



**THE DRAFT MINUTES OF THE 16TH MEETING OF THE GENERAL ASSEMBLY OF THE AFRICAN FORUM FOR UTILITY REGULATORS (AFUR), HELD ON 28<sup>th</sup> NOVEMBER 2019 AT THE GRAND NILE HOTEL, CAIRO, EGYPT**

**ITEM 1  
WELCOME AND APOLOGIES**

1.1 The 16<sup>th</sup> Annual General Assembly was held on 28 November 2019 at The Grand Nile Hotel, Cairo. The following is an account of the minutes of the meeting proceedings. As the AFUR Chairperson could not be present, the Vice Chairman, Adv Motlatsi Ramafole, LEWA, Lesotho, declared the meeting open.

1.2 The Chairperson, Adv Motlatsi Ramafole, 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. An official attendance list was circulated.

1.3 The Chairperson welcomed all the members present. Each member was given the opportunity of introducing themselves.

1.4 **Members present: (Registered according to the Attendance Sheet)**

Adv Motlatsi Ramafole	LEWA	Lesotho	Vice Chairperson
Mr. Paseka Khetsi	LEWA	Lesotho	Member
Mr. Monti Ntlopo	LEWA	Lesotho	Member
Mr. Francois Robinson	ECB	Namibia	Member
Dr. Honoré Demenou Tapamo	ARSEL	Cameroon	Member
Mr. ETUTU MAWONDO SHALMAN	ARSEL	Cameroon	Member
Mr. John Ntende	ERA	Uganda	Member
Mr Julius Wandera	ERA	Uganda	Member
Harold Obiga	ERA	Uganda	Member
Mr Henry Utonga	MERA	Malawi	Member
Dr Collins Magalasi	MERA	Malawi	Member
Mr. Stan Ishmael Chioko	MERA	Malawi	Member
Mrs. Dorah Kayira	MERA	Malawi	Member
Mr. Francis AKA	ANARE-CI	Cote d'Ivoire	Member
Dr John Mutua	EPRA	Kenya	Member
Mr. Lee Okombe	EPRA	Kenya	Member
Mr. Emmanuel Asaba KATABARWA	RURA	Rwanda	Member
Mr Leonard Sanon	ARSE	Burkina Faso	Member

	Madam Nikiéma Mariam Gui	ARSE	Burkina Faso	Member
	Mr BOA Appolinaire Olivier	ARMP	Cameroon	Member
	Mr NTONGA BIYO'O Christian	ARMP	Cameroon	Member
	Mr EPOLE Félix Eugène	ARMP	Cameroon	Member
	M. Abdoulaya TRAORE-ZAKARI	ARSE	Togo	Member
	M. Dosse KOUAKANI-ASSI	ARSE	Togo	Member
	Mrs. Nancy Atiemo	PURC	Ghana	Member
	Mrs. Mami Dufie Ofori	PURC	Ghana	Member
	Dr Eric Obutey	PURC	Ghana	Member
	Mr. Antou Gueye SAMBA	CRSE	Senegal	Member
	Eng. Godfrey Chibulunje	EWURA	Tanzania	Member
	Mrs NJIKI EPARA Nadine	APN	Cameroon	Member
	Miss KIEN THI NHAN MEYONGO Grace	APN	Cameroon	Member
	Mrs KABUYENE AVE Siriane Babette	APN	Cameroon	Member
	Mr SANGALE MBARGA Emmnuel	APN	Cameroon	Member
	Mr FOU DA Yannick Stephanie	APN	Cameroon	Member
	Dr Usman Abba Arabi	NERC	Nigeria	Member
	Mr. KINGUE DJABANG Stéphane	HPSF	Cameroon	Member
	Ms. Nathilde Beatrice Evou	HPSF	Cameroon	Member
	<b>Others Present:</b>			
1.5	<b>AFUR Secretariat:</b>			
	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	<b>Observers:</b>			
	Mr. Atthony Toga Nimely II	LERC	Liberia	
	Mr. NGANIKIYE Balthazar	AREEN	Burundi	
	Dr Mohamed AbdelRahman	Egypt-ERA	Egypt	
	Mr. Armand Basile Gbedji Polycarp		Benin	
	Mr. Haji Kali Haji	ZURA	Zanzibar	
	Miss Rabia Abdulla Mohammed	ZURA	Zanzibar	
	Mr. Oumar Ali Yussuf	ZURA	Zanzibar	
	SAUDA WAZIR MSOMI	ZURA	Zanzibar	

