

**Inception Project Steering Committee Meeting
UNDP/GEF Tisza Medium Sized Project:**

**Integrating multiple benefits of wetlands and floodplains into improved
transboundary management for the Tisza River Basin**

11th June 2008, Belgrade

Minutes from UNDP/GEF Tisza MSP Inception Meeting

Participants: Annex 1

Agenda: Annex 2

Presentations: <http://www.icpdr.org/undp-gef-tisza>

Background: The formal approval of the proposal for the UNDP/GEF funded Tisza Medium Sized Project (*Integrating multiple benefits of wetlands and floodplains into improved transboundary management for the Tisza River Basin*) has recently been given. The project will be executed through UNOPS (United Nations Office of Project Services) and the ICPDR. In advance of the formal start of the project, it was agreed to hold a project inception meeting in Belgrade on the 11th June 2008 in conjunction with a planned ICPDR meeting where Heads of Delegation would be participating. The UNDP/GEF MSP will build on the activities of the Tisza Group and the work undertaken by the EC co-funding for this MSP, in particular, the Tisza Analysis and the Flood Strategy already completed.

This first meeting of the UNDP/GEF Tisza MSP was chaired by the ICPDR Executive Secretary. It is expected that the subsequent meetings would be chaired by a representative of the beneficiary countries.

The purpose of the meeting is to provide an initial briefing to senior representatives of the beneficiary countries and to receive formal high-level endorsement for the work planned under the project.

Summary or presentations:

Copies of the presentations are available on the project web site: <http://www.icpdr.org/undp-gef-tisza>

Three key documents were distributed at the start of the meeting to assist with the discussions.

- Initial planned timetable of the Tisza MSP together with linkages to the on-going activities of the ICPDR's Tisza Group.
- A summary of the budget providing information on a year by year basis for the two main components and the project management;
- A preliminary workplan of activities including proposed meetings for the three year duration.

1 **Presentation 1: ICPDR perspective on the project**

- Development of pollution reduction and, flood and drought mitigation strategies within the ICPDR;
- Progress towards an Integrated Tisza River Basin Management Plan including a focus on integration of water quality and water quantity issues;
- The importance of pollution reduction and flood mitigation by utilising the benefits of floodplains and wetlands through the implementation of the proposed demonstration projects

2 **Presentation 2: Overview of UNDP/GEF Tisza MSP.**

- This presentation provided a summary of the objectives, planned outcomes and outputs of the project. The key topics covered included:
 - The rationale for GEF involvement in the Tisza River Basin;
 - Outline of the overall funding of the UNDP/GEF Tisza MSP
 - The component activities and outputs;
 - The planned project management;
 - A summary of the Monitoring and Evaluation (M&E) requirements for UNDP/GEF projects

3 **Presentation 3: Co-funding partners activities**

- UNDP gave an outline of the overall support to be provided by their co-funding. The first activities are related to the identification of potential demonstration projects where a 'Call for Proposals' has been drafted (distributed at this meeting). UNDP will also provide assistance to the short-listed projects to further develop their proposals. See discussion below regarding the 'Call for Proposals'.
- The European Commission indicated that there would be considerable interest outside the basin in the work being undertaken on integration and the possibility of additional funding sources for parallel work should be explored in the region. The work undertaken with the assistance of the EC co-funded TISAR-2007 project was summarised by the ICPDR.
- UNEP/Carpathian Convention – a potential to collaborate with the co-organising of a workshop on pollution prevention from mining sources has been identified

4 **Presentation 4: Proposed workplan and implementation of the UNDP/GEF Tisza MSP.**

- This presentation was designed to provide the Tisza representatives with an initial detailed summary of the activities to be undertaken and the proposed mechanism for implementing the project. Topics included:
 - The overall UNDP/Tisza MSP timetable
 - An outline budget by project component for implementation
 - The proposed method of working between the Project staff, consultants and the ICPDR's Tisza Group
 - A summary of the activities anticipated to be undertaken by the co-funding organisations (including national governments, ICPDR, EC, UNDP and UNEP);

- Planned meetings and reporting mechanisms to the Project Steering Committee;
- Requests for approval from the Inception Meeting / Project Steering Committee (see below).

