











# West African Alliance on Carbon Markets and Climate Finance

# **Member Meeting**

Hôtel Les Filaos, Saly (Sénégal)













## Purpose of the meeting

The two-day member meeting in Saly, Senegal was the first full gathering of members of the West African Alliance on Carbon Markets and Climate Finance (referred to in this report as "the Alliance") since it started its operations in November 2017, made possible through a grant contribution from the German Federal Ministry for the Environment, Nature Conservation, Building and Nuclear Safety (BMUB). The meeting was attended by representatives of the Alliance member countries, representing 9 of the 16 West African countries, members of the Alliance secretariat and steering committee as well as partner organisations. It provided members the opportunity to fully familiarize themselves with the objectives, set-up and work programme of the Alliance and to review and validate the proposed structures in discussions. In addition, the objective of the meeting was to fully operationalize the Alliance and kick start its activities into action.

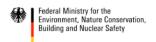
## Session 1: Opening remarks and participants' expectations

The member meeting was opened by the Alliance coordinator, Mr. Ousmane Fall Sarr, followed by welcome remarks by Mr. Moubarak Moukaila (BOAD) and Mr. Libasse Ba (Enda Energie) as the cohosts of the Alliance secretariat. Ms. Sandra Greiner (Climate Focus) extended welcome remarks on behalf of Ms. Lydia Ondraczek from BMUB, who regrettably was unable to attend the meeting herself but was closely involved during the planning stage.

Mr. SARR, the Coordinator, first presented the objectives, approaches and principles of the Alliance. He highlighted the member-driven approach of the Alliance as a core principle, in addition to seeking to build fruitful partnerships with regional institutions and other related initiatives. He reiterated some of the key objectives of the Alliance, which are to enhance, on the one hand, the level of participation of Alliance members in climate negotiations and, on the other hand, the access to carbon markets and climate finance by West African countries. Mr. Sarr also informed about the current membership status: To date, Senegal, Côte d'Ivoire, Togo, Nigeria, Mauritania, Guinee Bissau, The Gambia, Niger, the Republic of Guinee, Mali, Benin and Cap Vert have formally joined the Alliance. He expressed optimism that the remaining West African countries Burkina Faso, Ghana, Liberia and Sierra Leone would soon become members as well. He ended his speech by expressing his deepest gratitude to the BMUB and all the partners of the Alliance for making this event possible.

Following the introductory presentation, participants were asked to rate the relevance of the various envisaged contributions of the Alliance for their countries and to specify in which way they would benefit in their work (Figure 1). Participants also were asked to select from a range of topics relevant to the work of the Alliance, which topics they are currently following in the negotiations and in their respective countries. Lastly, participants were asked to rate the relevance of carbon markets, climate finance and technology transfer for the implementation of their nationally determined contributions (NDCs). These questions were asked through a series of wall posters in which participants made their marks. The responses overwhelmingly confirmed the relevance of the Alliance's goals and contributions.

In the ensuing discussion, participants reconsidered the objectives of the Alliance and suggested a modification to not just focus on regional interest but also connect the Alliance to the achievement of global goals. In succession, the objectives of the Alliance have been redefined as follows:



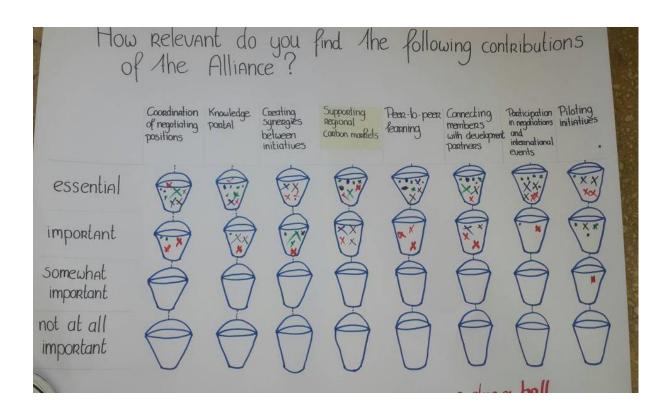


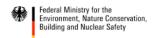






"To contribute to (i) fostering enhanced ambition globally, (ii) ensuring further access to cooperative and financial mechanisms under the UNFCCC process by West African countries (iii) increasing coordinated climate action in the region and (iv) facilitating the successful implementation of NDCs including through capacity building of the climate actors."













