

Minutes

Annual General Meeting

Date and Time: 18/01/2022, 11:00-15:00

Chair: Sentle Tabane

1	Opening and welcome
11:00-	Sentle Tabane opened the meeting and welcomed AN members.
2	Attendance, apologies and introductions
	<p>Noel Oettlé noted that he had offered to assist the Deputy Chair with checking the attendance against the membership list received from ACDI, and confirmed that the meeting was quorate.</p> <p>Sentle welcomed two new members, Mamphago Molepo (individual member) and Sakhi Dumakude (BBC), and noted that Nikolas Boscher from Flanders was attending as an observer.</p> <p>Apologies were received from Gabriel Lekalakala and Margaret McKenzie of Urban Earth.</p> <p>Elin Lorimer tabled the signed proxy votes of:</p> <ul style="list-style-type: none"> ● Gabriel Lekalakala (individual member) ● Urban Earth (organisational member) and ● AWARD (organisational member) and shared these on the chat.
3	Adoption of the agenda
	<p>Sentle read out a proposed agenda and proposed the adoption of the agenda.</p> <p>Elin requested the addition of agenda items on the reports of the Secretariat and Treasurer, and on the NAFAB and PAG.</p> <p>Sentle suggested this agenda item be excluded as there were no activities to report.</p> <p>Noel proposed adopting the agenda with the proposed amendments.</p> <p><u>Action:</u> The agenda was accepted as amended.</p>
4	Report back from SC on Network activities and plans and Financial Report
	<p><i>Report from the SC</i></p> <p>Sentle reported that there had been no handover from the previous SC. The SC held four meetings in 2021, the last two with Tokiso. Sentle noted that given the time pressure in January, she had met telephonically with current SC members to consult on the AGM agenda.</p>

	<p>There was a discussion on the need for a consultative handover process for the Steering Committee going forward.</p> <p><i>Financial Report</i></p> <p>Marius Masoga reported that he had been the Acting Treasurer in 2021, although the Network “had no activities” in that year. Marius outlined the 2021 budgets for the Network with funding from the Government of Flanders, which included budgets to support operational costs, capacity building, communications and policy inputs, but clarified that whereas these were in the budget, no funds had been received and no money had thus been disbursed.</p> <p>Sentle noted that there were two sets of funding available that were discussed at the 2020 AGM, one through ADCI and another opportunity through SANBI, from The Government of Flanders funding.</p> <p>Mpfunzeni Tshindane (SANBI) noted that the proposal from SANBI to Flanders had been approved and included some support for capacity building through the AN. However, SANBI had not received a response to communications to the Network in 2021 and required clarity on the status of the Network’s governance and hand-over before they could proceed. He agreed to resend this communication.</p> <p>Noel asked the new SC to take this matter forward, which was seconded by Elin.</p> <p>Elin requested that SC communications be sent to the full SC in future.</p> <p><u>Action:</u> Acting Treasurer’s report is to be circulated to members. <u>Action:</u> SANBI to resend communication sent to the AN in 2021 on funding available for the AN. <u>Action:</u> 2022 SC to take forward the proposal for funding support from SANBI and to discuss improving handover and communication with all SC members.</p>
5	<p>Report back from SANBI on the National Adaptation Funds Advisory Board (NAFAB) and the Project Advisory Group (PAG)</p>
	<p>Mpfunzeni Tshindane (SANBI) reported on the PAG, as the AN representative had stepped down, and noted that Sentle had been the NAFAB representative.</p> <p><i>Report back on the PAG of the Community Adaptation SGF Project</i></p> <p>The small granting project implemented by SANBI with funding from the Adaptation Fund came to an end on 31 December 2021, after receiving a no-cost extension due to COVID-19. One of the highlights was the convening of some of the small-grant makers and working on developing a ‘Blueprint for Enhanced Direct Access’ for SA, which was shared on the AN mailing list. SANBI is now working on the final project progress report, which is due by March, three months after the project end. He thanked AN members who attended and contributed to this process.</p> <p>Sentle proposed reporting on lessons from her last two years on the NAFAB in the AN newsletter.</p> <p>Elin noted a lack of opportunity to input into this process or get feedback from it over the past two years via the AN representative. Sentle proposed taking this issue forward under “Other matters” at the end of the meeting.</p>