Discussion points arising from the presentations

- 1 **National Experts** recruitment: The members of the PSC requested that terms of references should be distributed to the UNDP/GEF Tisza MSP contacts in each country to co-ordinate the identification of National Experts required by the project. The Project Implementation Unit (PIU) will develop outline tasks for each expert and seek comments from the countries prior to the preparation of detailed ToRs. (Outline of tasks and budgets attached).
- 2 **Regional Experts:** - the presentations given by the PIU had foreseen the need for 'Regional' Experts to develop strategies for flood/drought and pollution reduction with an emphasis on wetlands and floodplains. The discussions indicated that the members of the group would prefer to prepare national strategies. The PIU would then take responsibilities for preparing a harmonised strategy. The EC support has already prepared a detailed flood and drought strategy for the basin and this MSP will now focus more on the pollution reduction strategy (with a focus on wetlands/floodplains).
- 3 **Demonstration projects:** All countries indicated their interest in participation in the demonstration projects and the importance of the criteria used for selection the projects. At the request of the meeting, the UNDP draft document ('Call for proposals') was to be commented on by the countries prior to its distribution. UNDP was requested to revise the document to reflect the importance of the involvement of all stakeholders in the demonstration project. The revised Call for Proposals will be distributed by UNDP for comment as soon as possible.
- 4 **Future Project Steering Committee Meetings.** Documents requiring discussion / approval will be distributed at least a week prior to future PSC meetings.

Proposed short-term activities

- 1 Developing Terms of References for expert assistance to the MSP. Draft tasks for national and regional experts are presented in Annex 3. Comments are requested from the Tisza representatives on these prior to the incorporation in experts' Terms of References. **Comments to be sent by 30th June 2008**
- 2 Outline strategies on flood/drought mitigation and pollution reduction with a focus on improved use of wetlands and floodplains;
- 3 A detailed Inception Report (including work plans, ToRs, management procedures, etc) will be developed by the PIU and distributed to the National Contacts for the project.
- 4 Planning the 1st UNDP/GEF Tisza MSP workshop to be held back-to-back with the planned 11th Tisza Group Meeting (September 2008).

Requests from the PIU

Countries were requested to provide details of National Contact points for this UNDP/GEF Tisza MSP to the PIU as soon as possible.

Requests to the PIU

The members of the Inception meeting/PSC requested that the PIU:

- Provide an outline of the tasks to be undertaken by National Experts
- To reconsider the need for 'Regional' Experts
- To ensure that the appointment of National Experts is approved by the National Contact points
- To revise the UNDP's 'Call for Proposals' and circulate to the National Contact points for comment
- To develop a clear and transparent means of selecting demonstration projects that meet the agreed criteria.

Inception Meeting approval of outline plans

In the basis of the PIU's presentation formal approval was given by the Inception Meeting for:

- Implementation of the proposed work plan
- PIU staffing proposals
- Preliminary budget allocation
- The proposed M&E approach

Annex 1 List of Participants

11th June 2008, Belgrade

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Annex 2 - Agenda of the Inception meeting

Chair: Philip Weller ICPDR Executive Secretary

Agenda Items	
Welcome	RS
Introductions of PSC members	All
Expected contribution of the UNDP/GEF MSP to the work of the ICPDR and the Tisza River Basin Countries	ICPDR ES/Philip Weller
Overview of the approved MSP (objectives, outcomes, organisation, roles, funding, logframe etc.)	MSP Project Manager/Peter Whalley
Presentation on partner contributions: <ul style="list-style-type: none"> • UNDP • EC • UNEP 	
Details of planned activities and implementation <ul style="list-style-type: none"> • Proposed work plan • Budget Breakdown • Reporting • Project Monitoring and Evaluation (M&E) requirements 	MSP Project Manager/Peter Whalley
Discussion	All
Summary of agreements	
Evening reception	

Annex 3 - Outline Tasks for National Consultants

UNDP/GEF Tisza Medium Sized Project

Integrating multiple benefits of wetlands and floodplains into improved transboundary management for the Tisza River Basin

General Points

All contracts for National Experts will be issued on a yearly basis and renewed annually for up to three years subject to satisfactory performance.

