



United Nations  
Economic Commission for Africa

**Draft Aide Memoire**

**Five Validation Meetings for the Country Case Studies on Unleashing the potential of the private sector to drive green growth and job creation in Cameroon, Cote d'Ivoire, Kenya, South Africa and Zambia  
and**

**Regional Experts Group Meeting on Regional Study on Unleashing the potential of the private sector to drive green growth and job creation in selected countries in Africa**

**Organized by the Technology, Climate Change and Natural Resources Management Division of the United Nations Economic Commission for Africa**

**in collaboration with**

**Focal Ministries in Cameroon, Cote d'Ivoire, Kenya, South Africa and Zambia**

**September and October 2020**

## 1. Background

*This aide memoire provides the organizational arrangements for the five Validation/Regional Experts Group Meetings for the five Country Case study reports (for Cameroon, Cote d'Ivoire, Kenya, South Africa and Zambia) and Regional report which are being organized as part of the study on Unleashing the potential of the private sector to drive green growth and job creation in selected countries in Africa.*

In the face of the growing degradation of natural resources assets, climate change and low rates of job creation, it is more crucial than ever to scale up and accelerate efforts towards resource efficiency, minimization of waste generation and resource degradation, and low carbon and sustainable consumption and production patterns, while creating decent jobs in the region. To this end, and given the right policies and adequate investment, pursuit of green growth pathways is recognized as an important and essential response. Studies show that the private sector<sup>1</sup> including both large and Small and Medium-sized Enterprises (SMEs) has a crucial role to play in the path to green growth and job creation due to a range of reasons. The private sector in the region is growing rapidly and is responsible for large economic output as well as jobs. For example, in low-income countries such as those that dominate Africa, SMEs account for 78 per cent of all employment. They contribute to both employment level and employment growth. Moreover, the private sector is both an investor and a source of finance and a driver innovation and technology transfer. Yet, the private sector has been associated with a large environmental footprint particularly in contexts with weak safeguard systems and environmental governance and poor incentive schemes. Therefore, there is a vast scope for the private sector to drive green growth that creates jobs.

It is against the above backdrop that the United Nations Economic Commission (ECA) has commissioned a study on “*Unleashing the potential of the private sector to drive green growth and job creation in selected countries in Africa.*” The study is designed to respond to the key question of what is required to unlock the potential of the private sector<sup>2</sup> to drive green growth and job creation in Africa.

This study is also timely in the context of the current COVID-19 crisis, which is truly cross-sectoral. The crisis has among others, undermined growth and led to erosion of many jobs, and the private sector, particularly SMEs have been disproportionately impacted. This evolving crisis has revealed and underlined the need for integrated and holistic interventions at large scale to create inclusive, sustainable and resilient economies and societies capable of avoiding and withstanding similar shocks. This points to the importance of ensuring that the recovery from COVID-19 is greener and more inclusive. This study will therefore also contribute to the identification and articulation of measures needed to enable the private sector to play its part in a green recovery geared to fosters green growth, job creation, inclusion and resilience to future shocks.

### 1.1 Purpose and outcomes of the study

The study is intended to generate and provide evidence and knowledge base on green business and identify measures, incentives and conditions that need to be strengthened to spur green investment to generate green growth while creating jobs and ensuring resilience to shocks including those related to climate change, resource depletion, and pandemics. In so doing, the study seeks to inform and orient private sector decision making and investments; and influence the design and implementation of public policies, programmes and other interventions to upscale private green investments that can generate green growth while creating decent employment.

The study, followed by the outreach and operational support activities, is expected to lead to following outcomes:

---

<sup>1</sup> For this study, private sector refers to organizations or firms that engage in profit-seeking activities and have a majority private ownership (i.e. not owned or operated by the government). It includes financial institutions and intermediaries, multinational companies, small, and medium-sized enterprises, cooperatives, individual entrepreneurs, and farmers which operate in the formal and informal sectors. This definition excludes actors with a non-profit focus, such as private foundations. This is adapted from Morgado and Lasfargues (2017).

