

TECHNICAL COORDINATION MEETING

6th WACDEP TECHNICAL COORDINATION WORKSHOP

Harare, Zimbabwe

14 September 2014 – 19 September 2014



www.gwp.org

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ACPC	: African Climate Policy Centre
AfDB	: African Development Bank
AFMP	: Associated Flood Management Programme
AMCOW	: African Ministers' Council on Water
ANB	: African Network for Basin Organisations
BMZ	: German Federal Ministry for Economic Cooperation and Development
CCRS	: Climate Change Response Strategy
CCWAS	: Climate Change Strategy for the Water Sector
CDKN	: Climate & Development Knowledge Network
CICOS	: International Commission of Congo Oubangui Sangha River Basin
CIWA	: World Bank Cooperation in International Waters Programme
CONDES	: Conselho Nacional para o Desenvolvimento Sustentável
CPCS	: Permanent Framework for Coordination and Monitoring of Water Resources
CRIDF	: Climate Resilient Infrastructure Development Facility
CU	: Coordination Unit
CWP	: Country Water Partnership
DFID	: Department for International development
DG-EAN	: General Directorate of the Nakanbé Water Agency
DMRE	: Directorate of Water Resources Mobilization
EAC	: East African Community
ECCAS	: Economic Community of Central African States
ECOWAS	: Economic Community of West African States
EDPRS	: Economic Development and Poverty Reduction Strategy
EU	: European Union
EUWI	: European Water Initiative
EXCO	: Executive Committee

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FONERWA	: National Fund for Environment Fund
FUNAB	: Fundo do Ambiente - Environment Fund
GEF	: Global Environmental Facilities
GESP	: Growth and Employment Strategy Paper
GFCS	: Global Framework for Climate Services
GIIMC	: Grupo Inter-Institucional para Mudanças Climáticas (Multistakeholder Forum for Climate Change)
GIZ	: Gesellschaft für Internationale Zusammenarbeit
GSP	: Global Support Programme
GWP	: Global Water Partnership
GWP CAf	: Global Water Partnership Central Africa
GWP EA	: Global Water Partnership Eastern Africa
GWP Med	: Global Water Partnership Mediterranean
GWP SA	: Global Water Partnership Southern Africa
GWP WA	: Global Water Partnership West Africa
ICA	: Infrastructure Consortium for Africa
IDMP	: Integrated Drought Management Programme
IFI	: International Finance Institutions
IIA	: Instituto de Investigação de Águas - Water Research Institute
INGC	: Instituto Nacional de Gestão de Calamidades
INIR	: Instituto Nacional de Irrigação - National Institute for Irrigation
IP	: Investment Plan
IUCN	: International Union for Conservation of Nature
IWRM	: Integrated Water Resources Management
LCBC	: Lake Chad Basin Commission
LDCF	: Least Developed Countries Fund
LEG	: Least Development Countries Expert Group

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LM	: Learning Materials
LVBC	: Lake Victoria Basin Commission
MDGs	: Millennium Development Goals
MEEATU	: Ministry of Water, Environment, Land and Urban
MICOA	: Ministry of Environment Mozambique
MoU	: Memorandum of Understanding
MTC	: Ministério dos Transportes e Comunicações
NAPA	: National Adaptation Programme of Action
NAPs	: National Adaptation Plans
NBI	: Nile Basin Initiative
NBSAPs	: National Biodiversity strategies and Actions Plans
NCCRS	: National Climate Change Response Strategy
NCSD	: National Council for Sustainable Development
NDPC	: National Development Planning Commission
NELSAP	: Nile Equatorial Lakes Subsidiary Action Program
NIE	: National Implementing Entity
OKACOM	: Permanent Okavango River Basin Water Commission
ONACC	: National Climate Change Observatory
ORASECOM	: Orange-Senqu River Commission
PAP	: Priority Action Plan
PMC	: National Programme Management Committee
PNACC	: Plan National d'Adaptation au Changement Climatique
PPFs	: Project Preparation Facilities
PREAO	: West Africa Policy of Water Resources
RBOs	: River Basin Organisations
RECS	: Regional Economic Communities
REDD	: Reduction of emissions from deforestation

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REMA	: Rwanda Natural Resources Authority
RESILIM	: Resilience in the Limpopo Project
RFCC	: Resilience Framework for Climate Change Adaptation in the Mount Elgon Region
RG	: Reference Group
RSAP III	: Regional Strategic Plan on IWRM
SADC	: Southern African Development Community
SAF	: Southern Africa
SDAGE	: Master plan of Nakanbé sub-basin
SIDA	: Swedish International Development Cooperation Agency
SP/ PAGIRE	: Permanent Secretary of the Action Plan for Integrated Water Resources Management
SP/CONEDD	: Permanent Secretary /National Council of Environment and Sustainable Development
TAC	: Technical Advisory Committee
ToRs	: Terms of Reference
TP	: Training Plan
TTT	: Technical Task Team
TWM	: Transboundary Water Management
UNFCCC	: United Nations Framework Convention for Climate Change
VBA	: Volta Basin Authority
WACDEP	: Water, Climate and Development Programme
WB	: World Bank
WLPS	: Water and Land Preservation Strategy
WMO	: World Meteorological Organization
WP	: Work Package
WRC	: Water Resources Commission
WRCC	: Water Resources Coordination Centre

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WRM : Water Resources Management
WSP : Water Security Programme (DFID)
WVB : White Volta Basin

1. Background

1.1. Water, Climate and Development Programme

In November 2010, during the 3rd Africa Water Week, the extra-ordinary session of the African Ministers' Council on Water (AMCOW) adopted a decision recommending that the Global Water Partnership (GWP) and partners operationalize the Water, Climate and Development Programme (WACDEP). The programme was developed as a response to the January 2009 AMCOW request for GWP to support the implementation of the 2008 African Union Sharm El-Sheikh Declaration on Water and Sanitation. The programme is a 5 year programme being implemented from May 2011 to April 2016.

The WACDEP aims to integrate water security and climate resilience in development planning processes, build climate resilience and support countries to adapt to a new climate regime through increased investments in water security. By building climate resilience, the initiative will contribute to peace building and conflict prevention, support pan-African integration and help safeguard investments in economic development, poverty reduction and the Millennium Development Goals (MDGs).

The WACDEP responds directly to the commitments expressed by African Heads of State in the Sharm El-Sheikh Declaration on water and sanitation and supports implementation of AMCOW's triennial work programs for 2010-2013 and 2014 - 2016.

Initially, WACDEP is implemented in eight countries: Ghana, Burkina Faso, Cameroon, Mozambique, Zimbabwe, Burundi, Rwanda and Tunisia; and five shared transboundary basins: Volta Basin, Lake Chad Basin, Lake Victoria-Kagera Basin, Limpopo Basin, and North-Western Sahara Basin Aquifer.

The goal of the programme is to promote water as a key part of sustainable regional and national development and contribute to climate change adaptation for economic growth and human security.

The overall objective is to support integration of water security and climate resilience in development planning and decision making processes, through enhanced technical and institutional capacity and predictable financing and investments in water security and climate change adaptation.

The expected outcomes of the programme are:

- Water security and climate resilience integrated in development planning and decision-making processes;
- Capacities of partnerships, institutions and stakeholders enhanced to integrate water security and climate resilience in development planning and decision-making processes;
- "No regrets" investment and financing strategies for water security, climate resilience and development formulated and governments begin to implement them. In addition, fundable projects (infrastructure-related) for water security, climate resilience and development are defined and shared with development banks.

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1.2. WACDEP Implementation

WACDEP was launched at the 2011 Stockholm World Water Week. Programme implementation began in July 2011 with an inception phase to introduce the programme at regional and country level and also define key actors and priority activities for detailed implementation from mid-2012 onwards.

Five successful Technical Coordination Meetings have been held since 2010:

- The 1st meeting was held in June 2010 in Tunis, Tunisia;
- The 2nd meeting was held in May 2011 in Cairo, Egypt;
- The 3rd meeting was held in August 2012 in Stockholm, Sweden;
- The 4th meeting was held in January 2013 in Pretoria, South Africa;
- The 5th meeting was held in September 2013 in Kigali, Rwanda.

The WACDEP Technical Coordination meetings are held regularly to share progress, approaches and lessons learnt in delivering the WACDEP outputs. The meetings are aimed at creating communities of practice so that countries with commonalities in deliverables can be encouraged to work together and learn from each other. The workshops also serve as platforms to discuss the key constraints and opportunities identified for implementation, and set the stage for scaling up WACDEP implementation.

In addition to programmatic issues, the workshops also discussed financial issues for the programme and the proposed new WACDEP budget allocations for countries/regions and guidelines for WACDEP financial and narrative reporting.

Regional managers and coordinators as well as Communication Officers came together to discuss ways of improving communications and knowledge management within WACDEP both internally and externally.

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1.3. Purpose and objectives of the 6th WACDEP Technical Coordination Workshop

The 6th WACDEP Technical Coordination workshop was aimed at sharing information and building the capacity of the managers on a number of the technical issues related to the programme implementation. It was hosted by the GWP Southern Africa and held from 14th to 19th September 2014 in Harare, Zimbabwe.

The specific objectives of the 6th WACDEP Coordination workshop presented by the Senior Programme Officer for the WACDEP Africa Coordination Unit, Mr Andrew Takawira, were as follows:

- To share lessons on progress of the implementation of the WACDEP in the countries and regions;
- To discuss ongoing work in investment planning and clarify the possibility of an improvement on the approach;
- To discuss the innovative approaches that are being used by the countries in building community resilience through implementation of demonstration projects;
- To develop and finalise 2015 WACDEP Annual work plans for the regions and countries;
- To discuss progress and challenges in the implementation of the capacity development programme;
- To share lessons from country missions by the Reference Group (RG) and recommendations for future contributions from the RG.

The 6th WACDEP Technical Coordination workshop came at a time when the programme has gone past the halfway mark. The regions and the countries are now implementing a number of the work packages and ensured linkages and synergies of the processes being implemented to support government institutions.

Participants included (see Annex 1 for full list) WACDEP Country Managers, Regional Coordinators, Regional Programme Officers, Regional Knowledge Management and Communication Officers, Financial Officers, Country Chairs/Coordinators, GWP WACDEP Young Professionals, WACDEP RG, Project Preparation and Financing Consultants, WACDEP Coordination Unit (CU), Southern Africa Regional GWP Partnership, AMCOW Country Focal Points, AMCOW Secretariat WACDEP Focal Point, and the Global Water Partnership Organisation.

The 6th WACDEP Technical Coordination workshop involved the following key meetings held over the 5 days:

Dates	Meeting	Participants
15 – 17 Sept.	<ul style="list-style-type: none">• WACDEP Africa Technical Coordination and• Reporting and Planning Meeting	<i>GWP Regional Coordinators, Regional Communication Officers, WACDEP Regional Programme Officers, WACDEP Country Programme Managers/Officers, GWPO, AMCOW Sec, WACDEP Reference Group Members, WACDEP CU</i>
15 – 16 Sept.	<ul style="list-style-type: none">• Financial Managers Planning Meeting	<i>Regional Finance Officers</i>

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16 Sept.	<ul style="list-style-type: none">• IDMP Work Programming Workshop	<i>IDMP Managers, GWPO, GWP Eastern and West Africa Regional Coordinators optional</i>
18 Sept – 19 Sept.	<ul style="list-style-type: none">• Inception Workshop on Project Preparation	<i>Project Preparation National Consultants, Regional and Country Programme Manager/Officers, GWPO, WACDEP CU</i>

For more information on the Workshops and the Programme see Annex 2.

2. WACDEP Programme Meeting

2.1. Opening session

The Minister of Environment, Water and Climate Honourable Saviour Kasukuwere officially opened the workshop. In his opening remarks, Honourable Kasukuwere called for a better water resource management. He further noted that while the Government played a key role in securing water for competing demands, requests for a water secure world was a joint responsibility. This, he noted, could only be achieved through water co-operation at national, regional, continental and global level but through partnerships with the multitudes of stakeholders ranging from citizens, policy makers and the private sector.

Dr. Ania Grobicki, GWP's Executive Secretary congratulated the Country Water Partnerships implementing the WACDEP on their progress in delivering results in the 8 African countries as well as in four transboundary basins and one shared transboundary aquifer where the project is under implementation. She emphasized the importance of the year 2015, a year in which GWP hopes will be a game-changer in the context of international agreements.

Ms Laila Oualkacha, the WACDEP focal point person from African Ministers' Council on Water (AMCOW) reminded all participants that climate change poses serious threats to sustained economic growth, quality of life and political stability. She noted that the situation is further aggravated by various multi aspects compounded by low adaptive capacity. It was also noted that although the African Heads of States have shown commitment by adopting a response to climate change through the Sharm el Sheikh declaration in July 2008, more work is still needed.



Photo 1: Sitting from right to left: Ms Laila Oualkacha, Dr Grobicki and Minister S. Kasukewere

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2.2. Overview of WACDEP

Mr Andrew Takawira, Senior Programme Officer gave a detailed presentation on the WACDEP. He highlighted that in November 2010, AMCOW Executive Committee (EXCO) adopted a decision recommending that the GWP and partners operationalise the WACDEP. This decision was issued after one and a half years of intense mobilisation by GWP in Africa which led to a bottom-up framework programme that was developed based on three Regional workshops in Africa



Photo 2: Mr Andrew Takawira, WACDEP CU Senior Programme Officer

Mr. Takawira mentioned that WACDEP focuses on linking water, climate and development agendas, strengthening coordination frameworks, capacity development and institutional building.

3. Session 2: WACDEP Work Package 1- Regional and Transboundary Cooperation

The session related to WACDEP Work Package 1 focusing on Regional and Transboundary Cooperation was briefly introduced by Mr Andrew Takawira. Dr Rashid Mbaziira then presented on the AMCOW/AU Transboundary Priority Action Plan. The theme was on managing water resources with an accent on transboundary water resources. Dr Rashid Mbaziira noted that water was a common medium for development; hence the crucial need to protect water resources. He emphasized that the programme derives strictly from of the Sharm El-Sheikh commitments declaration on accelerating the achievement of water and sanitation goals in Africa.

Dr Rashid Mbaziira then briefly presented AMCOW’s plan for the period of 2014-2016 which consists of 2 main outcomes with six outputs presented in the table below:

Outcome	Outputs
<p>Outcome 1: An enabling environment created for Strengthening Water Resources Management within Member States</p>	<ul style="list-style-type: none"> • Water for growth principles mainstreamed into the development and or implementation of water policies at regional and country level; • A thematic Priority Action Plan (PAP) is endorsed by EXCO for addressing transboundary water resources management and mainstreaming AMCOWs Strategic Framework on Water Security and Climate Resilient Development; • At least one funding mechanism aligned to a compact implementation process is operational; • National compacts developed for water resources management (WRM) and accelerating access to water supply and sanitation.
<p>Outcome 1: Improved information systems and data sharing on Transboundary /Integrated Water Resources Management</p>	<ul style="list-style-type: none"> • Improved data and information on Africa's water resources; • Mechanisms to encourage community participation in the monitoring of WRM and decision making.

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2.1. WACDEP Work Package 1 implementation in West Africa

Regional context

In West Africa, the implementation of WACDEP WP1 is connected to the implementation of many relevant processes and initiatives related to: (i) the West African Water Vision 2025; (ii) the West Africa Water Resources Policy (PREAO), (iii) the ECOWAS Action Plan for Climate Change Adaptation, (iv) the Economic Community of West African States (ECOWAS) Initiative for Strengthening IWRM in West Africa; (v) the Volta Basin Authority (VBA) Strategic Plan 2010- 2014, (vi) the AMCOW/TAC Work Plan for West Africa and (vii) the ECOWAS – water related activities of the Water Resources Coordination Centre (WRCC) as the executive body of the Permanent Framework for Coordination and Monitoring of Water Resources (CPCS).

Progress made so far and perspective

Through the implementation of the WACDEP – WP1:

An assessment of the current situation on water management and climate change in the Volta basin has been conducted as part of: (i) the elaboration of the VBA Master Plan on sustainable development and management of water resources and climate resilient development and (ii) the establishment of an Observatory on water resources and associated environment issues for the Volta Basin. This activity has been carried out in order: (i) to make available a database on water security and climate resilience issues in the Volta Basin; (ii) to enable the VBA to assess the water demand for various uses and the really available resource, as well as the environmental situation of the basin with related risks. The findings of the undertaken study above will be used to mainstream water security (WS) and climate resilient development (CRD) issues in the Mater Plan during its elaboration.

Outlines, guidelines and principles of the VBA Master Plan on sustainable development and management of water resources and climate resilient development have been developed as part of a support to the implementation of the Phase 1 of the Master Plan development process.

WACDEP – WP1 is supporting the formulation of the ECOWAS - "regional adaptation strategy of the water sector to climate change for" through:

Developing the methodology to assess vulnerability of water resources to climate change in West Africa from outputs of the study carried by WACDEP – Burkina Faso to map out water resources vulnerability to Climate Change in the sub catchment of Massili (within Nakambe basin in the Volta Basin). The activity is included in the action plan related to implementation of the West Africa Water Resources Policy (PREAO) within the West Africa IWRM project submitted to the Swedish International Development and Cooperation Agency (SIDA);

Defining the methodological approach to undertake the global analysis of the West Africa water sector and climate change situation and later on developing the regional strategy to address this situation.

Recommendations

- To facilitate the dissemination of reports of studies the implementation of recommendations that came out from them;

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- To capitalize and draw lessons from the results of the study carried out to map water resources vulnerability to climate change in the sub catchment of Massili (within Nakambe basin in the Volta Basin);
- Those lessons should be shared with the ECOWAS-WRCC.

2.2. WACDEP Work Package 1 implementation in Eastern Africa

Regional context, implementation strategy and linkage with other WACDEP WPs:

In Eastern Africa, the implementation of the WACDEP – WP1 is taking place within the Kagera River Basin which is shared by Tanzania (35%), Rwanda (33%), Burundi (22%) and Uganda (10%). This intervention area is characterized among other by: (i) highly vulnerable to climate change impacts, (ii) high land degradation, (iii) dependence on natural resources for livelihoods, (iv) the high level of the rain-fed agriculture occurring 48% of the cultivated land, (v) a dense population (15 millions), (vi) a weak institutional capacity and infrastructure as well as limited financial resources.

The WACDEP – WP1 is supporting the regional and transboundary cooperation for water security & climate resilience in the Kagera River Basin. Under its implementation, implementation entry points/ investment opportunities identified by the Kagera WRM project/NELSAP-CU from the Kagera Monographic are presented as follows:

The EAC Climate Change Policy, Strategy Master Plan, and Climate Change Fund:

- The EAC Protocol on Environment and Natural Resources Management;
- The Protocol for Sustainable Development of the Lake Victoria Basin;
- Climate Change Strategy for Lake Victoria Basin.

GWP Eastern Africa has established partnership with key regional/transboundary institutions as part of the implementation strategy of WACDEP – WP 1 in the region.

a) With NELSAP/NBI:

- Transboundary cooperation: institutional arrangement and agreements were made between the countries & NELSAP;
- Kagera Basin Project: Kagera Monograph has been developed with investment projects;
- A focal person has been assigned.

b) With LVBC/EAC

- Some political support to integrate WSCR issues has been put in place;
- A written agreement to implement EAC policies, including investment projects has been drawn;
- MoU has been signed. Additionally a focal person has been assigned;
- IUCN (not directly involved, but its program has contributed to the initiative);
- Linkage with the RFCC program of IUCN in Mt. Elgon Ecosystem is clearly established;
- GWP EA is one of the implementing partners.

c) Various trainings have been organised namely:

- Cap-Net/Nile IWRM Net-Regional Training on IWRM as a Tool for CC Adaptation;
- Regional Training Workshop on the Financing Transboundary WRM & P. Preparation;
- Linkages have developed between implementation WACDEP – WP1 and the ones of:

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- WP2: understanding the national framework;
- WP3: checking with national level investment priorities;
- WP6: capacity building with the above mentioned trainings.

