**DRAFT MINUTES**

**JOINT UNDP-MINISTRY OF ENVIRONMENT INTEGRATED REVIEW & STEERING COMMITTEE MEETING FOR ENVIRONMENT PROJECTS**

**MONDAY, 14 June 2021**

**LOCATION: Virtually**

1. **Present**

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| Name (Original Name) | Institution |
| 1. Dr. Chris Kiptoo
 | Co-Chair - PS - Ministry of Environment & Forestry - Chair |
| 1. Walid Badawi
 | Chair - UNDP- Kenya Resident Representative - Chair |
| 1. Mandisa Mashologu
 | UNDP – Deputy Resident Representative Programmes |
| 1. Alfred Gichu
 | Ministry of Environment and Forestry – National Coordinator REDD+ |
| 1. Dr. Pacifica Ogola
 | Director Climate Change Directorate |
| 1. James Thonjo
 | Climate Change Officer, Climate Change Directorate |
| 1. Brian Mounde
 | Climate Change Officer, Climate Change Directorate |
| 1. Mayiani Saino
 | Project Manager, IMKA GOLD |
| 1. Sharon Chelangat
 | Project Assistant, IMKA GOLD |
| 1. Patrick Kiprono
 | Finance Officer, IMKA GOLD project |
| 1. Barsosio Abraham
 | CECM ELGEYO MARAKWET |
| 1. Richard Kainika
 | SG Kenya Association of Waste Recyclers (KAWR) |
| 1. Nyatichi Omambia
 | Chief Compliance Officer and Climate Coordinator, NEMA |
| 1. Calistus Wachana
 | Kenya Meterological Department |
| 1. Rose Akombo
 | Kenya Forest Service |
| 1. Tabitha Nyambura
 | NGEC |
| 1. Ben Opaa
 | Deputy Director and Head of Natural Resources, NLC |
| 1. Nancy Narasha
 | UPOPs Project Finance and Administration Officer |
| 1. Milka Chepkorir
 | Indigenous People Representative – Sengwer  |
| 1. Elijah Toirai
 | Indigenous People Representative - MPIDO |
| 1. Tecla Chumba
 | National Alliance of Community Forests Association |
| 1. Meshack Koima
 | Ministry of Environment and Forestry |
| 1. Kimani Mukiri
 | Ministry of Environment and Forestry |
| 1. Agnes Yobterik
 | Ministry of Environment and Forestry, Directorate of Environment |
| 1. Alvin Kisumba
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| 1. Evelyn Koech
 | UNDP ERU Team Leader |
| 1. Geoffrey Omedo
 | UNDP ERU Portfolio Analyst |
| 1. Harun Warui
 | UNDP REDD+ PM |
| 1. Nancy Chege
 | UNDP GEF - SGP PM |
| 1. Salome Nyakundi
 | UNDP – GEF-SGP PA |
| 1. James Sisimwo
 | UNDP – GEF Communications & KM Officer |
| 1. Sharon Chepsergon
 | UNDP Project Officer |
| 1. Christabel Chanda
 | UNDP REDD+ Communications Specialist |
| 1. Patrick Ole Twala
 | UNDP REDD+ Stakeholder & Safeguard Specialist |
| 1. Judy Ndichu
 | UNDP REDD+ Technical Coordinator |
| 1. Agnes Ndegwa
 | UNDP REDD+ Administrative Officer |
| 1. Fred Obade
 | UNDP Programme Associate |
| 1. Jackson Mukiri
 | UNDP Programme |
| 1. Washington Ayiemba
 | UNDP - ERU |
| 1. Francis Matheka
 | UNDP - ERU |
| 1. Raphael Mutitu
 | UNDP - ERU |
| 1. Maria Iastrebova
 | UNDP – Environment & Climate Change Associate Officer |

**B. Agenda**

1. Introduction and Opening Remarks, UNDP/MEF
2. Brief on UNDP’s Project Portfolio/Communications and Visibility, UNDP
3. Mainstreaming Sound Chemicals Management and the Reduction of UPOPs in Kenya Project
4. Integrated Sound Management of Mercury in Kenya’s ASGM (IMKA)
5. REDD+ Project
6. 6th & 7th SGP Project
7. NDC Project
8. Closure and Way Forward.

