

MINUTES OF MEETING

ARMFA EA FOCAL GROUP MEETING

VENUE: Nyali International Beach Hotel

DATE: Friday, 17th June 2011

TIME: 9.00am

No.	Description
1.	<p><u>Attendance:</u></p> <p>1. Dr. Francis N. Nyangaga Chairperson ARMFA East Africa focal group- ED Kenya Roads Board(KRB)</p> <p>2. Dr. Francis Baziraake Chairperson, Uganda Road Fund Board(URFB)</p> <p>3. Eng. Dr. M. M. Odongo Executive Director, Uganda Road Fund Board</p> <p>4. Mr. Abdu Khamis Abdalla Executive Director, Zanzibar Road Fund Board(ZRFB)</p> <p>5. Mr. Joseph O. Haule Manager, Tanzania Road Fund Board</p> <p>6. Eng. Jacob Ruwa General Manager Planning, KRB</p> <p>7. Mr. Milton Mumanye Administrative Officer, URFB</p> <p>8. Ms. Susan T. Isubikalu Assistant Accountant, URFB</p> <p>9. Mr. Rajab Omar Rajab Chief Financial Accountant, ZRFB</p>
2.	<p><u>Apologies:</u></p> <p>1. Mr. Rashid Mohammed Manager, Ethiopia Road Fund Board</p>
3.	<p><u>Ratification of Agenda:</u></p> <p>The following items were proposed for addition into the agenda for the day (attached as Annex 1);</p>

	<ul style="list-style-type: none"> i. Handing over Chairmanship of the focal group ii. Modalities of inclusion of Southern Sudan into the focal Group and iii. Discussion on where Burundi, Rwanda and Djibouti fell in the focal groups.
4.	<p><u>Opening:</u></p> <p>In his opening remarks the chairperson welcomed all members for the meeting and especially the Ugandan team who were attending the focal group meeting for the first time since their operationalisation. He mentioned that Road Funds in Africa are by and large established and mature. He mentioned that what remained was fine tuning and entrenching them in the various countries. He stressed on the need for members of the focal group to be informally formal and liaise with each other especially when visiting the other country be it on Board business or other. He mentioned that there was need to discuss further the future and place of ARMFA in Africa and whether it has achieved its goals or needed to be improved further to fulfil its mandate. This discussion should include the future of focal groups.</p> <p>Members were unanimous in thanking the Chairman for convening the meeting pointing out that it was a forum for sharing ideas and experiences and to stock take on the progress of both ARMFA and the focal group. It was mentioned that the idea of the focal groups was to bring together people who share certain commonalities that need to be addressed together rather than individual efforts.</p>
5.	<p><u>Inclusion of Southern Sudan, Rwanda, Burundi and Djibouti in the EA focal group.</u></p> <ul style="list-style-type: none"> a) On Southern Sudan it was agreed that it may be better to wait until they gain independence then this issue can be re-visited b) On Rwanda and Burundi it was felt that since these are members of the East African Community, their interests may be served best by joining the others in this focal group language barrier notwithstanding. The chairperson mentioned that invitations had been made without response. It was agreed efforts should continue to reach these two RF's as follows; <ul style="list-style-type: none"> - The ED, Uganda Road Fund Board was tasked with getting the contacts for the RF's in these countries considering that they share borders. - Once the contacts are established the RF Managers for Kenya, Uganda, Tanzania and Zanzibar will invite themselves to Rwanda