Progress made so far and perspective

Regarding the ongoing activity aiming at “carrying out climate vulnerability assessment and identifying response measures that enhance WSCR”: (i) hot spots and possible response measures have been identified; and (ii) it is planned a regional review meeting by Kagera partner countries and NELSAP, LVBC, EAC, NBI and GWP EA.

The activity focusing on “developing mechanism for sharing hydro-climatic information between NBI/DSS and LVBC/EAC for decision making processes on water security and climate resilience” is implementing under the existing MoU between NELSAP and LVBC through facilitating communication and sharing of information by both institutions.

- A Consultant has been engaged to develop prioritized investment options, and prepare at least 5 project concept notes. This activity is going on.
- The development of an investment program document that will enhance basin WS and CR is planned for 2015.
- NELSAP is currently to support the formalization of Kagera basin-wide cooperative framework for sustainable management and development of the basin. More work is planned for 2015.

Recommendation

NELSAP and LVBC should build on existing initiatives of promoting transboundary cooperation, to strengthen partnerships with various regional institutions and partner countries

2.3. WACDEP Work Package 1 implementation in Southern Africa

Regional context

WACDEP in Southern Africa is being implemented in the Limpopo river basin shared by four Southern African Development Community (SADC) countries, namely Botswana, South Africa, Zimbabwe and Mozambique. A range of activities has been expanded with locally raised funds to cover the SADC region under the SADC-GIZ project entitled “Mainstreaming Climate Change into the SADC water sector as well as in co-financing from Grid-Arendal and the RESILIM (Resilience in the Limpopo project) for the development of an atlas in the Limpopo Basin.

Progress made so far and perspective

The following regional trainings were undertaken:

- Regional training on Financing of sustainable water resources management and development: Economics, Financing Opportunities and Project preparation. This was targeting river basin organisations and attracted participants from all ANBO members in SAF.
- Regional training on IWRM Approach to Climate Change impacts and Adaptation measures (12 -16 May 2014, DRC). This training was organized in collaboration with CB Hydronet, WaterNet, UNDP, GWP CA and CapNet and attracted 40 participants from which 30 were from SADC and 10 from ECCAS.

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- Training on National Adaptation Process in Malawi in order to assist the country to initiate the NAP process. This was a follow-up to the training held in Addis Ababa.
- Training on Cost Benefit Analysis of Coastal climate change adaptation projects with UNDP for national stakeholders in Mauritius.

Other activities that were undertaken include:

- SADC Multi-Stakeholder Dialogue: the dialogue was held in October 2013 in Lusaka, Zambia under the theme “Watering Development in SADC: Exploring the water, energy and food nexus”. The focus was on the inextricable linkages between resources linked to water, energy and food sectors and on how the nexus approach can be used to enhance regional cooperation and development.
- Broadening Stakeholder Engagement: this is being carried out in the Orange – Senqu River Basin under the auspices of ORASECOM. The project is about setting up and/ or strengthening institutions in the basin in order for grassroots stakeholders to be involved in the Transboundary Water Management (TWM). Capacity development is being undertaken in IWRM, Climate change mainstreaming, gender and youth mainstreaming and this covers sectors such as tourism, agriculture, mining etc.
- Operationalizing WACDEP WP 5 – Demonstration Projects: this initiative includes developing project proposals on Actions towards building climate resilience and climate change adaptation in the two basins of ORASECOM and OKACOM.
- SADC RBO Workshop: this workshop will be held on ‘Strengthening regional cooperation and resilience in water related disasters’ in Johannesburg in October 2014.
- SADC Water Weeks as a platform for consulting on the development of the Regional Strategic Action Plan IV (RSAP IV).

Some challenges can however be noted:

- Slow uptake of the project activities at both basin and country level leading to expenditure being low at times, lack of technical guidance from the LIMCOM TTT, the failure of the RBO to convene (TTT) and give guidance to the programme. This leads to doubts on the ownership and implementation of the final products.

2.4. WACDEP Work Package 1 implementation in Central Africa

Regional context

The key implementation partners are the Regional Economic Community and the Economic Community of Central African States (ECCAS). They are 4 target countries, namely Cameroon, Central Africa, Sao Tome et Principe and the Democratic Republic of Congo. The River Basin Organisations (RBOs) involved are the Lake Chad Basin Commission (LCBC) and the International Commission of Congo Oubangui Sangha River Basin (CICOS).

The WACDEP – WP1 is supporting:

- ECCAS to develop a Regional hydro-meteorological strategy and action plan for Central Africa region.

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- To mainstream water security and climate resilience in LCBC Strategic Action Plan (collaboration with GIZ).

Progress made so far

This process to develop a Regional hydro-meteorological strategy and action plan for Central Africa region consists of five main phases:

- Phase 1: Development and validation of the concept note. The concept note was elaborated and validated in November 2013;
- Phase 2: Undertake an assessment on National Meteorological Hydrological Services (NMHSs) in 6 targeted countries;
- Phase 3: Suggest optimal hydro-meteorological networks to the target countries;
- Phase 4: Develop and validate the strategy and the action plan for the NMHSs;
- Phase 5: Suggest a protocol/process for data sharing.

The following have been achieved to date:

- ECCAS Secretary General signed commitment letter to process, and designated Focal Point in 2014;
- ToRs for baseline studies on national and regional hydro-meteorological services elaborated and validated in 2014;
- ToRs for « taskforce » to support the process of conduct of regional hydro-meteorological strategy and action plan elaborated and validated in 2014;
- Consultants were engaged to conduct baseline studies on hydrometeorology for six pilot countries (Cameroon, Congo, DRC, Chad, STP and Central Africa Republic);
- Members of « taskforce » to support the regional hydro-meteorological strategy and action plan process identified and more than 75 % designated;
- The first brainstorming meeting was held at which a draft baseline study reports was presented, and the concept note approved.

Regarding the activity aiming at mainstreaming water security and climate resilience in LCBC Strategic Action Plan (collaboration with GIZ):

- Consultation with LCBC management in Q1 2014, and signing of working session report that identified key areas for collaboration;
- Workshop to review Strategic Action Plan (SAP) planned for 24th – 25th September 2014. Workshop ToRs developed in collaboration with WACDEP Central Africa team.

Linkages with other WACDEP WPs:

- WP5 & WP1 aims at supporting to CICOS and CB-HYDRONET through the WACDEP collaboration with CICOS focal point to identify most strategic intervention given limited resources. There are several targeted ongoing processes that WACDEP is involved in through GWP Central Africa: (i) Congo-HYCOS project (WMO); (ii) CICOS Master Plan (SDAGE) elaboration (EU); (iii) GETRACO (GIZ).
- WP5 & WP3 will provide inputs to ECCAS / LCBC to develop investment plan for hydrometeorology strategy and action plan (if possible).

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- WP5 & WP4: Concept note for LCBC project on ecosystem management and hydrometeorology monitoring developed in collaboration with Africa consultant. Development of project proposal for improving the quality of services provided by hydro-meteorological institutions in Central Africa is planned.
- WP5 & WP6: a capacity development through training on water security and climate change adaptation measures has been supported in collaboration with CB-HYDRONET (involved participants from ECCAS, Lake Chad, Central Africa and Sao Tome et Principe CWPs).
- WP5 & WP7: Awareness and knowledge management: A workshop for media professionals from Central Africa on water security and climate resilience has been organised in 2013. A media award for water security and climate resilience has been launched. An establishment of media network for sustainable development in Central Africa has been supported.
- WP5 & WP8 linkages support the program implementation by facilitating implementation of WACDEP in Cameroon, with focus on institutional strengthening of CWP. Providing technical support as required. Supporting program monitoring and evaluation in all aspects (administrative and financial management). Managing WACDEP program implementation in Central Africa.

3. Session 3: WACDEP Work Package 3- Investment Planning

3.1. General Approach to implementing WP 3

Mr Roberto-Martin Hurtado (RG Member) gave an overview of the workshop objectives of approaching Work Package 3 and these included: (i) clarifying on the approach to WP 3; (ii) taking stock of progress on the implementation of WP 3 in each country; (iii) sharing experiences and lessons learnt and also (iv) reflecting on how WP 3 is linked to WP 2 and WP 5.

Mr Roberto-Martin Hurtado noted that there is a need for infrastructure, information and institutions investment to achieve water security climate resilient development. Additionally, he highlighted that projects developed should be part of the programmes which fall under the national water investment plan.

The importance of designing investment plans is summarised in the diagram 1 below:

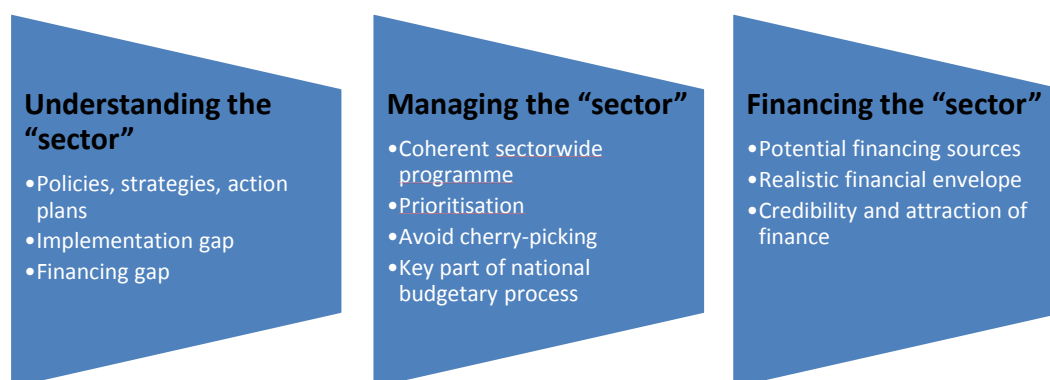


Diagram 1: Rationale for water investment plans

It was highlighted that in order to come up with an investment plan it is important to take a sector wide perspective and address the following questions: what do you want to achieve? What do we need to do to achieve it? How much do we need and how do we pay for it? Furthermore, there is a need to define objectives (benefits), timeframe, estimated cost and sources of financing, eligible project types, eligible beneficiaries and terms of financing.

The main possible sources of finances for the water sector projects are public budgets (taxes), climate finances (transfers), development finance (transfers) or user contributions (tariffs).

The following pointers on making progress on Work Package 3 were highlighted:

- WP3 is not a paper document but a process, there is no generic way to do it right (learning by doing);
- Each country needs to experiment and learn from others;
- WP3 should follow naturally from WP 2 and be linked to WP 4 and WP 6;
- Countries should closely involve the Ministry of Finance for technical guidance, buy-in and better budgeting;
- WP 3 should support on-going processes (basin management plan, resources mobilisation strategy etc.);

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- It is crucial to understand how financing works in each country as well as current situation regarding investment and financing plans.

7 Country Programme Managers gave presentations addressing the following key areas: Context of Investment Planning, objectives: taking identified priority forward, Investment Plan preparation, Building bridges among WPs 2, 3 & 4 and Reflections on work undertaken so far.

3.2. Implementation of the Work Package 3 in Ghana

Context of investment planning in Ghana

Mr Maxwell Boateng, Ghana Programme Manager, highlighted that there is no investment plan process in place except for water supply purposes. Some sub-sectors concerned with potable water supply at urban and rural settings have developed their Investment Plan, namely the Community Water and Sanitation Agency (rural) and the Ghana Water Company Limited (Urban).



Photo 3: Mr Maxwell Boateng, Ghana Programme Manager

The assignment will be carried out in the White Volta Basin which covers about 70% of the three northern regions.

Objectives

Entry point is the use of Investment Planning approach to update the IWRM process including the IWRM plan for the basin developed in 2008 (A 5-year planning cycle). Concept brief was developed following the RG Meeting held in Accra on the 8th and 9th of May 2014, further discussions with key stakeholders resulted in the development of an Investment Plan (IP) for the White Volta Basin (WVB). The ToRs were developed and shared with the White Volta Basin Board (WVBB) on the 21st of August 2014. However, because of the upstream-downstream interaction, it would be better to have an Investment Plan for the entire basin rather than working on distinctive sections. The Water Resources Commission (WRC) was noted as the lead government agency.

Investment Plan Preparation

The specific activities to be carried out are as follow:

- Identify investment needs and formulate the general objectives of the investment plan for the basin;
- Identify a limited list of key projects and carry out cost-benefit analysis;
- Develop a financing strategy and prepare White Volta Basin's IP.

At the end of each task, a validation workshop will be held using the WVBB as "WVB Investment Forum".

Building bridges among WP 2, 3 and 4

- WP 2: National level planning (mainstreaming WS & CC into National Medium Term Development Plan; 2014-2017) done with the National Development Planning Commission (sectors and MMDAs).

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- WP 3: Regional/basin level planning (Investment Plan) falls within the Water Resources Commission/White Volta Basin Board.
- WP 4: Project Preparation and financing and this comprises of institutions like the Metropolitan, Municipal and District Assemblies (MMDAs; Operational level).

Reflections on work undertaken so far

Responses from key stakeholders have been very encouraging. The difficult aspect was the alignment of the new orientation of Investment Planning with the already accepted work plan of the project. The ToRs were approved by the Technical Working Group at their 5th Meeting on the 4th of September 2014.

3.3. Implementation of the Work Package 3 in Mozambique

Context of investment planning in Mozambique

Mr Paulo Selemene, Mozambique Programme Manager noted that the adverse effects of climate change had resulted in rainfall patterns decreasing. It was reported that floods in January 2013 displaced over 200,000 and killed 90. Therefore, the need for investment planning in the water sector has been acknowledged by the Ministry Of Public Housing, MICOA, Ministry of Planning and Development, MINAG and CONDES.

There is also an enabling environment for investment planning (barriers to investments are being removed through ministerial and stakeholders joint efforts) and for business initiatives (PPP are encouraged). The key actors that should be involved in the development of investment planning in the sector include Public Works, Roads, Environment, Disaster Management, Planning and Development, Finance, ICP, Stakeholders, NGOs, Community-based Organisations as well as RBOs.



Photo 4: Mr Paulo Selemene, Mozambique Programme Manager

Objectives

The objective of WP 3 is to support the water sector in identifying investment needs, developing an investment plan and also preparing the ground for project preparation and financing (WP 4). At the moment the focus is on supporting investment planning at the basin level. Development of ToRs is ongoing. The lead government agencies are DNA & ARA-Sul.

Investment Plan Preparation

Key steps have been identified and these include engaging a consultant, identifying key implementing partners, conducting an assessment of methodology for selected projects, looking at how to bring water issues to the fore and developing a roadmap.

Building bridges among WP 2, 3 and 4

WP 2 is about stocktaking of the implementation of the Climate Change Response Strategy (CCRS) on the Water Sector. CONDES oversees the overall implementation of the CCRS as well as the initiation of an assessment of how the Annual and the Multi-years' Work plans of relevant key sectors are contributing to the implementation of the CCRS. WP 4 focuses on increasing the capacity of

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Mozambique to prepare for and manage urban flood events in the Maputo and Matola cities. Key actors identified include: DNA, IIA, MUNICIPALITIES (Maputo & Matola), ARA-Sul, Disaster Management, INAM, UEM.

Status quo and the way forward

There is a better understanding of the context and focus, a more realistic perspective of the realistic goals and a better sense of the prospective institutions which would be willing to embark in the process. However, most institutions are not very familiar with investment planning, its components, what it entails, and how this tool can be used to address real problems. The Mozambique team is currently completing the ToRs and will soon hire a consultant, get the inception report and move forward.

3.4. Implementation of the Work Package 3 in Zimbabwe

Context of investment planning in Zimbabwe

Mr Wellington Dzvairo, Zimbabwe Programme Manager highlighted that the investment planning is under the Ministry of Finance and Economic development because they do most of the resource allocation.

Because of the cross-cutting nature of the Ministry of Environment, Water and Climate (MEWC) it has now become involved in most of the planning processes. Hence, WACDEP ZW PMC has players who represent a number of Ministries.

In terms of water and climate projects key players who will be involved in WP 3 include the following: MOF, MEWC & Parastatal – Key Implementer, Office of President and Cabinet, World Bank, UNDP, Multi Donor trust Fund and the University of Zimbabwe.



Photo 5: Mr Wellington Dzvairo, Zimbabwe Programme Manager

The relevant documents to this process are the World Bank's Water Sector Investment Analysis that looked at the prioritisation of large water projects, Zim Asset and the Water Policy. Strategies identified in NCCRS formulation will only be achieved through fund mobilisation.

Objectives

WP 3 intends to formulate the water related strategies from NCCRS (WP 2) document into an investment plan. NCCRS key to WP 3, WP 4 & WP 6. The MEWC plays a key role in this process and buy-in is needed from stakeholders.

Investment Plan Preparation

The PMC was approved on 20th of August at their 5th meeting to concentrate on the water related sector strategies. They also agreed to carry forward work from the NCCRS. Consultation process has been carried out and a consultant engaged.

3.5. Implementation of the Work Package 3 in Cameroon

Context of investment planning in Cameroon

Mr Felix Kalla Mpako, Cameroon Programme Manager highlighted that they have some experience with investment planning in the environment sector. The need for investment planning in the sector is recognised by the Ministry in charge of environment. The Ministry in charge of Water intends to elaborate an investment plan for IWRM. However, there is no relevant investment planning process already in place in the water sector or environment sector.

The key actors that should be involved in the development of investment planning in the sector are the Ministry in charge of Environment, the Ministry in charge of Water, the Ministry in charge of Planning, and the Ministry in charge of Agriculture.



Photo 6: Mr Felix Kalla Mpako, Country Programme Manager

Objectives

The objective of WP 3 in Cameroon is to evaluate and develop an Investment Programme of projects related with water security and climate resilience. Two investment planning processes will be supported: NBSAPs and PNACC. There is an investment plan for NBSAP, but it must be revised PNACC will be finalised very shortly. In the two processes the lead government agency is the Ministry in charge of Environment.

Investment Plan Preparation

Step 1: Setting up the investment planning process:

- Consultation meeting with the government team responsible of NBSAP and PNACC;
- MoU has been signed with the Direction of Conservation Monitoring and Promotion of Natural Resources (The Lead of PNACC);

Step 2: Preparatory work

- Identify strengths and weaknesses with respect to water security and climate resilience;
- Identify water security and climate resilient activities that can be developed into projects;
- Define criteria for prioritizing activities identified in the action plans, elaborate projects (WP 4) and cost the project;
- Conduct an analysis of existing and potential source of financing.

Step 3: Finalize the investment plan.

Building bridges among WP 2, 3 and 4

The investment plan will be developed for NBSAP and PNACC. WACDEP Cameroon is supporting the development of projects related to NBSAP (and PNACC). The investment plan will be elaborated for these projects.

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Reflections on work undertaken so far

Progress made so far was not satisfactory. The difficult aspect was for the Government's acceptance, involvement and ownership. Nevertheless, there was optimism about the implementation of WP 3.

3.6. Implementation of the Work Package 3 in Burkina Faso

Context of investment planning in Burkina Faso

Mr Mahamadou Tientore, West Africa Programme Manager highlighted that Burkina Faso's economy is heavily based on rain-fed agriculture and other resource sectors (livestock, mining, and other operations).

Mr Mahamadou Tientore mentioned that the baseline study on water security and climate resilience in Burkina Faso conducted in September 2012 by the Country Water Partnership shows that for more than 40 years, Burkina has been facing a general degradation of the climate situation characterized by a rise in temperature and a downward trend in rainfall.