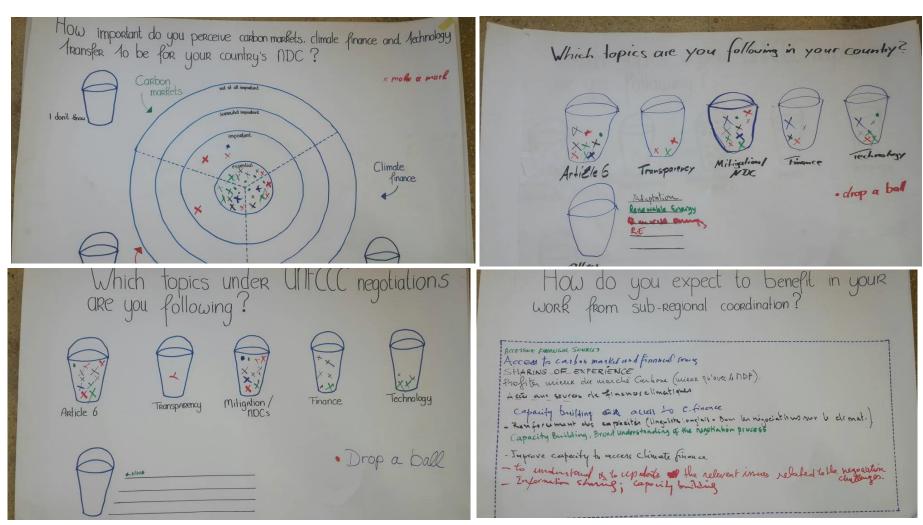


Figure 1: participants' expectations and rating exercise for the relevance of Alliance's relevance











## Session 2: Operational set-up of the Alliance

#### Organisational structure

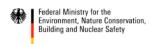
Mr. Samba Fall from ENDA Energie elaborated on the organisational structure and core activities of the Alliance. He highlighted the four main components of the organisational structure of the Alliance, which the following functions: i) to provide strategic guidance, ii) to coordinate implementation of the Alliance, iii) to ensure the functioning of the thematic groups and iv) to provide technical support through technical partners of the Alliance. These functions are allocated to different bodies or organisations (see figure 1).

In the ensuing discussion participants focused on the following matters:

- the composition, the specific roles and the meeting frequency of the steering committee and the member meeting
- the process of selection of the Alliance's national focal points and their alternates

The fruitful discussions among participants have permitted to adopt the following conclusions:

- the legal consultant will propose a draft of manual of procedures which will shed light on all the aspects raised by Alliance's member regarding its legal status, the appropriate functioning of Alliance's constituent bodies and Alliance's membership processes.
- Instead of general assembly, participants agreed to name it "member meeting".
- Regional partners like CILSS/AGRHYMET, ECREEE are also considered as technical partners.
- In addition to national focal points, the Alliance can approve the membership status of any individual whose expertise is highly needed.
- ECOWAS is considered as a key political partner of the Alliance.
- UEMOA should also be approached by the Alliance, in order to have them as partner. BOAD was mandated to facilitate the interaction with this institution











## The figure 2 summarises the current structure of the Alliance

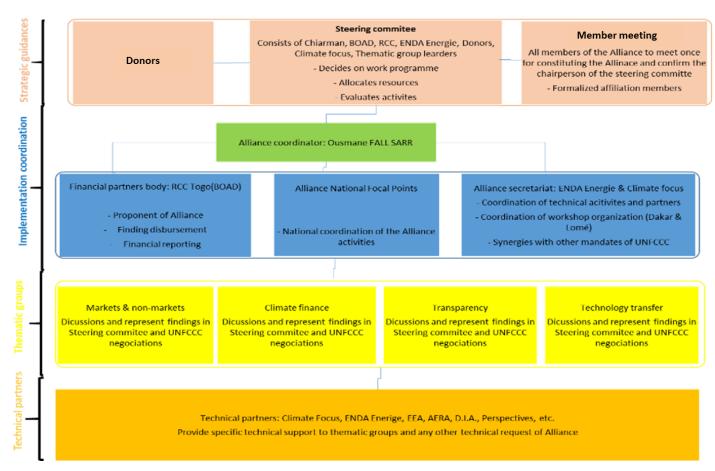


Figure 2: Current structure of the Alliance

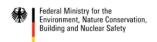
#### Communication strategy

ENDA Energie presented the draft communication strategy that had been conceptualised and set up by its communication team.