	<p>and Burundi to get to discuss with the RF managers in those countries with a view of convincing them to join the EA focal group.</p> <p>c) Contacts should also be sought from ARMFA headquarters on the Djibouti RF and once established, the RF Managers for Kenya, Uganda, Tanzania and Zanzibar will similarly invite themselves to Djibouti for the same purpose.</p> <p>The chairperson will draw up a programme for the visits and inform the other RF Managers in the focal group.</p>
6.	<p><u>ARMFA and the Focal Groups</u></p> <p>After a lengthy discussion on ARMFA, its relevance, apparent lethargy and the focal groups it was felt that;</p> <ul style="list-style-type: none"> - ARMFA is not running as it should, management lacking in transparency - The Secretariat and Executive Committee need revamping - The constitution and attendant regulations need to be formalized to give strength to systems. Currently appears to be running on an ad-hoc basis. - ARMFA still has a reason to exist and a point to prove in Africa and the World. Need to fight for its survival - ARMFA has a bright future but the constitution and regulations need to be more robust and for the focal groups - They were meant to address the various peculiarities and similarities in regional blocks and language barriers a need that still exists - The focal groups generate ideas for the ARMFA general assembly and Technical Workshop as a centre for focussed brainstorming <p>It was resolved recommend to ARMFA general assembly;</p> <ul style="list-style-type: none"> - To recognize Portuguese as a language and block - To expedite the finalisation of the Constitution - Include the focal groups in the constitution with regulations to guide them - Include financial regulations among the ARMFA regulations - ARMFA Secretariat to be distinct from any Road Fund. Proposed to base ARMFA Secretariat at an African Regional body headquarters such as the AU or UNECA rather than at any particular RF - Similarly seek to align the focal groups to the respective RECS. The Chairperson was mandated to start dialogue with the RF Manager of Tanzania with the East Africa Community with a view to getting an office with them in Arusha.

	The suggested constitutional amendments are attached
7.	<p><u>Hosting of the next ARMFA General Assembly and Technical Workshop.</u></p> <p>Hosting and Presidency:</p> <p>It was resolved that;</p> <ol style="list-style-type: none"> 1. Mozambique be supported as the host for the next ARMFA General Assembly and Technical Workshop 2. A Portuguese speaking country takes the next presidency. If there is none ready then this goes to a Francophone country. <p>Business for the Technical Workshop:</p> <p>It was resolved to recommend to ARMFA the following thematic areas;</p> <ol style="list-style-type: none"> A. Role of PPP's and Concessions in Road Maintenance – invite an international expert from Africa and beyond to talk about this. <ul style="list-style-type: none"> - What are the best practices? - Innovative/alternative approaches - Risk allocation etc. B. Performance Based Contract Maintenance of Roads – the RF is the best placed body to manage this or to insist on it. C. Expanding revenue base for Road Funds such as beneficiary based charge. Get someone to make presentations in this area and more
8.	<p><u>Review the amended By Laws(Constitution) of ARMFA as presented in Ethiopia Nov. 2010.</u></p> <p>The proposals for amendment have been made and the amended document is herewith attached but mainly;</p> <ul style="list-style-type: none"> - Recognition of Portuguese as a language and block - De-linking ARMFA secretariat from any Road fund - Re-aligning the English translation - Making the document more robust. - Financial regulations to be made – chairperson to write to focal groups for proposals. - Mr Haule to draw an Election clause for inclusion in the constitution - A sanctions clause to be included under Miscellaneous

9.	<p><u>Revised ARMFA Budget and Activities:</u></p> <p>It was noted that the ARMFA Budget 2011 was not on the website and the Chairperson was asked to liaise with ARMFA Secretariat and once available to circulate to members.</p> <p>Members therefore reviewed the 2010 budget and resolved to;</p> <ol style="list-style-type: none"> 1. Accept/approve expenditure items; <ul style="list-style-type: none"> A1 all items approved except for the item on Focal group meetings participation of USD 11,000 this was rejected. A2 item on participation of partners in annual meetings and in seminars worth USD 11,000 was rejected. The other item on Executive Committee meetings was approved. A3 Contribution to the running of focal groups, since the year has ended and this has not been done this item was rejected worth USD 24,000. A4 2 items here were rejected as follows; <ul style="list-style-type: none"> - Production and publication of the half-yearly journal USD 4,000 - Consultant to review ARMFA status worth USD 5,000. The other items were approved. 2. It was also resolved to; <ol style="list-style-type: none"> a. The secretariat gives audited accounts from a certified accountant b. Get detailed financial statements for the last two (2) years including audited accounts before the next general meeting. c. ARMFA to pay for benchmarking visits between road agencies and pay for other training activities.
10	<p><u>AOB:</u></p> <p>The meeting did not have sufficient time to discuss the issue of the chairmanship of the focal group changing hands and it was therefore resolved that if there was need to address this it would be taken up during the next meeting.</p> <p>Members thanked the chair for hosting the meeting.</p>

	<p>The next meeting will be convened on notice.</p> <p>There being no other business the meeting closed at 5.00 pm.</p>
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