

## **Draft Terms of Reference**

### **for inception phase of Associated Programme on “Developing and Strengthening of River Basin Organisations”**

*Final draft., MvG –18 September 2001*

#### **1 Context**

The Global Water Partnership (GWP) is an independent network open to national governments, research and non-profit organisations, NGOs, UN agencies, multilateral banks, private companies, and other institutional stakeholders involved in water resources management. The GWP facilitates the exchange of knowledge, experience and the practice of integrated water resources management. The partnership has a decentralised, self-reliant character through its nine regional outlets in Central America, Central and Eastern Europe, China, the Mediterranean, Central America, Central and Eastern Europe, China, the Mediterranean, South America, Southeast Asia, South Asia, Southern Africa, and West Africa.

The International Network of Basin Organisations (INBO) was created on the occasion of a Constituent Assembly in May 1994. INBO presently has 134 member organisations in 51 countries. Two regional networks exist in Latin America (LANBO) and Central and Eastern Europe (CEENBO) that strengthen relations between member organisation, develop INBO joint activities in the regions and organise joint activities of regional interest.

The dialogue between GWP and INBO on establishing an Associated Programme for IWRM support to river basin organisations was initiated in Delft in 1999 with follow-up discussion in relation to GWP TAC (now TEC) meetings throughout 2000. A proposal for a global umbrella programme with regional components was endorsed by GWP in August 2000 as a GWP Associated Programme.

The global programme to be co-ordinated by INBO was seen as a core Associated Programme addressing a very central component of IWRM. The programme was endorsed but was found in need of clarification, elaboration and adjustment on certain aspects:

- The presentation needs more clarity and a Logical Framework should be included,
- TAC stressed that river basin management is an important component of IWRM. However, IWRM goes beyond a basin approach. This should be better reflected in the programme and linkages established to the broader IWRM aspects.
- The type of assistance offered by the programme and the specific delivery mechanisms should be clearer. It is recommended that the programme specifies directly what services it offers to whom and on which conditions.
- The linkages between the programme partners and the respective roles of the programme partners are not completely clear.
- The programme is of a pluralistic nature, and strong efforts should be made to involve partners outside of INBO into the programme development. This is especially true for links to Regional TACs.

In October 2000, the associated programme was endorsed by the INBO General Assembly in Zakopane, Poland.

In June 2001 INBO and GWP agreed to start up the programme through an Inception Phase. This ToR specifies the outputs and activities to be carried out in this inception phase.

## **2 Objectives**

The overall goal of the proposed AP is to upgrade and support the development of any organisational initiative for IWRM in river basin/lake basin/aquifer level, where there is a felt need, while bringing into focus the many assumptions and paradigms which underpin the search for reconciliation of economic growth, social equity, environmental conservation and protection of water resources, and participation of the civil society.

The programme objectives are:

- to build national, regional and international links between existing, incipient and embryo River Basin Organisations or between administration preparing reforms based in river basin management.
- to increase understanding on river basin management including possible organisational design, management tools and processes leading to their definition and implementation.
- to support processes engaged in basins where there is a felt need for improvement of water resources management.
- to support dialogue and collaboration between river basin organisations and the civil society.

For more details on programme see annex 1.

The aim of the Inception Phase is to resolve the above outstanding issues and make the programme ready for full implementation by May 2002. Certain activities will start implementation before that date.

## **3 Outputs**

The outputs of the inception phase include:

1. Various discussions and consultations between programme partners at the global and regional level undertaken.
2. Detailed programme document and work plan for the first year of implementation for the global umbrella programme developed.
3. Refined project documents for regional components in South America, Central America, Central and Eastern Europe and South Asia linked to global programme developed.
4. Agreements with donors on funding modalities for global programme reached.
5. Project organisation agreed and established, including the necessary staff.

The GWP Inception report (June 2001) is recommended as a format for the programme documents under (2) and (3).

## **4 Scope of work and activities**

Specific activities for the global level include:

- a) To initiate and facilitate discussions and consultations between global umbrella programme and the regional components on content of regional and global programme and linkages between the global and regional levels.
- b) To support SAM, CA, CEE and SAS in development of programme proposals for regional nodes.
- c) To sensitise SEA and WA region on Associated Programme.
- d) To draft a detailed project document and budgeted workplan for the global umbrella programme with clear linkages to the regional programme components.