1.7	<b>Apologies:</b> Mr. Oumar Berthé Mr. Chris Foley	CREE NERSA	Mali South Africa	Chairperson Member	
<b>ITEM 2 ADOPTION OF THE DRAFT AGENDA</b>					
2.1	The Executive Secretary presented the Draft Agenda to the Meeting and the members were invited to consider twelve (12) items of the Agenda. (2_AFUR_17AGA_DraftAgenda_doc1_28112019)			The Draft Agenda was adopted. (2_AFUR_17AGA_DraftAgenda_doc1_28112019) by the Assembly.	Chairperson
<b>ITEM 3 ADOPTION OF THE DRAFT MINUTES OF THE 15TH ANNUAL GENERAL ASSEMBLY (AGA) HELD ON ON 28<sup>th</sup> NOVEMBER 2018, VICTORIA FALLS, ZIMBABWE</b>					
3.1	The minutes of the 15th AGA, as presented by Mrs. Debbie Roets, the Executive Secretary (4_AFUR_16thAGA_DraftMinutesof15thAGA_doc3_28112019) held on 28 <sup>th</sup> November 2018, in Victoria Falls, Zimbabwe, were moved for adoption. The minutes have been approved as a true record of the proceedings.			The minutes of the 15 <sup>th</sup> AGA were adopted. (4_AFUR_15thAGA_DraftMinutesof14thAGA_doc3_28112018)	Secretariat
<b>ITEM 4 RESOLUTIONS OF THE 16<sup>TH</sup> AGA</b>					
4.1	The meeting considered 9 items together with the status and implementation.				
<b>ITEM 5.1 ANNUAL REPORT OF THE AFRICAN FORUM FOR UTILITY REGULATORS CHAIRMAN'S REPORT</b>					
5.1.1	The Chairman presented his report to the Assembly as per document (5_AFUR_16AGA_ChairmanReport_doc5_28112019)			The Assembly noted the contents thereof.	Chairman

<b>ITEM 5.2</b>		
<b>ANNUAL REPORT OF THE AFRICAN FORUM FOR UTILITY REGULATORS EXECUTIVE SECRETARIAT'S REPORT</b>		
5.2.1	The Executive Secretary presented the Secretariat's Report as per document (5_AFUR_16AGA_SecretariatReport_doc5_28112019) to the meeting.	The Secretariat's Report (5_AFUR_15AGA_SecretariatReport_doc5_28112018) was adopted by the meeting, after discussing the Financial Statements
		Executive Secretary
<b>ITEM 5.3</b>		
<b>ANNUAL REPORT OF THE AFRICAN FORUM FOR UTILITY REGULATORS FINANCIAL STATEMENT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2018</b>		
5.3.1	The Executive Secretary presented the Financial Statements for the year ended 31 <sup>st</sup> December 2018, stating that the biggest challenge was the unpaid membership fees which resulted in the Provision for Bad Debts. She reminded the members that the policy states that any unpaid fees at the end of the financial year will be considered bad debt.	
5.3.2	Dr Usman Abba Arabi, NERC, raised the question of membership fees for 2020. The Chairman suggested that when the new committee is elected an ad-hoc committee be formed to review the membership fees. The membership fees for 2020 will remain unchanged.	
<b>ITEM 6</b>		
<b>THEME FOR THE SEVENTEENTH ANNUAL CONFERENCE OF AFUR</b>		
6.1	The ES gave feedback on the progress of the 16 <sup>th</sup> Conference and AGA that took place from the 25 <sup>th</sup> to 28 <sup>th</sup> November at the Grand Nile Tower Hotel, Cairo, Egypt.	The Assembly noted the proceedings.
6.2	The ES thanked Dr Mohamed Abdel-Rahman, Executive Chairman, Egypt ERA again for hosting the Conference.	
6.3	No decision was made as to the theme of the 17 <sup>th</sup> Annual Conference.	
6.4	However, it was Resolved that the ES email the list of past themes to all members and request suggestions for themes.	
		Secretariat

