



THE DRAFT MINUTES OF THE VIRTUAL 45TH MEETING OF THE EXECUTIVE COMMITTEE OF THE AFRICAN FORUM FOR UTILITY REGULATORS (AFUR), HELD ON 15TH DECEMBER 2021.

**ITEM 1
WELCOME AND APOLOGIES**

1.1 The 45th Meeting of the Executive Committee (ExCo) was held on the 15th December 2020. This was a virtual meeting. The following is an account of the minutes of the meeting proceedings. The AFUR Chairperson, Mr. Stan Ishmael Chioko, MERA, Malawi, introduced himself, declared the meeting open.

1.2 The Executive Secretary, Mrs. Debbie Roets confirmed that the quorum had been reached and the meeting, having been duly convened in accordance with the constitution, was therefore ready to proceed with the business of the day.

1.3 The Chairperson welcomed all the members present. The zoom meeting was recorded.

1.4 **Members present online:**

Mr. Stan Ishmael Chioko	MERA	Malawi	Chairperson
Dr. Honoré Demenou Tapamo	ARSEL	Cameroon	Vice Chairperson
Mr. Shalman Etutu	ARSEL	Cameroon	Member
Adv Motlatsi Ramafole	LEWA	Lesotho	Member
Mr. Monti Ntlopo	LEWA	Lesotho	Member
Mr. Paseka Khetsi	LEWA	Lesotho	Member
Mr. Francois Robinson	ECB	Namibia	Member
Mr. Francis AKA	ANARE-CI	Cote d'Ivoire	Member
Mr. Felix Epole	ARMP	Cameroon	Member
Mr. Stephane Djabang Kingue	HCPF	Cameroon	Member
Mrs. Fiona Harrison	NERSA	South Africa	Member
Ms. Crystal Gradwell	NERSA	South Africa	Member
Mrs. Zethu Kapika	NERSA	South Africa	Member
Mr. Antou Gueye SAMBA	CRSE	Senegal	Member
Mr. John Ntende	ERA	Uganda	Member

1.5 **Others Present:**

AFUR Secretariat:

Mrs. Debbie Roets	AFUR	South Africa	Executive Secretary
Mr. James Manda	AFUR	South Africa	Technical Manager
Mr. Moses Kadenge	AFUR	South Africa	IT Specialist

1.6	Apologies: Mrs. Nomalanga Sithole NERSA South Africa Member		
ITEM 2 ADOPTION OF THE DRAFT AGENDA			
2.1	The Executive Secretary presented the Draft Agenda to the 45 th Executive Committee Meeting and the members were invited to consider fourteen (14) items of the Agenda (2_AFUR_45thExCo_DraftAgenda_doc1_15122020)	The Draft Agenda of the 45 th Executive Committee Meeting was adopted by Mr. Felix Epole, ARMP, Cameroon; Seconded by Mr. John Ntende, ERA, Uganda (2_AFUR_45thExCo_DraftAgenda_doc1_15122020)	Chairperson
ITEM 3 ADOPTION OF THE DRAFT MINUTES OF THE 44TH EXECUTIVE COMMITTEE MEETING HELD ON 11TH AUGUST 2020, PRETORIA, SOUTH AFRICA			
3.1	The minutes of the 44 th ExCo (3_AFUR_45thExCo_DraftMinutes44thExCo_doc2_15122020) held on 11 th August 2020, virtually, were presented to the meeting. The minutes were circulated to the executive members on the 7 th December for comments and corrections.	The minutes of the 44 th ExCo were moved for adoption. The minutes of the 44 th ExCo were approved by the meeting after taking the corrections into consideration. Adopted: Mrs. Fiona Harrison, NERSA, South Africa	Secretariat
3.2	The minutes were approved as a true record of the proceedings subject to the following corrections:		
3.3	The designation of Mrs. Nomalanga Sithole, NERSA, South Africa, needed to be corrected. The date of the ES contract, 31 July 2021 was missing.		
ITEM 4 MATTERS ARISING FROM PREVIOUS MINUTES			
	The responses to matters arising from the previous minutes are prepared separately and presented as a separate item.		

