

DRAFT FOR DISCUSSION WITH ENPE / EUFJE / ENVI CrimeNet

TOR Reference No.: 2016/024	Author(s): Michael Nicholson
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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 checked="" type="checkbox"/>
Waste and TFS	<input checked="" type="checkbox"/>
Water and land	<input checked="" type="checkbox"/>
Nature protection	<input checked="" type="checkbox"/>
Cross-cutting – tools and approaches -	<input checked="" type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe):	<input type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
‘Strengthening the Environmental Enforcement Chain’	
2016 Networks Conference: IMPEL / ENPE / EUFJE / ENVI CrimeNet	
1.4 Abbreviated name of work or project	

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

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
n/a

2.2 Link to IMPEL MASP priority work areas

- | | |
|--|-------------------------------------|
| 1. Assist members to implement new legislation | <input checked="" type="checkbox"/> |
| 2. Build capacity in member organisations through the IMPEL Review Initiatives | <input type="checkbox"/> |
| 3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission | <input checked="" type="checkbox"/> |

2.3 Why is this work needed? (Background, motivations, aims, etc.)

There are two main themes that drive the need for this conference:

- To strengthen collaboration in the enforcement chain and,
- To encourage further innovation in compliance and enforcement.

The idea of a Networks Conference is essential if we want to examine and look at ways of improving the enforcement chain as a whole. To this end, further coordination with sister organisations: EU FJE (EU Judges network) and ENPE (EU prosecutor network) and ENVI CrimeNet is needed. The aim would be to coordinate early (i.e. now in 2015) with the Judges and Prosecutors networks & ENVI CrimeNet to ensure that we can deliver maximum impact in terms of participation and cooperation from all networks. *If necessary, we could look at ways to coordinate their annual conference / General Assembly meetings at the same time as the conference so that participants can attend both.*

The aim is to highlight case studies of good cooperation and best practice between permittees / inspectors, prosecutors, judges and police officers. We will showcase lessons learnt and case studies where things could have been better as well as what we can all do to improve protection of the environment. Particular emphasis in the sessions of the conference should be given to the linkages and communication between each part of the chain.

Against the backdrop of resource challenges that many agencies & enforcement organisations are facing; we all have to implement smarter and more efficient ways of using our limited budgets and staff resource. The conference will therefore seek to highlight areas of innovation in compliance and enforcement along the chain. The aim of this is to build on a recent event in the [Netherlands hosted by INECE](#) and highlight case studies of best practice (note, not just 'good' practice) being implemented here in Europe but also elsewhere in the world.

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?)

On a general level, better, more in-depth cooperation between the networks is a clear goal and aim for us all. We will aim to be better at communicating with each other and cooperating on a more structured basis with the added possibility that future joint projects could be carried out on a more regular basis.

From IMPEL's point of view more specifically, the desired outcome is feedback and contribution to the work we have been doing on understanding the '[Implementation Challenge](#)'. In other words, what are the key gaps in implementation and enforcement of environmental law in Europe and what can we do and what are we doing to fill those gaps. The areas highlighted by the conference on enforcement and innovation should stimulate and offer solutions to filling several of those gaps.

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

Previous IMPEL conferences in Villach 2000, Maastricht 2003, Riga 2006, Sibiu 2009 and Malta 2013.

3. Structure of the proposed activity

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

To organise and run a conference.

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

- A conference
- A (electronic) report of the conference proceedings.

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

- Spring/Summer 2015 – Engagement with Judges and Prosecutors networks to see if we can coordinate our conference events for 2016.
- Spring/Summer 2015 – Develop options for venue/location of conference if the GA agrees with the need for this conference.
- December 2015 – IMPEL General Assembly. Approval of Terms of Reference.
- December 2015 – Begin search for venue/location of conference. Preparation of logistics and registration information. Further elaboration of conference objectives and outcomes.
- January 2016 – Agreement on venue.
- February 2016 - Invites to be sent out to IMPEL members and external guests. Registration to begin.
- June 2016 – conference.

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

- Location of conference as yet to be confirmed.
- Cost overrun if venue and/or catering and/or hotel cannot be secured at expected rate.

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)

A steering committee has been formed amongst the networks. That group rotates the Chair person between meetings that plan the conference.

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

IMPEL

John Seager, Chris Dijkens – Chair & Vice Chair of IMPEL

Michael Nicholson – IMPEL Secretariat

Henk Ruessink & John Visbeen – Netherlands & potential hosting partners of conference

ENPE

Jonathan Robinson (Chair of ENPE)

EUFJE

Jan van der Berghe

ENVI CrimeNet

Roel Willekens

4.3 Other IMPEL participants (name, organisation and country)

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

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)
How much money do you require from IMPEL?	€ 50,000.
How much money is to be co-financed	<i>Netherlands ILT - € 25,000 ENPE and EUFJE - € 50,000 Province of Utrecht - € 15,000 ENVI CrimeNet – to be confirmed.</i>
Total budget	€ 140,000

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 €
Event 1	70 x €360	70 x 2 x €90	70 x 2 x €50	
<i>Conference</i>	= 25,200	= 12,600	= 7,000	
<i>June 2016</i>	(2 per MS)	(2 per MS for 2 nights)	(2 per MS per day)	
<i>Location – tbc</i>	10 x 360	10 x 2 x 90	10 x 2 x 50	
	= 3,600	= 1,800	= 1,000	
	(Guest Speakers)	(Guest	(Guest	

		Speakers)	Speakers)	
Total costs for all events	28,800	14,400	8,000	51,200 - rounded down to € 50,000

7. Detailed other costs of the work for year 1

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?	
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
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<p>8.1 Indicate which communication materials will be developed throughout the project and when</p> <p><i>(all to be sent to the communications officer at the IMPEL secretariat)</i></p>	<p>TOR[✓] *</p> <p>Interim report[✓] *</p> <p>Project report[✓] *</p> <p>Progress report(s)[✓]</p> <p>Press releases</p> <p>News items for the website[✓] *</p> <p>News items for the e-newsletter</p> <p>Project abstract[✓] *</p> <p>IMPEL at a Glance[✓]</p> <p>Other, (give details):</p> <p>- Conference report</p>	<p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input checked="" type="checkbox"/></p>	<p>October 2015</p> <p>June 2016</p> <p>June 2016</p> <p>November 2016</p>
<p>8.2 Milestones / Scheduled meetings (for the website diary)</p>	<p>Conference</p>		
<p>8.3 Images for the IMPEL image bank</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p>8.4 Indicate which materials will be translated and into which languages</p>	<p>No documents will be translated.</p>		
<p>8.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required</p>	<p>n/a</p>		
<p>8.6 Identify which groups/institutions will be targeted and how</p>	<ul style="list-style-type: none"> • European Commission – DG Environment • Committee of the Regions & European Parliament – relevant guest speakers • ENPE / Prosecutors network • EU FJE / Judges network • THEMIS & RENA • INECE & ENFORCE • INTERPOL – Environmental Security Directorate & Environmental Compliance & Enforcement Committee. 		
<p>8.7 Identify parallel developments / events by other organisations, where the project can be promoted</p>			

[✓]) 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?

At the time of writing, there is a possibility that we may be able to hold the conference in the Province of Utrecht, Netherlands as part of the Dutch Presidency programme. This would mean an approximate date for the conference either 12/13 or 19/20 May 2016.