



**9th ICA Africa  
Regional  
Assembly 2010**

**October 2010  
Maseru, Lesotho**

**Meeting Documentation  
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# ICA Africa Rules

## Draft—For Approval

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### RULES OF ICA AFRICA

The International Co-operative Alliance - Africa (ICA Africa) is the ICA region that serves members of the International Co-operative Alliance in the Africa region.

#### **Article 1: Mission Statement**

ICA Africa shall implement the ICA Mission as stated in the Statutes of the International Co-operative Alliance at the regional level.

#### **Article 2: Objects**

ICA Africa will promote the objects of the International Co-operative Alliance at the regional level as stated in the Statutes of the International Co-operative Alliance.

#### **Article 3: Structure**

The ICA Africa is structured at the regional, sectoral and thematic levels and comprises a regional office in Nairobi, Kenya.

The ICA Africa serves all ICA members in the Africa region and adjacent islands.

The Regional Assembly is the highest authority of ICA Africa and all the decisions are monitored and supervised by the elected Regional Board.

The Regional Director and a team of technical staff implement the plans and actions approved by the Regional Assembly.

#### **Article 4: Regional Authorities**

The regional authorities of ICA Africa are: Regional Assembly, Regional Board and Regional Director.

#### **Article 5: Regional Assembly**

1. There shall be a Regional Assembly for the Africa region consisting of representatives appointed by the ICA member organisations in the region subject to the full discharge of their financial obligations;
2. The powers of the Regional Assembly, being the highest authority within the ICA Africa, is stipulated in the Statutes of the International Co-operative Alliance with the following added provision;

<b>Table of Contents:</b>	3. The Regional Assembly shall, as a rule, meet every second
Pages 1-4: ICA Africa	year. Extraordinary meetings of the Regional Assembly may be con-
Rules	vened on the decision of the Regional Board or at the request of
Pages 5-10: Regional	one-fifth of members;
Director's	4. All questions on which the Regional Assembly votes are decided
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# Rules, cont.

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by a majority of the votes cast, unless specified otherwise. Voting procedures for election shall be in accordance with the ICA Bye-Laws.

## **Article 6: Powers of the Regional Assembly**

The powers of the Regional Assembly are stipulated in the Statutes of the International Co-operative Alliance with the following additional provisions:

1. The Regional Assembly shall elect a President of the region who shall, as a rule, be the Chairperson of the Regional Assembly and the Regional Board and shall serve as the ICA Vice-President;
2. The Regional Assembly shall elect at least one and maximum two Vice Chairpersons (if two, one shall preferably be a woman). The Vice Chairperson(s) shall be Vice Chairperson(s) of the Regional Assembly;”
3. The Regional Assembly may establish Sectoral Organisations and Thematic Committees at the regional level and approve their Constitutions.

## **Article 7: Regional Board**

1. There shall be a Regional Board of at least five (5) persons consisting of a Chairperson, at least one Vice Chairpersons elected by the Regional Assembly. Not more than one person from one country can be elected to the Regional Board;
2. The term of office-bearers of the Regional Board is four (4) years. In case any elected person ceases to represent or is withdrawn by his/her sponsoring organisation, the sponsoring organisation may nominate a replacement for the remaining term and the decision on the replacement rests with the Regional Board;
3. A Youth Representative shall be co-opted in the Regional Board. The Africa members of the ICA Board who are not members of the Regional Board, shall have the right to attend and speak at the Regional Board;
4. No person shall be entitled to serve on the Regional Board whose organisation has ceased affiliation with the ICA or is in arrears with its membership subscription fee, or who has ceased to be an accredited representative of the nominating Member;
5. The composition of the Regional Board shall endeavour to reflect regional diversity;
6. A quorum of the Regional Board shall be constituted when more than half of its members are present. Acceptance of a resolution shall be on a two-third majority of members present and voting;
7. Each member of the Regional Board who has paid in full the membership subscription shall be entitled to one vote;
8. The Regional Board shall meet at least twice a year. The meetings shall be convened by the Chairperson or at the request of one-third of the members;”
9. The Regional Director of ICA Africa shall be the Secretary of the Regional Board.



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# Rules, cont.

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## **Article 8: Powers of Regional Board**

The powers of the Regional Board are stipulated in the Statutes of the International Co-operative Alliance.

## **Article 9: Regional Director**

The Regional Director is the Chief Executive of the Africa region. His/her responsibilities are stipulated in the Statutes of the International Co-operative Alliance.