Entry points for the investment planning include the «Stratégie de Croissance Accélérée et de Développement Durable» (SCADD/2010-2015) under implementation, the development of the National Adaptation Plan to Climate Change (NAP) of Burkina Faso, the elaboration of the IWRM Plan 3 and the development of the Master Plan of Nakambe catchment. WACDEP in Burkina Faso is being implemented in collaboration with other relevant institutions operating in the field of water security and climate change adaptation: Directorate of the Nakanbé Water Agency (DG-EAN), the Permanent Secretariat of the Integrated Water Resource Management Action Plan (SP/ PAGIRE), the Permanent Secretariat of the National Council for Environment and Sustainable Development (SP/CONEDD), Directorate of Water Resources Mobilization (DMRE) and the General Directorate of Budget (Ministry of Finance).

Objectives

WP 3 will support investment plan for the Nakambe catchment in the Volta Basin. The ongoing activity related to this process is the diagnostic of the basin.

Investment Plan Preparation

The tentative roadmap was highlighted as follows:

- Development of concept note: Not yet done
- Agreement/mandate with institution : Done
- Development of ToRs: on going
- Appointment of consultant: Not yet done
- Agreement of methodology: Not yet done
- Draft outputs: Not yet done
- Finalisation: Not yet Done.

Building bridges among WP 2, 3 and 4

- Link with WP 2: Some studies were already conducted in the basin and these can feed into WP 3. These include the study and cartography of water resources vulnerability to climate change in the Volta Basin: case of Nakanbe basin, restructuring and follow up of a "Local Water Committee" in the sub-basin of Massili and the assessment of the current situation on

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water management and climate change in the Volta basin as part of the establishment of an Observatory on water resources and associated environment related issues, contribution in the elaboration of the VBA Master Plan on sustainable development and management of water resources and climate change adaptation.

- Link with WP4: It is planned to develop projects contributing to the implementation of the investment plan for funding.

Reflections on work undertaken so far

- To support this activity the Reference Group (RG) of WACDEP visited Burkina Faso in May 2014. The RG interacted with the WACDEP team and helped to identify the Nakanbé basin as a suitable zone to carry out an investment plan to support the basin development for AEN. A roadmap has been defined and is being implemented so far:
- The nominated representative of EN participated in the 1st Regional economic training workshop held for economist trainers under the Capacity Development programme of WACDEP at Addis Ababa in April, 2014.
- A diagnostic on the funding mechanisms of projects and programs in Burkina Faso for water security and climate change adaptation has been initiated. A draft report of the study is available. However, this activity was delayed. Following exchanges with WACDEP CU, the study needs to be re guided with the support of the WACDEP CU Finance Expert.
- ToRs for the consultant related to WP3 were updated and the consultant has been appointed.
- Meeting with the implementing partners has been organized.
- Next steps need to be identified and designed with partners.

3.7. Implementation of the Work Package 3 in Rwanda

Context of investment planning in Rwanda

Mr Jean Pierre Hakizimana, Rwanda Programme Manager highlighted that investment options exist in Policy documents with MINECOFIN being the lead (Economic planning) and MINIRENA being the lead for WSRC. Identified opportunities include: investments options in WSCR that already exist (Policy documents and Kagera/NELSAP), good political will, existing National Sector working groups (WM, Environment &CC)/ framework and preliminary contacts with Government officials, RG report, preliminary investments options identified. However, they are many challenges, namely some poor sector coordination, lack of prioritization, lack of coherent investment plan with policy actions scattered all over.

The following were highlighted as entry points: National GGSCRS // FONERWA (Accredited Finance. Mech), EDPRS2 2013/2018, Vision 2020, National WR Policy (2011), National strategy for CC and low carbon development (2011), WRM Strategy 2013/2018 , National Water Master Plan (NWMP/2014), Kagera Investment projects.

Objective

WP 3 supports the development of 'No/low Regrets' investment and financing strategy and the progress made so



Photo 7: Mr Jean Pierre Hakizimana, Country Programme Manager

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far include: preliminary level of investment options identified, preliminary contacts (MINIRENA, REMA, RNRA, MINECOFIN) and tentative for WP 3 road map developed.

Key partners for WP 3 include those from the line ministries (MINECOFIN, MINIRENA, MININFRA, MINALOC, MINAGRI), key government agencies/ institutions (RNRA, REMA, WSAC Ltd, UR, PSF), partners (UNDP, AFDB/ICA) and stakeholders (RWP and local authorities).

Investment Plan Preparation

The following steps were highlighted:

- Validation/finalisation of the ToRs;
- Recruitment of a consultant;
- Conducting study on investment planning;
- Screening/prioritizing;
- Validation of the investment plan plus consultative WS;
- Final investment plan.

3.8. Implementation of the Work Package 3 in Burundi

Context of investment planning in Burundi

Mr Christophe Gahungu, Burundi Programme Manager mentioned that Burundi has several national and sectoral documents which provide a framework for water security and climate resilience, namely: the Burundi 2025 Vision, the Poverty Reduction Strategic Program (PRSP II), the IWRM action plan (2007) developed through GWP's facilitation and support, the National Adaptation Program of Actions (NAPAs), the first and second communications on Climate change, the Water Policy and strategy (2010-2020), the Water and Sanitation National Policy & Strategy and Action Plan, the Forest Policy, the Environmental code (2000), the Water code (2012) and Forestry law, the National Climate Policy Strategy and Action Plan, the National Agriculture Investment Plan (2012-2017) and the National Strategy for energy sector 2011.

Investments and financing in water resources management are important for water security and climate change adaptation. However, Burundi is constrained by the lack of adequate funding for water resources management, water infrastructure, and climate adaptation. One of the major factors is the lack of credible and well prioritised projects that can attract water and climate adaptation related funding mechanisms/ sources. The government requested the development of an Investment Plan during the GWP/RG meeting. Key sectors that should be involved in development of the sector investment plan were identified, namely water resources, water supply, water sanitation, energy, finance and planning, forest, environment and metrological services.

Investment Plan Preparation

The investment planning process could include three key phases:

- Identification of no/low regrets investment options;
- Undertaking a cost benefit analysis of potential investment projects to priorities them;
- Developing analysis of financial flows to identify which of the prioritised projects could be realistically financed.

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The Ministry of Water, Environment, Land and Urban (MEEATU) planning through the Direction General of Water resource Management (DGREA) in collaboration with the ministry of planning will be the leading government agency. Key stakeholders have been identified and validated.

Building bridges among WP 2, 3 and 4

- Objective of Work Package 2: WACDEP supports Burundi to integrate water security and climate resilience into development plans.
- Linkage with WP 2: WP 3 is supporting the implementation of the action plan of all sectorial strategy (water strategy, climate adaptation strategy, water sanitation strategy). WP 2 is also providing support to planners and decisions makers to integrate projects and programmes well identified and listed in SIP (WP 3).
- Linkage with WP 4: All projects developed under WP 4, have been mentioned in the investment plan (WP 3). WP 4 helps the government of Burundi to implement the Investment Plan (WP 3) and water strategy (WP 2).

Progress made so far

Concept note on the Investment Planning in the water sector has been developed and submitted. Overall, it was noted that the Investment Plan is a marketing tool to promote the water sector to the funders. Therefore it is important to know who is at the receiving end of the plan and involve them from the beginning. Additionally it is important to show the link with climate resilience in the investment plans as well as to put the concept in the right format. However, the concept of “no/low” regret investment needs more clarity.

4. Session 4: Investment Planning and the way forward

The session started with Mr Roberto Martin-Hurtado who emphasized that the overall progress made since the last workshop in Kigali was apparent. All participants were encouraged to take this opportunity to discuss amongst one another and hear from others with regards to their success stories, their challenges and their lessons learnt.

5. Session 5: Building Community Resilience

The session 5 was introduced by Mr Armand Houanye, WACDEP Capacity Building Manager and focused on building community resilience in each of the 8 countries where WACDEP is being implemented. This session aimed at providing practical support to the Country Programme Management Team towards the implementation of WP5 in various ways, namely:

- To recapitulate and clarify the WACDEP – WP5 implementation approach
- To take stock of progress in implementing WP5 in the different countries
- To provide an opportunity to reflect on how WP5 is linked to other WACDEP activities and regional/ national processes
- To identify the additional support that WACDEP country managers will require when implementing the WACDEP-WP5 concept notes.



Photo 8: Mr Armand Houanye, WACDEP Capacity Building Manager

Thereafter, all countries went into groups to discuss the progress and ongoing activities, share lessons and learn from one another.

5.1. Implementation of WACDEP – WP5 in Rwanda

Intervention area

The intervention area for WP5 2012-2016 in Rwanda is embedded in the Lake Cyohoha catchment shared with Burundi. The criteria that motivated the selection of this area are as follow:

- Deforestation and environmental degradation of the ecosystems leading to the lack of energy for cooking;
- Encroaching wetlands for agricultural purposes;
- Poor access to safe and drinking water;
- Destruction of flora/fauna due to streams and rivers drying up premature ripening of crops leading to a reduction in the storage quality of crops as well as the production cycle.

Objective

The WP5 objective is to promote green technologies through a combination of lake protection, usage of alternative energy as well as increased access to water, leading to an improvement in understanding and management of the food and energy nexus.

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Implementation strategy

The implementation strategy involves the following:

- Demonstration: For further scalability in the entire catchment;
- Participatory approach with high involvement of Local communities (for responsiveness, ownership and sustainability).

Progress made so far

- Protection of the buffer zone of the Lake Cyohoha, which is 5meters from the lake itself;
- Agroforestry for soil conservation and plantation of fruit-trees;
- Energy production/biogas promoted;
- Safe and potable water supply to which more than 2500 now have access.

Partners and Synergy

The main involved partners are MINIRENA (REMA, RNRA), MININFRA (WSAC Ltd), University of Rwanda, Local Authorities, RWO, Kamabuye communities and Private companies.

Key recommendations

The implementation of the WP 5 is successful in Bugesera. However it would be important to:

- To address all listed needs by local communities;
- To adopt scalability of the green technologies (More means for more areas).

It was highlighted in the plenary session that transboundary assessment can be challenging; hence the importance of having a buffer zone in the basin was highlighted.

There was a thought of an initiative of designing a profile of WACDEP, from its onset to its phase out to see the social impacts WACDEP is generating. This may also give broader information on various aspects such as the key milestones in terms of ecosystems management, land degradation, etc.

5.2. Implementation of WACDEP – WP5 in Zimbabwe

Area of intervention

Mzingwane Catchment

Current initiatives

- Regionally: (i) Revised SADC Protocol - LIMCOM, (ii) RESILIM – Disaster risk reduction, (iii) vulnerability to climate change assessment
- Nationally: (i) National Climate Change Response Strategy (NCCRS) – Water Policy, (ii) Alternative Energy sources, (iii) Review of Natural regions in view of CC
- Catchment: IWRM

Overall objective

To enhance the resilience of Mzingwane’s community affected by climate variability and climate change impacts in the Mzingwane catchment of the Limpopo basin in Zimbabwe through promoting innovative water harvesting techniques and alternative livelihoods.

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Specific objectives

- Understand how the project area is affected by climate change/ variability issues, behaviours and practices of community, climate adaptive livelihood options, and the situation of climate resilience shelters;
- Protect livelihoods and promote alternative livelihoods, such as using drought resistant seed, dry season planting, planting crops that require less water, water harvesting technologies for irrigation and consumptions; biogas digesters for power generation;
- Build capacity of community groups to analyse, understand and use uncertainty and risk information for their decision making on livelihood choices and to spread and manage risks;
- Promote sharing, learning and reflection on practical experience related to the intervention.

Expected results – outputs

- Baseline study report on how the project area is affected by CC/ variability issues, behaviours and practices of community, climate adaptive livelihood options, and the situation of climate resilience shelters;
- Community with enhanced adaptive capacity through improving conditions including at least one water conservation in place, 1 biogas plant for Power generation to reduce load from heating and at least one alternative livelihood
- Community with enhanced capacity to analyse, understand and use uncertainty and risk information for its decision making on livelihood choices and to spread and manage risks.
- This initiative will help to improve communities' resilience and living conditions as well as to reduce water borne diseases.

Key partners

Some key partners include the following: (i) MEWC – Water, Meteorology, Environment, CC – Strategic, (ii) ZINWA Mzingwane – Implementer, (iii) MEPD (Energy) & REA – Energy (Rural electrification), (iv) Ministry of Education – intervention area, (v) MAMID (Agriculture & Irrigation) – Alternative food livelihoods, (vi) Ministry of Health – Quality assurance of biogas, manure, (vii) RESILIM – Project Extension and fund mobilisation, (viii) UNICEF & UZ material development, (ix) Environment Africa – energy efficiency, (x) Mentees – Economic Analysis, (xi) WACDEP Zimbabwe - Technical Backstop and Guidance.

Challenges

The main challenges are the identification of the project area, the delay in finalising the NCCRS, the agreement on a demonstration area, lack of creativity and innovativeness. Additionally, it is difficult to balance expectations from stakeholders with the target community size (>7000).

5.3. Implementation of WACDEP – WP5 in Burkina Faso

Intervention area

Loumbila Municipality within Plateau central Region, Massili sub-catchment in the central Region of Nakanbe basin.

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Objectives

To enhance the resilience of Massili sub catchment community through integrating water security and climate change adaptation into local development planning and improving livelihoods.

Expected outputs and impacts

The outputs are:

- Baseline study report on climate change impacts and its effects on communities and identified adaptive capacity and needs;
- Community and other national and local institutions with enhanced adaptive capacity through improving livelihoods;
- This initiative will help to improve communities' livelihoods and enhance their resilience.

Key Partners and boundary actors

Key partners and boundary actors include: (i) NGOs, (ii) University of Ouagadougou, (iii) Municipality of Loubilia, (iv) General Directorate of Nakanbe Water Agency, (v) General Directorate of Water Resources, (vi) General Directorate of Statistics and Economic Provisions of Breeding Sector, (vii) Permanent Secretary of the National Council for Sustainable Development (SE- CONEDD), (viii) Permanent Secretary of the Program for Integrated Water Resources Management (SP-PAGIRE), (ix) Regional Directorates of Environment, Water, Agriculture and Food Security, (x) General Directorate of Hydraulic Development, (xi) General Directorate of Irrigation Development, (xii) Community of Loubila Municipality.

Implementation Strategy

The strategy consists of high quality coordination, management, documentation and sharing of lessons learnt.

Linkages of WP5 with other WP

- WP5 & WP1: VBA, Ghana, WRCC (Capitalisation, lessons sharing)
- WP5 & WP2: SP-CONEDD (vulnerability study)
- WP5 & WP3: DG-AEN
- WP5 & WP4: DG-AEN, VBA (future projects preparation)
- WP5 & WP6: Capacity building at local and national level, experiences sharing with other countries part of VBA
- WP5 & WP7: lessons sharing, articles publication, documentaries
- WP5 & WP8: The young Professional initiative

Progresses made so far

- A concept note has been developed for the implementation of the WACDEP – WP5 demonstration Project in Burkina Faso;
- The Municipality, communities and project sites were identified;
- The Executive Board of the Massili Local Water Committee (CLE) has been established during the Constitutive General Assembly organized on December 17th 2013 and attended by varied authorities such as the Governor of Massili-West Centre, representatives of Governors of the Central-Plateau, the Center, the High Commissioners of Kourwéogo and Central and the General Secretary for the Region;
- The Feasibility study for Drip irrigation system in the project site is ongoing.

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Challenge

The main challenges are the lack of involvement from the communities, administrative arrangements, lack of equipment maintenance as well as lack of communication.

5.4. Implementation of WACDEP – WP5 in Mozambique

Intervention area and intervention context

Adoption and implementation of the National Strategy for Climate change (2012-2025). Chigubo district, in Gaza and part of Inhambane province.

Objective

To improve the level of resilience to climate change in communities residing in arid areas by introducing sustainable adaptation strategies, to ensure water security.

Expected Outputs

- Reduced the deficit in hydraulic infrastructures to retain natural water flows
- Lessons learnt about experiences on rainwater harvesting in the Limpopo basin part of Mozambique are documented;
- Capacities to develop resilient rainwater harvesting infrastructures are enhanced in the dry area of the Chigubo District in the Limpopo River;
- Low cost rainwater harvesting technologies inventoried;
- Reduced costs on health;
- A user friendly manual with replicable technologies of water harvesting using indigenous knowledge produced and disseminated;
- Improved livelihood conditions, water security and agricultural yields.

Implementation Strategy

- Innovative mechanisms and focusing on participatory approach;
- Introducing better technique/technology and method to capture/harvest and store natural water flows and rainwater;
- Implementing partners (a comprehensive stakeholder's identification and analysis needs to be carried. So far is DNA, District Authorities, Agriculture, CBO, ARA-Sul, River Basin Management Unit, Basin Committee, State Administration, IO and NGOs);
- Boundary actors (CONDES, Environment, Public Works,);
- The WACDEP Mozambique role will be the supervision and actual implementation will be spearheaded by ARA-Sul.

5.5. Implementation of WACDEP – WP5 in Ghana

Intervention area and intervention context

The area of the intervention is located along the fringes of the Sahel which share borders with Burkina Faso. The selected districts are Bawku Municipality, Bawku West and Bongo districts of the Upper East region of Ghana. This area has been selected in light of: (i) the high level of poverty, (ii) the high dependence of agriculture on rainfall as well as (iii) the infertility of the arable land in the area.

This initiative is undertaken in a context of the implementation of the following:

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- The National Water Policy and the Water Vision;
- The National Medium Term Development Policy Framework (2014-2017);
- The White Volta Basin IWRM action;
- The National environmental Policy of 2012 and action plan.

Objectives and expected outputs

The main objective is to promote climate change resilience through supporting the implementation of no/low regret investments via water security and climate resilient strategies and the mainstreaming of such investments into development planning and decision making processes at district level.

Specific objectives

- To understand vulnerabilities, risks and capacities in relation to climate change in the project area;
- To improve technical and institutional capacity and predictable financing of climate-smart, water security adaptation strategies investments for responding to the risks of climate change;
- To mainstream climate-smart interventions and “green solutions” into district medium term development plans (MTDP);
- To integrate sustainable solutions that build resilience to climate change and reconcile social innovation, environmental innovation, economic innovation, governance and partnerships.

The expected outputs

- Institutional, technical and organizational adaptive capacity reinforced;
- Community livelihoods enhanced; and
- District medium term development plans (MTDP) enhanced with Climate-smart interventions and “green solutions”

Implementation strategy

The focus areas are water, energy and food security. The following implementation partners were identified:

- Forestry Services Division in the project demonstration districts;
- Ministry of Food and Agriculture at the district level;
- White Volta Basin Secretariat of WRC;
- NGOs in Water and Sanitation and District Assemblies.

Boundary actors:

- National Development Planning Commission (NDPC);
- Ministry of Finance (MoF);
- Community Water and Sanitation Agency (CWSA) and Environmental Protection Agency (EPA);
- Ministry of Environment, Science and Technology and Innovation (MESTI);
- Ministry of Lands and Natural Resources (MLNR).

Throughout the process, the WACDEP Country Management will provide technical backstopping to the implementation process, mobilize partnerships and support the process financially.

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Linkages with other Work Packages

- WP5 & WP3: The field demonstration area is the basin where Investment Plan would be developed with the support of WACDEP;
- WP5 & WP4: Project preparation and financing will focus on objectives for investment in this basin;
- WP5 & WP6: Capacity of institutions operating within the target districts strengthened for planning water security.

