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**REF: EXCO/24/2022**

**EXECUTIVE COUNCIL MEETING (EXCO)**

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**PARK INN,  
KIGALI, RWANDA**

**14<sup>TH</sup> DECEMBER 2022**

**REPORT OF THE 24<sup>TH</sup> EXECUTIVE COUNCIL MEETING HELD ON WEDNESDAY  
14<sup>TH</sup> DECEMBER 2022 AT 9.00 A.M.**

**AGENDA ITEM**

**MIN 1. EXCO/24/22: OPENING PRAYER**

The Opening Prayers were led by the Executive Secretary, Dr. Geoffrey Mabea

**MIN 2. EXCO/24/22: CONSTITUTION OF BUREAU**

The Executive Secretary confirmed the Quorum for the 24<sup>th</sup> EXCO Meeting and noted the attendance of Authority for Regulation of Water and Energy Sectors(AREEN),Energy and Petroleum Regulatory Authority (EPRA),Electricity Regulatory Authority (ERA),Energy and Water Utilities Regulatory Authority (EWURA),Petroleum Upstream Regulatory Authority (PURA),Rwanda Utilities Regulatory Authority (RURA),Petroleum Authority of Uganda (PAU) (Online) and Zanzibar Utilities Regulatory Authority (ZURA)(online).

**RECEIVED** apologies from the Executive Director of PAU and recognised the attendance of his representative, Eng. Dozith Abeinomugisha. In addition, The Secretariat received apologies from the Director General of Autorité de Régulation du secteur de l'Electricité (ARE).

In attendance, were two AGA members: Prof. Mark Mwandosya - AGA Chairperson (EWURA) and Mr. Halfani R. Halfani (AGA- Member,(PURA) and a Board Member from PURA, Eng. Ramadhan Masoud.

### **MIN 3. EXCO/24/22: ADOPTION OF THE AGENDA**

**ADOPTED** the following agenda for the 24<sup>th</sup> EXCO Meeting.

1. Opening Prayer.
2. Constitution of Quorum
3. Adoption of the Agenda
4. Declaration of Conflict of Interests
5. Introduction and Opening remarks
6. Welcoming observers
7. Tabling of the Report from the 23<sup>rd</sup> EXCO Meeting held on 23<sup>rd</sup> June 2022 in Bujumbura, Burundi.
8. Matters Arising from the 23<sup>rd</sup> EXCO Meeting held on 23<sup>rd</sup> June 2022 in Bujumbura, Burundi.
9. Tabling of the Report from the 14<sup>th</sup> AGA Meeting held on 24<sup>th</sup> June 2022 in Bujumbura, Burundi.
10. Presentation of Portfolio Committees Reports;
  - (i) Economic Portfolio Committee
  - (ii) Legal Portfolio Committee
  - (iii) Petroleum Portfolio Committee
  - (iv) Electricity and Renewable Energy Portfolio Committee
11. Presentation of EXCO Sub-Committees Reports;
  - (i) Report of EXCO Committee on Finance and Administration (CFA)
  - (ii) Report of EXCO's Strategic Planning and Human Resources Committee (SPHRC)
12. EREAs' Meetings Frequency and Venue
13. Any other business.

#### **MIN 4. EXCO/24/22: DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest declared by the members in the business of the meeting.

#### **MIN 5. EXCO/24/22: INTRODUCTION AND OPENING REMARKS.**

The Heads of Delegation of AREEN, EWURA, EPRA, ERA, ZURA, PAU, PURA and RURA introduced themselves and the members of their delegations.

The Chair, Eng. Emilie Patrick BAGANIZI welcomed the members physically present at the meeting in Kigali, Rwanda as well as those attending virtually and made his opening remarks. In his remarks, the Chair appreciated the AGA members present for honouring EREA with their visit. He lauded the EXCO members for their attendance and the EREA secretariat and secretariat bureau for organizing the EREA 24<sup>th</sup> EXCO meeting. He also appreciated the portfolio committees for their work over the last one week.

The chair noted the growth of EREA since its establishment 13 years ago and increasing in membership from four (4) to nine (9) members. He noted the great developments in the East African Community (EAC) energy sector including a significant increase in electricity access rate in the region, gas extraction in Tanzania and Rwanda, implementation of regional power interconnection projects, creation of a power pool for our region, discovery of oil in Uganda and Kenya. He observed that the energy sector in the EAC region has faced various challenges notably, the Covid-19 Pandemic and the Russia- Ukraine war. The chair noted major developments in EREA in capacity building such as the Energy

Regulation Centre of Excellence (ERCE) and appreciated the EREA secretariat and the secretariat bureau for that milestone.

In conclusion, the chair urged the EREA members to come together and think collectively to improve the EAC energy sector.

#### **MIN 6. EXCO/24/22: WELCOMING OBSERVERS**

The Chair welcomed the two AGA members present and invited them to the meeting. The AGA members made a few remarks and wished the meeting fruitful deliberations.