- e) To consolidate the programme organisation, including setting up a steering committee that includes the main partners and regions.
- f) To identify additional donors, organise and hold a donors' meeting and negotiating agreements on funding modalities for the implementation phase of the programme.

For the regional level the activities include:

- g) To prepare programme proposal for South America component of Associated Programme.
- h) To prepare programme proposal for Central America component of Associated Programme.
- i) To prepare programme proposal for South Asia component of Associated Programme.
- j) To prepare programme proposal for Central and Eastern Europe component of Associated Programme.

The INBO Secretariat will facilitate the regional level activities, the prime responsibility lies with the regional actors.

## 5 Inputs

The inputs for the inception phase are estimated in the table below. For details on budget line (3) and (4) please refer to annex 2.

	Budget in USD	Units	# of units	Cost	Total
1	Part time project manager	Month	3	6.500	19.500
2	Expert engineer for project support	Month	1,5	7.000	10.500
3	Travel and meetings – global project management	Lumpsum		20 000	20 000
4	GWP TEC input*	Days	10	1.000	10.000
5	GWP SEC/resource center input*	Days	40	1.000	40.000
6	Organisation and travel meeting of working group	Meeting	1	20 000	20 000
7	CEE region	Lumpsum		10.000	10.000
8	SAS region	Lumpsum		15.000	15.000
9	SAM region	Lumpsum		15.000	15.000
10	CA region	Lumpsum		20.000	20.000
	<b>Total</b>				<b>170.000</b>

\* including travel

The GWP Secretariat will make an agreement with INBO Secretariat concerning funding of post 1 – 3 of the budget above. The budget is taken from GWP central budget for output 2.1. The total amount of this agreement will not exceed 50.000 USD.

The other budget lines are covered in the following ways:

- The GWP staff input (post 4 & 5) will be covered from GWP central budget for output 2.1. The staff input under (5) will be provided by the GWP Secretariat, the resource centre Denmark, and the resource centre Sri Lanka.
- The organisation of the working group meeting in Spain in February 2001 (post 6) is covered by INBO budget.
- Post (7) is covered by the 2001/2002 budget of GWP Central & Eastern Europe (CEE output 5).
- Post (8) is covered by the 2001 budget of GWP South Asia (SAS output 5).
- Post (9) is covered by the 2001 budget of GWP South America (SAM output 7).
- Post (10) is covered by the 2001 budget of GWP Central America (CA output 7).

## 6 Organisation, Management and Administration

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An interim Steering Committee (iSC) should be established as soon as possible. The iSC guides the Inception phase, insures co-ordination and agreement between various parties, and approves the final documents. The committee would operate mainly via internet, but should meet at least once during the inception phase (February 2002). Members of the interim Steering Committee will be:

- Ivan Cheret (GWP – TEC, chair of iSC)
- Jean Francois Donzier (INBO Secretariat -secretary of the iSC)
- Eduardo Mestre (LANBO Secretariat)
- Thomasz Walczkiewicz (Chair of INBO)
- Raymundo Garrido (LANBO / RELOC)
- Juan Manuel Aragones (INBO)
- Maureen Ballester (GWP Central America)
- Marek Nawalany (GWP Central and Eastern Europe)
- Nanda Abreyickima (GWP South Asia)

INBO heads the programme secretariat unit that will be based within the INBO secretariat in France. GWP Technical Committee members will provide technical advisory input and GWP secretariat and regional staff will support the liaison with the regions.

## 7 Time schedule

The inception phase will last 9 months (September 2001 – May 2002). It is suggested the full programme be formally launched at the INBO General Assembly (28/30th May in Quebec, Canada).

Regional groups are envisaged to have regional workshop between October and January. The tentative time planning of each of the four regions is presented in annex 3.

An interim Steering Committee meeting will take place in Spain in February 2002, back-to-back with INBO liaison bureau meeting. This meeting will include one representative of each region, INBO Secretariat representative, GWP Secretariat representative and GWP TEC member.

The GWP Financial Partners Group in March 2002 will be used to sensitize donors.