The presentation highlighted the background and overall rational of the communication strategy, the actors targeted and the operational components which consist of the online strategy (website, carbon market application, emailing list, sponsored social media, etc.) and the offline side (Alliance's flyers, technical reports, communication widgets, events' representation, etc.). In the same line, the draft website structure was presented.

Alliance members appreciated the first draft of the website presented by ENDA Energie and the Alliance' flyer elaborated by Climate Focus and distributed to participants in hard copy. The following recommendations were made:

- To adopt the Alliance's website name as: www. westafricaclimatealliance.org
- to enhance the website structure by adding logos and links of all technical partners including regional partners
- to further develop the online carbon market as a sub-component of the Alliance's website











- to update the Alliance's objectives
- to display the validated work plan of thematic groups in the Alliance's website
- to further enhance the Alliance's flyers by considering the remarks or suggestions that the Alliance's member will send to Climate Focus and the secretariat.

#### Development plan

Mr. Tobias Hunzai from Climate Focus presented the structure of the strategic development plan that can be considered as an internal management tool of the Alliance.

The presentation highlighted the capacity of the tool to incorporate the vision and objectives of the Alliance. The document captures all activities as a live document that expands with new topics and tasks being included into the focus of the Alliance. Responsibilities and timelines are allocated within the file.

As part of the presentation Mr. Hunzai also introduced the five work packages that are funded through BMUB's contribution in the period 2017-2019:

- WP1: Alliance management (implementation of the set-up of the Alliance)
- WP2: Regional coordination of West African negotiators (participation in negotiations, workshops and events)
- WP3: In-country Article 6 readiness support
- WP4: Enhancing access to finance for carbon market activities
- WP5: Information sharing (communication strategy, Alliance representation)

There was no follow up question from members.

Conclusion: The development plan will be further enhanced to reflect the evolution of the Alliance.

#### Establishing the Alliance's legal framework

Prior to the member meeting the Alliance secretariat has retained a legal consultant, Mr. Diobe Gueye, to develop the legal documents of the Alliance. Mr Gueye attended the member meeting in order to have full grasp of the desired structure of the Alliance. At the end of the member meeting, he presented his initial ideas on the format of the legal documents. Mr. Gueye recommended to have two legal acts: A membership agreement and rules of procedures (of the various bodies of the Alliance). Drafting of the acts would follow the principles of simplicity and flexibility, in order to enable further evolution of the Alliance. The main discussion points were if the Alliance needed to be a legal institution, considering that it is relying on its partner organisations for fiduciary tasks. The other question was in which jurisdiction the Alliance would then be registered. Mr. Gueye concluded that he now had a clear vision of how to draft the legal acts and proposed to have further discussions on the basis of a draft. It was decided that the draft legal acts will be prepared by end of February and circulated to members for comments. A second draft would be prepared on the basis of the comments received and validated at the next member meeting of the Alliance.











## Setting up the thematic working groups (TWGs)

In line with the Alliance' structure, Climate Focus and ENDA Energie had prepared and coordinated the four thematic working groups with a set of guiding questions which consist of: i) defining its objectives, ii) setting up the modes of work of members and iii) planning a set of activities.

The table 1 summarizes the key points suggested by the members of each thematic working group.