#### **MIN 7. EXCO/24/22: TABLING OF THE REPORT FROM 23<sup>RD</sup> EXCO MEETING HELD ON 23<sup>RD</sup> JUNE 2022 IN BUJUMBURA, BURUNDI.**

The Secretariat tabled the report of the 23<sup>rd</sup> EXCO meeting held on 23<sup>rd</sup> June 2022 at Bujumbura, Burundi.

The EXCO **NOTED** the report of the 23<sup>rd</sup> EXCO meeting.

#### **MIN 8. EXCO/24/22: MATTERS ARISING FROM THE 23<sup>RD</sup> EXCO MEETING HELD ON 23<sup>RD</sup> JUNE 2022 IN BUJUMBURA BURUNDI**

The Secretariat submitted and reported on the status of the matters arising from the 23<sup>rd</sup> Executive Council meeting held on 23<sup>rd</sup> June 2022.

The EXCO:

**NOTED** that seven (7) out of eight (8) directives made by the 23<sup>rd</sup> EXCO have been completed by 100% and one (1) directive was work in progress.

**ADOPTED** the report of matters arising of the 23<sup>rd</sup> EXCO meeting.

**MIN 9. EXCO/24/22: TABLING OF THE REPORT FROM THE 14<sup>TH</sup> AGA MEETING HELD ON 24<sup>TH</sup> JUNE 2022 IN BUJUMBURA, BURUNDI.**

The Secretariat tabled the report of the 14<sup>th</sup> AGA meeting held on 24<sup>th</sup> June 2022 at Bujumbura, Burundi.

The EXCO **NOTED** the report of the 14<sup>th</sup> AGA meeting.

**MIN 10. EXCO/24/22: PRESENTATION OF PORTFOLIO COMMITTEE REPORTS**

**10.1. EXCO/24/22: ECONOMIC PORTFOLIO COMMITTEE (EPC)**

The Economic Portfolio Committee (EPC) presented its progress implementation report for financial year 2022/23.

The EXCO;

**NOTED**

That the EPC report had improved and commended the EPC.

**APPROVED** and **ADOPTED** the EPC report.

**DIRECTED** the EPC to;

- i) Compile issues that EXCO should action and recommend to the AGA;
- ii) Determine standardized connection costs for No- pole and one-pole to form benchmarks;
- iii) Determine Renewable Energy Feed-in Tariffs indicative tariffs which will be reviewed annually as benchmarks to be used by NRIs;
- iv) Include Ethiopia- Kenya in the regional energy exchange analysis;
- v) To consider other factors that affect the generation costs besides the feed-in-tariffs e.g. In Uganda, power plants above 10MW revert to the government after the lapse of the Power Purchase Agreement;
- vi) To include a section on emerging issues and trends in the energy sector globally and among member states;

## **10.2. EXCO/24/22: LEGAL PORTFOLIO COMMITTEE(LPC)**

The Legal Portfolio Committee (LPC) presented its progress implementation report for financial year 2022/23.

The EXCO;

### **NOTED;**

- i) On the matter of sustainability, there is need to have clarity on how the three institutions that is EREA, ERCE and the Independent Regulatory Board(IRB) will exist and be resourced;

- ii) That the EREA has a much wider scope than IRB in terms of mandate as it incorporates oil and gas;
- iii) That there is need to physically locate the ERCE and consider getting support from NRIs in instances where the training venue is to rotate among the member states;
- iv) EWURA's commitment to work with the EREA secretariat to obtain land for the construction of the ERCE in Arusha, Tanzania;
- v) The Draft Energy Data Repository Guidelines for further comments by the portfolio committees;
- vi) The status of registration of the EREA as an association under the Societies Act Cap. 337 of Laws of Tanzania.

**ADOPTED** the LPC report.

**APPROVED;**

- i) The Questionnaire for the EREA Petroleum Regulatory Index for onwards submission to the Petroleum Portfolio Committee (PPC);
- ii) The Terms of Engagement for Experts at the ERCE;
- iii) The Gender mainstreaming comparative analysis template for onwards submission to the NRI's.

**DIRECTED**

- i) The Secretariat to submit an application to the National Council for Technical and Vocational Educational Training (NACVET) for registration of EREA Centre of Excellence in line with the Laws of Tanzania;
- ii) The EREA and IRB should remain as separate entities;
- iii) The secretariat should fast-track the operationalization of the ERCE after completing the registration of EREA under the Societies Act Cap. 337 of Laws of Tanzania;



iv) To include a section on emerging issues and trends in the energy sector globally and among member states;

### **10.3. EXCO/24/22: PETROLEUM PORTFOLIO COMMITTEE(PPC)**

The Petroleum Portfolio Committee (PPC) presented its progress implementation report for financial year 2022/23.

The EXCO;

**NOTED** the progress of implementation of the various PPC activities for financial year 2022/23;

**APPROVED** and **ADOPTED** the Petroleum Portfolio Committee report.

**DIRECTED** the PPC to;

- i) Undertake research and benchmarking on best practices in petroleum price regulation among the member states;
- ii) Undertake a regional analysis on security of supply in the areas of strategic stocks and leveraging on National Oil Companies to stabilize the market; and
- iii) To include a section on emerging issues and trends in the energy sector globally and among member states.

