
Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting, Abidjan, Cote d'Ivoire, 12-13 May 2015

Agenda

1. Adoption of the Agenda (Doc 1)
2. Review of Action Points from CDSC5 and joint secretariat working group (JSWG) meetings (Docs 3,4 & 5)
3. ClimDev-Africa Annual Report (Doc 2 & 13)
4. ClimDev-Africa 2015 Work plan (Docs 6 & 7)
5. ClimDev-Africa – Integrated Research (Docs 6 & 7)
6. ClimDev-Africa 2015 Major Events (Doc 12)
7. Africa Pavilion at COP21
8. ClimDev-Africa Phase II (2016-2020 Business Plan)
9. ClimDev-Africa Resource Mobilization Strategy (Docs 9)
10. CDSF Project Proposals (Docs 10 & 14)

1. Background

CDSC6 was held at the African Development Bank from 12 to 13 May 2015, and was chaired by the African Union Commission (AUC). Action points, recommendations, the list of participants and the document list are available in Annexes 1, 2, 3 and 4 respectively.

Day one

2. Opening of the meeting

On behalf of the AUC, Ms. Olushola Olayide welcomed participants to the meeting. As chair of the meeting, she noted that the key deliberations will be: review the progress report, work plan and the 2016-2020 draft business plan. She emphasized that, as agreed during the last steering committee meeting, the contents of the report and work plan are categorized into the 3 ClimDev-Africa result areas.

In her opening remarks on behalf of the AfDB, Ms. Sunita Pitamber, director of the Human Development department conveyed apologies from Mr. Aly Abou-Sabaa, Vice President of AfDB and welcomed participants to the AfDB and the city of Abidjan. She observed that ClimDev-Africa has been in the making for long time and AfDB is happy with the strides it is making, lauding the ClimDev-Africa partnership arrangement and citing August 2014 as the operational effectiveness milestone for the CDSF. Ms. Pitamber noted that ClimDev-Africa will deliver on its mandate in confronting the scarcity of climate data and services in Africa.

Ms. Pitamber further noted that Africa is the region with least climate data and data management systems. She made reference to the role ACPC has played through its analytical work and called for CDSF to build on synergies with ACPC to create a climate knowledge base and building capacity in climate science. She also cited the need for policy options to cushion vulnerable

Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

economic sectors. She requested ClimDev-Africa to support empirical studies and pertinent academic programmes.

Ms. Pitamber added that this year is a culmination of development initiatives that have critical implications for Africa i.e. the 3rd UN Conference on Disaster Risk Reduction, the July 2015 summit on Financing for Development (FfD), the September 2015 event on Sustainable Development Goals (SDGs) and the December 2015 COP21 event in Paris. She emphasized that ClimDev-Africa must capitalize on intellectual progress from these events to push forward Africa's progress.

On behalf of UNECA Ms. Fatima Denton conveyed apologies from Dr. Abdalla Hamdok, Deputy Executive Secretary of UNECA. Ms. Denton hailed the full operation of ClimDev-Africa, which is a culmination of the energies invested by the 3 institutions in the partnership.

She singled out the 19 CDSF bankable projects shortlisted by CDSF and the fact that funds are available to support them, as testimony that Africa is ready to reverse negative impacts of climate change. The narrative is changing, from a vulnerable continent to one that is capitalizing on emerging opportunities, she added.

Ms. Denton put into perspective the ClimDev-Africa approach of linking climate change and development and recognized that climate change influences the achievement of development aspirations and goes beyond the scope of the environment ministries to include other economic development sectors.

She reinforced the point that the appointment of the CDSF coordinator by the AfDB, has given ClimDev-Africa momentum and the impetus to ensure that CDSF gains traction and the AfDB begins to implement the set of projects already in the pipeline. ClimDev-Africa has further benefited from recruitment at the ACPC, with more people coming on board following a rigorous and lengthy hiring process.

Ms. Denton stated that through its 2014 events and related engagement and outreach (CCDA-IV, UN Climate Summit and 3rd SIDS conference), ClimDev-Africa raised its profile and tested the relevance of the programme. The feedback is that there is increasing confidence that the program is gathering the pace necessary to champion Africa's climate change and development vision, and is the programme of first choice for African leaders.