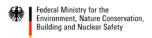




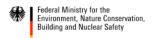






Table 1: Summary of the thematic working groups

	Carbon & non markets	Climate finance	Transparency	Technology transfer
Objectives	<ul> <li>To increase West African participation on carbon markets mechanisms</li> <li>To identify barriers/opportunities</li> <li>To conduct capacity assessment including gap analysis</li> <li>To conduct needs analysis</li> <li>To access markets through regional and international cooperation</li> <li>To identify relevant issues for West African countries in carbon market negotiations</li> </ul>	To facilitate climate finance access  To contribute to the improvement of the overall management of the portfolio of climate projects and programmes  To enhance the skills and competences of Alliance's members on the management of climate funds and the elaboration of climate proposals  To enhance the participation level of negotiators	To support countries to set up a national transparency framework	<ul> <li>To improve access to adaptation/mitigation technologies for west African countries</li> <li>To consider additional sectors for countries with TNA and to promote the involvement of non TNA countries for NDC purpose</li> <li>To increase the involvement of countries actors (private, public sector, municipalities, etc.) on CTCN activities and services</li> </ul>
Modes of work	<ul> <li>Have a coordination meeting of group members</li> <li>Email distribution list/whatsApp group/dropbox folder (through Alliance's website)</li> <li>Meetings during Alliance's events and other events</li> <li>Sharing of information (e.g. on events)</li> <li>Coordination at the national level (to report back to the Alliance)</li> <li>Position papers</li> <li>Representation of Alliance at relevant events</li> </ul>	Emailing list	<ul> <li>Conducting study :state-of-art, needs assessment, stakeholders mapping</li> <li>Promoting synergies with relevant initiatives (e.g. CBIT, MRV)</li> </ul>	Collaboration with other groups/platforms in TT issues (CTCN, RCC, etc.) To send/commit Alliance's members interested to attend training sessions on TT Set up a session on TT at the member meeting chaired by the group coordinator Participation at SBs/COPs and intersession meetings Elaboration of an action plan for 2018 Synergies between thematic groups (e.g. coordination meeting)
Planned activities	- Elaboration of an annual work plan based on the Alliance's work plan	<ul> <li>Mapping of climate funding sources (regional, international, bilateral, etc.)</li> </ul>	<ul><li>NDC analysis</li><li>Capacity building</li><li>Best practice sharing</li></ul>	- Group meeting of the members or be in contact with bodies working on TT (CTCN, TNA, etc.)











<ul> <li>Elaboration of the ToR for the WG (election of the coordinator, identification of members, etc.)</li> <li>Monitoring of the implementation of the work plan</li> <li>Identification of relevant events</li> <li>Needs identification at country level (e.g. through national level meeting with the coordinator of the working group to contact national alliance focal point)</li> <li>Identification of relevant initiatives and opportunities for synergies</li> <li>Participating in relevant events</li> <li>Elaboration of CoP 24 position paper</li> </ul>	climate finance mechanism  - Awareness raising on the access of climate finance  - Capacity building sessions on the elaboration of climate proposals  - Capacity building sessions on the working language of the climate negotiations	<ul> <li>Training session on:         <ul> <li>Negotiation</li> <li>Technology</li> </ul> </li> <li>Provision of technical and financial support for the assessment and implementation of TT needs</li> <li>Improvement of negotiator skills on TT</li> </ul>
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## **Session 3: Activity planning**

#### 3.1. 2018 planning events: Alliance workshops and participation to upcoming events

RCC/BOAD shared an overview of 2018 planning events of the Alliance taking into consideration the international climate negotiation agenda.

The Alliance's participation at the upcoming ACF (April 2018) is recommended to better sensitize and is considered as of strategic interest of the Alliance in terms of partnership development and resource mobilization. In the same vein, the 2<sup>nd</sup> Alliance member meeting planned at Lomé will be focused on Article 6 and the Paris Agreement rulebook with the view of the preparation of CP24. Consequently, this upcoming Alliance meeting will be held before the pre-CoP24 scheduled between SBSTA48 and COP24.

It was also decided that the next Alliance workshop should focus on Article 6 and the Paris rulebook, considering the relevance of COP24. In order to have a relevant input into the process, it should be scheduled before the possibly additional session scheduled between SBSTA48 and COP24. If and when the additional session will take place will only be known at the end of SBSTA 48. It was tentatively agreed to schedule the next workshop in July, should the additional session materialize, or otherwise in September/October

In addition, it was also agreed: to have a member meeting back-to-back with a substance oriented workshop, whereby more emphasis would next time be on substance

Alliance's members agreed on the importance to better coordinate the Alliance's representation at international climate events (ACF, I4F, etc.) and to strengthen their participation in the ongoing climate process (e.g. Talanoa platform) and at the upcoming events (pre-CoP 24, CoP24).

#### 3.2. In-country readiness support for Article 6 implementation

Ms. Sandra Greiner from Climate Focus presented on the in-country readiness support made available through work package 3 of the BMUB contribution. She explained that two countries could be directly supported in preparing for Article 6 by the Alliance technical partners, based on member countries' needs. Given the limitations in currently available funds, an open and transparent process would be critical. Ms. Greiner explained the proposed tender process, including the timeline of application, draft template and selection criteria. She highlighted that applications received that could not be supported with the available funds could potentially be supported in future and serve to gain greater clarity on countries needs and to engage further donors.

