
Date: 13th May 2022 **Time:** 2:00pm-4:00pm **Location:** Virtual Meeting

Attendees: 21 paid up members (list of names attached)

Board Members:

Ted Otieno, Chairperson (TO)
Amrish Shah, Treasurer (AS)
Noreen Kidunduhu, Assistant Secretary (NK)
Azmeena Bhanji (AB), Claire Anami (CA),

Board Nominees:

Chris Kimanga (CK)
Gurmukh Singh (GS)
Rita Gicheru (RG), Head of Education
Nasra Nandah (NN)

Outgoing Board Members:

June Arunga Kimani (JK), Former vice- Chair.
Nyabongi Ruth Onkangi (NO), Former Head of Advocacy.

Secretariat

Francis Kimani (FK)
Louis Kariuki (LK)
Rachael Mutheu (RM)
Paul Lucas (PL)

Apologies:

Circulation: All KGBS members

Meeting Aim: Annual General Meeting 13th May 2022

No.	Item
AGENDA	
	<ol style="list-style-type: none"> 1. ESG Work Plan 2. Chairperson’s Report. 3. Financial Report. 4. Appointment of auditors in accordance with Article XV. 5. Board Secretary Presentation. 6. Election of Board Members. 7. AOB.
1.0 ESG WORK PLAN	
1.1	<ul style="list-style-type: none"> • NN presented the ESG High level work plan, highlighting the ESG background, objectives, proposed steps (scope, trends, action steps and targets).
2.0 CHAIRPERSON’S REPORT	
2.1	<ul style="list-style-type: none"> • NK took the meeting through the previous minutes. • It was also noted that AS acknowledged the adoption to approve the minutes and it was seconded by TO. • The minutes of 2021 AGM was approved and adopted. • LK presented the Chairperson’s report, highlighting the activities achieved in the past year. • It was highlighted that KGBS is proud to be among World GBC’s member network.

- LK gave a key note on the mission and vision of KGBS.

It was noted that under:

Vision

- KGBS seeks to lead the transformation in the construction industry towards environmentally sustainable buildings, promoting healthy and efficient built environment.

Mission

- KGBS seeks to advocate, educate and certify green buildings in Kenya in order to achieve an environmentally, socially and economically progressive built environment.

Theory of Change:

It was highlighted that;

- Theory of change is categorized under impact areas, medium-term outcomes, outputs, interventions and input.
- Impact areas revolved around ClimateAction, Health and Wellbeing and Resource Circularity.
- Mandate of KGBS is to advocate, educate, certify, collaborate and innovate.
- KGBS is constituted under Board of Governance, membership, partnership, World GBC support and other GBCs.

Greening Kenya's Building Stock:

It was noted that;

- Eco Green by Signature Healthcare Limited, achieved EDGE Advanced certification amongst 43 other buildings.

Introducing EDGE Clinics;

It was noted that;

- KGBS will assess any single-family housing designs at zero cost.
- KGBS uses in-house edge experts and registered members to perform the analysis of each of the plans submitted.
- KGBS Corporate and Premium members are eligible to include other building typologies for EDGE assessment.

2021 Membership Performance;

It was noted that;

- 115 total number of active KGBS memberships. 198% increase from 2020. i.e. 3

Premium members, 29 corporate members, 30 Individual members, 48 Youth Chapter members.

Advocacy (Supporting Policy formation around a sustainable built environment)

It was noted that;

- KGBS is in collaboration with Laikipia and Homa Bay counties and working on green building guidelines.
- KGBS is creating awareness and advocating for adoption of green building principles.
- In 2021, WRI launched the Zero Carbon Building Accelerator (ZCBA) project in Colombia and Turkey to develop and adopt national roadmaps for building sector de-carbonization by 2050.
- In 2022, KGBS will facilitate the development of local action plan in Laikipia County.

Establishing a unified language for Green Building;

- It was noted that currently there are no localized standards on green building and sustainability in construction.
- It was noted KGBS is working with KEBS to address this gap by setting a standard definition for sustainability in building and civil engineering works.

Unlocking Strategic Partnerships:

It was noted that;

- October 2021, Homa Bay County and KGBS sign a MoU.
- February 2022, Laikipia County and KGBS formalize collaboration on programs, projects and other initiatives.
- April 2022, GRESB and KGBS become Industry partners seeking to provide localized ESG solutions in the real estate market.