	<u>Action:</u> Sentle to report on NAFAB representation in the next AN Newsletter.
6	Report back on the Consensus-Building process
	<p>Naledi, an independent facilitator appointed by Tokiso Dispute Resolution, reported on the AN consensus-building process, which was held on what was originally intended to be the AGM date on 10 December 2021. She noted that 10 members attended and expressed their appreciation for the process. Members were concerned about the lack of communication with the membership, which should be avoided in future. The role of the AN was discussed, and participants felt that the lull in the organisation meant that it could not perform the roles it was set up to do, which might affect its good name and standing. The election of the SC and Secretariat, and the need for clarity on roles and responsibilities, needed to be restated and understood in advance of the AGM. Parties felt that it was a major problem that the AGM had not been held and discussed what was needed in advance of that. Naledi hoped the written report would be shared with members. She said a good start was made, given the state of the network. The lack of communication indicated issues of lack of trust and suspicion. Naledi noted that there were two types of issues raised by members – one related to operations, as this meant that funding was not transferred, and the other on governance issues, relating to what requirements need to be in place for the organization to operate effectively and have legitimate standing with stakeholders.</p> <p>Noel expressed appreciation for Naledi's role and suggested that the report be circulated to the membership.</p> <p>Naledi indicated that some budget was available to continue the process if this was agreed to.</p> <p>Sentle acknowledged that the meeting was held at short notice and during the holiday period. She noted the decision in 2019 to re-look at the structure and institutionalization of the Network, suggesting the consensus-building process was a good way to look at this.</p> <p><u>Action:</u> Facilitator's report on the Consensus Building Process to be shared with AN members.</p> <p><u>Action:</u> 2022 SC to discuss the next steps for the consensus-building process.</p>
7	Minutes of the previous meeting, 19 November 2020
	<p>Sentle noted that the previous minutes were published on the AN website without being authorised, and said she disagreed with some points that she had raised with the previous Secretariat.</p> <p>Erna Kruger proposed that the new SC take forward a process of reviewing the previous meeting minutes. The proposal was seconded by Noel and adopted by the meeting.</p> <p><u>Action:</u> Minutes of the previous AGM are to be reviewed and amended as required by the 2022 SC</p>
8	Election of the 2022 Steering Committee: Nominations
	Sentle suggested that the same SC from 2021 be put forward for 2022. She outlined what the SC role entailed.



There was a discussion on whether the 2021 SC should serve again, due to the lack of progress the previous year and as some SC members were no longer available. Malusi proposed asking those currently serving on the SC to indicate if they were willing to serve again. Elin proposed electing the Secretariat first.

Ancois proposed holding a fresh election, which was seconded by Lorena, Malusi, Mpfunzeni, Penny and Noel.

Sakhi asked that 2021 SC members indicate if they were willing to stand again. Eromose noted that he would stand for election again, while Sentle reported that she, Lorena, Ancois, Peter and Marius were willing to serve again.

The following SC Nominations were received:

Name	Membership	Nominated by	Seconded by	Accepted
Mandy Moussouris	Organisational (EMG)	Elin Lorimer	Erna Kruger	Yes
Alice McClure	Organisational (CSAG)	Bruce Hewittson	Lorena Pasquini	Yes
Eromose Ebhuom	Individual	Sentle Tabane	Noel Oettle	Yes
Elin Lorimer	Organisational (Indigo)	Malusi Vatcha	Lorena Pasquini	Yes (if not elected Secretariat)
Marius Masoga	Individual	Sentle Tabane	Peter Shisani	Yes
Sentle Tabane	Organisational (KGB)	Mandy Moussouris	Marika de Groen	Yes (if not elected Secretariat)
Tsakani Ngomane	Individual	Sentle Tabane	Marius Masoga	(TBC)
Gabriel Lekalakala	Individual	Elin Lorimer	Noel Oettlé	(accepted in advance)

The nominations of Thabang Phago, Penny Price and Bertha Chiroro were not accepted by the candidates.

Elin noted the observer organisations that were usually co-opted to the SC, including Mpfunzeni Tshindane (SANBI), Dorah Lebelo (SALGA), and Thabang Phago or Mikateko Sithole (DFFE).

Action: The 2022 Steering Committee was elected to include Mandy Moussouris, Alice McClure, Eromose Ebhuom, Elin Lorimer, Marius Masoga, Sentle Tabane, Tsakani Ngomane and Gabriel Lekalakala, and observer members from SANBI, SALGA and DFFE.

9

Appointment of the 2022 Secretariat: Nominations

Sentle asked Thabang Phago to chair the Secretariat election process.



	<p>Sentle Tabane motivated Kusala to host the AN Secretariat in 2022.</p> <p>Elin Lorimer motivated Indigo development & change to host the AN Secretariat in 2022.</p> <p>Thabang supervised a voting process, which included any confirmed proxy votes.</p> <p>Action: Indigo development & change was elected as the 2022 Secretariat host organisation.</p>
10	Report back on Flanders funding
	<p>Nikolas Bosscher reported on the Government of Flanders' ongoing support of the Adaptation Network. He noted that funding had been made available via ACDI for the Secretariat and SANBI to support capacity-building activities. He noted with concern the stagnation of the network in 2021, which he was not initially aware of, and said the Government of Flanders had made available an additional budget to support the facilitation of a consensus-building process after this was brought to their attention in late 2021.</p> <p>Nikolas noted that after the end of the current funding cycle, no additional grant funding would be available to support adaptation activities in South Africa due to a change in funding policy by Flanders.</p>
11	Any other business
	<i>This item was not addressed due to a lack of time.</i>
12	Closure
	The meeting closed late, and there was therefore no time to discuss any other matters, and the first meeting of the SC was delayed.

Compiled by: _____

Secretariat

27 January 2023

Approved by: _____

AN Chairperson: Dr G Lekalakala

31 January 2023