

MINUTES OF MEETING: 1st STEERING COMMITTEE MEETING ON REGIONAL CENTRE FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY

AT THE UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI ON
TUESDAY, DECEMBER 10, 2019

Introduction

1. The maiden Steering Committee meeting on Regional Centre for Energy and Environmental Sustainability was held on Tuesday, December 10, 2019 at 9:48am at the University of Energy and Natural Resources Conference Room.
2. The objectives of the meeting were to discuss:
 - a. Brief Report of the project by Dr. Eric Ofosu Antwi - Director;
 - b. Discussion on the Report presented by the Director
 - c. Discussion and Approval of the Motivation Policy
 - d. Discussion of the Implementation Plan of the Centre
 - e. Brief Report from the ISAB Meeting
 - f. International Accreditation of the Programmes
 - g. Funding Opportunities for the Centre
 - h. Inputs into the Strategic Plan of the Centre
 - i. Centre launch
 - j. AOB
3. The meeting was attended by the following:

a. Wisdom Ahiataku-Togobo	-	Director, RE MOEn	-	Chairman
b. Prof. Esi Awuah	-	KNUST	-	Member
c. Prof. Harrison Dapaah	-	Vice Chancellor, UENR	-	Member
d. Dr. Eric Ofosu Antwi	-	Director, RCEES	-	Member
e. Dr. Samuel Gyamfi	-	RCEES	-	Member
f. Ms. Eva Haizel	-	Director-Tertiary, MOE	-	Member
g. Mr. John Baptist Siddick	-	Head-Procurement, UENR		
h. Ms. Maame Afua Quansah	-	Assist. Director I, MOEn		
4. Apologies
 - a. Peter Darri
 - b. Director of Finance, UENR
 - c. Industrial advisory Board Chair
5. The Chairman of the Steering Committee, Mr. Wisdom Ahiataku-Togobo of the Ministry of Energy called the meeting to order by welcoming members to the maiden Steering Committee (SC) meeting. He expressed his profound gratitude for the opportunity given him to be the Chairman of the committee. An opening prayer was offered by Prof. Esi Awuah. Prof. Harrison Dapaah moved for the adoption of the agenda and was seconded by Prof. Esi Awuah. Members of the committee introduces themselves which was followed by the business of the day.

6. The highlights of the meeting were as follows:

	AGENDA	DISCUSSIONS	ACTION BY
1.	Brief report of the project by Dr. Eric Oforu Antwi - Director	<ul style="list-style-type: none"> • Brief background of the project. The Centre was set up by a call from the World Bank. They wanted a post graduate education in African to match up with other Centre of Excellence in other parts of the world. • The World Bank received about 110 applications across African but UENR was among the best 5 in Ghana which eventually got selected. • Additionally, the World Bank would help support the programmes being run by the Centre to have an international accreditation. • The Centre was awarded with a 5 million funding budget for a period of 5 years which would be subject for renewal based on good performance. Additional 2 million was also set aside for performing institutions. • The support for the Centre was earmarked for 2 programmes. Firstly, the Sustainable Energy Management would be Sustainable Energy and Energy Management when seeking for accreditation hopefully next year. The second programme would be Environmental Engineering and Management • The institute also intend to add Maters and PhD in Renewable Engineering to their programmes. • Nine (9) short courses were being run by Centre. • The Director took the meeting through the functional organogram of the Centre. 	
2.	Discussion on the Report presented by the Director	<ul style="list-style-type: none"> • After a lot of deliberations on the report presented by the Director of the Centre, it was agreed that the implementation plan be updated and submitted to the World Bank for consideration. • The meeting praised the Director of the Centre for a very well written financial and procurement report. It was also noted that they had meet all the procurement plan for the year. 	