Lastly, Ms. Olushola Olayide, on behalf of AUC and H.E. Mrs Rhoda Tumusiime, extended a warm welcome to participants and commended the ACPC for facilitating collaboration in preparation of the CDSC meeting. She further commended the excellent working relationship amongst three partners and thanked the development partners for their continued support.

Ms. Olushola Olayide observed that there is need to contribute to this year's AU theme by formulating activities which involve women and youth, and strengthening working relationships towards Paris and further ClimDev-Africa implementation.

Agenda item 1: adoption of the agenda

Due to the fact that a number of development partners were participating via video conference, the agenda was adjusted. The EU, Norway and Sweden participants indicated that it would not be possible for them to contribute substantively as they received the meeting documents late. They requested to have a follow-up steering committee meeting in Addis Ababa, to give them time to review the shared documents.

The secretariat noted that changes in CDSC6 dates caused uncertainties and assured the participants that ACPC, with contributions from the other partners, had worked quite hard to produce the documents, and regretted the late arrival of documents, which was inter alia due to a number of internet outages experienced at Commission wide level.

Participants thus agreed to proceed with presentations in line with the agenda, with the understanding that formal approval of documents would follow in a subsequent meeting. Email clarifications would also be made in advance of the additional CDSC meeting.

With the foregoing clarifications, the Agenda was adopted.

Agenda item 2: review of action points from the 5th steering committee meeting and joint working group meetings

No.	Action point	Responsible institution	Deadline	Review
1	Partnership strategy for ClimDev-Africa	Secretariat	August 2014	Partnership strategy for ClimDev-Africa is ongoing.
2	Resource mobilization strategy for ClimDev-Africa	AfDB	July 2014	Formulation of the resource mobilization strategy is underway, through the AfDB. I concept note to this end is among the CDSC6 documentation.
3	Create a tabular format based on M&E to report against with the three result areas and map the activities for each institutions. In so doing clarify the division of labour in the result areas)	Secretariat	June 2014	It is important to adhere to the result area reporting, using indicators. This is reflected in the ClimDev-Africa update and activity forecast document.
4	Tabular format for presenting the work plan	Secretariat and the three institutions	June 2014	The narrative and detailed documents for the ClimDev-Africa Work Plan and Budget for 2015 is laid out to

Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

No.	Action point	Responsible institution	Deadline	Review
				match result areas and the M&E indicators.
5	Revise the budget and ensure that all documents reflect the same amounts	Secretariat and the three institutions	June 2014	This was completed last year.
6	Establish partnership with UNEP. Use areas where UNEP has an advantage, share policy research and collaborate on Africa's participation in the UN Climate Summit. Indicate the result area activities in which the collaboration with UNEP corresponds.	Secretariat	August 2014	The request from CDSC members to establish partnership with UNEP was acted upon. Specifically via on economic studies on cost of climate change and study looking at greening Africa's industrialization (flagship report of ECA).
7	Organize an Africa Pavilion at COP21	Secretariat and the three institutions	2015	Discussions with the French government have been undertaken, in principal the idea has been accepted. ClimDev-Africa has formed committees to facilitate organization.
8	Share the concept note on the UN Climate Summit with CDSC	Secretariat	May 2014	Done.
9	Revise Work plan 2014 and share with the CDSC	Secretariat	June 2014	Done.
10	Institutions working with the AGN, including UNEP, ClimDev-Africa and others, should meet to establish a coordination plan to streamline their support; a roadmap exists from the Harare workshop.	Secretariat and the three institutions	May 2014	The first meeting was held at the AUC, but partners need to have further meetings to establish a coordination plan to streamline support. The main problem is that different institutions are providing support to the AGN and coordination is difficult.

Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

No.	Action point	Responsible institution	Deadline	Review
11	AfDB should modify the pipeline projects report to clarify process and the role of the JWG	AfDB	June 2014	This is an ongoing exercise and was clarified further by CDSF in its presentation.
12	Each institution should identify full time M&E staff	The three institutions	July 2014	ACPC has received approval to recruit an M&E staff and will soon advertise it. At the CDSF, the recruitment of a full time M&E staff is projected in mid-2016 at which time a number of projects will be operational and in full bloom implementation.
13	CCDU to clarify which of its activities are part of ClimDev-Africa's logframe and which are not.	CCDU	August 2014	CCDU has committed to provide this input.