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| **Agenda 1: Introductory Remarks** |
| The virtual meeting began at 2.00pm with a word of introduction from the Principal Secretary (*Chair*) and the UNDP Resident Representative (Co-*Chair*). The Chairs appreciated the Integrated Joint PSC and collaboration schedule. The Chair pointed out that the current ERU portfolio amounted close to $30m for the next 5 years; hence a coordinated approach was needed to ensure that we deliver on the same. In conclusion, the Chair thanked the PS for his great leadership and for facilitating the joint-PSC meeting with all the projects to deal with all the strategic issues on the agenda. |
| **Agenda 2, 3, 4, 5, 6, 7 & 8 Discussions** | **Key Agreed Decisions** | **Action Date** |
| **Agenda 2: Brief on UNDP’s Project Portfolio/Communications and Visibility**UNDP DRR-P Ms. Mandisa Mashologu gave a brief presentation on all the ERU projects and the approach of the portfolio. She emphasized that all the project under this portfolio should take a coordinated and integrated approach towards implementation. Ms. Mashologu further pointed out that with this approach, the Ministry of Environment and Forestry together with the projects needs to ensure that there is visibility on both ends. This was important to showcase the work being done.  | * Ensure that there is coordinated approach to communications and ensure that there is visibility at both ends for UNDP and Ministry projects.
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| **Agenda 3: Mainstreaming Sound Chemicals Management and the Reduction of UPOPs in Kenya Project**The presentation was given by Francis Kihumba. He pointed out that the project was being implemented with a budget of USD 4.5m. So far, the project had spent USD 3.3m with a balance of USD 1.184m, with absorption of 74%. Mr. Kihumba noted that there were key delivery components for the project. These included: capacity building in county/national healthcare waste (guidelines for safe disposal), sound chemicals management (tech), and minimum release of unintentional UPOPs.**Achievements:**Mr. Kihumba highlighted the key achievements of the project: * Awareness raising and capacity strengthening on ESM of solid waste ensured with 3R implementation on 4 pilot counties.
* Solid waste management in targeted municipalities (with support of NGOs) for UPOPs reduction from burning introduced.
* 9 documents on chemical and waste management policy developed.
* Gas chromatography machine installed.
* Monitoring protocols for POPs, PRTR developed.
* Medical waste communication strategy developed.
* HCWM guidelines & standard operating procedures in place, 65 personnel received training.
* 3R implementation done in 4 counties with 20 3R bins installed in 4 counties, 12 shredders installed for CBOs in Mombasa and Nairobi, 12 bailers for CBOs installed.

**Decisions sought:** * Project extension to December 31, 2021, to enable completion of contracts, measurement of TEQs and establishment of project impact after installation of all procured technologies
* Recruitment of Gender and Technical Advisor
* Extending contracts of 4 interns for 4 months
* Q2 advance not yet received due to delays in Q1 reporting
 | * Project extension to December 31, 2021 – approved
* UNDP to recruit Gender and Technical Advisor – approved
* Extend contacts of 4 interns for 4 months – approved
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| **Agenda 4: Integrated Sound Management of Mercury in Kenya’s ASGM (IMKA)**Presentation was provided by Mayiano Saino, Project Manager for the UPOPS Project. She stated that the project was being implemented on a budget of $21 and it runs from July 2019 to July 2024. Ms. Saino noted that the project implementation in Kenya was delayed, however, the project was on track to deliver.**Achievements:**Ms. Saino shared the following achievements for the project:* The documentation of artisan miners in Migori and Kakamega counties done.
* Mapped project sites in Migori, Narok, Kakamega and Vihiga.
* Developed ToRs for planned consultations for the FY 2021.
* Engaged counties and held consultative meetings with county stakeholders.
* Developed IEC materials for the project.

It was noted that challenges were faced during the last quarters were mainly due to COVID-19, incl. delays in fund disbursement, IFMIS closure, reporting and absorption delays, and absence of Chief Technical Advisor, Policy Expert and Gender Expert.**Decisions sought:*** Approve that UNDP engages an Expert to undertake the Social Environmental Safeguards (SES) as required for extractives projects under GEF.
* Chief Technical Advisor position – review engagement process (should be international/regional and global contracting): profiling for shortlisting is ongoing on MEF end, UNDP need to do recruitment at its end.
 | * UNDP to engage an expert for Social and Environmental Safeguards (SES) – approved
* UNDP & MEF to review engagement process for Chief Technical Advisor position
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| **Agenda 5: FPCF REDD+ Readiness Project**Presentation was provided by the Project Manager, REDD+ Readiness Project. PSC members were informed of the achievements and thereafter a briefing on the ongoing activities was shared. The PM updated the PSC on the request for a no-cost extension until December 31, 2021, which was granted. Additionally, the project recruited consultants to develop the National REDD+ Strategy and Investment Plan that would strengthen the engagement of the private sector. The Project Manager highlighted some key achievements since the last PSC:* Human Rights Based Approach Manual and Curriculum developed in collaboration with KNHCR and Kenya Forest Service. The HRBA Manual has been adopted by Kenya Forest Service (KFS) Board.
* Social and Environmental Guidelines for programme design and implementation for KFS finalized and adopted.
* Gender inclusion and vulnerability assessment covering 20 counties finalized.
* Ethics and integrity guidelines on forestry governance in Kenya developed.
* National Forest Policy developed and submitted to the Ministry.
* County Model Laws for Council of Governors (COG) developed, and some counties are already domesticating them.
* Nyeri County Forest Management and Conservation Bill and Policy developed and assented by the county government.
* Elgeyo Marakwet County Forest Management and Conservation Act and Policy finalized and assented by county government.