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3.	Discussion and Approval of the Motivation Policy	<ul style="list-style-type: none"> • The meeting was briefed on the proposed motivation policy which was classified under the following: <ol style="list-style-type: none"> a. People and groups b. Activities • After much deliberation and considerations, it was agreed that the finance committee work out a modality for winning proposal writers to motivate them such as development fee or administrative cost which would be taken from the proposal fees. 	
4.	Discussion of the Implementation Plan of the Centre	<ul style="list-style-type: none"> • Negotiations were held on Monday December 9, 2019 for inputs into the strategic plan of the Centre. During the meeting it was agreed that they the implementation plan would be submitted to the entity tender committee. The Chairman suggested the draft be circulated to members for their comments and inputs. • Capacity Building - The Centre had plans of doing a lot of training to build the capacity of its staff to be able to meet the high expectation of the World Bank. They had a well-planned out programme that had targeted potential officers to help with the implementation of the Centre's succession plan as well. The meeting was informed that gender was a challenge. They were looking on how to bring on board more females onto the programme since they couldn't meet the female enrolment target for the year. A call was place to the Vice Challenge for financial assistance to beef up capacity building for the Centre. • The University had already earmarked a place for the construction of the Centre. The meeting came up with the option of engaging a partner for the construction of a student hostel depending on the University's policy or a guest house which could also serve other purposed to generate revenue for the institute. It could also be of assistance to the University's hospitality department. • The Vice Chancellor had given a block to accommodate the foreign student. The house also agreed that they look for an investor to invest in accommodation to be also able to accommodate their local counterparts as well. 	

	AGENDA	DISCUSSIONS	ACTION BY
		<ul style="list-style-type: none"> With regards to student recruitment, the Centre had made the short courses being organized free of charge for females to attract them. 	
5.	Brief report from the ISAB meeting	<ul style="list-style-type: none"> The ISAB chair could not make it to the meeting so it was proposed that the meeting would be held in January, 2020. 	
6.	International Accreditation of the programmes		
7.	Funding Opportunities for the Centre	<ul style="list-style-type: none"> The meeting tasked Director, Tertiary of the Ministry of Education to explore funding opportunities available at UNCESCO for the university. The University had also written to the Ministry of Energy for support from its sector agencies to come to their aid as part of their corporate social responsibility of which they are yet to receive their response. The meeting respectfully decided that the Chairman should follow up for the University. Similar letter was also sent to the Ministry of Environment of which they have responded. The Chairman also encouraged the University to explore funding opportunities for the Centre from institutions such as MIDA, Power Africa, ADB, UNDP, SECO, UNESCO among others. It also came to light that the Bui Power Authority was interested in setting up a research institute in the university. 	
8.	Inputs into the Strategic Plan of the Centre	<ul style="list-style-type: none"> The implementation step was based on readiness and full readiness. 	
9.	Centre Launch	<ul style="list-style-type: none"> The Steering Committee was informed that the Centre would be launched on Tuesday, December 10, 2019 at 2pm but a number of MOUs would also be signed right after that. During the launch the Chairman was to address the audience of the Centre's expectations of them and how the committee was going to support the Centre. 	

10.	AOB	<ul style="list-style-type: none"> • The Chairman introduced the upcoming IRENA Assembly Meeting in January, 2020 in Abu Dhabi to the Steering Committee members and the benefits they could derived with their participation. They promised to explore the possibility of their attendance which would help market their University to the outside world since it's a huge platform. • Smart Grid... the Government had no objection but currently experiencing excess generation. The Government has encouraged public buildings, institutions and health facilities in the country to go into the smart grid. • The next venue for the Steering Committee was proposed to be in Accra since most of the committee members were based in Accra. After much consideration it was agreed that the venue be close to Accra and Koforidua to have the best from Committee members. • The Chairman appeal to members to make judicious use of funds allocated to the Centre. • University had been able to obtain the technical clearance and now left with the financial clearance from the Ministry of Finance. Director, Tertiary of the Ministry of Education was encouraged to liaise with the Deputy Minister of Finance in charge of Budget to help facilitates the process. • The WorldBank encouraged the Centre to engaged in more partnerships of which the Centre plan on doing their best towards the attainment of this course. • They expect more than 40 partnerships and above within the period. The Chairman promised to help link the University with the University of Oldenburg, Germany for international partnership. • The meeting was informed of the Vice Chancellor's end of term at UENR. It was highly recommended that he be maintained as a member of the committee because of his immense support towards the Centre and his rich experience would also go a long way to improve the activities of the Centre . The meeting unanimously accepted and agreed for the decision to reflect in the constitution of the committee. 	
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The Chairman took the opportunity to congratulate the Vice Chancellor for his vision towards the development of the Centre and all who have contributed to bring the institute this far. Dr. Samuel Gyamfi also thanked all who were invited for their support especially Prof Esi Awuah who participated in the assessment for the selection of the Centre .

The meeting was adjourned by the Chairman. Dr. Eric Ofosu Antwi moved and was seconded by the Vice Chancellor.

The meeting came to a close at 12.35.