Implementation

Understand vulnerability to climate change impacts in the Upper East Region of Ghana and Pathways to creating “Innovative Green Solutions” and integrating Climate-Smart Interventions into Development Planning. *A validated baseline Survey report delivered in July 2014.*

Undertake socio-economic and environmental analysis and logical framework development of field specific Interventions for building community resilience in the White Volta River Basin: *TORs approved by WACDEP TWG at its 5th Meeting and to be advertised in the national daily newspaper this week towards engagement of a consultant.*

Implement the recommended work plan of the field intervention including:

- Strengthening institutional, technical and organizational adaptive capacity to enable ongoing and flexible adaptation;
- Integrating innovative green solutions into local development and sector planning;
- Enhancing community livelihood through specific intervention including;
- Promoting rainwater and groundwater harvesting initiatives;
- Promoting household water treatment and safe storage (HWTS) interventions;
- Demarcation and protection of buffer zones for water bodies, Flood-proofing and integrated Climate Change Monitoring and Early Warning System (ICCMEWS);
- Promoting integrated soil nutrient management practices;
- Promoting other interventions related to climate insurance, slow-forming terraces, conservation tillage techniques, crop diversification and new varieties, agro-forestry and ecological pest management techniques;
- Sharing lessons learnt and reflections on the intervention.

Key recommendations

- Continue to sustain stakeholder interests with follow-ups and to draw on their experiences for the implementation of specific interventions;
- Strengthen capacity of implementing partners to respond to the indicators as they carry out the interventions;
- Planned budget of 130,000 Euros and expected to run for the next 15 months;
- Need for continuous support from CU, Pretoria in the planning and monitoring of activities implementation.

5.6. Implementation of WACDEP – WP5 in Burundi

Intervention area

Lake Cyohoha Catchment

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Objectives and expected outputs

Support the implementation of local level pilot projects to build resilience of communities focusing on the water-energy-food nexus within the context of green growth, land and water management. Come up with innovative green (i.e. sustainable) solutions that address critical water security challenges and enhance climate resilience of communities in Bugesera (Lake Cyohoha Basin)

Implementation strategy

Actions planned for implementing WP5 are as follow:

- To organize WACDEP project launching workshop in Bugesera (done);
- To carryout water and climate situational analysis, through several community consultations in Bugesera catchment (done by a group of consultants in various fields such as hydrology, gender, socio-economy, environmental management);
- To organize stakeholders' consultation workshop to review the results of the analysis and for participatory screening and appraisal (done by joint Burundi/Rwanda team);
- Inventory existing and planned activities related to water security and climate resilience e.g. Kagera project (not done = need case study hence to recruit a consultant);
- To prepare/finalize an integrated water resources development and management plan that also considers climate adaptation for Bugesera catchment (not yet done);
- To organize stakeholder consultation for the endorsement of the plan;
- To support/demonstrate and train local communities on watershed management activities (Ecosystems restoration, saving energy, biogas, terraces, drinking water);
- To support communities to follow appropriate cropping patterns and land management practices as adaptation measures (on private farm plots);
- To establish Lake Cyohoha transboundary catchment management structure, and support its functions and functions of other community-level management structures.

Key partners

The Key partners are MINAGRIE, MEEATU, MEM, Local Authority and Associations

Linking WP5 to other WPs

- WP5 & WP2: Local planning/ commune and association;
- WP5 & WP3: Commune-Province DPAAE;
- WP5 & WP4: Ongoing project preparation;
- WP5 & WP6: Experience sharing;
- WP5 & WP7: Media involvement.

Roadmap

Before end of 2014:

- Conclude activities already started: Improved cook stoves (End of October), Water and soil conservation –terraces- (70%);
- Preparation of the demonstration project for next year. Drinking water, saving energy (Biogas /solar energy).

Next year 2015:

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- Implementation the demonstration project;
- Facilitating access to services related drinking water, biogas, solar power, Terraces (Sept2014 --- Sept 2015);
- Ensuring maintenance of the protected Lake buffer zone;
- Establishing Lake Cyohoha's transboundry catchment management structure, and support its operationalization together with other community-level management structures;
- Documenting processes and lessons learnt, and developing cases studies from piloting exercise for sharing and scaling up.

5.7. Implementation of WACDEP – WP5 in Cameroon

Intervention area

The Sanaga and the coastal catchments within the Congo Basin comprise 15 communities and have been selected as intervention area. The criteria which motivated this selection are: (i) the regulation on groundwater, (ii) the environmental degradation and food security status, (iii) the need to enhance adaptation through surface water retention, (iv) the groundwater recharge and soil conservation as well as (v) the need to address the climate change mitigation through transforming forest debris to enhance the development of agroforestry, food security and energy supply.

This is happening in a context of ongoing processes, synergies and initiatives such as:

- The implementation of the National Biodiversity Strategy and Action Plan (NBSAP);
- Ongoing development of the National Adaptation Plan (NAP-Cameroon) and its implementation;
- Ongoing Integrated Water Resources Management (IWRM) planning process and its implementation.

Objectives and expected outputs

The overall objective of this initiative is to support climate change adaptation and mitigation activities at local level.

The specific objectives are to

- Capitalize on forest debris for land restoration;
- Restore degraded land from bush fires;
- Establish a revolving fund to support communities in improving their livelihoods;
- Improve land management through establishing local governance platforms.

The outputs expected are listed below

- Forest debris are processed to reduce deforestation for energy (fuel wood) and to finance agroforestry;
- Degraded areas due to intensive agriculture based on "bush fires" are reduced and restored;
- A revolving fund is established to support activities contributing to improving the livelihoods and living environment at least 13 000 persons in local communities;
- The governance of land management is improved through building capacities of local management platforms and facilitating other programs for capacity building.

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Implementation strategy - Innovative mechanisms and focuses are

Energy supply (fuel wood); Water resources management; Food security; Biodiversity and ecosystems restoration /conservation.

Implementing partners and boundary actors

- African Research Center for Forestry Application in Development (CARFAD);
- Congo Basin Forest Fund (CBFF);
- Local Communities and Municipality councils within Sanaga and Coastal catchments.
- The Ministry in charge of environment (MINEPDED);
- The Ministry in charge of forest;
- Local Communities and Municipality councils within Sanaga and Coastal catchments;
- Ministry in charge of forestry;
- African Development Bank (AfDB).

The roles of WACDEP at country level are mainly focusing on management issues. The programme is in charge of defining main activities supervising main activities in field, administrative and financial management of the project.

Linking WP5 to other WPs

The project will be used as a case study in the implementation of the capacity building program.

Progresses made so far

- Awareness has been raised, sensitization and mobilization of local communities;
- Signing of engagement letters with 15 local councils and forest unit management committees;
- Institutionalisation of Local Land and Forestry Resources Management Committees;
- Mapping of the degraded zones has been done;
- Forest debris have been evaluated and mapped ;
- All procedures for the acquisition of equipment (Cars, field equipment, etc..) for the implementation of the Project have been completed;
- Mobile sawmills for processing forest debris have been bought by supplier, but delivery is pending ;
- Training modules on forest debris processing have been developed Local community trained on techniques for improved and favourable sedentary farming, agroforestry, conflict management.

Key recommendations

- Document lessons learnt, especially developing as case for GWP ToolBox;
- Fundraising to replicate the project in others communities.

Mr Armand K. Houanye underlined with great pleasure the fact that all 8 WACDEP countries are now concretely implementing the WP5.

6. Session 6: Group work on building Community Resilience

Group discussions on the implementation of Work Package 5 (Demonstration project) were introduced and facilitated by the Capacity Building Programme Manager, Mr Armand Houanye. Mr Houanye highlighted on the importance of “innovative green solutions” in designing the demonstration projects and the need for the projects to address the social, environmental and economic innovation mechanisms. He insisted on the fact that the gender aspect could be incorporated more.

Overall Work package 5 is targeting 50,000 beneficiaries, with each implementing country supporting 7000 beneficiaries. Countries were encouraged to ensure the involvement of country Water Partnerships in the implementation of the projects. The importance of documenting the experiences learnt from implementing the programme was highlighted. Countries were grouped into 3 working groups according to regions and shared River basins in preparation for group discussions making use of template provided. The following basins are relevant to these particular studies:

- Kagera Basin - Rwanda and Burundi
- Volta Basin - Burkina Faso, Ghana and Cameroon (Cameroon was added to the group in the absence of Tunisia)
- Limpopo Basin - Mozambique and Zimbabwe

Working groups discussed the support they needed to implement WP5 in their respective countries and defined the steps forward. Discussions were centred on:

- Innovative mechanisms used by countries to deliver expected outputs in building community resilience through WACDEP-WP5;
- Project indicators;
- Improving linkage with other WACDEP activities and ensuring that transboundary issues are being addressed;
- Support required for implementation.

6.1. Kagera Basin: Rwanda and Burundi

Innovative mechanisms used in building community resilience. The following innovative mechanisms were put in place in the basin to build resilience of the communities:

- Participatory and locally owned process;
- Promotion of transboundary catchment management by the community and technology transfer;
- Promotion of the Food-energy-water nexus as part of the integrated approach;
- Media engagement -media and communication people from key sectors were taken to the demonstration projects sites to be and this promoted public awareness;
- Use of both local and scientific knowledge – A situation analysis was carried out by a team of experts from Burundi and Rwanda and they also made use of the indigenous knowledge from the community.

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Project Indicators: Both countries identified project targets and indicators shown in the table below:

Country	Item	Target	Indicators
Rwanda	Water supply	2500 beneficiaries	Communities served with clean water
	Biogas	66 beneficiaries	Biogas technology demonstrated Improved health Reduced demand for wood fuel
	Buffer zone management (40ha)	500 households, 2500 beneficiaries	Buffer zone respected by communities and protected Increased fruit production Zero grazing on the buffer zone
Burundi	Cooking stoves (1000)	8000 beneficiaries	Stoves demonstrated Improved women income Reduced demand for wood fuel
	Buffer zone (130ha)	5000 beneficiaries	Zero grazing on the buffer zone
	Soil & Water Conservation	8000 beneficiaries	Reduced erosion Increased productivity

Table 1: Demonstration projects targets and indicators for Burundi and Rwanda

Linkages with other work packages

WP 5 and WP 1: Projects were implemented on Lake Cyohoha which is part of the transboundary Kagera basin shared by Burundi and Rwanda. This facilitated the sharing of experience between Burundi and Rwanda at both community level and national level. Likewise catchment-wide management approach was promoted.

- WP 5 and WP 2: National processes guided the selection of site for the projects and priorities for interventions. The procedure supports the national policies;
- WP 5 and WP 3: Local level investment screening and prioritization process were carried out and experiences shared to enable the development of bigger investment projects;
- WP 5 and WP 6: Case study to support Capacity Development and Trainers supporting implementation;
- WP 5 and WP 7: Implementation of the projects involved other partners and this contributed to ownership and sustainability of the projects.

More resources are required for up-scaling as well as technical support for proper documentation of processes and results for the ToolBox.

Transboundary component

Some transboundary assessments identified Bugasera as a vulnerable hot spot. Taking that into consideration, it is advisable for the group to communicate the importance of buffer zones and their implication to the wider transboundary basin. This would assist in building up the resilience picture.

The group was commended for highlighting important aspects such as ecosystem protection in their presentation. Such aspects will assist in profiling, monitoring and tracking WACDEP after its

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completion. This would be essential in measuring the impact of WACDEP. The group was reminded about the importance of addressing key areas on innovation and the significance of the lessons learnt document.

6.2. Burkina Faso and Ghana in Volta Basin and Cameroon in Lake Chad

1. Innovative mechanisms being practiced in this basin include:
 - Promoting community engagement and involvement, the participation of multi-stakeholders is crucial for the implementation process;
 - Baseline survey to better understand and appropriate interventions;
 - Building strategic partnerships with key sectors to bring their expertise in the project intervention and implementation;
 - Emphasizing on the use of local knowledge and materials in project implementation, promoting the reuse of waste;
 - Institutionalising management interventions through local capacity building to promote project ownership and sustainability;
 - Broad innovative mechanisms - Unlike Kagera basin countries are still in the planning stage, haven't implemented yet in the process of implementing.
2. Project Indicators:

The major indicator will be 7000 beneficiaries supported by the project in each country. Some of the indicators include the number of innovative approaches introduced, the number of people with improved income as well as communication channels or products used and produced from community engagement.

Linkages with other work packages

In Ghana and Burkina Faso the demonstration projects (Work package 5) are linked to work packages 2,3,4,6 and 7. Whereas in Cameroon it is largely linked to Work packages 6 and 7 with room to develop it more and link it to work package 2.

Transboundary component

There is an established platform between the Ghana and Burkina Faso water basin secretariats which is used to share lessons learnt. Ghana has a water resources commission which is a focal point for the Volta Basin Authority whereas Burkina Faso is working with the directorate of water resources to share experiences on WACDEP products focusing on communicating lessons learnt.

Continuous engagement of the Coordination Unit in the implementation activities is crucial. Technical support is required from the Coordination Unit. Non interrupted financial support is also required to enable capitalisations of lessons learnt for up-scaling. GWP West Africa presents a board involved in WACDEP implementation and this supports sharing of information in the region. There is a GWP Gender focal point for West Africa working with Burkina Faso and the RG in Ghana to ensure gender mainstreaming in the demonstration projects as at regional level.

6.3. Limpopo Basin: Mozambique and Zimbabwe

The fact that the two countries are still at early stages of implementing makes it difficult for them to identify project indicators. However they highlighted the necessary steps required towards the implementation of the demonstration projects:

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- Baseline studies and support documents are needed first to better understand the current issues and the necessity for intervention;
- Engagement of beneficiaries so that they have a sense of ownership to ensure project sustainability;
- Develop projects that can develop economic arguments and make a case for implementation.

Transboundary component

The demonstration projects planned for the two countries are too different to find a common ground. However a possibility for transboundary cooperation was suggested by LIMCOM. This could be achieved by embarking on a Transboundary joint water supply project in Chicualacuala. The project will need a baseline study and an analysis. Given the WACDEP timeframe the project can only be brought up to project preparation not implementation as it is a big project.

Professor Torkil Jonch Clausen (RG Member) closed the session as he was delighted that a vibrant numbers of ideas were now clear and well formulated, hence progress was encouraging. He highlighted that the project was about going and meeting people, stakeholders with small means and innovative solutions and getting buy-ins from them. Participants were also called upon to document every step and to involve media for more awareness on the programme. Concept notes from all countries on WP5 need to be as specific as possible and are due end of September 2014. They were recommendations of CWP to approach local organisations doing similar work. Support will be provided to engage them if needed.

7. Session 7: WACDEP Reference Group Country Missions

7.1. WACDEP Reference Group (RG)

Professor Torkil Jonch Clausen gave a reflection on the Reference Group (RG) missions. He explained that the group started as an expert panel guiding Strategic Framework but now acts as a group building collective view not as individual experts.

The mandate of the group is demand-driven to facilitate dialogue across network, share international experiences, ensure quality and provide both technical and institutional advice.

The group operates through internal RG meetings either face-to-face or virtual and it carries out regional and sub-regional meetings for both country and basin missions. Prof Clausen mentioned that the RG visited 8 countries and there were 2-3 members per visit. The purpose of the visits was to:

- Facilitate dialogue among the Country Water Partnerships (CWP) and exchange ideas and perspectives;
- Promote sharing of experiences both international and among WACDEP countries and regions;
- Support countries and provide advices on institutional and policy aspects related to the WACDEP implementation;
- Provide technical support to the WACDEP programming and deliverables;
- Review and support the overall quality of key outputs of the WACDEP.

Professor Torkil Jonch Clausen gave a brief report on the feedback from the countries that were visited by the RG and the following points were noted:

- Technical support: The teams appreciated the technical contribution that the WACDEP RG members made in the discussions with government officials and country donors;
- Political visibility: The teams noted that meeting with WACDEP RG and senior government officials was valuable and gave the programme a lot of visibility;
- Clarifying the focus on “no/low regret”: RG members explained the focus of the WACDEP on “no/low” regret investments as a starting point to building climate resilience;
- Investment planning: Some levels of difficulty in getting the work around investment planning has not been institutionalized and is being done in an ad hoc manner;
- Clarifying GWPs role: The discussions with the government officials helped to clarify GWPs role as a facilitator and also ensure that support is being provided by GWP;
- Reinforcing the role of the CWP in WACDEP: the role of the CWPs in the implementation of WACDEP has been discussed and ensuring sustainability beyond the implementation of the programme.

Professor Torkil Jonch Clausen also presented the recommendations and lessons learnt from the first round of country missions. It was highlighted that:



Photo 9: Professor Torkil Jonch Clausen, RG member

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- More time is needed in getting support on some of the technical “how” issues and also bringing in experience on related issues from other countries in the discussion;
- It is important to make use of the presence of the RG in countries to engage with senior government officials;
- The RG should be used to share lessons and information across the WACDEP countries;
- Specific requests on technical issues are still coming from the countries to particular RG member and the WACDEP CU needs to find ways of responding to these requests.

Professor Torkil Jonch Clausen emphasized that the RG group generally agreed with the management team observations and assessment and noted that it had a good attendance, constructive discussions and very positive reception from the countries visited. However he further stressed that it would be better if more timely information is made available to the RG before the visit so that the missions are adequately prepared. He also encouraged harmonisation of mission reports and sharing of the reports to all countries and the need of a follow up of the RG recommendations.

It was reiterated that the programme has gained a lot of attraction over the years. The programme is important to Africa as it is tackling climate, water and development issues that have not been tackled in any other programme. Hence it is important for the programme to continue beyond 2015. Given the timeframe left, it is important to maximise what can be delivered for the programme to achieve its objectives and finish on a high note.

Mr Martin-Hurtado thanked the country teams that hosted the RG and stressed that in future the planning of the missions is really crucial so that the impact of the missions are maximised.

7.2. Countries' feedback on RG visits

Zimbabwe

Discussions with the RG were fruitful. The group met with government officials and the WACDEP project management committee. The main issues recommended by RG were mainly on Work package 3, 4 and 5. The RG recommended that the 3 work packages should be realigned to work with each other, and also ensure that the work package 3 be housed in a specific department. On Work Package 8 RG recommended that Zimbabwe Water Partnership members be engaged in ongoing activities to ensure the sustainability of the ZWP. However more guidance on work package 5 is required.

Mozambique

The RG helped raise the profile of the programme in the country. An outsider's perspective on the programme is that it was also enlightening. The RG encouraged the resuscitation of the CWP and this is being taken into account. There were concerns raised with regards to the climate change response strategy of Mozambique in that some of the issues highlighted might be a hindrance for some of the intended activities.

Burundi

The RG visit in Burundi increased the visibility of the project in the country. The visit gave an alignment on how to achieve work package 2 and 3 and for the key stakeholders from the ministry it was an opportunity to understand CWP and also WACDEP. After the visit the key stakeholders from

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the ministry in charge of water requested for a meeting to develop the road map for work package 3 and this ensured the inclusion of CWP at national level. Continued visits from the RG are required to further rope in stakeholders.

Rwanda

The RG visit was successful. The group met with the CWP chair and vice-chair, WACDEP team and also government officials and other key partners. The visit improved the understanding of the WACDEP programme and also raised the need for investment planning for the country. The RG also encouraged partners to participate in WACDEP and also contribute in the national water resources management process. The RG report was shared with other key institutions. Unfortunately the RG could not meet with the ministry of financial planning which is the key ministry for investment planning. It was highlighted that knowing the RG next visit well in advance is crucial so that these meetings are properly planned. The RG was requested by the Minister of Natural Resources to work on flood disaster management for work package 4.

Cameroon

RG visit was timely and it helped speed up implementation and RG also recommended that they focus on key purposes. However, Cameroon needs support on costing issues for work package 3 and 4 and in the documentation of all the outputs. It appears also the need to share experiences with other countries.