Feedback on action points

Development partners noted that a common reporting template is pending. They also recalled that a decision was made during CDSC5 to have one steering committee meeting per year (around April/May) and one donor meeting per year (in Oct/Nov). The donor meeting would provide opportunity to discuss documents before the steering committee meeting. The partners reiterated the importance of regular communication on activities, events, research and publications.

On AGN support, the ClimDev-Africa partners recognized the need to channel support jointly through ACPC as the secretariat. UNEP on the other hand is not the most appropriate structure since it's not part of ClimDev-Africa. The AUC and CCDU provide a mechanism to channel AGN recommendations to AUC summits. It is the prerogative of the AGN Chair to select institutions with whom to work. While the AGN may need a secretariat for administrative and institutional support, ACPC continues to provide support to the AGN but on structural issues, discussion needs to happen beyond the CDSC meeting.

On effective communication, ClimDev-Africa agreed on the need for more structured, regular and targeted communication with Fixing of CDSC meeting dates well in advance is also important, and will enable the Secretariat to secure broad participation of CDSC meetings and better continuity. .

ClimDev-Africa agreed to a common reporting template as the M&E framework now allows for coherent reporting.

Agenda item 4: ClimDev-Africa 2015 work plan

ClimDev-Africa has undertaken steps towards realizing an Africa Pavilion during COP21. The 4 institutions involved (AUC, UNECA, AfDB and NEPAD) have created sub-committees for the organization and a meeting with the French government is planned. It was however noted that financing for the pavilion is not yet secured, the AfDB has set aside an amount that is much lower than what it spent during COP17.

The Secretariat has lined up a number of initiatives to augment the AGN's preparedness towards COP21. It has convened experts, researchers and academics to generate knowledge products through a series of workshops that kicked off in January 2015 with a stocktaking of Africa's journey to UNFCCC to gauge its historical performance over the years, an activity that will result in a book and policy briefs. ACPC also gathered legal experts on the negotiation process for a capacity building workshop, to begin assessing the legal framework. A workshop is also on the drawing board for young African legal experts to build expertise in relation to climate change negotiations.

The ACPC further brought together experts to unpack issues related to the non-carbon benefits of REDD+. Lastly, two workshops have been undertaken to design a support mechanism for African countries on INDC formulation. The Center is at preparatory stage towards assisting 10 countries, firstly by developing an INDC methodology, including a template, and supporting the in-country stakeholder consultations process. The methodical outline will be shared with regional committee.

Agenda item 5: ClimDev-Africa – Integrated Research

Climate Research for Development (CR4D)

The Secretariat informed the members that CR4D is expected to fill the climate science gap which falls outside of the ClimDev-Africa governance structure. It was noted that the CR4D will have semi-autonomous governance within ClimDev-Africa. A note of caution was raised with this approach and further reflection advised. Development partners requested more information on the way the trust-fund mechanism to finance CR4D will be integrated into ClimDev-Africa's budget and activities and how the trust fund will be managed. A further clarification was requested on how resources are going to be managed in respect to other activities to avoid duplication of funds.

The Secretariat responded in part, that it is critical to create a space where ClimDev-Africa can sell the idea of climate information services for transformative and equitable development and CR4D provides the platform.

In the three pilot case studies ClimDev-Africa is involved in, hardware infrastructure will allow countries to have functional services but this is not enough, and must be augmented by the strengthening of regional climate centres. This should go in tandem with mainstreaming climate information into decision making, key development sectors and strengthening of institutional capacity, especially for key sectors i.e., agriculture, food security, urban ecosystems among others.

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Building Resilient Infrastructure – emerging Proposal in collaboration with PIDA

The participants welcomed infrastructure resilience work to improve efficiency of investments through designs that are informed by climate change considerations. Partners noted however that the cost of the undertaking is high and sought clarification on the link between the facility and PIDA and on the fact that this new activity could represent additional workload to the ClimDev-Africa programme implementation.

