

**POLICY FORUM MONTHLY MEETING – NOVEMBER 6<sup>TH</sup>, 2008**  
**OXFAM OFFICES- MIKOCHENI,**  
**TIME: 10AM- 1 PM**

**MATTERS ARISING:**

- Working Group updates
- AOB

**OPENING**

The meeting was officially started by Mr. Hebron Mwakagenda- Policy Forum Board chairperson at 10:30am. Thereafter there was a round introduction.

**ATTENDANCE:**

1. Diana Henderson- GWG
2. Agnes Victor-NPA
3. Agnes Michael- SAHRINGONTZ
4. Oddvar Bjorkens- NPA
5. Marcossy A.M- PF
6. Hebron Mwakagenda- The Leadership Forum
7. Vicent Katabalo- TEN/MENT
8. Vera Mshana- PF
9. Gertrude Mugiz-PF
10. Richared Angelo- PF

**PF INSTITUTIONAL ASSESSMENT:**

Ms. Gertrude apologised on behalf of the assessor Mr. Ruta Mutakyahwa who was not able to attend the last monthly meeting thereafter she welcomed the assessor for presentation.

Mr. Ruta started by introducing generally the methodology used to collect data i. e. interview from different Organisations, both Non- Governmental and Government agencies like PCCB, FORDIA, Foundation For Civil Society, LGRP, Development partners like CIDA, SDC and Embassy of Finland, the PF members and Staff i. e. PF Steering Committee, HakiElimu, Women's Dignity, water Aid, TEN/MET and TGNP. He used different methods to collect information both conventional and participatory evaluation methods.

In his report he started by the strengths of PF i. e. It is a vibrant and daring network of 80 diverse CSO members and other 30 partners, it is democratic and transparent Secretariat, it is competent, committed, and has strong leadership i. e. (Coordinator), recognized, respected and supported as a collective civil society voice in policy advocacy and policy engagement. He also showed in his report that PF has built reputation in its ability to provide high quality input into policy processes, use of democratic and functioning Governance structures; it is evidenced that PF has a learning culture that has resulted into systematic review of PF's performance, identification of challenges etc. In his presentation he alerted that PF is supposed to be guided by the Board not Steering Committee as it is due the Law of Companies act, 2002 revised Ed. By using a Steering Committee a small thing has to pass through a number of constraints and sometimes hinder things to develop. It is good if we follow the laws of the Land as a Company limited by shares

The major results achieved are in policy Engagement i. e. printed/ distributed booklets on local Governance, an active participant during the development of MKUKUTA, member of the Government task force, participated in the amendment to the local Government Laws Bill.

Produced and widely distributed analytical budget briefs; its capacity Development: Monthly member's meetings, regular working groups meetings, monthly Breakfast Debates, Development of a manual for PETS, supporting working groups etc.

The impacts of policies are monitored submitted to the Poverty Eradication Division key issues for the new PMS, Active participation in the development of the indicators for clusters 2 and 3.

He gave some **recommendations** that:

- Following Companies Act is mandatory.
- Membership criteria review
- Bring small Organization in Board to qualify e.g. KAMAMA a small Organization but attracting funds
- Working orientation be addressed

- Conduct a scientific evaluation survey to learn and know how other Organizations or people say about PF e. g. TEN/MET has designed member's charter.
- PF Secretariat to join other networks
- Publicize our work- use media, fliers whenever possible (strike balance)

### **COMMENTS/ SUGGESTIONS:**

1. In challenges on Governance that PF has to have Board instead of Steering Committee, one member from Haki Elimu elaborated that in order to develop an Organization passes through several complexities, it is good to follow the advise from Mr. Ruta cause there are other Organizations of example TACOSODE was advised by consultancy and disagreed later on it costed them and for an Organization like PF with focus in Policies and issues that are crucial and important that touches the society and Government it is very good for it be registered in the Companies Act cause we can get into trouble, Haki Elimu is stable up to date for this.
2. In challenges on member participation: inconsistent commitment; no scientific research has been conducted as to the factors behind this situation what members need to know is; what technical issues are to be included in those scientific research.
3. Role of members should be confined to participation but also other areas e.g. TEN/MET they reached a point where they agreed that members should pay fee, either way PF Secretariat do a lot there is a need for these members submit their reports this is how it is done with TGNP, TANGO etc  
PF may think of other controversial members.  
There is a need to have short term and long term donor fund raising.  
Build a strong relationship with the Government.  
There is a need to join other networks and explore East Africa.

### **COLLABORATION WITH THE OFFICE OF PARLIAMENT:**

A discussion on how to take forward this was introduced by Gertrude who elaborated; PF is trying to find the way to collaborate with the parliament i. e. to work with them. Last year June, PF worked with the parliament in support of IDASA and identified the Budget process as the main area of collaboration.

Building on last years successful collaboration with parliament, efforts have been made again by Policy Forum with the support from IDASA to continue work with the parliament this year to address accountability issues vis- a- vis the budget processes. It has been identified by civil society Organizations and parliamentarians alike that collaboration in this area will be of mutual benefit through increased awareness and understanding of budget processes including systemic issues with a view to determining in which ways the whole system can become more transparent, accountable and efficient as part of the PF's Objectives.

### **EALA WORKSHOP:**

This was introduced to the members by Ms. Vera Mshana- Policy and Budgeting manager from Policy Forum- Secretariat, whom attended the East African Legislative Assembly workshop in Arusha where by the workshop's aiming at Promoting transparency and accountability of Revenues in the extractive Industry. She explained that they discussed several issues such as understanding the demand for transparency, enhancing knowledge of the extractive Industry, developing sound legal and regulatory frameworks encouraging public accountability and transparency and promoting legislative engagement and oversight.  
Copies are available at PF's office for whoever interested with it.

### **STATISTICS REPORT FOR THE PF PORTAL:**

Presentation was made by Mr. Semkae Kilonzo- Manager Media and Communication from Policy Forum. The statistics report was aiming at giving feedback to members to know how many peoples visits PF's website, how many times, why you visited the website, how did you get to know PF as part of PF's expected outputs i. e. Proactive networking and effective information sharing with other stakeholders. He also introduced that PF is preparing to have an official launch of the website during the AGM to be held on 10<sup>th</sup> April, 08.

## **SOCIAL ACCOUNTABILITY MONITORING SYSTEM:**

This was introduced to members again for the second time to remind them to review the criteria for selection of a partner network to work with the Social accountability Monitoring.

## **WORKING GROUP UPDATES**

- Collaboration with the parliamentarian's attendance limitation is only 10 peoples for participation.
- Working Groups meeting will be issue based
- HIV-AIDS WG will present in the next BD at CEEMI Conference Room
- Next BWG 13<sup>th</sup> March will be joint meeting but it is not yet confirmed.

## **AOB**

- Policy Briefs suggestions and analytical Think Pieces 4pieces to be produced by the end of March, 08
- WLAC is shifting to a new building at Kinondoni
- Peoples are encouraged to visit the parliament website to know what is going on and have current information that we can share.
- Haki Elimu as in advocacy has two editorial columns in The Citizen(Op-ed) - every Monday and Mwananchi(Kauli Mbadala)- every Tuesday, anybody with interest is encouraged to use this page by sending articles in any matter on policies [paa@HakiElimu.org](mailto:paa@HakiElimu.org)
- PACT organized CSOs meeting to be held on 12<sup>th</sup> March there are 4 spaces for PF secretariat

**The End.**