

**Strengthening Biodiversity and Ecosystems Management and Climate –
Smart Landscapes in the Mid to Lower Zambezi Region of Zimbabwe Project**

**Minutes for the First Project Technical Committee Meeting held on 13
October 2018 at Mana Pools National Park**

Members Present

Colum Zhuwau	ZimParks (Chairing)
Yvonne Chingarande	METHI (Minuting)
Anne Madzara	UNDP
Alice Tafirei	Forestry Commission
Winston Kapfudzaruwa	Muzarabani RDC
Tarcisius Mahuni	Mbire RDC
Eunice Mutepfa	EMA
Itai H Tendaupenyu	ZimParks
Tawanda F Chipere	Afri – Hype Parks and Wildlife
Karol Mutenga	Hurungwe RDC
Taurai Bere	Chinhoyi University of Technology
Joseph Dube	ZimParks
Lizzie Mujuru	Bindura University of Science Education
Kwanele Manungo	ZimParks
Tina Sibanda	UNDP
Delia N Mapuranga	CAMPFIRE Association
Chipangura Chirara	UNDP

Apologies

There were no apologies.



	Item	Action
1	<p>Opening Remarks from Chairs</p> <p>1.1 The Chair welcomed everyone to Mana Pools and thanked the Area Manager for securing accommodation at Mana Pools despite being the peak tourism season for the Park. He further highlighted the need to work together during the project life time. Mr Zhuwau informed members that the Project Technical Committee (PTC) reports to the Project Steering Committee (PSC). The Chair highlighted that ZimParks will chair for the next six months and that the chairing is on rotational basis.</p>	

	<p>1.2 Mrs Anne Madzara from UNDP pointed out that Mana Pools was the right place for the meeting since it is part of the project area. She went further to highlight that the PTC were the boots on the ground and undertake activities on behalf of the PSC.</p>	
2	<p>Introductions 2.1 Self-introductions were done.</p>	
3	<p>Confirmation of the Agenda 3.1 The Chair presented the agenda to the PTC and the committee agreed to have the following items added to the agenda:</p> <ul style="list-style-type: none"> • Overview of Mana Pools • Overview of the Project <p>The updated agenda was as follows:</p> <ol style="list-style-type: none"> 1. Opening Remarks from Chairs 2. Introductions 3. Confirmation of the Agenda 4. Overview of Mana Pools 5. Overview of the Project 6. Consideration of Terms of Reference 7. Presentation on Social and Environmental Safeguards 8. Discussion on social and environmental risk for the project activities 9. Presentation of Annual Work Plan and Budget 10. Overview of UNDP Procedures 11. Date of the Next Meeting <p>The agenda was adopted with amendments.</p>	
4	<p>Overview of Mana Pools 4.1 Mr Dube the Area Manager for Mana Pools, gave an overview of the operations at Mana Pools. He said Mana Pools is a designated National Park, a World Heritage Site, an Important Bird Area and a Ramsar Site. He said the Park was facing several challenges which include the following;</p> <p>i Poaching He pointed out that there has been a general decrease in poaching in the past 2 years. The decrease in poaching has been attributed to stakeholder support in anti-poaching activities which has led to arrest of some prominent poachers. Some</p>	

	<p>of the stakeholders include Zambezi Society, Tashinga Initiative and Friends of the Environment. He indicated that most poachers come through the Marongora area.</p> <ul style="list-style-type: none"> ii Poor road network iii Low manpower levels for effective coverage of the area iv No vehicle to carry out anti-poaching activities v Limited accommodation for the tourists vi Limited accommodation for the ZimParks staff <p>On Joint Operations with the Zambians, it was noted that the Zambians were the ones being arrested and they were no longer willing to fully commit to the operations. Furthermore, Mana Pools has been inscribed as a MIKES CITES site for monitoring of illegal killing of elephant and also that Mana Pools is the core of the Mid Zambezi Biosphere Reserve</p> <p>The PTC noted that there are two communities around the Park and that Chief Chundu needs to raise awareness among children in the area on wildlife conservation.</p>	
5	<p>Overview of the Project</p> <p>5.1 The Project Manager presented an overview of the project to the PTC and indicated the outputs and districts to be covered. The PTC agreed that a map of the project area should be produced and should cover all the project wards including protected areas.</p> <p>5.2 ZimParks informed the PTC that a national aerial survey had been proposed for 2018 but due to lack of funds could not be carried out. However, the survey will be carried out in 2019 and also the project has a component on aerial surveys and will be conducted in 2019 and 2023.</p>	<p>Map showing the wards and protected areas to be produced - PMU</p>
6	<p>Consideration of Terms of Reference</p> <p>6.1 The organogram of the project was presented to the PTC followed by the Terms of Reference of the PTC.</p> <p>Organogram</p> <p>The following issues were raised in connection with</p>	

the organogram:

- The GEF Small Grants Programme NSC Mechanism will be used for selecting grantees for community projects.
- Key partners will work with the Responsible Parties (RPs).

6.2 Terms of Reference

The ToRs now read as follows:

1. Review planned activities suggested by PMU and RPs and ensure that they are technically sound and that, wherever possible, there is integration and synergy between the various project components during planning and implementation in the project area;
2. Review the project progress, involvement of local communities and other stakeholders;
3. Participate in the project M&E, monitoring of social and environmental risks, implementation of Stakeholder Communication and Engagement Plan, and the Project Gender Strategy;
4. Promote technical coordination among institutions in the project area, where such coordination is necessary and where opportunities for synergy and sharing of lessons exist;
5. Provide technical advice and guidance on specific issues related to the project to the Project Steering Committee;
6. Share information on project progress and lessons learned with related stakeholders at the local level;
7. The Technical Committee or a subset of its members may be requested to undertake specific project-related tasks, such as preparing or reviewing analytical reports, strategies and action plans,
8. Other tasks as directed by the PSC
9. The chairing of the PTC will be done by RPs on 6 months rotational basis.