Members commented that one of the selection criteria should also be replicability of the support and lessons learned to other countries, in order to maximize the benefit. Other comments received were that the selection of member country proposals should be done by the technical committee, made up by the secretariat and the technical implementation partners, to avoid any bias in the decision. This could occur if member countries were part of the evaluation committee. Members also expressed a desire that under the work package some funds would be made available to all member countries in order to organise national workshops. This ties in with a suggestion to replicate the structure of the Alliance on the level of member countries.











It was decided that the tender process would be started as proposed in the presentation and the selection of proposals would be made during the African Carbon Forum in April 2018. An Adhoc technical selection committee will be established for that purpose and will work on behalf of the Steering committee.

## **Session 4: Partnership development**

#### 4.1. Synergies with other initiatives

The discussions during this session focused on identifying initiatives that the Alliance could partner with in order to enhance synergies. The initiatives were clustered into four main thematic groups including: Carbon Pricing, Climate Finance, UNFCCC Negotiations; NDC as well as Transparency and MRV. It was agreed that the thematic groups will assist the Alliance in reaching out to the initiatives related to their respective clusters. The table below recapitulates the different initiatives identified during the meeting.

Cluster	Initiatives	Lead organization	Comments
Market and non-market mechanisms	Carbon Pricing Leadership Coalition (CPLC) Programme for Market Readiness (PMR) Carbon Initiative for Development (CI-Dev)	The World Bank	The Coordinator with the support of RCC Lomé to lead the discussions with the World Bank and find areas of synergies. The upcoming Africa Carbon Forum is an opportunity for such engagement.
	Collaborative Instruments for Accelerated Climate Action (CI_ACA)	UNFCCC through RCC Lomé	Synergies are on-going, since the initiative is piloted by RCC Lomé and currently under implementation in Senegal
	Adaptation Benefit Mechanism	African Development Bank	The AfDB was keen on exploring the implementation of the ABM in one of the countries of the Alliance in its next round.
Capacity- building and technical support	Climate Diplomacy: Negotiating Effectively under UNFCCC (online course)	United Nations Institute for Training and Research (UNITAR)	Funding might be necessary for participation of Alliance members in the UNITAR online course on negotiations skills
	Preparation for UNFCCC Negotiations for West African delegates	ECOWAS/UEMOA Commissions IFDD (Francophonie)	The Alliance to partner with the UEMOA/ECOAWAS Commissions for the organization of preparatory meetings to COPs
	Technical support	CILSSS ECREEE	CILSS present reiterated its engagement to support the Alliance on any technical matter as appropriate and when needed.











Climate Finance	Access to climate finance	Centre de Suivi Ecologique (CSE) BOAD, AfDB UNFCCC funding mechanisms including (GEF, GCF, and Adaptation Fund)	The thematic group on climate finance to further engage on the matter of access to climate finance, while liaisng with the organizations identified	
NDC	Support for NDC implementation	NDC Partnership Africa NDC Hub Belgium NDC Partnership Initiative LEDS Global Partnership Global Climate Change Action (+)	Alliance members were encouraged to join the NDC partnership and benefit from the support provided.  There was an agreement for further diffusion of information on the different initiatives promoted for the support of NDC implementation	

#### 4.2. Outreach to other partners

Productive discussions were held during the meetings with Mr. Omar Zemrag from the NDC partnership and Mr Gareth Phillips from the African Development Bank (AfDB) who participated in the workshop on market mechanisms and NDC implementation. Alliance member countries became aware of the opportunities offered through the NDC partnership and some are likely to join the partnership as a result. Future collaboration is envisaged. The Alliance is also looking forward to collaboration with the AfDB around the implementation of Article 6 pilot activities. Realizing the gap between member countries needs and funds currently available, the Alliance seeks to reach out to further potential partners at upcoming events in Tokyo (ICTSD informal dialogue on Article 6) and during the African Carbon Forum in Nairobi, among others to UNEP DTU, the government of Canada and the Francophonie. The Alliance also seeks to initiate an exchange with the recently formed Carbon Platform of the Americas.

As discussed during the organizational set-up session, the Alliance seeks to establish a firm relationship with the regional partner organizations CILSS/AGRHYMET, ECREEE, UEMOA and the ECOWAS Commission.











