



DRAFT MINUTES

4th Executive Committee Meeting
 Monday 13th March 2017 at 16h00
 NCE Boardroom

Present: Charles Loots – Chairperson (CL), Malan Lindeque (MLin), Frauke Kreitz (FK), Morgan Hauptfleisch (MH), Chris Brown (CB), Steve Galloway(SG), Maxi Louis (ML)

Apologies: None

Agenda item	Discussion	Decision	Action Points
1. Welcome by Chairman	Charles Loots welcomed all present		
2. Attendance / Apologies	No apologies	Quorum present	
3. Approval of Agenda	Addition Westair Aviation to be discussed with point 5.2 'aircraft' on the agenda	Agenda adopted with additions	
4. Minutes of 3rd Meeting			
4.1 Correctness	Grammatical correction	Minutes approved with one correction	
4.2 Matters arising		All covered by Agenda	

<p>5. Progress to date:</p> <p>5.1 Logistics</p>	<p>1. Pastel Accounting</p> <p>2. Internet Banking</p>	<p>Sage Pastel will be the official accounting system used by the NCE.</p> <p>Complete and fully operational.</p>	
<p>5.2 Eight Programme Areas</p>	<p>1. Membership support</p> <ul style="list-style-type: none"> • New Member Application • SRT desk • Aircraft 	<ul style="list-style-type: none"> ➤ Membership currently stands at 34 ➤ 12 applications submitted for discussion and approval ➤ All 12 applications approved <p>Maritha Walther, PR & Communication from Save the Rhino Trust to use NCE office space on a part-time basis.</p> <p>Wilderness Conservancy offered the Bellanca 8GCBC “Scout” aircraft to Ongava.</p> <p>Westair Aviation agreed to sponsor a CESSNA 182 to the NCE with 2 options:</p> <ol style="list-style-type: none"> 1. The NCE will own the aircraft completely, carrying all costs. 2. The aircraft stays with Westair Aviation and all maintenance and other costs are paid for by Westair Aviation. The user (NCE and Members) will pay for fuel, oil & landing fees. <p>Decision- Option 2.</p> <p>B2Gold offered to sponsor the re-branding of the aircraft.</p> <p>The aircraft will be used via a booking system run by NCE. Should the aircraft not be reserved, it may be used by the private sector at commercial rates. The</p>	

	<ul style="list-style-type: none"> Conservation magazine <ul style="list-style-type: none"> AGM & Workshop 	<p>funds generated will be held in a NCE account for major repairs.</p> <p>Welwitschia Insurance Brokers have sponsored the insurance. The insurance situation must be fully understood re pilots, liabilities, etc. Consult Westair on this.</p> <p>The NCE is looking at a partnership arrangement with Venture Media, to produce the Conservation magazine on an annual basis. Half of the magazine could be made available to Members and the other half could focus on a specific theme. The Ministry of Environment and Tourism will also have a section in the magazine.</p> <p>The cost of production and printing, with a quota of 5,000 issues is estimated at about N\$ 200 000 per year.</p> <p>The target audiences will need to be clearly defined.</p> <p>The NCE AGM will be held at Hotel Thule on 5 April starting at 09h00. A mini brainstorming workshop will follow immediately after the AGM, addressing two key questions:</p> <ol style="list-style-type: none"> 1. What would Members like the NCE to do to help support their work? 2. What would Members like the NCE to do, with and on behalf of the membership, to help promote sound environmental management in Namibia? 	<p>CL to follow up on the insurance component.</p> <p>CB to enquire on the target audience from Riette as well as the total costs.</p> <p>CB to circulate an email with all findings to ExCo for feedback.</p>
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	<p>2. National facilitation</p> <ul style="list-style-type: none"> • Environmental strategy - mining sector workshop • SDGs and NDP5 • Ban on Plastics Campaign • State of Environment workshop (MET, SDAC, NCE) <p>3. Advocacy</p> <ul style="list-style-type: none"> • Watchdog role/ whistleblowing 	<p>The Mining Sector Workshop will take place in June 2017. The aim will be to bring all Environment Departments together to develop a 3-year Strategic Environmental Plan for the Mining Sector, hopefully leading to a “Good practice guide for mining in Namibia” and appropriate criteria for external assessments under Eco Awards Namibia.</p> <p>A copy of the Sustainable Development Goals (SDGs) (with sections not relevant to Namibia removed) was circulated to all Members to add on how they are contributing. The latest draft of NDP5 was also circulated to all Members for feedback.</p> <p>MLin informed ExCo that the NDP5 should be accompanied by the Public-Sector Investment Plan but that this is currently not part of NDP5.</p> <p>This initiative was started because of the negative impact plastics have on the environment and on human health. The NCE has produced a working document, given public talks and had meetings with different stakeholders.</p> <p>The workshop is planned for September 2017.</p> <p>The general public approaches the NCE on various environmental issues, on a regular basis. It was agreed that not all issues can be acted on as ‘fights should be picked carefully’ but that the NCE should take a firm stand on important matters.</p>	
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	<p>6. Environmental information</p> <ul style="list-style-type: none"> • EIS- journal, butterfly atlas, App <p>7. Fund raising</p> <ul style="list-style-type: none"> • Corporate • GiveToday • GiZ <p>8. Grant making</p>	<p>The 2nd project will focus on the business / corporate sector in Namibia and the environment. B2Gold Namibia from the mining sector and Gondwana Collection from tourism sector may be available for audits, to derive an ecosystem services approach to business and hopefully leading to a “Good practice guide for corporate Namibia”.</p> <ul style="list-style-type: none"> ➤ The Namibian Journal of Environment is up and being tested currently. ➤ The proposal for NUST to be a partner is currently at NUST senate for approval. ➤ Butterfly Atlas is now being started. ➤ The development of the Atlasing App will be done by a NUST, IT student. <p>Follow -ups done with:</p> <ul style="list-style-type: none"> ➤ Barloworld ➤ RMB ➤ KLM ➤ WestAir Aviation - Sponsored the aircraft ➤ Bannerman Resources - Donation done in January 2017 <p>Social media management successful.</p> <p>The NCE will consider coordinating German Embassy funds.</p> <p>The grant making process is now at the advanced stages on setting up and testing.</p>	<p>CL to arrange for a meeting with O&L</p>
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6. Finances	Financial report	Accepted Overheads under budget, project areas on budget	FNB funds of N\$ 2m to be removed and replaced with N\$ 250 000.00 for July 2017.
7. Any other business 7.1 Environment Communication Hub	FK reported on the Hub being set up by New Media Consult and NNF	The hub will be launched soon and will include all environmental information. The target audience will include, NGOs, government, and the public. The hub will be self-sufficient based on membership fee and managed by FK.	NCE to provide some assistance if appropriate
8. Next meeting		Next Meeting - 26 June 2017	

C Loots
Chairperson

C Brown
Chief Executive Officer