## **Article 10: Sectoral Organisations and Thematic Committees**

1. The Regional Assembly may establish or dissolve Sectoral Organisations and Thematic Committees;
2. Regional Sectoral Organisations may be established in areas of economic and social activity of co-operatives as considered desirable;
3. Regional Thematic Committees may be established based on requirements of the region;
4. The Sectoral Organisations and Thematic Committees will draw up rules for approval by the Regional Assembly. They will work within the Regional Strategic Plan and will submit annual work plans/ budgets to the Regional Director.

## **Article 11: Official Language**

The official languages of the Regional Assembly / Regional Board are English and French. Delegates using languages other than English and French shall arrange their own interpreters.

## **Article 12: Finance**

1. The delegates or their sponsoring organisations shall be responsible for covering the expenses of their participation at the Regional Assembly/Regional Board;
2. Participation in the Regional Assembly and other related meetings shall be subject to payment of Registration Fee as prescribed by the Regional Board;
3. In line with ICA tradition, Regional Assemblies shall be hosted by the member organisations in the region who may take care of logistics and other related costs as mutually agreed upon.

## **Article 13: Others**

1. Amendments to these Rules and any subsequent alterations shall be subject to the approval by the Regional Assembly;
2. For all other matters, which are not covered by these Rules, ICA Statutes shall apply.



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# Regional Director Report

November 2008 – October 2010

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## Background and context

The period under review covers the period from November 2008 to October 2010. During this period the restructuring which was reported to the last Regional Assembly in Abuja has continued. At the same time, ICA Africa has also embarked on a process of expansion, in terms of office structure as well as member service delivery. 2009 witnessed the continued repositioning of ICA Africa as a relevant and responsive member driven organisation and as a valuable partner of co-operative development agencies and governments. 2010 has seen the further expansion of our activities. Improved facilities and human resource capacity being prerequisites for the delivery of relevant member services and the achievement of our Strategy Plan, the office moved to more suitable premises and to secure much needed seconded professional staff. We are grateful to the Kenyan movement and government for their willingness to assist.

Needless to say, priority has to be given to ensuring the future sustainability and growth of the office to enable it to meet the increasing demands of the region. The establishment of an Endowment Fund is a member driven process that highlights the perpetual truth that the solution to our financial problems has to come from the region.

The region must work within the framework and policies of the new Global strategy, and the new 4 Year Strategy Plan for ICA Africa which is informed by the needs and concerns of our members has provided invaluable direction to our work. The feedback from members continuously validate its relevance. The mandate has enabled us to focus on the implementation of a work plan driven by member demand rather than donor supply. In practice this means that all external support to the office is given to support the implementation of our four strategic objectives on Membership, Influence, Development and Governance. A new and dedicated Regional Board has been able to provide informed direction and guidance to the regional office. I will in the following report, highlight some of ICA Africa's achievements under each of the four strategic objectives.

## Membership

### Second Members Forum

Membership fees from the region are extremely important due to the gradual phasing out of the solidarity contribution that ICA Africa continues to receive from the global ICA. The new fee structure that came into effect in 2009, made membership more affordable. In the Africa region, we have seen a positive increase in membership. Seven new members joined ICA Africa in 2009 making ICA Africa the fastest growing region of the global ICA. We were particularly pleased to re-establish close relations with the Egyptian movement. Fees collected in 2009 exceeded the budgeted amount. We continue to receive expressions of interest



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## Report, cont.

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and applications for membership although 2010 has so far not lived up to the promise of 2009.

The involvement of members is essential to reinforce our capacity to drive co-operative development in the region. The unsatisfactory outreach in francophone West Africa continues to be a major challenge that has to be addressed.

The Second Members Forum which was held in Nairobi just prior to the Ministerial Conference in October 2009 was therefore an important event. The large number of participants was encouraging and a reflection of the relevance of ICA Africa. Participants received and discussed a progress report on the recommendations of the first Members Forum and also took a closer look at priorities ahead.

### Influence

#### **The Ministerial Conference Technical Committee (MCTC)**

The meeting of the Ministers Conference Technical Committee (MCTC) was held in Kampala from 13-15 July, 2009. Delegates from participating countries submitted country reports. The meeting also prepared the agenda for the Ministerial Conference in October 2009. The MCTC provides an opportunity for a mid-term review of the achievements of the Ministerial Conference in particular with regard to the Recommendations and Communiqué. The next meeting of the MCTC will be held in Lesotho in conjunction with the Regional Assembly.