## **Annex 1: ToRs & Agenda**

#### **Background**

The West African Alliance on Carbon Markets and Climate Finance was founded during COP22 in Marrakesh with the aim of enhancing the long-term position of West African countries to participate in international carbon markets and access results-based climate finance for their NDC implementation. The Alliance is a member driven organization targeting countries of the ECOWAS region.

During the course of 2017, the Alliance has received several affiliation requests from ECOWAS member states. The Alliance has also established a governing structure and secured support from donors, strategic partners and members.

#### **Objective**

The two day member meeting will provide members the opportunity to review and discuss the proposed governing structure of the Alliance and its work programme. The objective of the meeting is to fully operationalize the Alliance and establish a structure that allows for the implementation of planned activities in 2018.

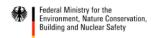
#### **Approach**

The meeting will be a participatory event to enable the member driven process of the Alliance. Thus, the following issues will be discussed and approved by members:

- 1. The legal form of the Alliance and its organisational structure
- 2. The draft manual of procedures indicating the different rules and modalities governing the Alliance (affiliation procedure, number of representatives per country, ToR for the Alliance National Focal points, etc.)
- 3. The strategic development plan of the Alliance
- 4. The 2018 action plan (validation of the existing one and identification of new activities in all work packages of the concept note)
- 5. The Alliance's communication strategy and tools (website structure, mailing system, backup and archiving system, intranet, telecom platform, graphical chart, marketing materials, etc.)
- 6. Outreach activities (in countries and abroad) and partnership development,
- 7. Operationalization of the thematic groups
- 8. Any other business (AOB)

#### Agenda Day 1

Time	Topic	Responsible
Opening and W	/elcome	
9:00-9:15 Welcome remarks		O.F. SARR, Coordinator
9:15-9.30 Short Introduction of all participants		
9:30-10:00	Vision of the Alliance - mission statement - key	O.F. SARR, Coordinator
9.30-10.00	principles	
10:00-10:45	Expectations from membership in the Alliance -	Climate Focus
10.00-10.45	interactive session	







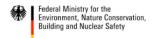




Time	Topic	Responsible			
10:45-11:00	Coffee break				
Set-up of the A	Illiance				
11:00-11:30	Presentation of the organisational structure	ENDA			
11.00-11.50	Communication strategy and tools				
11:30-12:30	Strategic Development Plan followed by discussion	Climate Focus			
12:30-13:30	Lunch break				
Action Plan 20	18 – Activity Planning				
13:30-14:00	Alliance participation to upcoming events (ACF, SB 48,	RCC, Climate Focus			
15.50-14.00	I4C, COP24) / Marketing of West African Credits				
14:00-14:30	Upcoming Alliance workshops (e.g. in Lomé) –	Collection of ideas for topics/themes,			
14.00-14.50	interactive session	moderated by RCC			
	In-country readiness support for Article 6	RCC, Climate Focus			
14:30-15:00	implementation, any other activities to be integrated in				
	the Action Plan				
15:00-15:15	Coffee break				
Outreach activ	ities, partnership development and member involvement				
15:15-15:30	Targeting of potential partners	Moderated by Coordinator			
15:30-15:45	Validation of marketing materials	Climate Focus			
15:45-16:15	Identification of synergies with other initiatives &	RCC			
15.45-10.15	entities				
Other matters	Other matters and Closing				
16:15-16:30	Feedback from members (national focal points)	O.F. SARR, Coordinator			
10.13-10.30	Wrap-up				

## Agenda Day 2

Time	Topic	Responsible		
Opening and	Welcome			
9:00-9:15	Recap of day one – introduction to the day's agenda	O.F. SARR, Coordinator		
Legal matters	s of the Alliance			
9:15-9:30	Presentation of the legal form of the Alliance	By the Consultant and Discussions		
9:30-10:15	Presentation of key procedures and modalities (affiliation procedure, number of representatives per country, management, ToR for the Alliance National Focal points, etc.)	By the Consultant and Discussions		
10:15-10:30 Coffee break				
Thematic working groups				
10:30-11:30	Establishing thematic groups – interactive session	O.F. SARR, Coordinator / Climate Focus		
11:30-12:00	Report back from roundtable groups	O.F. SARR, Coordinator / Climate Focus		
12.00-12:30 Closing remarks – Feedback from members		O.F. SARR, Coordinator		
12:30-13:30	Lunch break			