Beneficiary countries are requested to nominate experts (or a group of experts if required) to achieve the tasks indicated. It is expected that at least 1 expert will attend the meetings and be able to report and discuss on all the activities being undertaken.

Budgets and tasks given below are for three years and are inclusive of travel and all other subsistence (hotels, meals etc.) costs for the participation in project meetings as indicated.

UKRAINE

National Expert support to the Tisza Integrated River Basin Management process

Budget: 30 K USD

Tasks:

1. Expert input to current data collection and validation for the preparation of the Tisza Integrated River Basin Management Plan (updating Tisza analysis report; data collection for the programme of measures etc.). This relates to tasks for the implementation of the WFD that is agreed with the Tisza Group.
2. Initiate bilateral agreements for data harmonisation
3. Initiate stakeholder involvement
4. Providing data and advice to the ICPDR's Tisza Group on national programmes on flood/drought strategy and pollution reduction strategy
5. Preparing a summary of National pollution strategy to enable a basin strategy to be developed.
6. Review the flood/drought strategy developed under the Tisza Group and summarising how this will be implemented at a national level
7. On-going support to the Project Implementation Unit in the development of basin synthesis
8. Development of a report on national approaches on integration water quality / quantity management
9. To support the PIU on international integration of water quality and water quantity management
10. To ensure the good communication within the country of the activities of all the demonstration projects being undertaken.
11. To develop an approach on integrating the experiences from the demonstration projects into the national strategies and national integrated river basin management plan
12. Participation in the joint UNDP/GEF – ICPDR Tisza meetings (Two meetings in years 1 and 2, and one in year 3 – total five meetings.
13. Participation in 2 stakeholder meetings (November 2008 and Winter 2010/2011)

SLOVAK REPUBLIC

National Expert support to the Tisza Integrated River Basin Management process

Budget 15 k USD

Tasks:

1. Providing data and advice to the ICPDR's Tisza Group on national programmes on flood/drought strategy and pollution reduction strategy
2. Initiate bilateral agreements for data harmonisation
3. Preparing a summary of National pollution strategy to enable a basin strategy to be developed.
4. Review the flood/drought strategy developed under the Tisza Group and summarising how this will be implemented at a national level
5. On-going support to the Project Implementation Unit in the development of basin synthesis
6. Development of a report on national approaches on integration water quality / quantity management
7. To support the PIU on international integration of water quality and water quantity management
8. To ensure the good communication within the country of the activities of all the demonstration projects being undertaken.
9. To develop an approach on integrating the experiences from the demonstration projects into the national strategies and national integrated river basin management plan
10. Participation in the joint UNDP/GEF – ICPDR Tisza meetings (Two meetings in years 1 and 2, and one in year 3 – total five meetings.
11. Participation in 2 stakeholder meetings (November 2008 and Winter 2010/2011)

ROMANIA

National Expert support to the Tisza Integrated River Basin Management process

Budget 15 k USD

Tasks:

1. Providing data and advice to the ICPDR's Tisza Group on national programmes on flood/drought strategy and pollution reduction strategy
2. Initiate bilateral agreements for data harmonisation
3. Preparing a summary of National pollution strategy to enable a basin strategy to be developed.
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11. Participation in 2 stakeholder meetings (November 2008 and Winter 2010/2011)

HUNGARY

National Expert support to the Tisza Integrated River Basin Management process

Budget 15 k USD

Tasks:

1. Providing data and advice to the ICPDR's Tisza Group on national programmes on flood/drought strategy and pollution reduction strategy
2. Initiate bilateral agreements for data harmonisation
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11. Participation in 2 stakeholder meetings (November 2008 and Winter 2010/2011)

REPUBLIC of SERBIA**National Expert support to the Tisza Integrated River Basin Management process****Budget 30 k USD****Tasks:**

1. Expert input to current data collection and validation for the preparation of the Tisza Integrated River Basin Management Plan (updating Tisza analysis report; data collection for the programme of measures etc.). This relates to tasks for the implementation of the WFD that is agreed with the Tisza Group.
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3. Providing data and advice to the ICPDR's Tisza Group on national programmes on flood/drought strategy and pollution reduction strategy
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