KGBS Online Engagement 2021:

It was noted that;

- KGBS has been maintaining national and international visibility through marketing and outreach with an increase of 380% LinkedIn and 105% twitter respectively though, there was a decrease of 14% Facebook and 35% respectably on Instagram.

Increasing Market Capacity: Education

- It was noted that 16 KGBS-planned events held. 4 of those were EDGE Expert trainings, with over 70 professionals trained on the EDGE standard and app.(KGBS Education

Impact)

- It was noted in 2022, KGBS and ICS3 delivered a 3-week workshop on Sustainable Building and Living, Focus on Plastics.
- It was also noted that KGBS was present at the International Engineering Conference in UoN and RECOSA talks at Kenyatta University.(Education through collaboration and engagement)

Driving market change through innovative work streams:

It was noted that;

- Jenga Green Library was developed in partnership with FSD Kenya.
- Alternative building materials and technologies, an analysis aimed at creating a localized understanding of materials and technologies.
- ESG framework is complete with Environmental, Social and Governance metrics.
- You can now purchase voluntary carbon offsets from the portal within the KGBS website

KGBS Calendar of events:

- It was noted that LK highlighted calendar of events.

Secretariat Impact:

It was noted that;

- The secretariat staff has been revamped to efficiently run the KGBS programs and core functions.
- The Youth Chapter has been a key resource pool for internships, job opportunities and select activities on the programs.
- Collectively, 32 hours of training has been clocked by the secretariat this year.

2021 Governance:

It was noted that;

- The 2021 board of governance is a group of highly experienced building industry professionals.

3.0	FINANCIAL REPORT
3.1	<ul style="list-style-type: none"> AS presented the financial report for the previous financial year. Summary of income and expenses were highlighted. Financial performance of 2021-2022 was also highlighted, It was also noted that the auditor presented the summary of the audited report. Financial audit report was approved by AS and seconded by NK. The accounts were handed over to the CEO and adopted by the members.
4.0	APPOINTMENT OF AUDITORS IN ACCORDANCE WITH ARTICLE XV.
4.1	<ul style="list-style-type: none"> EJ Associates was appointed by the members as auditors for the coming Financial year.
5.0	BOARD SECRETARY'S PRESENTATION
5.1	<ul style="list-style-type: none"> FK presented the Board Secretary's presentation on behalf of NK. <p>Membership:</p> <ul style="list-style-type: none"> It was noted that KGBS Paid-up Members are as follows, Corporate - 32 members, Individuals – 80 members, corporate leader-2 member, Premium-3 members. Total –116. <p>Governance – Governance Board: It was noted that;</p> <ul style="list-style-type: none"> The Governance Board is made up of the following; Chairperson, Vice Chairperson, Immediate Past Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Chief Executive Officer. <p>Governance – Advisory Board:</p> <ul style="list-style-type: none"> It was noted that the purpose and mandate of advisory board, board term, meeting frequency, Fundraising/Grants/Membership development commitment, and reporting and issue escalation were highlighted. <p>Governance – KGBS Operational Structure:</p> <ul style="list-style-type: none"> It was noted that the operational structure was highlighted as follows; Executive, Education, Marketing, Finance, Advocacy, Technical, Membership and Legal. <p>Special Thanks to our Outgoing Board Members:</p> <ul style="list-style-type: none"> It was noted that a special thank you was made to June Arunga Kimani-Former vice Chair and Nyabongi Ruth Onkangi-Head of Advocacy.

ELECTION OF BOARD MEMBERS	
6.1	<ul style="list-style-type: none"> • The meeting was taken through the nominations to the Governance Board as follows; <ul style="list-style-type: none"> ○ Members – Nasra Nandah (ESG Lead) <ul style="list-style-type: none"> - Rita Gicheru (Head of Education) - Chris Kimanga - Gurmukh Singh • The above nominations were confirmed by the members by way of a vote.
7.0 AOB	
7.1	<ul style="list-style-type: none"> • Presentations will be available on the website. • Training calendars for the year to be shared with members on email, as well as AGM presentation and minutes.

There being no other matter, the meeting was adjourned.

Signed:

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Chairperson

Secretary

Treasurer

Date:.....

Date:.....

Date.....

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