Ghana

RG visit was very useful following the inaugural meeting of the WACDEP technical working group in Ghana. The visit and discussions helped come up with a concept brief for work package 3 addressing some of the issues that had not been considered before and setting timelines for deliverables. For work package 4 the discussion gave the much needed visibility. The discussions also helped to better understand work package 5, the direction to take and the issues to focus on. However, it was noted additional support was required for investment planning.

Burkina Faso

RG met with partners and identified possible new partners and visited them. The visit by the RG to the Ministry of finance gave an opportunity for the Ministry to better understand WACDEP and be involved and participate in WACDEP activities. The RG also gave guidelines on work package 3 and 4. Burkina Faso was also focusing on 3 demonstration projects but after the visit by the RG these have been linked into one big successful project. However the exchange between Burkina Faso and Ghana is not yet clear. There is also need for better planning and preparation before the visit.

Tunisia

The RG visit raised visibility of WACDEP and also gave a Pan African experience to the partners as well. The visit by RG and meetings with priority people was really needed. However next time there is need to be involved in selecting the members of the reference group who will take part in the next mission. There is need to facilitate coordination of WACDEP with other countries and also for the RG to meet a lot of key people.

Overall, according to the WACDEP coordination unit, the feedback from the countries on RG visits was a good opportunity to consolidate the activities that were being done. The experience was good as it was more of a team work not policing. Key issues were raised and helped move things forward.

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The RG also created a demand for technical support and there is need to find ways of how the GWPO can assist in the meeting of these needs. RG visit gave an insight on current issues and gave a better understanding of the current issues.

The RG group really added value, creating the need to look for support and develop the following years' budget and increase the fundraising activities. The RG missions were good and provided guidance on how to think efficiently and creatively and provide support. It is also important that the RG acts as a group and is able to provide an across the board reflection. A lot of cross learning needs to take place. The RG can also play a role in the integration of the different work packages. The issue of visibility and profiling and bringing partners together also stood out from the countries' feedback.

8. Reporting and Planning workshop

The session was introduced by Mr Jacques Ralph, Acting Head of Network Operations. He stated that WACDEP is full of diversity and there is a no blanket solution for its activities. An overarching framework for GWP noting the Global, Regional and National agenda was also presented. The 2014 - 2016 work programme was highlighted with implementation in 13 regions. It was also stated that at regional level a set of activities are put together and climate change projects are not in isolation. It was stated that the activities carried out by GWP are in sync with IWRM.

The 6 GWP themes are: (i) Climate resilience and water security, (ii) Transboundary water security, (iii) Food and water security, (iv) Urbanisation and water security, (v) Energy and water security and (vi) Ecosystems and water security.

Challenges and issues that need to be addressed were also noted. These were:

- **Content:** Understanding better the thematic regional outlooks and developing our offer on the themes.
- **Financial:** Identifying a way forward for financing growth; a lot of capacity needed for fund raising. Secure key core donors contribution (e.g. DFID). Start Deltas Programme etc.
- **Operational:** Sustaining and developing our operational infrastructure (e.g. with regional programme managers).

There is a need to keep strengthening the 3-Year Work programmes and monitor closely the present 2014 portfolio for possible reallocation depending on expenditure rates after the second quarter of the year. Country managers were urged to engage with donors at country level as well as to do some homework about the donors before approaching them.

8.1. Monitoring and Reporting

The objectives of GWP reporting are as follow:

- To monitor implementation of the overall GWP Work Programme;
- To strengthen organisational planning and programme design;
- To identify and better understand the plausible linkages between GWP's work and the desired outcomes across an attribution gap;
- To promote GWP's achievements;
- To demonstrate value for money to funding partners.

Mrs Patricia Lumba, Knowledge and Communications Officer emphasized the need to move away from technical jargon and strive to captivate various audiences, make the concepts easier to understand. She pointed out that the way forward will be to try and identify key message themes and existing information that could be used to support the messaging work. She further highlighted that the different ways of reporting nowadays include: infographics, videos, documentaries, pamphlets and technical briefs. These will be developed from key messages from undertaken activities.

The reporting cycle consists of the following:

- 12 monthly reports produced in order to capture GWP activities, outputs and results;

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- 4 quarterly reports produced in order to critically assess project progress in the context of expenditure;
- 1 annual report which purpose is to review annual progress including assessment of progress markers and log frame indicators status.

The table below shows the different individuals who are responsible for compiling the different reports.

	Monthly reports	Quarterly reports	Annual report
Regional Coordinator	✓✓	✓	✓✓
Regional Comms. Officer	✓✓		✓
Regional Financial Officer		✓✓	
Regional Project Manager/Team	✓✓	✓✓	✓✓
Country Project Manager/Team	✓✓	✓✓	✓✓

8.2. Challenges on reporting and potential solutions

Central Africa

The CAF team reported that their main challenges were the absence of a staff fully in charge of communication as well as the lack of an internal reporting system with regards particularly to the format and the implementation mechanism. They suggested the recruitment of a communication officer as a means to overcome these challenges.

Southern Africa

The team acknowledged facing challenges with monthly reports, mainly due to the fact that activities are processes and hard to report while still ongoing. Additionally, they noted the fact that regional managers are either on the field or too busy to stop and reflect on the activities that have been happening/concluded. They pointed there could be a problem with quarterly reports in case of funding being held within a third-party institution. This could cause a delay in implementation of activities, hence issuing the reports accordingly. They reported that they were on point with their annual reports.

West Africa

The West Africa team pointed the following challenges to accurate and adequate reporting:

- The lack of timely flow of monthly reports from some countries, the low level of coordination and the lack of reports sharing at the regional level.
- Inadequate teamwork in monthly report preparation and adjustment period after a recruitment of a new Communications Officer.

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They identified the following as potential solution to overcome these challenges:

- Regional Meetings on communication must take place at least once a month;
- The Communications Officer should initiate the monthly report;
- Project Manager should provide inputs to the monthly report for Communications officer to compile and he/she in return should copy members of the PM (including the technical working group/steering committee) when sending the monthly report to the Regional Communication Officer;
- Sharing best practices of communication and reporting among the countries in the region must be undertaken;
- Capacity development for web communication may be required for the project team.

Eastern Africa

The main challenge faced by the Eastern Africa team is the fact that they very often report on activities without immediate outcome. For example, reporting on the planning of a training that has not yet taken place. Sometimes, the information is missing because of lack of media coverage or poor communication with the media agencies. The deadlines are often difficult to meet due to the dependence on individual countries on regional communication channels. Additionally they are periods of low activities levels so there is not much to report on.

Identified potential solutions include:

- Trainings for communication officers and country managers to understand the concepts and how to report better;
- Media engagement when organising an event in order to ensure quality stories and effective report;
- Need to keep track of information and avoid last minute to compile it;
- Be flexible in terms of reporting activities that overlap more than one month.

Ms Belynda Petrie, CEO of OneWorld Group noted that a lot of attraction had been gained from the programme, given its importance for Africa due to the fact that it tackles critical and relevant sustainability issues. She said it would be nice to extend it beyond next year in capitalizing to what has already been achieved. She also pointed out that the RG should be able to act as a group as well as across board group.

Mr Roberto stressed that planning of the visits to country teams is critical. For instance, proper planning would enable the RG members to meet the relevant stakeholders on the ground and would have a better impact towards achieving the goals. He said that it was important to avoid impromptu situations which would result in a loss of time and financial resources.

9. Financial Management Meeting

On day 1, the finance officers focused on identifying existing WACDEP financial management challenges, sharing potential solutions from all regions, and identifying best practice. Additionally, all outstanding issues in the 2013 regional management letters and 2014 financial reports were discussed for each region, and solutions agreed on how to clear the outstanding items before the 2014 audit.

Many of the remaining WACDEP financial management challenges go beyond the boundaries of finance, into areas of operations, governance, and how to implement the GWP strategy. In order to address these challenges that go beyond finance, a set of recommendations were compiled to present to the plenary group. Since the view of the small group on best practice is not the same as GWP policy, there is a need to go through a consultation process both regional and at global level to find out which of the recommendations can be implemented.

The main outstanding WACDEP financial management challenges discussed can be broken down into 3 categories: Self-Hosting; internal controls and operational arrangements in the countries.

Self-Hosting

- Central Africa wants to be self-hosted and has signed a MOU with the Government of Cameroon to start the process. The target date for self-hosting is unknown.
- Eastern Africa wants to be self-hosted and is awaiting approval from the Ministry of Finance on the desired legal status. A realistic target date is 2017.
- Southern Africa (SAF) wants to be self-hosted and has legal status since 2013. SAF has already started to trial self-hosting with their Locally Raised Funds (LRF) this quarter.
- A list was compiled of the potential advantages of being self-hosted versus being hosted by another organisation in Annex 3.

Recommendations from the FO's

- All CWP's/RWP's should be legally registered for fundraising purposes.
- Legal status should not necessarily mean self-hosting for all CWP's/RWP's.
- The additional staff time required to be self-hosted should be taken into consideration in the analysis of self-hosting alternatives.
- A comparative economic analysis of the running costs at different funding level scenarios should be made by CWP's/RWP's considering self-hosting. It is likely that hosting will be the better economic alternative at lower funding levels.
- A minimum sustainability standard should be met before Regional Water Partnership (RWP) self-hosting is allowed for GWPO funds (e.g. a minimum level of LRF over a period of time).
- A minimum segregation of duties standard should be met for self-hosting, including higher minimum standards at higher funding levels (e.g. a second financial officer).

Internal Controls

The changes implemented since the Kigali meeting to safeguard WACDEP funds were discussed and further changes considered as per the table in Annex 4.

Recommendations from the FO's

- To protect the reputation of GWP, CWP/RWP and Host Institution (HI) Steering Committee (SC) members should not carry out any paid work on behalf of GWP, as donors would consider this a conflict of interest.
- CWP/RWP SC members should not be involved in project implementation as donors would consider this an internal control risk. Segregation of duties should be a focus area of the audits.
- A whistle-blowers mechanism should be set up to reduce the chances of corruption and fraud in the network. A confidential reporting chain (e.g. Email account) could be created to the external auditors in Stockholm to investigate as appropriate.
- If the need for new activities arises during implementation of the project, a budget reallocation request must be sent by the RWP in advance to the Network Officer for approval.
- GWPO should consider introducing an annual attestation of compliance by CWP's/RWP's with the minimum requirements for membership of the GWPO network.

Operational Arrangements in the Countries

The current operational challenges in each of the 3 regions present were shared and potential solutions identified to build sustainable CWP's. The table below was updated for the 3 regions present (changes over the last 12 months highlighted yellow). The most positive change was that every CWP now has an office, which could be useful for fundraising. The most disappointing change is that no CWP is managing its own funds. Despite attempts by the regions to build CWP financial management capacity, the internal controls identified at country level were not up to the required standard.

Country	GWP Registered CWP	Active	Legally Registered	Host Institute (HI) Agreement	Funds sent by RWP HI to CWP HI	Double Host Fees	Double Audit Fees	CWP Office Space	CWP Staff
Burundi	Yes	Yes	Yes	No	No	No	No	Yes	No
Cameroon	Yes	Yes	Yes	No	No	No	No	Yes	No
Mozambique	Yes	No	No	No	No	No	No	Yes	No
Rwanda	Yes	Yes	No	No	No	No	No	Yes	No
Zimbabwe	Yes	Yes	No	In Progress	No	No	No	Yes	No

Recommendations from the FO's

- Fundraising needs to be given a much higher priority at all levels, global, regional, and country;
- Core funding should be allocated to fundraising at all levels: global, regional, and country, with a designated budget line under Goal 3;
- For a sustainable future, and to keep CWP's active, GWP should consider allocating Core funding of at least €500 per month to accredited CWP's for at least one paid part-time staff and incidental expenses;

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- WACDEP funding should be allocated to fundraising at all levels, global, regional, and country, with a designated budget line under WP 8. Fundraising activities should not count against the 30% ceiling for WP8;
- CWP's should give high priority to gaining legal status for fundraising purposes;
- CWP's should consider selecting HI's that are willing and able to host the CWP and provide office space with or without project funding;
- CWP's that have been successfully active for at least five years without project funding should be identified, in order to identify keys to their sustainability that can be transferred to other CWP's;
- Despite recent setbacks, we need to continue giving CWP's more opportunities to build financial management capacity for fundraising and sustainability using the funding ramp approach;
- Since an increasing number of funding opportunities are available at country level, but GWP capacities are higher at regional and global level, the Coordination Unit in Africa should consider hiring a project development specialist to assist the regions and countries in fundraising as soon as possible. We should not miss the opportunity to act now for sustainable CWP's;
- GWP should consider producing a set of guidelines on how to raise funds at CWP/RWP level;
- The creation of a project proposal registry at GWPO should be considered, with targets at all levels of the network and links to performance assessment;
- Incentives for individuals and partnerships should be considered to encourage fundraising and the preparation of project proposals.

Day 1 concluded with a presentation and discussion on how to best deal with conflicts to GWPO rules coming from other actors, such as hosts, tax authorities, government legislation, donor agreements, restricted & locally raised funds, etc.

On the 2nd day, the finance officers meeting focused on identifying the current financial position of WACDEP Africa, and how to best budget for each project in 2015. The current financial position of each WACDEP project was agreed upon, and various scenarios identified for the 2015 budgets, options were identified for reducing the amount to be charged to Work Package 8 and to remain within the 30% ceiling. The IDMP project managers joined the finance officers for the session on good budget management.

By the end of the day, a 6 point plan was designed on how to best facilitate the working session with the WACDEP project managers, and to ensure that GWP remains within the overall available funding of €2.5M for WACDEP Africa in 2015.

- Split into groups led by the financial officer for each region (the GWPO FO will look after the regions without a financial officer present);
- Update the project managers on the remaining budget for 2015-2016, and the indicative splits per year (roughly 62.5% to 2015 and 37.5% to 2016);
- Estimate the 2015 running costs based on 2014 and planned operational changes in 2015;
- Try to reduce the percentage charged to Work Package 8 using identified methods;

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- Ask the project managers to prioritise their 2015 activities within the remaining available budget. This may or may not include activities not completed in 2014;
- All activities must have a clear link back to the project document;
- Ask the regional project managers to work with their countries on the most appropriate rate of implementation;
- For example, planning a higher rate of implementation for the countries in 2015 is only possible if regional implementation is slowed until 2016.

10. IDMP Work Programming Workshop

This was a closed meeting in which participated Mrs Felicite Vodounhessi, Mr Gerald Kairu, Mr Ralph Philip and Mr Frederik Pischke.

The Integrated Drought Management Programme (IDMP) Work Programming Workshop focused on the needs of the IDMP Horn of Africa (HOA) and IDMP West Africa (WAF) project managers, who have started with GWP recently, to prepare a project document for the IDMP HOA and IDMP WAF for the years 2015, 2016 and 2017 including the detailed 2015 Annual Work Plan. The session clarified the GWP programme development context and project management tools, in order to ensure that the IDMP regional project managers are well versed in their application and that they have the necessary tools to develop high quality project documents.

The session underscored that the IDMP regional projects are part of the respective Regions' 3-year Work Programme working closely with the regional programme officers to ensure that they are part of the regional portfolio of projects, able to realize synergies and offer an additional resource in the water and climate portfolio of the region. Additional technical support can be drawn upon from the IDMP at the global level and an exchange of experience among the regions is encouraged. At the same time the IDMP at the global level is keen to draw on the experiences from the regional IDMP initiative to ensure the IDMP responds to the needs on the ground.

The Outcome Mapping and Logical Framework Analysis methods GWP uses were clarified, starting with identifying the desired impacts and outcomes the project aims to achieve, and the boundary actors needed to influence to achieve the outcomes. Discussion followed on what kind of outputs would contribute to the outcomes and the activities both projects are planning to undertake. In addition to the outcome mapping approach, a template for the Results Based Framework was shared, which fits into the regional and global logframe but has been adapted for relevance to the drought focus of the work.

As a starting point for discussing the focus of the IDMP HOA and IDMP WAF the overall approach of the IDMP was summarized:

Proactive rather than Reactive

- Focus on drought mitigation, vulnerability reduction, planning and preparedness (including monitoring and early warning);
- Consider the whole cycle of disaster risk management and shift the focus to Risk Management (rather than crisis management).

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Horizontal Integration

- The IDMP aims to bring together partners from different disciplines and sectors to find solutions (sectoral approaches from the past are limited in reducing drought impacts);
- IDMP function as an inclusive platform to highlight approaches to Integrated Drought Management of its partners, with a spirit that more can be achieved working together;
- Draws on the principles of Integrated Water Resources Management.

Vertical Integration

- Connects and exchanges experiences among the global, regional, national and local level;
- Expertise and application of the principles of Integrated Drought Management is exchanged among levels.

Knowledge Sharing

- The IDMP supports connecting knowledge providers with those seeking knowledge (IDM HelpDesk to be established at the global level);
- The IDMP focus on providing entry points to understand and apply the principles of Integrated Drought Management, pointing as much as possible to existing knowledge (see National Drought Management Policy Guidelines);
- Rather than producing new scientific/ highly technical knowledge, the IDMP closes gaps in knowledge and in communicating/applying existing knowledge.

Demonstration Projects

- Demonstrate innovation by applying the principles of Integrated drought management;
- Build on existing efforts that are scalable and make a significant contribution to building drought resilience through an integrated approach;
- Develop Capacities: Through the above and closing gaps where necessary by partnering with capacity development initiatives that add value and collaborate with relevant partners.

Head Start

- Draw on the structures WACDEP has established and the experiences gained be a resource for WACDEP on drought and Disaster Risk Reduction;
- The 3 year planning, starting in 2015 enables us to position the project in the "post-2015" processes (Sustainable Development Goals, Third World Conference on Disaster Risk Reduction, UNFCCC COP 21 in Paris).

Both project managers presented the first findings from the assessment of needs and gaps the IDMP regional programmes have identified already and are aiming to address, as well as the impacts and outcomes the IDMP HOA and IDMP WAF are aiming to achieve. The main issues related to a lack of progress in addressing drought impacts IDMP West Africa has found in a first round of consultations with regional stakeholders are:

Issues related to component 1: National and Regional Policies and Strategies

- Lack of a regional platform on drought management to reinforce the collaboration between regional institutions;

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- There is no regional policy on drought: Meetings to exchange information on drought management among the different institutions active in drought management have been held, but no concrete follow-up actions have been identified;
- There is a need to improve coordination of different drought management initiatives.

Issues related to component 2: Innovative Drought Management Solutions (IDMS)

- Drought period of the Niger River: a pilot project could help to find some solutions to adapt to climate change impacts on this river during the low flow period;
- Sahel area: Effect of climate change, need to think about a pilot project on water management. How to protect water resources with a basin approach.

Issues related to component 3: Knowledge and Capacity Development

- Support main national stakeholders for drought monitoring and early warning;
- Reinforce the monitoring of hydrological data needed;
- Share knowledge through regional platform needed.

Issues related to component 4: Partnerships and Sustainability

- MoUs exist between GWP West Africa and CILSS, WRCC. They have to be analysed to see how they can contribute to the IDMP WAF;
- Coalition of drought management in West Africa is lacking;
- Implementing existing MoU.

And the expected outcomes IDMP WAF is aiming to contribute to, which this workshop aimed to formulate as outcome challenges, are:

- Negative effects of droughts are managed in West Africa through regional initiatives and cooperation;
- Improvement of drought management through national and regional plan/strategies reviewed;
- No regret investment are included in some institutions' budget;
- New sources of project financing are leveraged by concerned governments;
- Innovative solutions found for Drought Management in water resources, agriculture, desertification;
- Keys stakeholders capacities on drought management are built;
- Results of IDMP WAF are well shared in the region and the selected countries;
- Awareness on drought is improved;
- Regional and Country Water Partnerships' capacities are enhanced.

