration.

Vice-Chairman Mr. Frank Msafiri talked about the COP 20 outcome and urged the members to get acquainted with it as ambassadors and the people to advocate and educate the communities at the counties.

Road to COP convener, Susy Wandera made it clear that the negotiation at COP is determined by the number of negotiators and individuals since a country cannot convince or make decisions.

The vice chairman Frank Msafiri replied that the Lima conference of parties (COP20) was successful and negotiations were positive and the results. He said expectation of a new agreement will be shared this year in Paris; he added that this year will be huge for Millennium Development Goals as they were changing to Sustainable Development Goals. Msafiri pointed out that more information on COP 20 will be accessed on KCCWG website and urged the KCCWG secretariat to upload the booklet.

The National Steering Committee treasurer, Cecilia Kibe agreed with the question raised on change of titles from interns to other titles as suggested earlier by Jacob Olonde. She expressed her fears that when it came to explaining to the donors it would be difficult since they will appear to be employed staff hence accountability needed in terms of logistics, but in case of any functions KCCWG goes as a management team. On the question about the constitution she responded by saying that it was earlier discussed and 64 members had passed it, she alluded that KCCWG still remains committed to the current constitution.

The moderator, Dr. Manyara thanked all the participants for the questions, suggestions and all the responses from the NSC members. He reported a TROCAIRE representative had joined the meeting and asked him to say a few words. Mr. Michael Thiauri apologized for arriving late and also noted that he was happy working with KCCWG. Dr. Manyara then took over and invited the vice chairman to give a vote of thanks.

#### **Min 8/KCCWG/2015: Vote of thanks**

The agenda was moved by Vice Chairman KCCWG, Mr Frank Msafiri who thanked the partners for their continued support, he also thanked all the members of parliament, Governors, senators,

MCA's for the cooperation. The vice chairman at the same time extended his gratitude to the Guest of honor Mrs. Beckman for coming and gracing the occasion. He congratulated all the members from other counties for their efforts and sacrifices and also thanked the secretariats for the preparations.

He finally gave directions on the logistic issues to be sorted out by KCCWG Accountant, Annette Njoki.

**Minute 9/KCCWG/2015: AOB**

The Vice Chairman KCCWG, Mr. Frank Msafiri emphasized that members should ensure they have given their proper email addresses so that they may be added to the KCCWG google list.

**Minute 10/KCCWG/2015: AJOURNMENT**

Having no any other business, the AGM ended with a word of prayer from health thematic group Convener, Aryn Khan at 1:03pm.

**Confirmation of minutes**

**Convener:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_