<sup>2</sup> In this study, green business refers to a profitable business activity that is low carbon, climate resilient, and contributes to efficient use of natural resources, reduces or eliminates waste and pollution or contributes increased availability, quality, or productivity of water, forests, land and other natural assets. As such, green business could also reap benefits including supply chain, input or market stability, climate resilience or tapping into green market opportunities.

- (i) Strengthened national strategies to expand private sector investment that will increase green growth while creating jobs.
- (ii) Increased knowledge and appreciation of the benefits and opportunities for private sector to invest in green business and increased ability of the private sector to seize business opportunities offered by green growth pathways in selected sectors.
- (iii) Strengthened knowledge, skills and overall capacity of the private sector to identify, design and expand investment in green business thereby contributing to green growth and job creation.
- (iv) Strengthened knowledge and capacity of the policy makers to design and implement policies and incentives for private green business to drive green growth and employment. In this regard the study will contribute to strengthening the capacity of countries to develop, reform and implement their green economy frameworks and nationally determined contributions (NDCs).
- (v) Strengthened platforms or networks to increase peer learning and collaboration among the private sector and between the private sector and governments.

The study entails the preparation of in-depth case study reports in five selected countries (Cameroon, Cote d'Ivoire, Kenya, South Africa and Zambia); and a regional study. It also includes five national validation meetings and a regional experts group meeting.

## **2. Objectives of the validation meetings and experts group meeting**

The meetings are intended to elicit inputs to enrich the reports; engender ownership of the reports; and to foster uptake and knowledge networking on the study findings including policy options to Unleash the potential of the private sector to drive green growth and job creation in Africa.

The specific objectives of the meetings are to:

- (i) Review the draft reports taking into account the terms of reference for the country case studies and regional study. In so doing the meeting participants will identify gaps, provide expert inputs, and propose revisions that should form the basis for finalizing the country reports and regional report. In view of the COVID-19 crisis, the participants will provide inputs and comments to ensure that the resultant final reports identify and articulate policy options to build resilience to shocks including those related to climate change, resource depletion, and pandemics.
- (ii) Identify key elements to inform the key policy messages of the reports.
- (iii) Provide a platform for experts and practitioners to dialogue, enhance knowledge, network and foster coordination to support the private sector to drive green growth and job creation in Africa.

## **3. Duration and format for each meeting**

A two-day national validation meeting will be held for each of the country case study reports and the regional experts group meeting for the Regional Study. Each meeting will have as the main input, the draft country case study report or draft regional study report for the case of the regional expert group meeting. To further guide its deliberations, each meeting will also be provided with the terms of reference for the respective study; and the concept note covering all the studies.

The two days of each meeting will be organized as follows:

### **1. Day One**

#### *(a) General presentation and discussions on the draft report*

Following the brief opening session of each meeting, participants will hear two presentations highlighting key findings of the study report. The two presentations will be clustered as follows:

- (i) Introduction
- (ii) Analysis of the status and potential of private sector-led green business that creates jobs in selected sectors; and Conclusion and Recommendations

Each of the two presentations will be followed by brief discussions aimed at seeking/giving clarifications and providing general comments.

*(b) Breakout groups to undertake in-depth review and discussions of the report*

After the plenary general presentation and discussions of the given draft report, participants will be divided into four or five break-out groups. Each group will be assigned to critically examine and discuss, based on key issues/questions<sup>3</sup>, the selected sectors or subsections for each country or regional study. These sectors are:

- (i) Energy;
- (ii) Agriculture;
- (iii) Manufacturing;
- (iv) Forestry; and
- (v) Waste management Sector

Additionally, each group will review and provide comments and inputs to the following:

- (i) Key policy messages
- (ii) Introduction and structure of the report
- (iii) Linkages and nexus among the sectors, conclusion and action-oriented recommendations of policy interventions to “Unleash the potential of the private sector to drive green growth and job creation”

Ahead of the meeting, each participant will select which chapter/section of the report he/she would like to review and therefore the breakout group that he/she will participate in. A chair and a rapporteur will be identified for each session.

