

TOR Reference No.: 2017/14	Author(s): Giuseppe Sgorbati
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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)	<input 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):	<input type="checkbox"/>
	<input type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
IMPEL Water & Land 2017 Conference	
1.4 Abbreviated name of work or project	
IWLC 2017	

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

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
<ul style="list-style-type: none"> - Soil Tematic Stategy COM(2006) 231 - EU proposal for a Soil Framework Directive - Water Framework Directive (WFD) 2000/60/EC - Common Agricultural Policy - Industrial Emission Directive (IED) 2010/75/UE - Copernicus EU Earth Programme (Regulation (EU) N° 377/2014)

2.2 Link to IMPEL MASP priority work areas

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

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

IMPEL has been asked by the European Commission to expand and apply its regulatory capability into the Water & Land Environment Area. Effective water and land resource management (both quality and quantity) relies on good forward planning and delivery based on data, information and professional judgement. It is essential that economic growth in each Member State supports planned sustainable water & Land resource protection and utilization.

Building on the results and outputs of the WODA project, a conference will be held in order to broaden the understanding of drones usability for inspection and monitoring activities through best practice and solutions of members

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?)

Growth and strengthening of networking among IMPEL's members to develop and promulgate best practice in drone surveillance activities on land, soil, water protection, and with other organization at international level.

Contribution to the debate on activities on relationship between agriculture and environment at international and world level.

Focalization of activities of interest for IMPEL, and activation of interest in IMPEL members.

Exchange of experience to foster development of IMPEL activities in land and water monitoring.

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

IMPEL Soil Conference, IMPEL Water Conference

3. Structure of the proposed activity

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

The activities will bring to the definition and realization of a Conference.

The envisaged activities are:

- 1) Definition of an IMPEL project team, meeting of the team
- 2) Liaising with EU Authorities and other Authorities working on these topics.
- 3) Production of a First Draft of the Conference Program; call for abstracts
- 4) Execution of the Conference: 1,5 – 2 days
- 6) Preparation of a report/publication as legacy of the conference
- 7) If possible, in the framework of the conference, a back to back meeting of IMPEL Water and Land Expert Team will be held.

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

- 1) Output:
- Conference
 - Proceedings of the conference
- 2) Outcomes
- Strengthening of IMPEL identity in Water and Soil area, with a focus on drone monitoring
 - Development of relationships with other Authorities acting in water and soils and related areas
 - Growing of interest inside and outside IMPEL on water and soil issues

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

- Milestones are likely to include:
- definition of an IMPEL project team, meeting of the team (within March 2017)
 - first Draft of the Conference Program; call for papers at IMPEL members (within June 2017)
 - IMPEL Water & Land Conference (within November 2017)
 - Conference report/publications (within December 2017)

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

Low attendance: to be tackled with contacts within IMPEL

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)

Water and Land ET Leader + co leader (TBD)

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

Members from W&L ET, from IMPEL Board, from IMPEL Segretariat

4.3 Other IMPEL participants (name, organisation and country)

Attending at the conference:
Participants from all IMPEL organizations

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

Participants from other Authorities and organization from EU, COM, participants from UN

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?	15525			
How much money is to be co-financed	0			
Total budget	15525			

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	1440 (4 x 1)	360 (4 x 1)	125 (5 X 1)	1925
<preliminary meeting 1>				
<April 2016>				
<Location:TBD>				
< No. of participants: 5>				
<No. of days/nights: 1>				
Event 2	7200 (20x1)	5400 (20x3)	1000 (20x2)	13600
<Conference>				
<September – October 2016>				
<Location: TBD>				
<No. of participants: 25>				
<No. of days/nights: 3>				
Total costs for all events	8640	5760	1125	15525

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Namely: Com, Sponsors
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): Final report and Proceedings of the Conference	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
8.2 Milestones / Scheduled meetings (for the website diary)			
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.