The main issues related to a lack of progress in addressing drought impacts **IDMP Horn of Africa** has found in a first round of consultations with national and regional stakeholders are:

- The need for regional and national governance reforms in drought management;
- The region/countries lack the investment and financial plans related to drought management;
- Need to identify replicable successful innovative initiatives that address water security;
- There is inadequate capacity of institutions and stakeholders in drought management;

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- The region requires to generate knowledge and disseminate it to stakeholders at all levels;
- There is need to support stakeholders in the region to be sustainable in project and financial management.

Progress was made to develop the Project Document with high level activities for the next three years and the detailed activities of the project for 2015. The workshop then joined the finance officers meeting on the key elements of good budget preparation.

Conclusions and way forward

Project managers to finalize a first version of the Project Document in close collaboration with the regional coordinators/programme managers, starting with the Outcome Challenges, Boundary Actors and Progress Markers, and then identifying appropriate outputs to contribute to one or several of the outcome challenges, drawing on the Programme Manual and the Project Document Template shared. The Outcome Challenges, Boundary Actors and Progress Markers have to be included in the 3 year Regional Work Programme and reported through the Monitoring and Reporting mechanisms in place.

A template for the Results Based Framework was shared, which fits into the regional and global log frame but has been adapted for relevance to the drought focus of the work. The project document can and should be revised based on the experience gained during the first year of implementation. 2014 is viewed as the projects' inception phase. A first phase of implementation is scheduled for 3 years, from the beginning of 2015 until the end of 2017.

The project document may comprise more outcome challenges, progress markers and outputs than are feasible to achieve with the current level of funding. Besides being the main tool for project implementation and planning, the project document can serve as an instrument to approach financial partners for funding.

The limited seed funding available from GWPO to the IDMP, through the Danida Innovation financing contribution to the GWPO core budget, in 2015 should be used to cover (a) the staff costs, (b) well visible and innovative integrated drought management activities with the potential to achieve immediate results, (c) fundraising, i.e. the preparation of activities that have a high probability of attracting funding. Only these activities should be included in the 2015 work plan and budget submitted to GWPO as part of the regional work plan for 2015.

The budget for 2015 shall be prepared by the regional project managers in collaboration with the regional finance officer, regional programme managers and coordinators as well as the network officer. The limited seed funds available shall be used exclusively for activities directly related to the IDMP. Support from the Regional Core capacities in communication, programme development and finance will be sought as the projects are aiming to attract additional funding.

For the IDMP there is no 30% restriction for Work Package 8 as one of the aims of the IDMP regional initiatives is to strengthen the network, particularly the Country Water Partnerships, based on their demand and performance. The IDMP is part of the Water and Climate Portfolio of GWP and should draw on and contribute to the structures WACDEP has established and the experiences gained. IDMP is a resource for WACDEP on drought and Disaster Risk Reduction.

11. Project Preparation Training

11.1. Opening session

Welcome remarks for the Project Preparation Training were given by Mr Wellington Dzvairo, Zimbabwe Project Manager. He pointed that the training workshop was important in that it would help to ensure that the outcomes of the meeting enable broader investment plans opportunities to improve the welfare of the different countries.

Ms Ruth Beukman, GWP SA Executive Secretary noted the importance of the training as a platform where all participants had converged together to learn more about WP 4. She considered WP 4 as the glue that brings all Work Packages together in WACDEP. However, the pressure was to understand project preparation and investments and how best to acquire more funds by putting together meaningful projects.

In his welcome remarks, Callixte Kambanda expressed the delight of ICA to be part of the development and implementation of WACDEP. The objectives of ICA are to increase financing, identify and facilitate bankable projects, foster greater co-operation in alignment with African Priorities and also to increase knowledge sharing. Key sectors that ICA is working on include water, transport, ICT and energy. The key bottleneck that has been identified in the last 10 years is project preparation. A lot of project concept notes are well elaborated at the beginning but never come to light because of lack of background work and lack of financing.

11.2. Objectives of the workshop

Mr Armand Houanye, WACDEP Building Manager highlighted the overall and specific objectives of the training as follows:

- To enhance capacities of participants on the WACDEP – WP 4 framework for Project Preparation and Financing and the mechanism and modalities to carry out activities under WACDEP – WP 4 Project Preparation at national and regional level.
- To build a common understanding in the aims and objectives of the WACDEP – WP 4 focusing on water security and climate resilience related projects preparation and financing.
- To familiarize participants with the WACDEP framework for developing fundable water security and climate resilience related projects for national and regional institutions.
- To clarify roles and responsibilities of different partners engaged in the implementation of the WACDEP-WP 4.
- To clarify implementation modalities and timeframe – and ensure a clear understanding of how the WACDEP-WP 4 will be implemented in countries and Regions.

11.3. Methodology, participants and expectations

The training consisted in an interactive workshop with presentations, breakout groups, discussion sessions and development of ideas to support the implementation of the WACDEP – WP4 activities in each Country/ Region.

All participants introduced themselves and the following were the expectations that were highlighted:

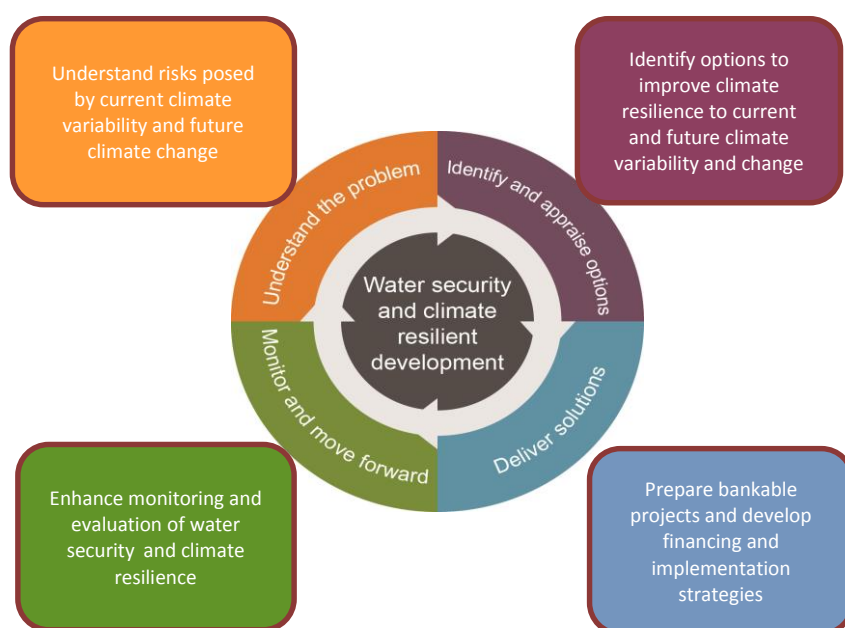
- Information on best practises related to project preparation to get funding in Africa;

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- Experience sharing related to project preparation and financing WS & CRD with feasible options;
- Access on where we are in project preparation and see how to upscale the initiative in Africa and beyond Africa;
- Enhanced personal experiences and be able to report at AMCOW level regarding the implementation of the WP4;
- How to deal with financing issues to implement infrastructures – mitigation;
- Equipped / Developed= personal skills and learn about bankable project preparation and resources mobilisation;
- Get clarity on project preparation steps, activities and outputs;
- Get capacity to work as a team with consultant and government/ regional partners with relevant tools and methods;
- Be able to deliver outputs related to WP4 – implementation mechanisms and modalities
- How to implement those developed projects;
- Learn about WP4, understand how to link this WP with other WACDEP Work Packages as well as project costing.

11.4. Overview on the WACDEP Work Package 4 - Project Preparation and Financing

Mr Andrew Takawira, Senior Programme Officer showed how WP 4 fits in with the other WACDEP Work Packages. He reiterated that WACDEP implemented commitments in the 2008 Sharm El Sheik Declaration by the AU Heads of State on Water and Sanitation and the Africa Water Vision. This programme is therefore central to the delivery of climate related objectives in the AMCOW Triennial Work Plan. However, “Africa’s economic development is held back by episodes of extreme drought and flooding that hydro-climatic variability will only get worse with climate change”. There is a need to link the water, climate and development agendas and strengthening coordination frameworks in order to enhance climate resilience. The WP 4 is connected to the Phase 3 of the AU-AMCOW Framework on Water Security and Climate Resilient Development which 4 Phases are presented below.



AU-AMCOW Framework for implementing WACDEP

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11.5. Framework for project preparation and financing

The first session of the training aimed at providing more detail on WP 4 and the role of national consultants will be doing. Project preparation is a technical process which entails developing and costing a project, but also building partnerships. The ultimate objective is to develop competitive projects that promote water security and climate resilience. The following were identified as the tasks for WACDEP WP 4 overview:

Task 1: Project Inception

Develop a report that outlines project expectations and associated tasks. Finance Expert establishes modalities of the project preparation process.

Deliverables: Inception Report with M&E Framework and work plan.

Task 2: Financing Preparation, Sources, and Constraints

Conduct a review of project preparation facilities and funding sources, in addition to a review and strategizing around bottlenecks and constraints to project preparation and funding.

Deliverables: Financing Review Report and Bottleneck & Constraints Review.

Task 3: Capacity development

Develop training materials and facilitate training to mainstream project preparation institutional and individual expertise.

Deliverables: Training Manual Chapter with PowerPoint Slides for Workshop.

Task 4: Project Preparation and Engagement

Initiate planning processes for project preparation process. Facilitate project screen and project definition process in each country and region leading to delivery of Concept Notes.

Deliverables: Complete 8 national and 5 regional Concept Notes.

Task 5: Project Review and Synthesis

Compile and synthesise lessons learned in a review documenting the project preparation process, including an in-depth analysis of findings.

Deliverables: Project Review Report, including M&E report.

Task 6: Project Management, Coordination and Support

Conduct project management activities and report to WACDEP CU on progress



Photo 10: Dr Guy Pegram, WACDEP Finance Expert

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Deliverables: Quarterly M&E Reports, Monthly meetings and attendance at regional and global meetings.

National consultants are hired to support WACDEP country and regional teams in their efforts to assist partner governments with enhanced project preparation and financing for climate resilience and water security projects:

- Review context and bottlenecks;
- Develop project documentation;
- Support capacity building.

11.6. Financing trends and project preparation- ICA

Mr. Callixte Kambanda noted that ICA was launched in 2005 following the G8 Gleneagles Summit. The platform aims at catalysing donor and private sector financing of regional programmes in Africa in order to scale up finance for sustainable infrastructure, identify and facilitate bankable projects, foster greater co-operation in alignment with African priorities and increase knowledge sharing.

Project preparation- main questions checklist: Key issues in project preparation activities:

- Is there an enabling environment for my project?
- Is my project clearly defined?
- Is my project feasible?
- How will my project be structured?
- What are the transaction and closure procedures in my project?
- How will my project implementation be monitored?

Checklist: <http://www.icafrica.org/en/fund-finder/project-preparation-checklist/> Project preparation facilities

- An ICA deliverable to the G20 DWG to help improve the project preparation process;
- Assessing the performance of existing infrastructure project preparation facilities in Africa to provide recommendations for more effective and efficient facilities;
- Facilitate the development of both national and regional infrastructure projects, from public, private and Public-Private Partnerships;
- Creating an enabling environment helps assessing whether one managed to access the legal and regulatory environment that can allow the project to be carried out. It is important to incorporate sustainability into project preparation and financing because the challenge in Africa is getting sustainability into them.



Photo 11: Mr. Callixte Kambanda, ICA

Selection of projects for climate resilient water infrastructure - CRIDF

Dr Jeffer Sakupwanya presented on selecting projects for climate resilient water infrastructure. He stated that CRIDF supports actions or projects at regional, national, sub-national, or local levels that better enable people – particularly the poor – to predict, manage or mitigate the impacts of extreme climate events through infrastructure interventions. The following aspects are considered for the eligibility of the project:

Geographic focus: CRIDF focuses on DFID countries (Malawi, Mozambique, South Africa, Tanzania, Zambia, and Zimbabwe) with special attention on the Low Income Countries (Malawi, Mozambique, Tanzania, and Zimbabwe).

Demand drive: Projects addressing current challenges are considered (the unevenly distribution of water resources across the Basins, both spatially and temporally, the lack of coincidence between water resources endowment and human settlement, floods and drought and the impact of climate change, water quality problems from improper land use practices, etc).

Transparency: Projects are sourced from approved SADC documents, e.g. the Maseru List and approved Joint IWRM Plans. Stakeholders are involved in Project prioritization. PMU Technical Team reviews selected Projects.

Fairness and inclusivity: every attempt is made to ensure that all stakeholders are treated fairly and processes around project selection are as inclusive as possible. Sensitive matters such as regional equity, upstream-downstream relationships, gender equity, capacity support as well as other cross-cutting issues are carefully considered.

Identified projects then undergo robust CRIDF screening process. During the screening process the following aspects are scored:

- Does the project help building Climate resilience?
- Does the project benefit directly or indirectly the poor?
- Does the project directly support a regional plan within the SADC region?

CRIDF strategy is informed by demand and climate change context. In the light of that CRIDF is working with SADC and RBOs to respond to demand for investments. There is a specific strategy in each basin and consequently different means of improving climate resilience according to context.

11.7. Financing mechanisms- sources for water security and climate resilience related projects.

Dr Guy Pegram emphasized the difference between financing and funding, with the former entailing managing cash flow related to (infrastructure) development concerned with raising the capital required to enable the initial investment in infrastructure and the latter being about who ultimately pays for the infrastructure. There are only 3 sources of funding namely:

1. Taxes (generally applied);
2. Tariffs (targeted at users for services);
3. Transfers (external contributions).

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Sources of financing include but are not limited to the following: Fiscal support (National Revenue Fund), Donor support (ODA), Climate (other) funds, Sovereign funds, Public utility reserves, Private sector with interest, Commercial loans and bonds, Equity investment (require a higher rate on return), Prepayments from users.

Considerations for financing water sector products were highlighted as follows:

- Water services cannot always fall under a full cost recovery revenue model.
- Affordability is a constraint in developing countries where not all citizens can afford to pay tariffs at the full cost of the service.
- In addition, water infrastructural projects often have long payback periods which make investment by private investors prohibitive at times.
- These challenges do not apply to infrastructure projects that generate significant commercial returns (hydropower dams, or irrigation-related projects that are large scale, commercial and higher value in nature).

Climate Finance for Water Security

Considerations for the climate finance landscape consist of numerous disparate climate funds with different conditionalities and application processes. Climate finance covers the entire range of climate adaptation and mitigation project types including institutional interventions, hard infrastructure and green infrastructure projects. 'Climate finance' typically refers to the financial resources paid to cover the costs of transitioning to a low-carbon global economy and to adapt to, or build resilience against, current and future climate change impacts. Climate finance must be considered as part of a number of layers of investment which could include co-financing, such as: grants, national budget, commercial debt and equity.

Project Preparation Facilities (PPFs) are designed to provide financing for project preparatory activities. PPFs aim to strengthen and shorten the project preparation stage, facilitating loan approval and project implementation for the applicant. Project preparation funding can be sought from a number of sources, namely project preparation facilities (PPFs), government budgets, trust funds and donor programmes.

Mechanisms for project financing

Grant Funding: Grants typically support early stage project development. Examples include grants for technical assistant, project preparation, and loan softening programs.

Equity: Equity provides capital to projects and can be sourced from both public and private entities. Equity investment typically includes: direct equity investments, venture capital funds and private equity funds.

Debt: This form of project finance can also be provided by public or private actors. Types of loans includes: concessional loans, project loan facilities, soft loan programs, commercial loans, bonds and credit lines.

Hybrid Financing Mechanisms: This consists of a blend of concessional financing with market-based or international finance institution based debt financing, thus maximising the amount of overall

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financing available for infrastructure projects. The blended instrument can finance interest rate subsidies, technical assistance and project costs.

Guarantees: These are financing instruments that cover investors for commercial and political risks faced during the project life cycle.

Commercial Bank: They typically finance projects through working together in large syndicates, offering senior loans and guarantee products, such as performance guarantees and letters of credit.

Capital Markets: Domestic and international capital markets are important sources of infrastructural finance. For a continent as diverse as Africa, the reliance on domestic capital markets is dependent on the depth of the institutional investor base within each country.

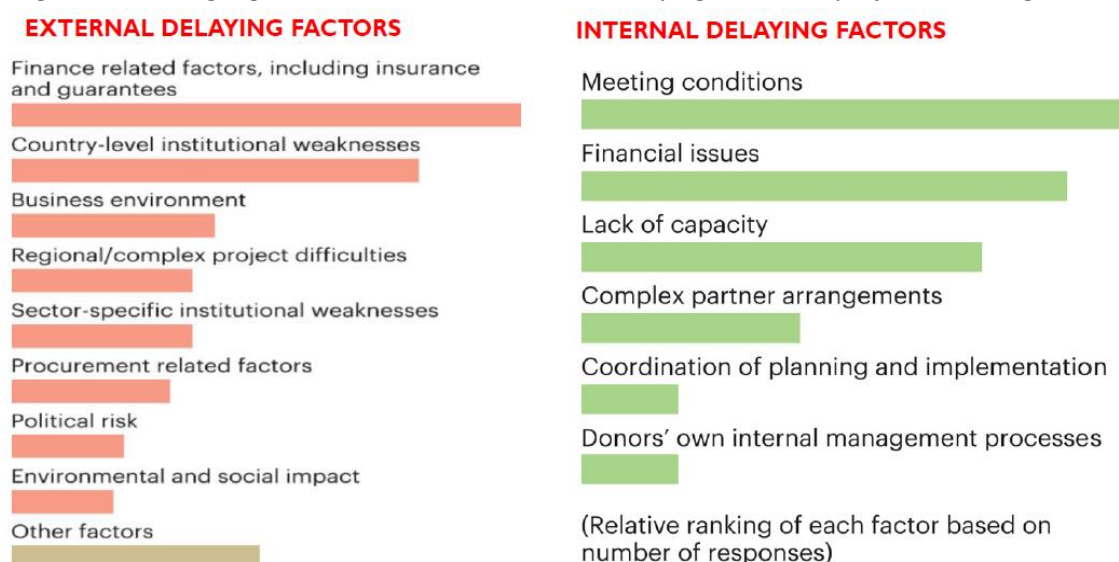
International Finance Institutions and Development Agencies

IFI's which include Regional Development Banks, Multi-lateral Development Banks, and International Development Finance Institutions function by making direct funding available. In addition, they offer different forms of credit enhancement thus expanding financing options to commercial capital markets. In some instances, multilateral financial institutions are able to provide concessional rates on financing to governments, as well as providing loans with longer maturities. There are three main factors that have a significant impact on an investor's willingness and ability to participate in infrastructure investments:

- Presence or absence of local conditions favourable to investment;
- Type of modality used;
- Application of risk mitigation instruments or tools.

Project financing bottlenecks and opportunities

The diagram below highlights the external and internal delaying factors to project financing:



Opportunities were identified as follows; climate funds /financing, national government allocations, development assistance, DFI priorities and commercial sources.

11.8. International Architecture of Climate Finance

Ms Maika Mueller, Programme Assistant (WACDEP) noted that more clarity is needed on the definition of climate finance. Buchner *et. al* (2011) defines climate finance as funds channelled by national, regional and international entities for climate change mitigation and adaptation projects and programs. United Nations Framework Convention for Climate Change (UNFCCC) stipulates developing countries need funds which are 'new, additional, adequate and predictable'. Their goal was also set to mobilise 'long term' predictable finance of USD 100 billion per year by 2020. Until 2013, developed countries have pledged approximately 37 billion USD of total climate finance, of which around 57% has been approved for spending and 13% disbursed.