### **10.4. EXCO/24/22: ELECTRICITY AND RENEWABLE ENERGY PORTFOLIO COMMITTEE (EREPC)**

The Electricity and Renewable Energy Portfolio Committee presented its progress implementation report for financial year 2022/23.

The EXCO;

**NOTED** the progress of implementation of the various EREPC activities.

**APPROVED** and **ADOPTED** the EREPC report.

**DIRECTED** the EREPC to;

- i) Coordinate with EPC and propose recommendations for implementation by NRIs emanating from the demand and supply balance analysis;
- ii) The proposed trainings to be offered under the ERCE as a way of addressing practical challenges in the EAC region;
- iii) Undertake a review of the energy market in the region and propose a more structured approach;
- iv) Undertake an analysis of regional energy mix and report on the proportion of renewable energy sources and non-renewable energy sources and proposals on transitioning to cleaner energy;
- v) Include a section on emerging issues and trends in the energy sector globally and among member states;

**MIN 11. EXCO/24/22: EXCO SUB-COMMITTEES REPORTS;**

**11.1. EXCO/24/22: COMMITTEE ON FINANCE AND ADMINISTRATION(CFA)**

The Chairperson of the EXCO sub-committee on Finance and Administration (CFA) tabled their report for consideration by the EXCO.

The EXCO:

**NOTED;**

- i) The various fund mobilisation efforts and collaborations with development Partners; and
- ii) Encouraged members who had not remitted the EREA annual subscription fees to fast-track payment.

**ADOPTED** the report by the Committee on Finance and Administration (CFA);

**APPROVED;**

- i) The proposed budget reallocation to accommodate the ERCE in the EREA premise;
- ii) The budget of **\$22,086.30** to repurpose the EREA office to accommodate the ERCE;
- iii) The secretariat mid-year report; and

iv) The Unqualified Audit financial report for FY 2021/22.

**DIRECTED;**

The secretariat to put more effort in mobilizing resources for EREA and the ERCE

**11.2. EXCO/24/22: STRATEGIC PLANNING AND HUMAN RESOURCE COMMITTEE(SPHRC)**

The Chairperson of the EXCO sub-committee on Strategic Planning and Human Resources tabled their report for consideration by the EXCO.

The EXCO:

**ADOPTED** the report by the Human Resource and Strategic Planning committee and **APPROVED;**

- i) Renewal of ES contract on existing terms and conditions;
- ii) A bonus to the secretariat staff which is equivalent to the previous year's amount;
- iii) The ERCE Strategic Plan for Financial year 2022/23-2026/27;
- iv) The re-purposing plan of EREA office to accommodate the ERCE;
- v) The Mid Year secretariat report 2022/23 and the Terms of References for Data Hub;
- vi) The ERCE operationalisation and the EREA Secretariat Bureau to be interim coordinating organ of ERCE activities;

**DIRECTED**

- i) SPHRC to submit to CFA the proposal of an acting allowance for ES to coordinate the centre of excellence for consideration;
- ii) CFA to recommend a performance bonus structure to EXCO and mainstream the same into the HR manual;

**MIN 12. EXCO/24/22: EREA MEETINGS FREQUENCY AND VENUE**

The EREA calendar of activities for the financial year 2022/23 was presented by the secretariat.

The EXCO **NOTED** that the 25<sup>th</sup> EXCO is scheduled for 14<sup>th</sup> June 2023 in Arusha, Tanzania.

**APPROVED** the updated EREA calendar of activities for the financial year 2022/23.

**MIN 13. EXCO/24/22: ANY OTHER BUSINESS**

There being no other business the meeting was adjourned at 2.30 p.m.

**Signed this 14<sup>th</sup> December 2022**

- (1) **Eng. Emilie Patrick BAGANIZI** .....  
Chairperson, Ag. Director General, Rwanda Utilities Regulatory Authority (RURA)
  
- (2) **Eng. Ziria Tibalwa Waako** .....  
Member, Director General  
Electricity Regulatory Authority (ERA)
  
- (3) **Eng. Modestus M. Lumato** .....  
Member, Director General  
Energy and Water Utilities Regulatory Authority (EWURA)
  
- (4) **Mr. Balthazar Nganikiye**.....  
Member, Director General,  
Authority for Regulation of Water and Energy Sectors (AREEN)

**(5) Mr. Daniel Kiptoo .....**  
Member, Director General,  
Energy and Petroleum Regulatory Authority (EPRA)

**(6) Eng. Charles Sangweni.....**  
Member, Director General,  
Petroleum Upstream Regulatory Authority (PURA)

**Attended online**

**(7) Eng. Dozith Abeinomugisha .....**  
Member, for Executive Director,  
The Petroleum Authority of Uganda (PAU)

**(8) Mr. Omar Ali Yusuf .....**  
Member, Director General,  
Zanzibar Utilities Regulatory Authority (ZURA)