## **2. Day two**

*(c) Plenary presentations and discussion of reports/outputs of the break-out groups*

Day two of each meeting will begin with presentations and discussion of the outcomes from each of the four or five break-out groups<sup>4</sup>. During the discussions, the meeting will provide additional inputs and comments to:

- (i) Each sector analysis;
- (ii) Introduction and structure of the report
- (iii) Practical and action-oriented recommendations of policy interventions to “Unleash the potential of the private sector to drive green growth and job creation”

*(d) Next steps*

This session will discuss the next steps, responsible actors and time frames for among others, providing additional inputs/information, finalisation, publication and dissemination of the reports.

## **4. Detailed programme of work**

A detailed programme of work is suggested in Annex 2.

## **5. Expected Outcomes**

The main outcomes expected from each of the meeting are:

- (i) Agreed upon elements and modalities for finalizing the draft national reports or regional study report;
- (ii) Inputs to the key policy messages of each report; and
- (iii) Enhanced multi-stakeholder dialogue, knowledge uptake, networking and coordination on measures to “Unleash the potential of the private sector to drive green growth and job creation”.

## **6. Expected outputs of the Meeting**

The main outputs of each of the validation meetings and EGM will be:

---

<sup>3</sup> See Annex 1 for the questions/issues that should be tackled by the validation meeting or experts group meeting

<sup>4</sup> The break out groups may also be around a given chapter/section of the report, depending on structure of the draft report

- (i) The report of the meeting including participants' comments, inputs and recommendations for enriching the draft report;
- (ii) Agreed upon elements/inputs for finalizing the key messages; and
- (iii) Web publications.

## 7. Participation

*Participation in the respective meetings is based on invitation to the identified senior experts or policy makers. The validation meetings and regional experts group meeting will each bring together about 20-30 participants including policy makers, experts, practitioners and representatives drawn from national institutions, private sector, academia, civil society organisations and relevant entities of UN, AUC, RECs with activities in the fields/sectors of green economy, economic planning, agriculture, energy, industry, forestry, environment/environmental health and private sector development.*

Participants for each national validation meeting will be largely drawn from within the case study country but may include some few from outside the target country. Participants for the regional experts meeting will be drawn from the case study countries and other countries across Africa and beyond.

Ahead of the meeting, participants will receive the relevant documents for each meeting and decide on the breakout group to participate in (see section 3 above).

## 8. Dates

The dates for the meetings are as follows:

Meeting	Date
1. Validation meeting for Cameroon Study report	September 21 and 22, 2020 (TBC)
2. Validation meeting for Cote d'Ivoire Study Report	September 23 and 24, 2020 (TBC)
3. Validation meeting for Kenya Study Report	September 28 and 29, 2020
4. Validation meeting for South Africa Study Report	October 6 and 7, 2020 (TBC)
5. Validation meeting for Zambia Study Report	October 14 and 15, 2020 (TBC)
6. REGM for the Regional Study Report	November 4 and 5, 2020 (TBC)

## 9. Administrative arrangements

### (a) Venue and registration for the meeting

All the meetings will be held virtually through Microsoft Teams. Accordingly, all participants will receive invitation to join the meeting virtually.

### (b) Meeting Documents

Ahead of each meeting, the participants will receive this aide memoire, programme of the meeting, the draft report, concept note and terms of reference of the respective studies.

