

TOR Reference No.: xxxx	Author(s): Anette Dodensig Pedersen, Paolo Giandon, Rob Hayes, Paul Hickey, Barrie Howe
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TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL

1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry	<input type="checkbox"/>
Waste and TFS	<input type="checkbox"/>
Water and land	<input checked="" type="checkbox"/>
Nature protection	<input type="checkbox"/>
Cross-cutting – tools and approaches -	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input type="checkbox"/>
Peer reviews (e.g. IRI) – scoping IRI only	<input checked="" type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input checked="" type="checkbox"/>
Comparison studies	<input checked="" type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe): technical workshops	<input checked="" type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
Safeguarding the Water Environment Throughout Europe 4	
1.4 Abbreviated name of work or project	
SWETE 4	

2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)	
Water Framework Directive, Nitrates Directive, Industrial Emissions Directive, Urban Waste Water Treatment Directive, Habitats and Birds Directives, Marine Strategy Framework Directive. Floods Directive	
2.2 Link to IMPEL MASP priority work areas	
<ol style="list-style-type: none"> 1. Assist members to implement legislation 2. Build capacity in member organisations to help WFD implementation and improve aquatic environments and land quality 3. Work on 'problem areas' of implementation identified by IMPEL, the European Commission and water management practitioners to share and/or develop good practice to help with these problem areas. 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
2.3 Why is this work needed? (background, motivations, aims, etc.)	
<p>IMPEL was asked by the European Commission to expand and apply its regulatory capability into the water environment arena (and specifically on the implementation of the WFD) having previously focused on industrial emissions and associated processes under IPPC and IED Directives.</p> <p>Good management of the water environment requires member states to be aware of emerging issues, be prepared to meet the challenges that they present, and improve current practices where needed. These objectives are facilitated by IMPEL members working in collaboration.</p> <p>SWETE seeks to build a common understanding of our regulatory approaches, build networks of experts and develop shared resources to enhance technical resilience. The scope of this phase of the project has been shaped by the 2017 IMPEL implementation challenges report – specifically to focus on agricultural practices impact and soil protection issues.</p>	
2.4 Desired outcome of the work (what do you want to achieve? What will be better / done differently as a result of this project?)	
<p>Previous phases of SWETE produced a summary of current regulatory practice on water quality regulation and, through a workshop at the IMPEL Water Conference 2016, identified some initial priority areas for more in depth collaboration. These were;</p> <ul style="list-style-type: none"> • a guidance tool for determining appropriate manure storage capacity; • sharing experiences on wastewater discharge permitting and; • sharing experiences on soil management-water quality relationship. <p>Under SWETE3, technical workshops in these areas were held in September 2017. Reports and practical support material will be produced and disseminated via the Land and Water expert team knowledge sharing portal on Basecamp</p> <p>SWETE 4 will take forward three further priority areas for technical collaboration, with the aim of collating best practice and producing accessible training resources. In doing so this work will nurture networks of regulatory experts in these areas to help build technical resilience.</p>	

The IMPEL Water Conference 2017 discussed the Implementation Challenges report as well as further feedback to IMPEL from the Commission. This agreed the following priority areas and leads;

1. Soil management and protection – work area lead Paolo Giandon (Arpa Veneto, Italy)
2. Agricultural impacts on the water environment – work area lead Anette Dodensig Pedersen (Danish Ministry of Environment and Food)
3. Wastewater discharge regulation (completing actions/follow up on previous phase) – work area lead Barrie Howe (Environment Agency, UK)

Each lead will develop more specific scopes of work for 2018/19 and the nature of support/technical experience required to progress them.

In addition SWETE 4 will undertake a forward look exercise to develop proposals for future projects. Again this was discussed at the October 2017 Land and Water expert team meeting. Drawing on the Implementation Challenges report and perspectives from representatives of the IMPEL leadership team, specific areas to consider are;

- A “blue IRI”
- Compliance actions
- Mining waste (a specific area of interest from the Commission – further details being sought)
- Pesticides
- Groundwater quality monitoring

Paul Hickey (Environment Agency, UK) will be responsible for this area of work.

Finally SWETE 4 will consider how the knowledge sharing portal on basecamp might be expanded (or whether a different vehicle is needed) to meet the aspirations set out in the “IMPEL – the next generation” document. Again Paul Hickey will be responsible for this area of work.

2.5 Does this project link to any previous or current IMPEL projects? (state which projects and how they are related)

SWETE (2015), SWETE 2 (2016) and SWETE 3 (2017)

3. Structure of the proposed activity

3.1 Describe the activities of the proposal (what are you going to do and how?)

Establish technical working groups on three priority areas to develop best practice.

Technical Working Groups

- Soil management and protection
- Agriculture and its impacts on the water environment
- Wastewater discharge regulation

Proposed activities: workshops and possible a site visit to produce practical support for front line regulatory teams

Soil management and protection: collection from IMPEL members participating to Water & Land Expert Team of which initiatives are going on related to the effects of soil management on water quality and which limitation exists in different countries to soil management practices for farmers in order to achieve an improvement in water bodies quality status, also in the framework of CAP cross compliance and rural development plans. Which are the expected results and who is in charge to control them. A brief report will be set up as conclusion of the review.