Day two

On the second day of the meeting, the AUC commissioner in charge of the Department of Rural Economy and Agriculture (DREA), H.E. Tumusiime Rhoda Peace, attended and chaired the steering committee meeting. She commended ClimDev-Africa for its extensive programme and the good work it continues to do, noting that the AU member states are positive and welcome ClimDev-Africa partnership in combating climate change effects.

The activities within ClimDev-Africa are becoming more intensified with more demand for climate services from member states, who are beginning to see how relevant climate information is to several sectors (water, agriculture etc.). This is a major development not seen before.

Agenda item 3 ClimDev-Africa annual report

The Secretariat made a presentation of the report, structured using the result areas. The highlights of the report are provided below.

Result area 1

- How information is packaged and disseminated leading to a pull factor.
- The point of entry for result area 1 activities hinges on a set of indicators, with matching baselines and progress markers. The objective of this ClimDev-Africa work stream is to reduce the scientific knowledge gap. Progress has been made in enhancing hydrometeorological services in Ethiopia, Rwanda and The Gambia, with deepening of their analytical capacity and information packaging and dissemination for use by climate sensitive developmental sectors.

Result area 2

- ClimDev-Africa supported the use of climate information for decision making.. The Programme takes cognizance that problems related to climate change are not just accessibility but how policies strengthen adaptation and mitigation strategies and responses.
- Climate information and services' close alignment with key development sectors is a focus of ClimDev-Africa. The Programme is employing a strategic approach that involves building a proof of concept through upgrading observation networks and structures in pilot countries, and through the process addressing both long and short term needs.

Result area 3

- This stream primarily focuses on the way in which information, knowledge and key messages are communicated and how the programme advocates for informed decision making by policy makers.
- influencing policy decisions is not an easy area to measure progress or attribution. The Programme has gained confidence in its convening ability and is continuing to support the

AGN. ClimDev-Africa is versed with the climate change and development big policy issues affecting Africa.

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Communications and programmatic work

The Secretariat underscored the role of strategic communication using contemporary communication tools and devising robust methods to engage audiences.

Due to concerted and sustained efforts on recruitment, a Communication Officer has been hired. This should bode well for building momentum for the Programme's communication initiatives. In addition, plans are underway to bring on more staff, both at ACPC and the CDSF. The foregoing has resulted in increased fund utilization rate.

Clustering of partnerships and aligning collaborations within result areas is an approach ClimDev-Africa is pursuing. This is elaborated further in the business plan.

Monitoring and Evaluation

The M&E framework provides a single mechanism for the partner institutions to report against, and will not only facilitate monitoring, but also provide a mechanism for evaluation. The evaluation entails broad overview of project efficiency including case studies and cost benefit analysis. The ClimDev-Africa log frame was rudimentary at the start but with consultations among ClimDev-Africa partners, it has come a long way starting from a theory of change perspective to a concrete logframe. The M&E framework will continue to be developed to go beyond tracking and monitoring and to clearly show returns on investment, strategic areas for funding, and concrete evidence on areas that demonstrate value for money, areas of accountability, and easier reporting in a uniformed manner.

The AfDB added to the Secretariat's presentation and indicated that the CDSF, which is a multi-donor trust fund, became operational on 1st August 2014 and will finance climate data and information services projects. The first category of projects was approved by the Fund, while the review of the second set of 5 projects is underway. The Fund is keen to enhance its M&E capacity as agreed with ClimDev-Africa partners.

The CDSF is supporting Ethiopia, Mali, Niger and Senegal through their hydrological departments. In Niger, support is to Niger Basin Authority while in Senegal, the project is implemented directly with the communities, with upstream regional climate centres providing access to climate weather information, which is then transfer to community centres. This will build capacity to manage disasters.

CDSF will also support African Regional Climate Centers (RCC) that to build capacity to downscale climate models and provide them at a resolution that enables decision making. This is part of ClimDev-Africa's disaster risk reduction (DRR) and management that is supported by the European Union under the EU-African Caribbean and the Pacific DRR initiative. Capacity within national entities will be built through training.