Task	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
a) To initiate consultations.									
b) To support SAM, CA, CEE & SAS		R			R				
c) To sensitise SEA and WA									
d) To draft global project document						G			G
e) To consolidate the programme organisation.						G			G
f) To identify additional donors							G		
g) South America.					R				
h) Central America.		R							
i) South Asia.		R							
j) Central and Eastern Europe.									

 Ongoing activity

 Regional event

 Global event

### Annexes:

Annex 1: Programme proposal “Developing and Strengthening River Basin Organisations” version August 2001

Annex 2: travel budget specification

Annex 3: regional timeplanning

**Annex 2: Budget line (3) Travel and meetings – global project management**

	travel		Per diems	total
	intercontinent al	Regional		
Central America	2 000	500	1 500	<b>4 000</b>
South America	2 000	1 000	1 500	<b>4 000</b>
South Asia	2 000	500	1 500	<b>4 000</b>
C & E Europe		1 000	1 500	<b>2 500</b>
Southeast Asia	2 000		750	<b>2 750</b>
West Africa	1 500		750	<b>2 250</b>
<b>total</b>	<b>9 500</b>	<b>3 000</b>	<b>7 500</b>	<b>20 000</b>

### Annex 3: Regional timeplanning

#### South America

LANBO Secretariat will take lead in developing South America node of AP. A first draft proposal and draft survey of RBOs in LAC (BNWPP project) will be finalised and distributed. A regional seminar to be organised in co-operation with ASOCAR in Colombia in January / February 2002 to discuss, after which the proposal will be finalised and quality assured by SAMTAC.

Task	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
a) Survey among RBOs									
b) Draft proposal									
c) Regional stakeholder meeting					R				
d) Finalise proposal									
e) To identify additional donors									

#### Central America

- An outline Terms of Reference for the CA AP node exists. This ToR will be reworked and made more specific by CATAC with support from INBO Secretariat in September / October 2001.
- A stakeholder bringing together people active in various emerging basin organisations in Central America will be organised in Panama, back to back with the first CA water fair from 25-27 October 2001.
- In the period November till January a proposal will be developed by a working group of potential AP drivers/partners with support from CATAC and INBO Secretariat.
- CATAC will quality assure proposal in first meeting of 2002.
- Discussions will be ongoing between potential donors, CATAC and potential AP drivers and partners.

Task	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
a) Rework proposal									
b) Regional stakeholder meeting		R							
c) Finalise proposal									
d) QA by CATAC						R			
e) Discussions with potential donors.									

#### South Asia

SASTAC has identified Sri Lanka as the nodal country in the Region to take the lead in RBM. SASTAC has designated Mahaweli of Sri Lanka as the Co-ordinating Agency for setting up and managing the Network SASNET-RBO. Mahaweli has provided office facilities and support staff to start the Network.

A Regional Workshop on Sustainable River Basin Management held in Colombo in July 2000 reached consensus on a set of recommendations for promoting RBM and RBO in South Asia as a means to achieve IWRM in the medium to long term. The International Conference on Sustainable Development of Water Resources held in New Delhi, November 2000 elaborated further and reaffirmed South Asia's interest in RBM.

Partner RBM organisations from South Asia have been invited to the Regional Planning Meeting scheduled for 18 to 20 October in Kandy, Sri Lanka. This meeting will prepare a 3 to 5 year Work Plan for SASNET-RBO in line with the AP now being developed by GWP and INBO. Each country in South Asia will identify 2 basins initially to develop partnerships and management systems.

SASTAC will quality assure the project. Professional assistance will be available from IWMI based on its research results. World Bank has already provided seed funds via Mahaweli to help start up the

Network. ADB and JBIC have shown interest in supporting activities in Sri Lanka. After the Regional Planning Meeting donors will be contacted for South Asia –wide activities.

Task	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
a) Prepare regional workshop									
b) Regional stakeholder meeting		R							
c) Finalise proposal									
d) QA by SASTAC									
e) Discussions with potential donors.									

**Central and Eastern Europe**

A regional meeting with RBO representatives in the spring of 2001 in Warsaw resulted in the set-up of a Central and Eastern Europe Network of Basin Organisations (CEENBO). Romania has offered to take lead (Secretariat) in CEENBO. In the coming months a costed proposal will be developed, timing is not yet clear.