Agriculture: Explore the possibilities of sharing experiences via video.

1 – 3 videos of inspections will be produced, covering this:

- Slurry tank (manure storage) construction
- General inspection of a farm under the Industrial Emissions Directive
- General inspection of cross compliance

These videos will in 2018 be produced in Denmark. The aim is to then have other IMPEL members follow with similar video presentations.

Wastewater discharge regulation: Focused follow up work on water quality modelling to set permit limits and control of emerging pollutants. The output will be accessible resources for practitioners on technical approaches and potential areas for further collaboration.

Enabling activities for the Land and Water Expert team

- Preparatory work to develop a forward look of areas of interest aligned with the Implementation Challenges feedback and pipeline of potential projects for future consideration.
- Development of knowledge sharing strategy aligned with the aspirations of “IMPEL – the next generation”

Proposed activities: information gathering, targeted engagement and possible workshop

3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

- Best practice resources for priority technical areas.
- Creation of a community of practitioners in these areas.

- Building and further developing the IMPEL Land and Water network.
- Web based framework to host learning material for the W+L community
- Forward look of priority work areas and pipeline of projects
- Alignment of focus of L+W expert team to Implementation Challenges feedback and direction of travel set out in “IMPEL – the next generation”.

3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

Milestones to include:

- Technical workshops (to be programmed)
- Best practice resource sharing in priority areas November 2018
- Forward look and knowledge sharing strategy for consideration at 2018 L+W conference

3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)

Risk: Failure to identify/gain support from technical leads in IMPEL members.

Mitigation: We have developed the scope and focus of SWETE3 in collaboration with the members of the Water and Land Expert team. In doing so we have tried to learn from experiences from others in the IMPEL network (specifically the Cross Cutting Team). We have targeted work areas where there is a consensus for action and a good baseline of expert contacts to build from. We will test this proposition at the Project Management Team event in October.

4. Organisation of the work

4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

Anette Dodensig Pedersen
Paolo Giandon
Rob Hayes
Paul Hickey
Barrie Howe

4.2 Project team (who will take part: name, organisation and country)

TBC

4.3 Other IMPEL participants (name, organisation and country)

TBC

4.4. Other non-IMPEL participants (name, organisation and country)

N/A

5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 1 (exact)	Year 2	Year 3	Year 4
How much money do you require from IMPEL?	€ 13,830			
How much money is to be co-financed				
Total budget				

6. Detailed event costs of the work for year 1

	Travel € (max €360 per return journey)	Hotel € (max €90 per night)	Catering € (max €25 per day)	Total costs €
<u>Soil management/protection</u>				
<i>Workshop/visit</i>				
<i>Summer 2018</i>				
<i>Location TBC</i>				
<i>6 participants</i>				
<i>2 nights</i>	2160	1080	300	3540
<u>Agriculture and water</u>				
<i>Workshop/visit</i>				
<i>Summer 2018</i>				
<i>Location TBC</i>				
<i>6 participants</i>				
<i>2 nights</i>	2160	1080	300	3540
<u>Wastewater discharge regulation</u>				
<i>Workshop/web based information exchange</i>				
<i>Spring 2018</i>				
<i>Location TBC</i>				
<i>6 participants</i>				
<i>2 nights</i>	2160	1080	300	3540
<u>Forward planning and knowledge sharing strategy</u>				
<i>Visits and targeted meetings</i>				
<i>Spring/Summer 2018</i>				
<i>Location TBC</i>				
<i>TBC</i>				
<i>TBC</i>	2000	1000	210	3210
<u>Total costs for all events</u>				13,830

7. Detailed other costs of the work for year 3

7.1 Are you using a consultant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.2 What are the total costs for the consultant?	
7.3 Who is paying for the consultant?	
7.4. What will the consultant do?	Web development
7.5 Are there any additional costs?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
7.6 What are the additional costs for?	
7.7 Who is paying for the additional costs?	
7.8. Are you seeking other funding sources?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
7.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:

8. Communication and follow-up (checklist)

	What		By when
8.1 Indicate which communication materials will be developed throughout the project and when <i>(all to be sent to the communications officer at the IMPEL secretariat)</i>	TOR [✓] * Interim report [✓] * Project report [✓] * Progress report(s) [✓] Press releases News items for the website [✓] * News items for the e-newsletter [✓] Project abstract [✓] * IMPEL at a Glance [✓] Other, (give details): resource to share regulatory approaches and good practice examples from across Member States	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	09/10/2017 - Date TBC Dates TBC Ahead of conference TBC Quarterly March and October - TBC
8.2 Milestones / Scheduled meetings (for the website diary)	TBC		
8.3 Images for the IMPEL image bank	<input type="checkbox"/> Yes <input type="checkbox"/> No		
8.4 Indicate which materials will be translated and into which languages			
8.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required			
8.6 Identify which groups/institutions will be targeted and how			
8.7 Identify parallel developments / events by other organisations, where the project can be promoted			

[✓]) Templates are available and should be used. ^{*}) Obligatory

9. Remarks

Is there anything else you would like to add to the Terms of Reference that has not been covered above?

*In case of doubts or questions please contact the
IMPEL Secretariat.*

*Draft and final versions need to be sent to the
IMPEL Secretariat in word format, not in PDF.*

Thank you.