	<p>The ToRs were adopted with amendments.</p>	
<p>7</p>	<p>Presentation on Social and Environmental Safeguards</p> <p>7.1 It was pointed out that in general a project needs to identify risks and come up with mitigation strategies. The project was rated as moderate though the visit had exposed some potential social and environmental risks that needed further detailed assessments. If a project is rated moderate it means there is already a risk and therefore it is the role of the PTC to continuously look at the safeguards and if there is a complaint so that strategies to address the risks are addressed.</p> <p>7.2 A presentation of the project risk assessment was done. The risk assessment had elements which the PTC thought needed another assessment. E.g the issues of indigenous peoples and proposed developments in the project area needed to be critically assessed.</p> <p>7.3 Besides carrying out a risk assessment there is need for engagement and dialogue with stakeholders in order to raise awareness of the project deliverables and the anticipated program of action.</p> <p>7.4 UNDP would commission a detailed social and environmental safeguards assessment to make sure that the risks are correctly identified.</p> <p>7.5 The Committee suggested that there were efforts to create a Chief's Council among Zimbabwe, Zambia and Mozambique to address wildlife and land management issues that were affecting the three countries as a common landscape. On the Zimbabwe side the process is being spearheaded by the Community Liaison Officer at ZimParks. 7.6 The Committee was advised informed that it is in Chivaraidze and not Karinyanga in which people voluntarily moved after facing numerous cases of human wildlife conflict. The community was assisted</p>	<p>PTC to continuously update the risks - PMU</p> <p>PMU to circulate the risk template</p> <p>UNDP update</p> <p>ZimParks</p> <p>Mbire RDC</p>

	<p>by Safari Operators and the Rural District Councils (RDCs) to relocate elsewhere. However, the committee requested that evidence be provided to support the issue of relocation for the creation of Karinyanga.</p> <p>The Committee agreed that the risk template be circulated for further analysis and feedback.</p>	
8	<p>Discussion on social and environmental risk for the project activities</p> <p>8.1 During the discussion of social and environmental risk it was highlighted to the committee that the issue of indigenous people was not mentioned in the project document. Since there are indigenous people in the project area there is need to acknowledge their presence in the project area and the risks and benefits this project may pose to the communities in this regard, the issue of safeguards needs to be looked at. Interviews should go beyond the local Chief when collecting data on safeguards.</p> <p>8.2 The committee agreed that a column be added to the social and environmental risk framework for comments.</p> <p>8.3 Furthermore, the committee suggested that a team that looks at project safeguards be established. The team should consist of researchers, UNDP, private sector, EMA, ZimParks and PMU). The following TC members volunteered to be part of the team: Prof Bere, Mr Chipere, Mrs Mutepfa, and Mrs Manungo). The ToRs that were used during the preparation of social and environmental safeguards will be circulated for the engagement of the national/international consultant.</p> <p>The Committee agreed that the ToRs for the social and environmental risks should be circulated by 31 October 2018 and the PTC will have a week to look at the ToRs.</p>	<p>PMU to circulate the ToRS to the PTC</p>

9	<p>Presentation of Annual Work Plan and Budget</p> <p>9.1 The Annual Work Plan (AWP) was presented to the PTC for their information because the AWP had already been endorsed due to limited time. In the future the PTC will review AWP before endorsement by PSC. It was pointed out that Ministry of Environment Tourism and Hospitality Industry (METHI) should write to Ministry of Finance and Economic Development to get authorization procedure and the AWP should be attached.</p> <p>9.2 It was highlighted that baselines surveys for the project can be conducted by universities. The Committee agreed that advertising of ToRs for the various consultancies in the AWP be done by UNDP because of limited time and if done by the UNDP can extend to early 2019.</p> <p>9.3 The Committee agreed on the following:</p> <ol style="list-style-type: none"> i. A consultant to be engaged for output 2.2 where baseline assessments of the status of CWC of Pfundundu and Mukwichi in Hurungwe District; Mbire North, Kanyurira/Masoka and Karinyanga in Mbire District; and Mavhuradonha in Muzarabani District and development of detailed investments plans for each CWC. ii. The consultancies for output 3.2 and 2.2 will be done separately. iii. Since Mbire and Hurungwe have management plans whilst Muzarabani only have a fire management plan there is need to identify gaps in the Mbire and Hurungwe management plans. iv. The area to be restored and carbon sequestrated should be identified. v. Dr Mujuru and Mrs Tafirei should draft concept note and submit before week ending 19 October 2018. 	<p>PMU to draft a letter to Ministry of Finance seeking authorization for the release of funds.</p> <p>UNDP to handle the consultancies</p>
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	9.4 The PMU and the RPs had a visit to Muzarabani and Mbire prior to the TC and during the meeting the team came up with a draft of the problems highlighted in these two areas and proposed solutions. The draft is attached	
10	Date of Next Meeting 10.1 The Committee agreed that the next meeting be held during the second week of December 2019.	PMU to advise on the exact date of the meeting
	Recommendations for PSC Consideration 1. The PSC to adopt the ToR as amended 2. UNDP to handle the consultancies for baseline surveys 3. PTC to continuously update the risks	

Chairperson COLUM ZHUWAN Signature [Signature]

Date 20/01/2019