**Decisions sought:*** Mismatch between risk rating and cash transfer modality – address cost-effectiveness of this unit, its impact on sustainability and clarify if capacity building has led to attainment of expected results (accountability, quality programming) – MEF to share requests for implementation of workplan activities with UNDP. Request: cash modality is retained to mitigate risks identified in SESP, ProDoc and with stakeholders.
* Weakness in budget monitoring - periodic preparation and reviews of budget vs actual analysis. Request: quarterly meetings held between MEF and PMU.
* Clearance on the audit findings was sought from the PS and requested for a feedback on the response.
 | * Revised 2020 AWP was approved

**Action:** PMU to finalize revised AWP for signature. **Action:*** Ministry to ensure that the Cabinet approves the National Forest Policy and have it through Parliament for approval.
* The Team to meet with the PS’s office before the COG conference to agree on the messaging and what needs to be showcased.
* Support on the Tree Planting – the PS to pick up the conversation with CEC Abraham Barsioso and team.
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| **Agenda 6: 6th & 7th SGP Project** Ms. Nancy Chege, the Project Manager for the GEF Small Grants Programme, gave a brief presentation. She gave an outline of key achievements since the last PSC:* Three multi-stakeholder platforms have been established so far to execute participatory management landscape and seascape plans.
* Ecosystem services and biodiversity conservation enhanced on community wildlife conservancies, joint seascape patrols and marine plastic pollution campaign).
* Flow of agro-ecosystem services to sustain food production and livelihoods improved such as climate-smart agriculture and establishment of seed stores.
* Community-based organizations have increased their organizational and financial capacities through the on-going mentoring and training – such as eco-friendly enterprises, agro-based value chains and eco-tourism.

Nonetheless, Ms. Chege noted that there have been some challenges in the last couple of months mainly attributed to the rising water levels of Lake Bogoria and the lakes in the Rift Valley. Additionally, a lot of uncertainties and restrictions brought on by COVID-19 have impacted project implementation. | * No specific item for approval at the PSC
* SGP to update joint PSC regularly.
 | * No major issue or deadline
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| **Agenda 7: NDC SP, CISP, LECRD**A brief presentation was provided by Geoffrey Omedo on the NDC SP project, CISP and LECRD project. He noted the NDC SP/NDC Support Project is being implemented at a $810k funding level/budget and implementation started in May 2018 up until September 2020. The Donor – IKI funding which is part of the Government of Germany.* CISP/Climate Institutional Strengthening Project is being implemented on a budget of $1m and the donor is USAID/DOI.
* LECRD/Low Emission Climate Resilient Development Project was implemented on a $8.4m with funding from USAID. The project ran from January 2015 to May 2020.

Mr. Omedo highted some of the key achievements for the projects:* **NDC SP** achievements:
1. Private sector engagement and coordination framework developed to enhance coordination between the Ministry and Private Sector on matters of climate change.
2. Design and development of an integrated Monitoring, Reporting and Verification system for Kenya.
3. Supported mainstreaming of gender into NDC planning, implementation and monitoring resulting in the promotion of gender responsive to climate actions.
4. Undertook and published an in-depth gender analysis in the context of Kenya’s NDC.
5. Supported climate finance tracking efforts which resulted in the development of the Training Manual on Climate Change Finance tracking and coding for training of national and county officers on the same.
6. Preparation of the NDC financing strategy for Kenya.
* **LECRD achievements**:
1. Support towards development of policies and frameworks to guide towards a low carbon climate-resilient development pathway.
2. Enhanced data processing, forecasting, dissemination systems; capacity development for enhanced uptake of RE and energy efficient technologies; establishment of Community Business and Information Centre (CEBIC).

**Decisions Sought:*** LECRD asset handover to requested to continue as per plan.
* Sustainability Plan and Launch of the Lesidai CEBIC – the proposal/request is to open partnership with the Kenya School of Government to take up and run the Centre.
 | * NDC SP: no-cost extension till December 2021, with closing the gap (as the project ended in September 2020) – approved
* LECRD: asset handover – to be further discussed by the technical team
* LECRD: launch of Lesidai CEBIC in partnership with the Kenya School of Government – to be further discussed by the technical team
 | * No major issue or deadline
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| **Agenda 9: Any Other Business Discussions** | **Key Agreed Decisions** | **Action Date** |
| The PSC was closed by Chair PS Chris Kiptoo. In his closing remarks, the PS noted that moving forward, there is need for technical meetings before the PSC to allow for consultations. The PS also emphasized that the PSC members need to set a date for the next meeting to allow for adequate planning and preparation.The UNDP Resident Representative appreciated members of the PSC and that the PS for his time. He further concurred with the PS and agreed with the UNDP DRR-P to have an integrated and coordinated approach to all the projects.  | * A date for the next meeting needs to be set and agreed upon.
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**Signature:**

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| **Co-Chair****PS Ministry of Environment and Forestry** | **Chair** **UNDP Resident Representative**  |
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