## 10. Contacts

All communication on the meeting should be addressed to the responsible/focal persons of the meetings as follows:

Meeting	Responsibility/focal point person
1. All the meetings	Mr. Nassim Oulmane, Chief, Green Economy and Blue Economy Section (GBES), Technology, Climate Change and Natural Resources Division (TCND), ECA, Email: <a href="mailto:oulmane@un.org">oulmane@un.org</a> Ms. Tsigereda Assayehegn Asfaw, Senior Programme Management Assistant, TCND, ECA, Email: <a href="mailto:assayehegne@un.org">assayehegne@un.org</a>

<p>2. Validation meeting for Cameroon Study report</p>	<p>Ms Laetitia Montero, Associate Economic Affairs Officer, GBES, TCND, ECA, Email: <a href="mailto:laetitia.montero@un.org">laetitia.montero@un.org</a></p> <p>Ms. Jolien Thomas, Intern, GBES, TCND, ECA, Email: <a href="mailto:jolien.thomas@un.org">jolien.thomas@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>
<p>3. Validation meeting for Cote d'Ivoire Study Report</p>	<p>Ms. Laetitia Montero, Associate Economic Affairs Officer, GBES, ECA, Email: <a href="mailto:laetitia.montero@un.org">laetitia.montero@un.org</a></p> <p>Ms. Jolien Thomas, Intern, GBES, TCND, ECA, Email: <a href="mailto:jolien.thomas@un.org">jolien.thomas@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>
<p>4. Validation meeting for Kenya Study Report</p>	<p>Mr. Charles Akol, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:akol@un.org">akol@un.org</a></p> <p>Mr. Guy Nicolas Nahimana, Intern, GBES, TCND, ECA, Email: <a href="mailto:guy.nahimana@un.org">guy.nahimana@un.org</a></p> <p>Ms. Nonduduzo Ndlovu, Research Fellow, TCND, ECA Email: <a href="mailto:nonduduzo.ndlovu@un.org">nonduduzo.ndlovu@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>
<p>5. Validation meeting for South Africa Study Report</p>	<p>Mr. Charles Akol, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:akol@un.org">akol@un.org</a>.</p> <p>Mr. Louis Lubango, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:lubango@un.org">lubango@un.org</a></p> <p>Ms. Nonduduzo Ndlovu, Research Fellow, TCND, Email: <a href="mailto:nonduduzo.ndlovu@un.org">nonduduzo.ndlovu@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>

<p>6. Validation meeting for Zambia</p>	<p>Mr. Charles Akol, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:akol@un.org">akol@un.org</a></p> <p>Ms. Nonduduzo Ndlovu, Research Fellow, TCND, Email: <a href="mailto:nonduduzo.ndlovu@un.org">nonduduzo.ndlovu@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>
<p>7. Regional Experts Meeting</p>	<p>Mr. Charles Akol, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:akol@un.org">akol@un.org</a></p> <p>Mr. Louis Lubango, Environmental Affairs Officer, GBES, TCND, ECA, E-mail: <a href="mailto:lubango@un.org">lubango@un.org</a></p> <p>Ms Laetitia Montero, Associate Economic Affairs Officer, GBES, TCND, ECA, Email: <a href="mailto:laetitia.montero@un.org">laetitia.montero@un.org</a></p> <p>Ms. Jolien Thomas, Intern, GBES, TCND, Email: <a href="mailto:jolien.thomas@un.org">jolien.thomas@un.org</a></p> <p>Ms. Nonduduzo Ndlovu, Research Fellow, TCND, Email: <a href="mailto:nonduduzo.ndlovu@un.org">nonduduzo.ndlovu@un.org</a></p> <p>Mr. Guy Nicolas Nahimana, Intern, GBES, TCND, ECA, Email: <a href="mailto:guy.nahimana@un.org">guy.nahimana@un.org</a></p> <p>Breakout session technological support:</p> <ol style="list-style-type: none"> <li>1. Laetitia Montero</li> <li>2. Jolien Thomas</li> <li>3. Nicolas Nahimana</li> <li>4. Nonduduzo Ndlovu</li> <li>5. Charles Akol</li> </ol>

## Annex 1: Key Questions/Issues that the validation and expert meetings will address

---

Note that questions in bold and with (\*\*\*) needs to receive a special attention and be prioritized.