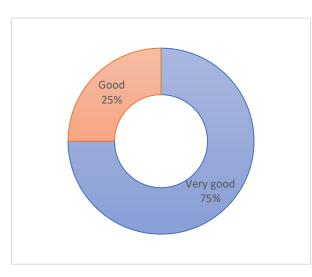


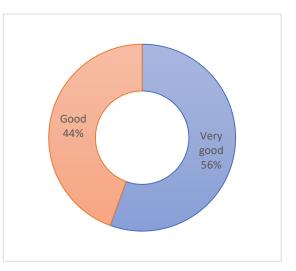
## **Annex 2: Meeting assessment**

#### A. Satisfaction and outcomes of the Alliance

A1. How do you assess the relevance of the Alliance?

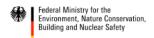
A2: How do you assess the Alliance's programme of activities undertaken since its inception?





A3. Please suggest or recommend additional activities to ensure the sustainability and efficiency of the Alliance in the future

- Improve engagement for members and commitment
- Ensure the involvement of key participants all along the process
- Continue the quest of new additional partners to support the Alliance's activities
- Need to establish a linkage between the Alliance and the African Grop of Negotiations
- Need to ensure support of the countries UNFCCC focal points
- Need to do a mapping of potential technical and financial partners
- to organise capacity building workshops for ist members and the african negotiators
- Assisting in the identification and development of projects towards NDC implementation
- to organise english capacity building workshops for its members
- Promote partnership with regional institutions (UEMOA, ECOWAS, CILSS/AGRYMET)
- Integration of the Allliance in the work programme of regional institutions
- Promote communication (e.g. WhatsApp, facebook page, instagram, twiteer) with members
- Develop regional carbon market







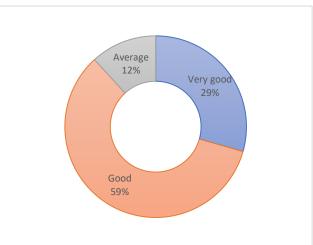




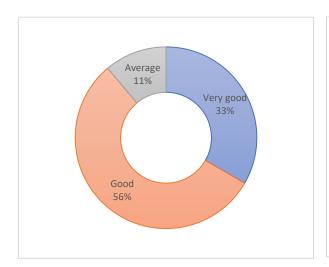
## B. Satisfaction and outcomes - Member meeting and workshop

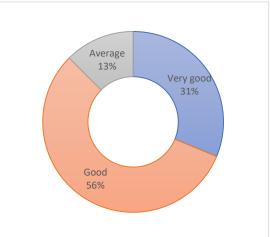
- B1. How do you assess the relevance of the Workshop in relation to your work?
- B2. How do you assess the quality of the presentations?





- B3. Was there adequate time for questions and discussions?
- B4. How do you assess the format of the Workshop?







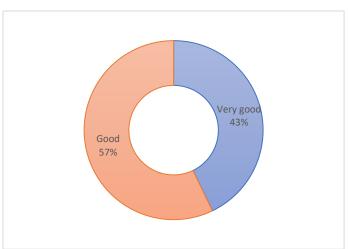








#### B5. What is your overall satisfaction with the Workshop?



- B6. Please suggest what could be done better for the upcoming workshop of the Alliance
  - Limited time of the workshop
  - To allocate more time to consider the translation english to french
  - Have less presentation and provide more time for discussions
  - Reduce the length of the presentations
  - Consider addional thematical sessions
  - Invite additional experts
  - improve the airport pick up
  - to consider simultaneous translation or only english only for time mangement

#### C. Please rate the outcomes of the Workshop.

C1. How useful was the Workshop for your ongoing work?

Average

6%

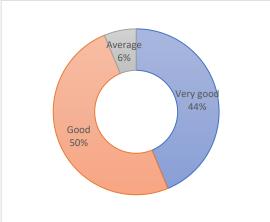
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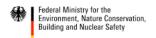
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44%



C2. Please estimate the contribution of the Workshop to the results and impacts of your future work.







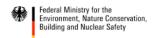






## **Annex 3: Participant list**

	Country	Name	Function	Institution	Telephone	Email
1	Benin	Euloge LIMA	Point Focal National Changements Climatiques Directeur de la Gestion des Risques et de l'Adaptation aux Changements Climatiques	Direction Générale de l'Environnement et du Climat		limeloge@gmail.com
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