	MERA, Malawi, volunteered to host the 17 <sup>th</sup> Annual Conference and AGA		
<b>ITEM 7 ADMISSION OF NEW MEMBERS TO AFUR</b>			
7.1	The Executive Secretary presented a letter of Intent from National Ports Authority (APN), Cameroon.	The Assembly approved the new member.	
7.2	The Assembly welcomed them as new members to AFUR.		
<b>ITEM 8 ELECTION OF THE AFUR EXECUTIVE COMMITTEE</b>			
8.1	The Chairperson introduced the independent electoral committee to the meeting who presided over the proceedings of the AFUR election process and ensured that fairness, justice and impartiality was maintained throughout the elections. The Chairperson of the electoral committee is Mr. Elijah Sichone from Regional Energy Regulators Association of Southern Africa (RERA), Namibia. He was assisted by Mr. Callixte Kambanda from AfDB, Cote d'Ivoire.	The meeting proceeded with the elections and a new Executive Committee was elected as per attachment "A".	Secretariat
8.2	The Chairperson urged all members to follow the Constitution of AFUR and the Elections Proceedings document as a guideline when electing members to serve on the Executive Committee		
8.3	The proceedings of the Elections are documented as per Annexure "A" and attached to the minutes.		
<b>ITEM 9 ANY OTHER BUSINESS</b>			
9.1	The outgoing Chairman, Adv Motlatsi Ramafole, LEWA, congratulated the newly elected Chairperson, Dr Collins Magalasi, MERA, as well as the newly elected Executive Members.		
9.2	Adv Motlatsi Ramafole handed the meeting over to Dr Magalasi.		
9.3	The Chairman gave the members an opportunity to add any matters that were not dealt with on the Agenda.		

9.4	Dr Honoré Demenou Tapamo, ARSEL, suggested that there be another sector added for members that were neither water, energy, communications or transport.		
9.5	Adv Motlatsi Ramafole asked for a way forward on the Executive Secretary position and suggested that the Terms of Reference for the Strategic Plan should address the Secretariat, this must include the hosting of the Secretariat as well as strengthening their capabilities.		
9.6	Mrs. Mami Dufie Ofori, PURC, congratulated the newly elected Chairman and stated that AFUR needs to be attractive in order to get the best people for the Secretariat. She suggested that there needs to be a sustainable funding model as part of the Strategic Plan.		
9.7	Ms. Nathilde Beatrice Evou, HPSF, suggested that in order to move forward effectively, focal persons need to be appointed and a turn around time for any response needs to be a maximum of twenty-four hours (24).		
9.8	Mr. EPOLE Félix Eugène, ARMP, asked how AFUR could capitalize on the support received from the African Development Bank for all sectors. He asked if there was a standard contract for public process, he suggested that the AfDB assists with this initiative.		
9.9	Mr. Francois Robinson, ECB, asked for an explanation for the appointment of the Executive Secretary. The ES explained that a work permit wont be issued by the Department of Labour in South Africa for the ES position, they say that it is an administrative roll and the position does not require an engineer. Research has shown that most countries are reluctant to approve such a position to foreigners but due diligence needs to be carried out especially regarding the laws of the other countries.		
<b>ITEM 10</b>			
<b>CLOSING OF MEETING</b>			
10.1	The Chairman called on Dr Mohamed AbdelRahman, EgyptERA, to close the proceedings.	The meeting was closed by the Chairman at 12h55	

	<p>There being no further business to discuss, it was resolved that, all the items and documents had been examined by all members present, and were approved and adopted, and that all actions taken were ratified and approved by the General Assembly present.</p> <p>The Chairman thanked everyone for their participation and wished them all safe travels home.</p>		
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**THE EXECUTIVE SECRETARY**

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**THE CHAIRPERSON**