- (i) **\*\*\*Considering the objectives and TORs of the study, what are the areas or aspects of the study that have not been addressed or need to be improved in finalising the draft report?**
- (ii) Where is the greatest potential for private sector in driving green growth and creating jobs? Which green business, which of the priority sectors etc?
- (iii) Who are the private sector champions already engaged in green business, what are the key success factors?
- (iv) What critical role could the SMEs play and what key interventions to enable them drive green growth and job creation - particularly looking at the disproportionate impact of COVID-19 on SMEs?
- (v) **\*\*\*Where does the study need to strengthen analysis on COVID-19 and its linkages with the role and ability of the private sector to drive green growth? What should be emphasised to enable the private sector play an effective role in a green recovery from COVID-19?**
- (vi) **\*\*\* Which are the transformative or game changing ways/road maps/policy actions that need to be undertaken to unleash the private sector role in driving green growth and job creation? What are some of the critical factors in place and needed to unleash the potential of the private sector? Has the study identified and presented these transformative pathways and factors?**
- (vii) What private sector champions, partners networks, coalitions, forums exist and what can Forums key to support private sector drive green growth and job creation?
- (viii) **\*\*\* Going forward (and to be incorporated in the report):**
  - **What are the practical and immediate intervention that the country and partners need to prioritize?**
  - **What are some of the CONCRETE and REALISTIC actions/interventions that partners such as ECA and other UN entities, AUC and funders, in collaboration with the lead ministry and or private sector entity(ies)/coalition or civil society, could develop and implement in the immediate, medium and long run to support private sector to fulfil their role in driving green growth? – Could be in the areas of capacity development, strengthening partnership, financing, access to technology, innovation, financing, development/implementation of strategies action plans to enable private sector to drive green growth.**
  - **Which areas need further research/policy analysis and why?**
- (ix) What are some of the key messages or areas of key messages that should be highlighted in the study report?
- (x) Which are some the resources/references that the consultant should use to enrich the report?



## **Annex 2: Draft Programme of work**

# **Validation/Experts meeting for the Study on Unleashing the potential of the private sector to drive green growth and job creation in selected countries in Africa**

## **PROGRAMME OF WORK**

<b>Day one</b>
----------------

**9:45 a.m. - 10:00 a.m.      Registration of participants**

**10:00 a.m.- 10:15 a.m.      Opening Session**

Chair: Mr. Nassim Oulmane, Chief, Green and Blue Economy Section (GBES), Technology, Climate Change and Natural Resources Management Division (TCND) - ECA

- Welcome remarks by Mr. Jean-Paul Adam, Director, TCND
- Remarks by Mr. William Lugenwa, Director PSDFD (or representative).
- Remarks by the Representative of the focal ministry/institution for the country case study

**10:15 a.m.- 11:15 a.m.      Presentation of the Draft Report by the consultant**

Brief general discussions including clarifications

**11:15 a.m.-01:15 p.m.      Breakout groups for in-depth discussion on the draft report**

- Energy
- Agriculture
- Manufacturing
- Forestry
- Waste management Sector

<b>Day two</b>
----------------

**9:45 a.m. - 10:00 a.m.      Registration of participants**

**10:00 a.m.-11:30 a.m.      Plenary Session: Presentation and discussions on the outcomes of the breakout groups.**

Chair: Representative of the Focal Ministry/Department or Agency for country case study

**11:30 a.m. -11:45 a.m.      Plenary Session: Next Steps and the way forward.**

**11:45 a.m.- 12.00 p.m.      Closing of the meeting**

- Representative of the focal Ministry/institution
- Representative of PSDFD, ECA
- Nassim Oulmane, Chief GBES, TCND, ECA