Last year in Marrakech, CDSF issued the first call for proposals and has shortlisted 13 out of 96 project proposals received. At the time of the call, a decision was made to cap funding for each proposal to 400,000 Euros.

Lastly, on human resources, the CDSF indicated that it has 4 open positions that it has advertised and is also developing the ClimDev-Africa resource mobilization strategy.

Participants observed that procurement planned by ClimDev-Africa for provision of climate observation equipment for three pilot countries (Rwanda, Ethiopia and The Gambia) has encountered challenges. Partners sought to know how ClimDev-Africa is reaching out to the private sector and engaging them in activities, as well as how regional climate centres support will be operationalized. ClimDev-Africa explained that procurement of Hydrological equipment for pilot countries is complete and that specifications for the Meteorological equipment have been redone. Further, already one private sector project has been funded and their involvement will grow organically.

The development partners commended the report presentation, which better reflected the progress with respect to the log frame. However, they noted work plan and report indicators are not the same and that the result area tables should include specific targets.

Clarity was sought to show what was implemented prior and during the reporting period. As previously requested, the partners reiterated that they still need CCDU to clarify who works on ClimDev-Africa on full time basis, and for the proportion of time dedicated to ClimDev-Africa.

They also observed that in the fund utilization rate, the proportions of salaries and other commitments need to be reflected in the financial statement. The partners agreed that minutes of the ClimDev-Africa Joint Working (JWG) Group meetings should be shared with the steering committee.

On staffing, it was suggested that the tables include staff names, positions, recruitment date and contact, and to clearly present the budget gaps for both planned future staff and activities.

ClimDev-Africa recognizes the role of the joint working group but asked participants to guard against potential micro management, as the JWG is a mechanism and function of communication created to stimulate discussions among the ClimDev-Africa partners. CDSC members may thus not need to the full details of the JWG minutes.

Agenda Item 6: ClimDev-Africa 2015 Major Events

Supporting the AGN on the road to Paris

With regard to climate treaties, there are navigation difficulties in legal terms, for which specific support relevant to the convention is needed. INDCs for example are an area where urgent support to define a strategy and mechanism is called for.

ClimDev-Africa, through its, country work has noted new areas e.g. coastal erosion in West Africa, potential niches and opportunities in green economy, with countries seeking to transition to low carbon development.

Result Area overview

ClimDev-Africa will learn from what was done to inform improved delivery of support during phase II. Three components will form pillars in result area 1 i.e. establish a help desk to enable

systematic assistance to countries; support to climate centres and; launch of activities of the CR4D initiative during this year of transition.

In result area 2, the following activities are underway:

- Development of INDC framework
- climate vulnerability - look at security and suitability and mapping
- looking into ecosystem framework
- collaboration with regional bodies like ECOWAS

In result area 3, for the decision making processes, there is need to integrate social sciences into how we address climate change, and the first cluster therefore is climate governance, human capital and security. A young lawyers program and ClimDev-Africa climate change youth program have been launched.

The monitoring framework under implementation is geared towards recording data, with the evaluation approach providing broad overview of efficiency, accountability coordination, value for money and shaping operational direction.

The M&E follows a logical framework developed via a theory of change exercise. The log frame is the basis for monitoring, and resulting data used for evaluation.

A critical aspect of the M&E is establishing baselines to ease the process of assessing programmatic impacts, which is quite complex. The development of automated tool for recording information is underway.

It was noted that for each indicator, the target will signify more of a contribution than attribution.

The development partners noted that the budget presented was higher than available funds and suggested that prioritization is undertaken in accordance with available funds.

On funding, the Secretariat proposed an approach continuing with current activities and extending from three pilot case studies to small island developing states. The Center clarified that INDCs work will not cost a lot of money and that the AGN support will continue. Other priorities will include a scholarship program, to contribute to generation of critical mass of climate experts, and the young lawyer's programme.

The participants also proposed priorities that included flood risk mapping work, Congo Basin work, and gender and climate change. On gender, ACPC informed the participants that it is creating a gender support programme, in collaboration with Social Development Policy Division at ECA and bringing on board dedicated staff member on gender impacts of climate change. It was suggested that that the ENACTS initiative pioneered in Rwanda and The Gambia should also be expanded.