Facilities that are channelling funding include:

The Global Environmental Facilities (GEF) which was established in 1991 to provide grants for projects addressing matters such as biodiversity, climate change, international waters, land degradation, etc. The objectives are to support country-driven, adaptation and technology transfer projects and programmes that are country-driven, cost-effective and integrated into national sustainable development and poverty-reduction strategies, take into account national communications or NAPAs/NAPs and other relevant studies and information.

The Least Developed Countries Fund (LDCF) which was established in 2001 (COP 7) under UNFCCC. Objectives are to support the preparation and the implementation of the NAPAs/ NAPs, which are country-driven strategies that identify the immediate needs of LDCs/ non-LDCs in order to adapt to climate change. The areas of adaptation projects include: water resources management, agriculture and food security, health, disaster risk management and prevention, infrastructure and fragile ecosystems. To date, 51 LDCs have accessed USD 12.20 million.

The Adaptation Fund (AF) was established in 2007 to support concrete adaptation activities that reduce the adverse effects of climate change facing communities, countries and sectors. To date, USD 225 million are provided to 34 countries.

The Regional and National Funds in Africa:

- Multilateral Funds: Congo Basin Forest Fund (CBFF): <http://www.cbf-fund.org/en>
- National Climate Funds: Rwanda National Climate and Environment Fund (FONERWA): <http://www.fonerwa.org/>
- Regional Agencies:
- African Development Bank (AfDB): <http://www.afdb.org/en/>
- African Water Facility: <http://www.africanwaterfacility.org/en/>

How can GWP access these funds?

- All funds provide funding windows for projects aim at strengthening climate resilient in the water sector;
- GEF - LDCF/SCCF: UNDP/ GEF and GWP signed MoU to collaborate on climate change adaptation under GSP-NAP;
- AF: Raise funding through RIE and MIE (UNDP);
- GCF: GWP is accredited as observer. Next step: accreditation as an Implementing Agency.

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The key issues to note are the opportunities, challenges and bottlenecks. These help at the country or regional level to know the status is at the enabling environment. This is very important in the development of the project. The project concept note should be at least 15 pages and should look at the enabling environment in the country and also what is hindering or enabling the project that needs to be implemented.

12. Closing session

The coordination meeting was closed following remarks from Mr Andrew Takawira, WACDEP CU, Mr. Callixte Kambanda, ICA, Ms. Laila Oualkacha, AMCOW, Mr. Patrick Safari, Regional GWP Coordinator and Mr. Zvikomborero Manyangadze. They all thanked the participants for the active participation.

Mr Andrew Takawira thanked Dr Guy Pegram and his team for the training after which Mr Armand Houanye reflected on the achievements. The discussion was based on the expectations that were highlighted by the participants at the beginning of the training. The participants agreed that the following expectations were met in terms of:

Knowledge and experiences sharing: Lessons learnt on experiences related to project preparation and financing with feasible options to address water security and climate resilience development; best practises related to project preparation to get funding in Africa. This gave insight on the status on the implementation of the WACDEP – WP4 Project Preparation in Africa;

Skills and abilities: participants were able to understand the concept of financing and resources mobilisation, the implementation of developed projects but also the interactions of a national consultant with government and regional partners.

The WACDEP Zimbabwe team was appraised for organising the 6th WACDEP Coordination meeting and their ability to invite the Minister to grace the official opening. They all thanked the consultants that had been engaged to offer expertise on WP 3 and WP 4 and extended his gratitude to GWPO for their guidance in drafting the 2015 budgets. It was highlighted that the greatest lesson derived from the workshop was to look at WACDEP as an engine that will enable the different countries to mobilise resources and move beyond 2016. The meeting seemed to have been an eye opener and enabled different countries to share their work.

Participants in their respective countries were encouraged to capitalise on lessons learnt and share challenges faced, but also best practices and success stories.

Annex I – List of Participants

No	WACDEP Region	Title	First Name	Last Name	Position	Email
1		Mrs	Victorine	Kome	Finance Officer	Jv.kome@gwpcaf.org
2		Mr	Felix	Kalla Mpako	Programme Officer	kallampakof@yahoo.fr
3		Ms	Colette	Booto A Ngon	Country Chair	booto25@yahoo.fr
4			Pierre Marie	Ngnike	AMCOW Focal Point Cameroon	nngnike@yahoo.fr
5	Eastern Africa	Mr	Patrick	Safari	Regional Coordinator	psafari@nilebasin.org
6		Mr	Kidanemariam	Jembere	Programme Officer	kjembere@nilebasin.org
7		Mr	Gerard	Kairu	IDMP Project Manager	gkairu@nilebasin.org
8		Mr	Dennis	Kariisa Ndamira	Finance Officer	dkariisa@nilebasin.org
9		Mr	Christophe	Gahungu	Programme Officer	gachristu@yahoo.fr
10		Mr	Reverien	NZIGAMASABO	Governor of Kirundo Province	bucumig@yahoo.fr; gachristu@yahoo.fr
11		Mr	Jean Pierre	Hakizimana	Programme Officer	hakijpfr@yahoo.fr; hakizimanajp@gmail.com
12		Dr	Sarra	Touzi	Programme Officer	sarra@gwpmed.org

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No	WACDEP Region	Title	First Name	Last Name	Position	Email
13	Southern Africa	Ms	Ruth	Beukman	Regional Coordinator and Head of WACDEP Coordination Unit	r.beukman@cgiar.org
14		Mr	Michael	Ramaano	Programme Officer	M.Ramaano@cgiar.org
15		Mr	Tendai	Gandanzara	Finance Officer	t.gandanzara@cgiar.org
16		Mr	Paulo	Seleman	Programme Officer	pcseleman@yahoo.com; P.Seleman@cgiar.org
17		Mr	Sergio	Sitoe	AMCOW Focal Point Moz	sbsitoe69@yahoo.com.br
18	GWPO	Dr.	Ania	Grobicki	Executive Secretary	ania.grobicki@gwp.org
19		Mr	Peter	Nyman	Finance Officer	peter.nyman@gwp.org
20		Ms	Maika	Mueller	Programme Assistant	maika.muller@gwp.org
21		Mr	Jacques	Rey	Head of Network Operations (acting)	jacques.rey@gwp.org
22		Mr	Ralph	Philip	Monitoring and Evaluation Officer	ralph.philip@gwp.org
23		Mr	Frederik	Pischke	Senior Network Officer	Frederik.pischke@gwp.org
24	WACDEP CU	Mr	Andrew	Takawira	Senior Programme Officer	a.takawira@cgiar.org
25		Mr	Armand	Houanye	Capacity Building Programme Manager	a.houanye@cgiar.org
26		Ms	Julienne Ngo	Yebga	WACDEP CU Intern	mumyniky12@gmail.com

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No	WACDEP Region	Title	First Name	Last Name	Position	Email
27		Ms	Wadzi	Machena	Project Preparation Consultant	wadzi@pegasys.co.za
28		Dr	Guy	Pegram	Project Preparation and Financing Expert	'guy@pegasys.co.za'
29	Reference Group	Prof	Torkil Jønch	Clausen	Senior Advisor	tjc@dhigroup.com
30		Mrs	Belynda	Petrie	CEO OneWorld Group	Belynda@oneworldgroup.co.za
31		Mr	Roberto	Martin-Hurtado	Advisor	roberto_martin@hotmail.com
32		Mr	Tientore	Mahamoudou	Programme Officer	mahamadiem@yahoo.fr
33		Ms.	Félicité	CHABI-GONNI EP. VODOUNHESSI	IDMP Project Manager	felicite.vodounhessi@gwp.org
34		Mr	Maxwell	Boateng	Programme Officer	boatgyimax@yahoo.com
35		Mr	Harold	Clottey	AMCOW Focal Point Ghana	hotclot15@hotmail.com
36		Ms	Laila	Oualkacha	AMCOW Secretariat WACDEP Focal Point	loualkacha@amcow-online.org; lailaoualkacha@gmail.com
37		Communication Officers	Mr	Camille	Karangwa	GWP East Africa
38	Ms		Patricia	Lumba	Knowledge Management and Communications Officer	p.lumba@cgiar.org
39	Mr		Sidi	Coulibaly	Communications Manager	Sidi.coulibaly@gwp.org
40	Zimbabwe	Mr	Wellington	Dzvairo	Country Programme Manager	w.dzvairo@cgiar.org

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No	WACDEP Region	Title	First Name	Last Name	Position	Email
41		Mr	Zvikomborero	Manyangadze	WACDEP National Coordinator	zmanyangadze@hotmail.com
42		Ms	Evelyn	Gope	Project Assistant Intern	e.gope@cgiar.org
43		Ms	Chelesani	Moyo	Communications Officer Intern	chelesani.moyo@cgiar.org
44		Mr	Munashe	Mvura	Chief Executive Officer UMSSC	munashemvura@yahoo.com
45		Mr	Kumbulani	Murenga	WACDEP Associate Consultant	kmurenga@gmail.com
46		Mr	Gilbert	Mawere	Deputy Director-Water Resources	gilbertmawere@yahoo.com
47		Prof	Emmanuel	Manzungu	Project Preparation and Financing Consultant	
48		Mr	Tinayeshe	Mutazu	Director- Water Resources Planning and Management	mutazut@gmail.com
49	AUC AMCOW	Dr	Rashiid	Mbaiizira	IWRM Advisor AUC AMCOW	mbaziira@africa-union.org
50	WACDEP Caribbean	Dr	Natalie	Boodram	WACDEP Programme Manager	nboodram@gwp-caribbean.org
51	WACDEP Ghana	Mr	Benjamin	A	Chairman CWP Ghana	
52		Mr	Gerald	M	Hydrologist	Gerald.phi@gmail.com
53	WACDEP Burundi	Mr	Kudakwashe	Kayirasora	Engineer	kudakwashekayirasora@gmail.com
54	WACDEP Zimbabwe	Mr	Nyashadzashe	Viriri	Manager ZINWA	nviriri@zinwa.co.zw

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No	WACDEP Region	Title	First Name	Last Name	Position	Email
55	WACDEP Cameroon	Mr	Donald	Rwasoka	UMSCC Water Resources Manager	Drwasoka@gmail.com
56		Mr	Wesley	Muchineri	UMSCC	wmuchineri@yahoo.com
57		Mr	Simbarashe	Chari	Planning Technician	schari@zinwa.co.zw
58	GWP-Caf	Mr	Hycinth	Bansekha	Programme Officer	hycinthb@yahoo.com; h.bansekha@gwpcaf.org
59	Mekerere University	Dr	Yazidhi	Bamutaze	Senior Lecturer and Coordinator Graduate Programmes	yazidhibamutaze@gmail.com
60	RNRA	Mr	Otis	MUSABA	Planner	otimusaba@yahoo.fr
61	Ministry of Water and Environment /National Geographic Institution	Mr	Astere	Nindamutsa	Advisor of DG/IGEBU	nindamutsaastere@yahoo.fr
62	National Directorate for Water	Mr	Agostinho	Vilanculos	WACDEP Mozambique- National Partner-Institution Focal Point	avilankulos@yahoo.com.br
63	WACDEP Mozambique- National Partner- Institution Focal Point	Mr	Manuel	Matsinhe	Consultant	mmatsinhe71@gmail.com
64	Economic Community of Central African States (ECCAS)	Mr	Charles	Tanania Kabobo	Water Information System Management Expert	tkabobo@yahoo.fr tkabobo@gmail.com
65	WACDEP Burkina Faso- National Partner- Institution Focal Point		Ouedraogo	ketesbaoba	Consultant	ketesoued@yahoo.fr
66	ICA	Mr	Callixte	Kambanda	Chief Infrastructure Specialist	c.kambanda@afbb.org
67	WACDEP CU	Ms	Nura	Suleisman	Pegasys	nura@pegasys.co.za

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No	WACDEP Region	Title	First Name	Last Name	Position	Email
68		Mr	Asteru	N	Advisor	
70	CRIDF	Dr	Jefer	Sakupwanya	CRIDF	Jefer.sakupwanya@cridf.com
71	Steering Committee Member	Mr	Francis	Ohemeng	CWP Ghana	
72	Regional Manager	Mr	Gerald	Kairu	GWP EA	gkairu@nilebasin.org

Annex II – 6th Technical Coordination Meeting Programme

Time	Session	Facilitator/Presenter	Objectives
08:00 – 08:30	Registration	GWP Zimbabwe	Registration, introduction to meeting objectives and participants
	Session 1: Opening Session	Chair: Director of Water, Zimbabwe	
08:30 – 09:30	Welcoming Remarks from GWP Zimbabwe	Representative of GWP Zimbabwe	
09:30 – 09:45	Objectives of the Meeting	Andrew Takawira	
09:45 -10:00	Photo session	ALL	
10:00 – 10:20	TEA BREAK		
	Session 2: Regional and Transboundary Cooperation	Dam Mogbante	Presentation and discussion on the outputs being delivered at the regional level – looking at how this is contributing to building climate resilience in transboundary basins.
10: 20 – 10:30	Introduction to session	Andrew Takawira	
10:30 – 11:00	AMCOW/AU Transboundary Priority Action Plan	Rashid Mbaziira	
11:00 -11:30	Central Africa	WACDEP Regional Managers to make presentations and facilitated discussions led by Torkil Jonch Clausen on regional activities and links to national activities.	
11:30 – 12:00	East Africa		
12:00 – 12:30	North Africa		
12:30 – 13:00	Southern Africa		
13:00 – 13:30	West Africa		
13:30 – 14:30	LUNCH		

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Time	Session	Facilitator/Presenter	Objectives
	Session 3: Investment Planning	Dam Mogbante	
14:00 – 14:30	General Approach to implementing WP 3	Roberto Martin-Hurtado	
14:30 – 15:40	Implementation of WP 3 - Ghana - Tunisia - Mozambique - Burkina Faso	WACDEP Country Managers	Presentations and discussions on country experiences and general discussion on lessons learned and support needs
15:40 – 16:00	TEA		
	Session 3: Investment Planning	Dam Mogbante	
16:00 – 17:10	- Cameroon - Rwanda - Burundi - Zimbabwe	WACDEP Country Managers	Presentations and discussions on country experiences and general discussion on lessons learned and support needs
	Close of Day 1 – Way forward WP 3		
Day 2 – 16 September			
	Session 4: Official Opening	Chair – Mr. P Mupazviriho	
08:00 – 08:10	Welcome Remarks from the Permanent Secretary Ministry of Environment, Water and Climate	Mr. P Mupazviriho	
08:10 – 08:20	Remarks from GWPO Executive Secretary	Dr. A Grobicki	
08:20 – 08:30	Remarks from AMCOW Representative	Ms. L Oualkacha	
08:30 – 08:45	Official Opening by the Minister of Environment, Water	Hon. S Kasukuwere (MP)	

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Time	Session	Facilitator/Presenter	Objectives
	and Climate		
08:45 – 09:00	Photo session	ALL	
	Session 5: Investment Planning – Way forward	Chair: Ms. C Booto a Ngon	
09:00 – 09:10	Recap of Day 1 – Investment Planning and Introduction to Groups	Roberto Martin-Hurtado	
09:10 – 10:00	Country Needs on WP 3 – Group Work	ALL	
10:00 – 10:45	Plenary presentations on group work and discussions	ALL	
10:45 – 11:00	TEA BREAK		
	Session 6: Building community resilience	Chair: Ms. C Booto a Ngon	
11:00 – 11:15	Introduction to session (Session Objectives)	Armand Houanye	Country Teams work with regions and
11:15 – 13:30	Implementation of WP 5 <ul style="list-style-type: none"> - Rwanda - Ghana - Cameroon - Burkina Faso - Burundi - Mozambique - Tunisia - Zimbabwe 	All	Presentation and discussions on how countries are implementing/or planning to implement WP 5.
13:30 – 14:30	LUNCH		

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Time	Session	Facilitator/Presenter	Objectives
	Session 6: Building community resilience (Group Work)	Chair: Ms. C Booto a Ngon	
14:30 – 15: 30	Group discussions on implementation of WP 5		Countries discuss in groups the support they will need to implement WP 5 in their countries and define next steps.
15:30 – 16:00	TEA BREAK		
16:00 – 17:00	Session 6: Report Back from the Group Work (WP 5)		

Reporting and planning workshop – Wednesday 17th of September

Time	Session	Facilitator/Presenter	Objectives
08:00 – 08:05	Recap of Day 2	Rapporteur Day 2	
08:05 – 08:45	Plenary discussion – Reflections on RG Missions	Torkil Jonch Clausen	To reflect on the RG Missions – and also discuss follow up issues
08:45 – 09:00	Introduction to the day's agenda and objectives	Jac	To introduce the agenda and workshop objectives
09:00 – 09:15	The GWP Work Programme Where we are in the management cycle	Jac, Ralph	To set the scene in the context of the annual reporting cycle and the incorporation of projects within it
09:15 – 09:45	Monitoring, Reporting Reminder of the present system Q&A	Ralph, Peter	To describe the monitoring and reporting system in place and clarify any uncertainty concerning purpose and/or use
09:45 – 10:30	Group work (regions) Identification of barriers to reporting and recommendations on how these can be overcome (focus on Monthly reports, Quarterly narrative reports and Logframe results)	All	To reflect on the challenges faced when complying with the GWP monitoring and reporting system, and proposing solutions for how these can be overcome
10:30	TEA BREAK		
11:00 – 11:30	Feedback from group work Conclusions and way forward	All	To document the conclusions of the group work as a means for improving the efficiency of reporting processes
11:30 – 12:15	Planning, budgeting	Jac, Peter, Ralph	To describe the planning and budgeting requirements for 2015 and

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Time	Session	Facilitator/Presenter	Objectives
	Reminder of 2015 requirements Q&A		clarify any uncertainty concerning purpose and/or use
12:15 – 12:30	Introduction to afternoon group work	Jac	To prepare groups for the afternoon tasks
12:30	LUNCH		
13:30 – 15:00	Group work (regions) Detailed planning for 2015, including: <ul style="list-style-type: none"> - Project document review - Logframe targets review - 2015 budget 	All	To produce a draft workplan and budget for 2015 for all WACDEP Africa projects
15:00	TEA BREAK		
15:30 – 16:15	Group work continued	All	As above
16:15 – 16:30	Wrap up – Reporting and Planning Session	Jac	To summarise the progress made during the workshop and agree on the next steps
16:30 – 17:30	Communications – Developing country and regional briefs	Pat Lumba/Andrew Takawira	To discuss a process of developing briefs on WACDEP activities in the different Work Packages.