#### **9th ICA Africa Co-operative Ministerial Conference**

The 9th ICA African Co-operative Ministers Conference took place in Nairobi from 22-24 October 2009. The theme was "Driving Social and Economic Recovery through Innovative Co-operative Enterprise". The Conference was opened by his Excellency the President of the Republic, Mwai Kibaki in the presence of 100 delegates and hundreds of observers. The delegates included several Ministers and senior government representatives as well as leaders of co-operative movements from a large number of countries. The Conference reviewed progress on the implementation of recommendations passed during the last Ministerial Conference held in Lesotho in 2005 as well as made new resolutions that will guide the co-operative movement in Africa for the next three years.

COOPAfrica presented two interesting and important papers on "The Co-operative Response to the Global Financial Crisis in Africa", and on "The Current Status of Co-operative Law in Africa".

In the Ministerial Conference Communiqué, Ministers committed their governments' support to the implementation of ICA Africa's Strategy Plan 2009-12 and promised to create an enabling environment for the implementation of the Strategy. The Recommendations of the Conference recognised the important role played by ICA Africa and an agreement to sup-



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# Report, cont.

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port the office financially.

The next Ministerial Conference will be held in Rwanda in 2012. In 2011, Namibia will host a mid-term meeting of ministers to assess progress.

## **ICA Africa Regional Gender Conference**

The third ICA Africa Gender Conference that was held in conjunction with the 9th ICA Africa Ministerial Conference in Nairobi discussed how the regional Gender Strategy Framework can be implemented at the national level. The first two regional conferences were held in Maseru and in Abuja.

## **Contact with the East African Community**

ICA Africa has initiated a dialogue with the East Africa Community in order to establish a strategic partnership and collaboration. This is part of a strategy that aims to establish contacts with regional and sub-regional organisations like NEPAD, etc. The contact with the East African Community was facilitated by the Kenyan Ministry of East African Community.

## **Visits**

ICA Africa has received numerous invitations to attend and address meetings throughout the region. Although we are unable for financial reasons to pay regular visits to our members, a number of countries have been visited by ICA Africa staff including:

### **Lesotho**

The Regional Director visited Lesotho for discussions about the Regional Assembly and MCTC meeting with the government (the Commissioner, the Assistant Minister and other government representatives) and the movement (the board of Co-op Lesotho and youth co-operators).

### **Rwanda**

The Regional Director visited Rwanda for discussions with the recently established Rwanda Co-operative Agency. We had good discussions with Mr Damien Mugabo, DG, and his senior staff who gave us an very interesting information on co-operative promotion in Rwanda. We were also received by the Minister of Trade and Industry who is also in charge of co-operatives, Hon Monique Nsanzabaganwa. The purpose of our meeting was first of all to confirm Rwanda as venue for the next ICA Africa Ministerial Conference in 2012. We also discussed a number of other issues including the International Year of Co-operatives.

### **Egypt**

The Regional Director visited Egypt in May 2009 to meet the leadership of the Egyptian movement. The visit led to closer relations with the Egyptian movement. In July this year, he made a follow up visit to Cairo to address the AGM of the Egyptian Co-operative move-



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## Report, cont.

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ment. He also had a good and constructive discussion with the leaders of the Egyptian movement who expressed their wish to involve themselves more in regional affairs and events. They are particularly interested in forging stronger ties with co-operatives in the Nile Basin area.

### **Namibia**

ICA Africa was represented at the International Co-operative Day celebrations in Namibia. A meeting was also held with the Minister of Agriculture, Water and Forestry (also in charge of co-operatives) who confirmed Namibia's willingness to host next year's meeting of Ministers in Windhoek. A Cabinet memo is being drafted and is expected that the President or Prime Minister will open the meeting. This is very timely as Namibia will then be the Chair of SADC (the Southern African Development Community). Discussions were also held with the Registrar of Co-operatives and her staff and the Co-operative Advisory Board which is a member of the ICA.

### **Kenya**

The Regional Director read the ICA message at the International Co-operative Day (Ushirika Day) celebrations in Nairobi. The event which brought together thousands of co-operators also marked the launch of the CoopCom project which will bring internet to the rural areas. The event also provided an opportunity to touch base and discuss with the leaders of the Kenyan movement.

#### Meeting with the Kenyan Minister of Co-operative Development and Marketing

We have had several meetings with the Kenyan Minister of Co-operative Development and Marketing, Hon Nyagah. Hon Nyagah is the Chair of the ICA Africa Ministerial Conference and a strong supporter of ICA Africa and the regional movement.