Agenda item 7: Africa Pavilion at COP21

See Agenda item 4: Climdev-Africa 2015 work plan.

Agenda item 8: ClimDev-Africa phase II - 2016-2020 Business Plan

Preparation of the business plan has been a partnership effort, with the aim for it to become a strategic document to the development partners and stakeholders. Following preliminary work to identify the core pillars, a retreat for the three ClimDev-Africa partner institutions is planned to discuss the need for, justification and focus of ClimDev-Africa phase II. It is expected that phase II will deepen work done during phase I. Although the Business Plan remains work in progress, its key elements were shared with the steering committee. It was agreed that a partner's retreat will be organized to finalize the business plan. CDSF was requested to consider financing the finalization of the Business Plan.

Ensuing investments will be directed to orienting policies and shaping development pathways, despite the challenges posed by a lack of M&E tools to measure adaptation, and ensure impact in desired sectors. Approaches used so far to respond to climate change have not sufficiently reflected the utility of climate information services. To ensure progress, ClimDev-Africa needs a mechanism to leverage policy platforms to showcase bankable projects to African heads of states.

On strategic communication, the Secretariat noted that there are both opportunities and risks, and the manner in which ClimDev-Africa brands and positions itself in terms of messaging is important, as the programme is quite ambitious. Without the right credentials and tools for branding and communication therefore, its objectives may be jeopardized.

To enable work plan consideration prior to the start of implementation, participants suggested CDSC meetings should be in November, and to have two or three technical meetings each year.

With regard to ClimDev-Africa phase II funding the development partners proposed that a donor trust fund arrangement is best (as opposed to multiple donors), to simplify management of the Programme.

In order to have opportunity to address outstanding matters, participants agreed to have a follow-up one day roundtable meeting on the 1st June 2015. The Secretariat requested development partners to meet in advance so as to present queries jointly.

The Secretariat committed to scheduling CDSC meetings in November every year. However, due to CCDA-V being held in November this year, the 16th December 2015 was proposed as the CDSC date.

On action items, the participants requested continued practice of numbering, but with deadlines for implementation, and to regularly receive newsletters and other knowledge products generated by ClimDev-Africa. Lastly, the members applauded the business plan presentation for being concise, making it clear what has been achieved and the ambition going forward, and advised ClimDev-Africa to endeavour to support countries via Regional Climate Centers (RCCs) as opposed to doing it directly in the 54 member states.

Agenda Item 9: ClimDev-Africa Resource Mobilization Strategy

Participants asked for clarification whether there is a link between the resource mobilization strategy and the business plan. This was clarified by the Secretariat.

Monitoring of projects has to be an actual activity with targets, timeframes, log frame, and robust communications being success factors.

Participants in addition queried how CR4D resource strategy will relate to the ClimDev-Africa one and requested the programme to also pursue private sector and multilateral funding. Hedge funds are also a possibility. A suggestion was floated to have resource mobilization as a result area.

Agenda Item 10: CDSF Project Proposals

Within result area 1, CDSF is processing a total of 10 projects. Five of these were approved by the steering committee in 2014 and will support national institutions in building climate data and information systems. Four of the national projects focus on results area one, and the remaining one cuts across result areas one and two.

The second set of five projects under preparation are part of ClimDev-Africa's support to the African regional climate centers (RCCs). The program aims to strengthen the capacity of the African RCCs to generate climate and weather information to build resilience towards natural disasters in the continent. Investments will be made in enhancing their capacity in numerical weather predictions, regional advanced retransmission systems for satellite data and creation of regional climate outlook forums for exchange of climate information and experiences.

The Fund also made a call for proposals in October 2014 out of which 93 project proposals were received. The Fund requested the steering committee to approve funding for 10 of the best proposals that have been selected taking into consideration regional balance. The majority of the proposals came from institutions that wanted to implement activities in result area 3, and there wasn't enough interest in result area 1, which is probably due to the ceiling of 400,000 Euros.