ITEM 5			
ADOPTION OF THE DRAFT AGENDA of 17TH ANNUAL GENERAL ASSEMBLY			
5.1	The Executive Secretary presented the Draft Agenda to the 17 th Annual General Assembly and the members were invited to consider twelve (12) items of the Agenda (2_AFUR_17thAGA_DraftAgenda_doc1_17122020)	The Draft Agenda of the 45 th Executive Committee Meeting was adopted by the Members (2_AFUR_17thAGA_DraftAgenda_doc1_17122020)	Chairman
ITEM 6			
ADOPTION OF THE DRAFT MINUTES of 16TH ANNUAL GENERAL ASSEMBLY HELD ON 28TH NOVEMBER 2019, CAIRO, EGYPT			
6.1	The minutes of the 16 th AGA (3_AFUR_17thAGA_DraftMinutes16thAGA_doc2_15122020) held on 28 th November 2019, at the Grand Nile Hotel, Cairo, Egypt were presented to the meeting. The minutes were circulated to the executive members on the 7 th December for comments and corrections.	The minutes of the 16 th AGA were moved for adoption. Adopted: Mr. John Ntende, ERA, Uganda Seconded: Mr. Francis AKA, ANARE, Ivory Coast	Secretariat
6.2	The minutes were approved as a true record of the proceedings subject to the following corrections:		
ITEM 7			
ADOPTION OF THE RESOLUTIONS of 16TH ANNUAL GENERAL ASSEMBLY HELD ON 28TH NOVEMBER 2019, CAIRO, EGYPT			
7.1	The Resolutions of the 16 th AGA (3_AFUR_17thAGA_DraftMinutes16thAGA_doc2_15122020) held on 28 th November 2019, at the Grand Nile Hotel, Cairo, Egypt were presented to the meeting. The resolutions were circulated to the executive members on the 7 th December for comments and corrections.	The resolutions of the 16 th AGA were moved for adoption and were adopted by the Members.	Secretariat
ITEM 8			
THE SECRETARIAT'S REPORT			
8.1	The Executive Secretary presented the Secretariat's Report as per document (5_AFUR_45thExCo_SecretariatReport_doc4_15122020) to the meeting.	The Secretariat's Report (5_AFUR_45thExCo_SecretariatReport_doc5_15122020) was adopted by the meeting after considering the Management Report.	Executive Secretary
8.2	Mr. Shalman Etutu, ARSEL, stated that a virtual meeting should be organized with the AUC to discuss the recognition of AFUR as a specialized institution.		

8.3	It was resolved that a virtual meeting be organised with the AUC, Chairman, Vice Chairman and Secretariat		
8.4	Mr. Stephane Djabang Kingue, requested that the Secretariat prepare a memo for the AUC and share the document on becoming a specialised institution with the committee.		
ITEM 9			
MANAGEMENT REPORT FOR MONTH ENDED 30 NOVEMBER 2020			
9.1	<p>The Executive Secretary presented the Management Report for the period ending 30th November 2020, stating that the biggest challenge was the unpaid membership fees.</p> <p>The ES asked for guidance as to invoicing membership fees for 2021 as a decision would have to be taken by the AGA on the new fees. The Chairman asked if any member had raised an objection as to the fees. The ES responded that it was only NERSA, South Africa, that has requested a reduction in fees.</p>	The Management Report (6_AFUR_43rdExCo_ManagementReport_doc6_24112019) was adopted by the meeting in conjunction with the Secretariat's Report.	Executive Secretary
ITEM 10			
FEEDBACK BY THE CHAIRS OF THE AD-HOC COMMITTEES			
10.1	The Chairman of the Ad-Hoc committee on the Strategic Plan, Dr Honoré Demenou Tapamo gave a brief summary of the work completed on the Strategic Plan.	The Committee took note.	
10.2	A questionnaire had been circulated to all members, stakeholders and donors. Dr Tapamo stated that the questionnaire is online. He mentioned that the process had been delayed by six months as a direct effect of the pandemic.		

ITEM 11			
FEEDBACK BY TECHNICAL MANAGER ON STATUS OF SECTORAL COMMITTEES AND PROJECTS			
11.1	The Technical Manager gave feedback to the meeting on the activities of the Sectoral Committees.	The Committee took note.	
11.2	Both the Energy and Water and Sanitation Committees were very active. He stated that all the reports on these activities could be found on the website.		
11.3	The TM stated that AFUR was working very closely with ESOWAS Regulators Association (Eastern and Southern Africa Water and Sanitation), European Union and African Development Bank		
11.4	The TM mentioned that the transport sector was very active prior to Covid-19.		
11.5	The Chairman mentioned that the transport sector needs to be rejuvenated and that can only happen with the intervention of the Secretariat.		
ITEM 12			
SEVENTEENTH (17TH) AFUR ANNUAL CONFERENCE			
12.1	<p>The ES gave feedback on the progress of the 17th Conference and AGA, stating that the attendance on the first virtual AFUR conference was better than expected, 50 participants. The only concern was the lack of papers from members.</p> <p>The ES mentioned that as this was the very first virtual conference it was felt that no members would be charged for the conference. It wasn't going to be revenue generating.</p>	The Executive Committee took note	Executive Secretary

	<p>The ES also thanked the Interpreters for a job well done.</p> <p>An email was sent to all members regarding a theme for the 18th Annual Conference so as not to waist time during the AGA.</p> <p>The ES asked if MERA would consider hosting the 18th Conference if normality returned. The Chairman said he would convey this to his new board and revert back to the committee.</p>		
<p>ITEM 13 ANY OTHER BUSINESS</p>			
13.1	<p>The Chairperson asked the committee if there were any other points for discussion. There was nothing further to be discussed.</p>		
<p>ITEM 14 DATE OF NEXT MEETING AND CLOSURE</p>			
14.1	<p>The Chairman proposed to meet virtually on the 27th April 2021.</p>	<p>The meeting was closed by the Chairperson on 15th December 2020 at 16h10</p>	
14.2	<p>There being no further business to discuss, it was resolved that, all the items and documents had been examined by all ExCo members present, and were approved and adopted, and that all actions taken were ratified and approved by the ExCo members present.</p>		
14.3	<p>With no further business to discuss the Chairman thanked everyone for their participation and closed the meeting.</p>		

THE EXECUTIVE SECRETARY

THE CHAIRPERSON