#### Africa Confederation of Co-operative Savings & Credit Associations (ACCOSCA)

ACCOSCA is currently being revived. The Ag. Executive Director paid a courtesy call on ICA Africa in which he reiterated his intention to join the ICA.

### **Development**

ICA has a unique position as the biggest global network of co-operatives. Recognising its potential for co-operative development in Africa, ICA Africa therefore enjoys close working relations with its three main stakeholders in the region; its members, governments and its development partners.

### **Partners**

The second African Co-operative Development Agencies Forum took place in Nairobi from 9-11 December, 2009. The purpose of the meeting was:



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## Report, cont.

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- To understand and continue to build best practices among co-operative development agencies which provide support to co-operatives and communities in Africa.
- To share learning and challenges in strengthening co-operatives and communities in Africa.
- To contribute to existing, and increased collaboration and information sharing among co-operative development agencies.

Representatives from 13 agencies involved in co-operative development in Africa participated in the meeting which was a success. The presentations and discussions were very rich and interesting, and several areas of collaboration were identified, including joint Africa specific events/activities for the International Year of Co-operatives. It was very encouraging to note the willingness to strengthen exchange and collaboration, and the joint decision to go on with these meetings did indeed validate the idea and concept of bringing the agencies together. The meeting was jointly hosted by Legacoop (Italy), NCBA (USA), and ICA Africa.

The third meeting of agencies involved in co-operative development in Africa will take place in Nairobi on 13-14 December, 2010. An agenda has been prepared with the co-hosts, NISPED (Israel) and the UK Co-operative College. The International Year of Co-operatives is one of the major issues to be discussed.

The Swedish Co-operative Centre and the Canadian Co-operative Association continue their strong support to the implementation of ICA Africa's Strategy Plan. We also enjoy a very close collaboration with ILO's COOPAfrica programme and ICA Africa is an active member of its Steering and Selection Committees. In 2009, ICA Africa also signed an MoU with NISPED (Israel).

### **Renewable energy**

We have looked into the possibility of launching a project in Egypt which aims to establish sustainable livelihoods and the production and use of green energy using the co-operative model. This will support ICA's ambition to promote environment friendly activities through sustainable and replicable models. The project is in line with ICA's environmental aspirations and makes ICA Africa the first regional office to embark on such an innovative project.

### **Work plans**

The Annual Report for 2009 demonstrates our achievements with regard to the implementation of the 2009 work plan. The implementation of the 2010 work plan is also progressing well.

### **Governance**

The regional office has moved to a new location in Nairobi. We are also upgrading our office infrastructure.



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# Report, cont.

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## Regional Board

The ICA Africa Regional Board has met regularly. It met three times in 2009 and twice in 2010. It has also had a one day workshop the new Four-Year Strategic Plan for Co-operative Renewal in Africa. Mr Jibrin Jala Jos, the National President of the Co-operative Federation of Nigeria, replaced Sir Clemet Ayola as new regional Vice Chair when Sir Clemet retired at the end of 2009.

## Endowment Fund

The ICA Africa Members' Forum held in May 2008 recommended that an "Endowment Fund" be set up to ensure the long term sustainability of ICA Africa. This recommendation was approved at the ICA Africa Regional Assembly held in Abuja, Nigeria in November 2008. In early 2009, ICA Africa commissioned the formulation of the Terms of Reference (ToR) on the preparation of a feasibility study to establish the viability and practicality of the proposed Endowment Fund. The overall scope of the feasibility study is to provide a report on the financial viability of establishing an Endowment Fund to finance the operating expenses of the ICA Africa Regional Office on a long term sustainable basis and also to explore other innovative ways of subsidising the investment returns from the Endowment Fund. The ToR was followed by a bidding process. In June, 2010, ICA Africa signed a contract with Ernst & Young commissioning them to carry out the feasibility study for the Endowment Fund. The Swedish Co-operative Centre, the Canadian Co-operative Association and COOPAfrica are supporting the study financially.

## Rules

New Rules have been drafted. They comply with the global format and have been approved by the ICA global Governance Committee. If adopted by the ICA Africa Regional Assembly, they will be presented to the ICA General Assembly in 2011 for approval as per Article 21e of the ICA Statutes.



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## INTERNATIONAL CO-OPERATIVE ALLIANCE *Regional Office for Africa*

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