Development partners noted article 2.1.1 of the Instrument of Establishment of ClimDev-Africa Special Fund states that decision-making with regard to CDSF operations are carried out through two main organs; the CDSC and the AfDB Board of Directors and that issues related to the fund such as the number of proposals to be funded should be discussed in the CDSC meeting for agreement by members.

In closing the meeting the secretariat thanked all participants for attending and committed to review and address issues on the documentation, and to produce a joint presentation for the follow-up roundtable meeting.

Annex 1: Action points

No.	Action point	Responsible institution	Deadline
1.	In order to have opportunity to address outstanding matters, participants agreed to have a follow-up one day roundtable meeting on the 1st June 2015.	Secretariat	June 2015
2.	Development partners noted that a common reporting format aligned to the period of the work plan is yet to be done.	ClimDev-Africa	August 2015
3.	In context of the resource mobilization strategy ClimDev-Africa should pursue private sector and multilateral funding.	ClimDev-Africa	January 2016
4.	On action items, the participants requested continued practice of numbering, but with deadlines for implementation	Secretariat	August 2015
5.	Regularly share newsletters and other knowledge products generated by ClimDev-Africa.	Secretariat	July 2015
6.	Work plan and report indicators are not the same and result area tables should include specific targets.	Secretariat	July 2015
7.	CCDU to clarify who works on ClimDev-Africa on full time basis, and the proportion of time dedicated to ClimDev-Africa by other staff providing support.	CCDU	September 2015
8.	CDSC meetings should be held in November, to facilitate timely discussions on the following year's work plan, and also convene quarterly technical briefing meetings each year.	Secretariat	November 2015

Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

No.	Action point	Responsible institution	Deadline
9.	The staffing table should include staff positions and their recruitment date, and clearly present the budget gaps for both planned staff and activities.	Secretariat	August 2015
10.	The development partners noted that the budget presented was higher than available funds and suggested the prioritization of the major activities in accordance with available funds.	Secretariat	August 2015
11.	Develop the Resource Mobilization Strategy in line with the Business Plan 2016-2020 before the next steering committee meeting	CDSF	November 2015
12.	Partners to hold a working retreat to finalize the ClimDev-Africa Phase II Business Plan	Secretariat/CDSF	September 2015
13.	Share steering committee documents at least two weeks in advance of steering committee meetings	Secretariat	Continuous
14.	Elaborate the AGN support coordination plan and share it with the members of the steering committee.	Secretariat	February 2016
15.	Clarify whether the 10 programmes to be financed by CDSF as presented in Abidjan are additional, and the CDSC involvement in their approval	CDSF	August 2015
16.	With regard to ClimDev-Africa phase II funding, development partners proposed that a donor trust fund arrangement is best (as opposed to multiple donors).	Secretariat	November 2015

Annex 2: Recommendations

1. A suggestion was floated to have resource mobilization as a result area.

Annex 3: Participant list

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Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

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Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

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Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

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Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

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Minutes of the Sixth ClimDev-Africa Programme Steering Committee (CDSC6) Meeting,
Abidjan, Cote d'Ivoire, 12-13 May 2015

Annex 4: Documents

- 01 - 6th ClimDev-Africa Steering Committee Meeting (CDSC6) Agenda
- 02 - ClimDev-Africa 2014 Annual Report
- 03 - 5th Steering Committee Meeting Minutes
- 04 - Report on CDSC5 Action Points
- 05 - Minutes of Joint Working Group (JWG) Meeting held on 23 Feb 2015
- 06 - ClimDev-Africa 2015 Work plan Narrative
- 07 - ClimDev-Africa 2015 Work Plan
- 08 - CDSC Terms of Reference (for those joining CDSC meeting for the first time)
- 09 - ClimDev-Africa Resource Mobilization Concept Note
- 10 - Report on the Review of First Call for Proposals for CDSF Funding
- 11 - List of CDSC6 Meeting Participants, 12 -13 May 2015
- 12 - ClimDev-Africa 2015 Events
- 13 - Monitoring Framework and Evaluation Approach (MFEA) update
- 14 - CDSF Climate Data Infrastructure Projects - African RCCs For approval