WACDEP Financial Management- Monday 15th – 16th September 2013

Time	Session	Facilitator/Presenter	Objectives
	Closed meeting for Regional Financial Officers only		
08:00 - 08:30	Registration	All	Registration, introduction to meeting objectives and participants.
08:30 - 08:45	Welcoming remarks & objectives of the meeting	Tendai Gandanzara & Peter Nyman	
08:45 – 10:00	Self-hosting challenges and opportunities	Aguiratou Yaro Ouédraogo	The experience of self-hosting in WAF is shared and lessons learnt brought back to other regions considering self-hosting.
10:00 – 10:20	TEA BREAK		

6th WACDEP Technical Coordination Workshop

Time	Session	Facilitator/Presenter	Objectives
10:20 – 10:50	WACDEP internal controls update	Dennis Kariisa Ndamira	The changes implemented since the Kigali meeting to safeguard WACDEP funds are discussed and further changes considered.
10:50 – 13:30	Operational challenges in the 8 WACDEP countries <ul style="list-style-type: none"> ➤ 10 minute presentations from all 5 regions with discussions afterwards on how to resolve ➤ How to build the capacity of CWP's in financial management for sustainable CWP's 	Tendai Gandanzara	The current challenges in each of the 5 regions are shared and potential solutions identified.
13:30 – 14:30	LUNCH		
14:30 – 15:20	Outstanding issues in the 2013 regional management letters and 2014 financial reports <ul style="list-style-type: none"> ➤ 5 minute presentations from all regions with discussions afterwards on how to resolve 	Peter Nyman	Solutions are agreed on how to clear the outstanding items before the 2014 audit
15:20 – 15:40	How to allocate running costs across projects (including locally raised funds)	Tendai Gandanzara	Examples are shared from the regions and best practice identified.
15:40 – 16:00	TEA		
16:00 – 17:15	How to deal with conflicts to GWPO rules <ul style="list-style-type: none"> ➤ from hosts, tax authorities, government legislation, donor agreements, restricted & locally raised funds, etc. 	Bessie Mantzara (attendance tbc)	Examples are shared from the regions and best practice identified to deal with future situations.
17:15 – 17:30	Close of Day 1 and recap on way forward	Tendai Gandanzara & Peter Nyman	
Time	Session	Facilitator/Presenter	Objectives
Day 2 – 16 September			
	Closed meeting for Regional Financial Officers only		

6th WACDEP Technical Coordination Workshop

Time	Session	Facilitator/Presenter	Objectives
09:00 – 09:45	WACDEP financial overview and update	Peter Nyman	The current financial position of the WACDEP is understood as the foundation for the regional financial officers to support the WACDEP project managers in preparing their 2015 budgets.
09:45 – 10:15	TEA BREAK		
	Budgeting for 2015	Peter Nyman & Tendai Gandanzara	
10:15 - 13:30	Updating the 2015 project budget allocations based on the actual expenditures and current funding situation <ul style="list-style-type: none"> ➤ Are there any budget reallocations pending or required for 2014? ➤ Should funding be set aside for 2016? 	Peter Nyman	The remaining budget allocations for each project are agreed, and different options identified for budgeting all or part of this amount in 2015.
13:30 – 14:30	LUNCH		
14:30 – 15:30	Budgeting challenges for 2015 <ul style="list-style-type: none"> ➤ How to deal with the 30% ceiling for WP8? ➤ How to support the CWP budgeting process? ➤ How to budget for Locally Raised Funds? 	Tendai Gandanzara	Examples are shared from the regions and best practice identified.
15:30 – 16:00	TEA BREAK		
16:00 - 16:30	Preparing high quality budgets	Tendai Gandanzara	The key elements of good budget preparation are identified and shared for the 2015 budget cycle.
16:30 – 16:45	Supporting the WACDEP project managers in the working session on updating the 2015 work plans.	Peter Nyman	The most practical approach to helping the WACDEP project managers update their 2015 budgets tomorrow is discussed.
16:45 - 17:00	Close of Day 2 and recap on way forward	Peter Nyman & Tendai Gandanzara	

IDMP Work Programming Workshop, 16th September 2014

Time	Session	Facilitator/Presenter	Objectives
08:00 – 08:10	Introduction	Frederik Pischke	Objectives and aim of the workshop
08:10 - 08:30	GWP Project Development Context	Ralph Philip	Introduction to GWP Programme and project development in the context of the GWP network
08:30 – 08:45	Regional and Global Context	Frederik Pischke	Streamlining the IDMP regional programmes into the Regions 3 year Work Programme and the work with the IDMP at the global level
08:45 – 09:00	GWP Monitoring setup	Ralph Philip	Overview of the GWP Monitoring System
09:00 – 10:00	IDMP West Africa – preliminary results of needs assessment and ideas on expected impact/ outcomes of IDMP WAF	Felicite Vodounhessi	Overview of the preliminary findings of the regional and country assessment of needs on drought management and first ideas on where the IDMP WAF can add value and what its impact and outcome may be.
	Discussion		
10:00 – 10:30	TEA BREAK		
10:30 – 11:30	IDMP HOA – preliminary results of needs assessment and ideas on expected impact/ outcomes of IDMP HOA	Gerald Kairu	Overview of the preliminary findings of the regional and country assessment of needs on drought management and first ideas on where the IDMP HOA can add value and what its impact and outcome may be.
	Discussion		
11:30 – 12:00	Introduction of the GWP Project Document Template	Ralph Philip	

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Time	Session	Facilitator/Presenter	Objectives
12:00 – 13:30	Individual work on GWP Project Document Template	Felicite with Frederik Gerald with Ralph	Start working on the GWP Project Document Template filling it with high level activities for the next three years and the detailed activities of the project for 2015.
13:30 – 14:30	LUNCH		
14:30 – 15:30	Continuation of individual work on Project Document Template		
15:30 – 16:00	TEA BREAK		
16:00 – 16:30	Preparing High Quality Budgets	Tendai Gandazara and Peter Nyman	Joining of finance officer meeting on the key elements of good budget preparation.
16:30 – 17:00	Close of the workshop, recap and way forward	Frederik Pischke	

18th – 19th September –Project Preparation Training

Time	Session	Facilitator/Presenter	Expected Outcomes
Thursday 18th September 2014			
08:00 – 08:30	Registration		Registration, introduction to meeting objectives and participants
08:30 – 09:45	Opening Session	Ruth Beukman	
	• Welcoming Remarks from GWP-Zimbabwe	GWP - Zimbabwe	
	• Opening remarks from GWPSA- WACDEP Africa CU	Ruth Beukman, WACDEP Africa CU	
	• Welcoming Remarks from ICA	ICA	

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Time	Session	Facilitator/Presenter	Expected Outcomes
	<ul style="list-style-type: none"> Objectives of the Meeting Major expectations of the participants concerning the workshop 	Armand Houanyé, WACDEP Africa CU	
09:45 – 10:30	WACDEP Work Package 4 - Project Preparation and Financing	Andrew Takawira	A clear understanding on WP 4 delivery mechanisms based on the ToRs for Finance Expert and the support GWP is receiving from ICA.
	<ul style="list-style-type: none"> Introduction to WACDEP and how WP 4 fits into the broader programme 	Andrew Takawira	
	<ul style="list-style-type: none"> Presentation of Inception Report based on ICA support and generic National Consultants ToRs 	Guy Pegram, Pegasys Strategy and Development	
10:30-11:00	Tea Break		
11:00 – 12:15	Framework for Project Preparation and Financing	Guy Pegram	Enhancing a common understanding of Framework on Project preparation, project cycles and financing and also an understanding of the project preparation facilities role in enabling better water security and climate resilience related project preparation
	<ul style="list-style-type: none"> Project Preparation Cycle from Early Stage Concept Development by Mid Stage: Feasibility & Structuring to Late Stage: Promotion & Transacting - Activities and outputs - Tools and mechanisms and how to reach water security and climate resilience related bankable projects 	Guy Pegram	
11h45-13h00	<ul style="list-style-type: none"> Background on Financing trends and disbursements in Africa and the relevance of project preparation facilities 	ICA	

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Time	Session	Facilitator/Presenter	Objectives
13:00 – 13:30	<ul style="list-style-type: none"> Facilitated discussion on identifying constraints/bottlenecks in project preparation and how countries will approach this work 	Guy Pegram	Clarity on the expected areas and issues to be covered by the national teams in order to identify the constraints and bottlenecks in project preparation.
13:30-14:30	Lunch Break		
14:30 – 15:00	Identification and developing projects promoting water security and climate resilience <ul style="list-style-type: none"> Presentation by Finance Expert to introduce work being done and share different experiences from the countries Plenary discussion to clarify issues around project selection and deliverables based on the project preparation cycle and introduction to country and regional group work. 	Guy Pegram	National teams and the Finance Expert are clear on the process and the objectives driving the selection of projects and expected outputs of the
15:00 – 16:00	<ul style="list-style-type: none"> Group Work on identification of country/regional projects – next step and envisaged role of national consultants in supporting development of deliverables 	ALL	Regional and country teams clear on what is to be developed based on the stage of the project cycle and information available.
16:00 – 16:15	TEA BREAK		
16:15 – 17:40	<ul style="list-style-type: none"> Presentation on selecting projects for climate resilient water infrastructure 	Jeffer Sakupwanya	A case study on screening for climate resilient infrastructure.
	<ul style="list-style-type: none"> Plenary presentation from countries on next steps towards identifying projects to take forward in the project preparation cycle 	Facilitated by Guy Pegram	
	END OF DAY 1		

6th WACDEP Technical Coordination Workshop

Time	Session	Facilitator/Presenter	Objectives
Friday 19th September 2014			
08:00 -08:15	Recap Day 1 on Project Preparation		
08:15 – 08:30	Introduction to Day 2 – Financing and implementation of WACDEP-WP4		
08:15 – 09:00	Financing mechanisms/ sources/ initiatives for water security and climate resilience related projects. <ul style="list-style-type: none"> • Types of water secure climate resilience projects and implications for funding and financing. - Types of Funding and Financing - Categories of Sources of Financing 	Guy Pegram	Enhancing a common understanding of WACDEP Framework on Project preparation, project cycles and financing and also an understanding of the project preparation facilities role in enabling better water security and climate resilience related project preparation
09:00 – 09:30	<ul style="list-style-type: none"> • Mechanisms and process to access existing/ future financing sources including limited funds for African countries • Availability of support (technical and financial) 	ICA	
09:30 – 10:00	<ul style="list-style-type: none"> • Challenges and bottlenecks in financing climate resilience and water security projects. - Discussion on the difficulties in funding water projects 	Guy Pegram	Clarity on the expected areas and issues to be covered by the national teams in order to identify the constraints and bottlenecks in financing of water projects.
10:00 – 10:30	TEA BREAK		
10:30 – 12:30	<ul style="list-style-type: none"> • Project Financing, Financial Structuring and Institutional Considerations. - Examples and Case Study • Discussion with national teams on financing of identified projects 	Guy Pegram	Finance Expert clarifies how the financing component will be dealt with in the identified projects working with the National Consultants.
12:30 -13:30	Implementation of the WACDEP – WP4 in country.	Guy Pegram	Deliverables expected from the consultants clarified

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Time	Session	Facilitator/Presenter	Objectives
	Revisiting the ToRs for National Consultants with regards to funding and financing - Plenary discussion for clarification to discuss deliverables from identified projects, financing of the projects		
13:30 – 14:30 LUNCH BREAK			
Time	Session	Facilitator/Presenter	Objectives
14:30 – 15:00	<ul style="list-style-type: none"> Climate Financing 	Maika Muller	An understanding of how other projects have been structured in the past, selection criteria for successful projects, and a sense of what particular funders look for.
15:00 – 15:30	<ul style="list-style-type: none"> Financing climate adaptation projects – lessons learnt on UNDP projects in Zimbabwe 	Uganai/Zhakata (tbc)	
15:30 – 16:00	Way forward and closure Course evaluations and feedback from participants	Partners and GWPSA WACDEP CU	

Annex III – Potential advantages of being self-hosted versus being hosted by another organisation

6TH WACDEP TECHNICAL COORDINATION WORKSHOP

15TH SEPTEMBER 2014

HARARE, ZIMBABWE

CLOSED FINANCIAL OFFICERS MEETING

SESSION ON SELF HOSTING

POTENTIAL ADVANTAGES OF BEING HOSTED	POTENTIAL ADVANTAGES OF SELF HOSTING
ACCOUNTING SERVICES	CHEAPER AT HIGH FUNDING LEVELS
ACCOUNTING SOFTWARE	CONTROL OVER PROCEDURES/BUREAUCRACY
ADMIN SUPPORT	CONTROL OVER THE PROGRAMME
ARCHIVING SYSTEM	FINANCIAL MANAGEMENT CONTROL AND FLEXIBILITY
AUDIT SERVICES	FUNDRAISING
BANKING SERVICES	GEOGRAPHIC FLEXIBILITY
CHEAPER AT LOW/MEDIUM FUNDING LEVELS	NO COMPETITION WITH HOST FOR FUNDRAISING/STATUS
COLLABORATION	NO HOST FEES
CONTRACTUAL SERVICES	REPUTATIONAL INDEPENDENCE
DELEGATED AUTHORITIES SPREAD	
DIPLOMATIC STATUS	
EMPLOYMENT OF STAFF	
FINANCE SUPPORT	
FINANCIAL MANAGEMENT CONTROLS IN PLACE	
FIXED ASSETS	
FOREIGN CURRENCY ACCOUNTS	
HR SUPPORT	

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INSURANCES
IT INFRASTRUCTURE AND SUPPORT
LEGAL STATUS
LEGAL SUPPORT
OFFICE SPACE
PER DIEM SERVICES
PROCEDURES IN PLACE
PROCUREMENT SERVICES
RECEPTION SERVICES
RECRUITMENT SERVICES
REGISTRATIONS IN PLACE
REPUTATIONAL LINK
STATUTORY REPORTING
STEERING COMMITTEE LIABILITY PROTECTION
TAX EXEMPTIONS
TIME NOT SPENT ON ADMIN TASKS
TRAVEL SERVICES

Annex IV – Internal controls issues discussed

Ref.	Presentation/Discussion	Feedback	Way Forward
1.	<p>Fundamentals of Internal Control</p> <p>a) Definition and Objectives of Internal controls</p> <p>b) Segregation of Duties</p> <p>c) Internal controls, fraud and risk management</p>	<ul style="list-style-type: none"> Agreed on the need to enhance internal controls in light of the growth of GWP and changing nature of the risks faced. 	<ul style="list-style-type: none"> GWPO to closely follow-up and support GWPWA to develop adequate internal controls to support the new structure 'self-hosting'. <p>Updates</p> <ul style="list-style-type: none"> GWPO Review of GWPWA done by Peter in January 2014 and a report on recommendations completed. No specific funds are allocated for self hosting and RWP's are expected to use the available donor funding and Core funding for the progress towards self hosting. A request for special funds for self-hosting can be made by RWP but this will be subject to review and approval by the GWPO steering committee. GWPO to consider amendment's to the standard Hosting Agreements to include some standard guidelines that GWPO needs to see in place. For example travel policy standards, approval etc. <p>Regional Updates during the period</p> <ul style="list-style-type: none"> GWPEA HIA amended to include use of the GWPO travel policy instead of NBI. GWPSA complies with all GWPO policies, however their host agreement with IWMI still indicates that they must apply the Host Institution Policies. GWPCA requested an amendment to the per diem rates due to the reduction of the IUCN rates. IUCN regional office to approve this change. <p>RWP's advised to use the GWPO travel policy. The Host Institution policies can be applied for other areas like procurement but only in instances where they are stricter than the GWPO policies.</p> <p>Where there are specific donor policies that differ from the GWPO policies, the donor policies should be followed.</p> <p>GWPO to review all HI to ensure that all areas that can be standardized are included in these agreements.</p>
	www.gwp.org		

Ref.	Presentation/Discussion	Feedback	Way Forward
2.	<p>Review of the existing GWP network set up</p> <p>GWPO works through a network of RWP's and CWP's that have some level of independence and variability resulting in a complex organizational structure.</p>	<ul style="list-style-type: none"> • Most CWP's are not legally registered or hosted by a recognized institution. • It is hard to co-operate/support them financially or otherwise while they are in this state. • Discussion on Finance Officers work load 	<ul style="list-style-type: none"> • GWPO/RWP's to obtain best practices from GWPWA which seems to have most CWP's legally registered and some of them with host institutions. • GWPO Consider putting in place a set of minimum standards for CWP's to be included as part of the GWPO network that can be monitored periodically by GWPO or the RWP's. <p>Updates</p> <ul style="list-style-type: none"> • Minimum standards in place for CWP's and RWP's. Conditions of accreditation cover the minimum standards required of RWPs and CWPs however more suggestions on what needs to be included will be welcome. • Annual Attestation of compliance with the minimum requirements for membership of the GWPO network. • GWPO to consider and approve assistants to the FO's in GWPSA and GWPWA due to the volume of work and new set up of GWPWA. <p>Updates</p> <ul style="list-style-type: none"> • GWPSA agreed to do a short term and long term solution to the requirement of a Finance Assistant. In the short term a consultant will do the current urgent work for three months up to December 2014 and then do recruitment in the long run by January 2015. • GWPWA has an Admin staff in place and would still require an extra Finance staff.

- GWPEA has an Admin Staff in place and would possibly require additional staff when funding increases.

3Ref.	Presentation/Discussion	Feedback	Way Forward
<p>Discussion on opportunities for improvement/way forward</p> <p>Presentation of opportunities for improvement at GWPEA and discussion on which opportunities apply across all the regions.</p>	<ul style="list-style-type: none"> • Agreed that some guidelines for Insurance for cash in transit or on premises should be developed in light of the operations and risk faced by all GWP and the RWP's • Agreed the CWP's 	<ul style="list-style-type: none"> • GWPO to consider the inclusion of the Segregation of duties. GWPO needs to agreed additional internal put in place a financial level to trigger controls/guidelines in the Finance Manual. • financial officer. This must form part of the audit instructions. <p>Updates</p> <ul style="list-style-type: none"> • GWPCA to consider another Cash in Transit, Cash on Premises accountant when self hosted. Currently has an admin officer to support. • GWPO to consider putting in place the following additional controls as the 	

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Discussion on internal controls at the RWP's and HI that are not adding value and affecting operations

must be supported to have legal status/host institutions

- Agreed that some overall standards need to be included in the Finance Manual regarding Advance accountability.
- Agreed that a common audit finding on stamping payment documents 'PAID' should be avoided by having in place PAID stamps at the RWP's

organization grows;

- a) Ethical Standards and Conflict of interest policies and Guidelines – instances of hiring RSC or CWP members as consultants, advisors indicate a need for guidelines on this to ensure transactions are at 'arm's length'. Sourcing for donors with various international and local organizations must be done within a framework of ethical guidelines.

Updates

GWPO to consider the inclusion in the conditions of accreditation those RSC members and other related parties that have significant conflicts of interest must not be paid as consultants unless the steering committee allows this.

- b) Whistleblower policy and guidelines – In light of the limitations of internal controls (can be circumvented by collusion) GWPO could consider putting in place a whistleblower mechanism. It is clear that some exceptions will go on despite the best controls in place.

Updates

Suggestion of an e-mail hotline managed by an audit firm to perform this service. The audit firm will receive the confidential reports on ethics violations and help to prioritize which reports need further evaluation and review by GWPO.

Ref.	Presentation/Discussion	Feedback	Way Forward
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4. **Discussion and Sharing on the Good internal controls in the GWP network**
- Discussion on the good internal controls in GWP and the RWP's.
- Sharing by GWPSA on how the region is able to ensure all advances are accounted for on time.
 - Sharing of GWPWA on how the Finance duties have been segregated
 - While GWPO has to place reliance on HI's and their policies there must be clear communication in the HIA the **minimum standards/guidelines that GWPO will not go below**. This is in the areas of procurement, finance, payments, ethics, employee and other contractual relationships. This framework will help in the selection of HI or ending the relationship with the HI.
 - To manage the increasing complexity and growth of the network there must be an overall framework of minimum standards and flexibility only allowed to the extent that it does not breach the standard.
5. **Additional Internal control requirements arising in 2014.**
- Ernst & Young Stockholm Workshop on internal controls.
 - Anti-corruption policy – This should form part of the Code of Ethics policies and whistleblower systems listed above.
 - Time Sheets for staff time and consultant time. Time Sheets were deemed appropriate for staff while consultant work must be based on deliverables. The issue of rolling out time sheets for the GWP network was shelved until a GWPO review and decision can be made.
 - Making sure that the procurement policies are applied to avoid donor non compliance and conflicts of interest.
 - Segregation of duties
 - Test backup files
 - Risk checklist for RWP's
 - Transfers to CWP's
6. **Additional Controls to be added during the WACDEP Meeting in Harare**
- Additional Controls

