



## ToR for SWETE, Phase 6

### Preface:

Due to the evolving constraints of the COVID-19 pandemic the face-to-face events and milestones set in this ToR might need to be revised and changed. For further information, please contact the Project Manager(s) or send an email to the [IMPEL Secretariat](#).

ToR Reference No.: 2020/12	Author(s): Barry Sheppard / Mat Davis / Barrie Howe
Version: 3	Date: 27/03/2020
<b>TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL</b>	

### 1. Work type and title

<b>1.1 Identify which Expert Team this needs to go to for initial consideration</b>	
Industry and air	<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"/>
<b>1.2 Type of work you need funding for</b>	
Exchange visits	<input type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input 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 Workshop.	<input checked="" type="checkbox"/>
<b>1.3 Full name of work (enough to fully describe what the work area is)</b>	
Safeguarding the Water Environment Throughout Europe (SWETE), Phase 6.	
<b>1.4 Abbreviated name of work or project</b>	
SWETE, Phase 6.	



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

<b>2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)</b>	
<ul style="list-style-type: none"> <li>• Water Framework Directive.</li> <li>• Nitrates Directive.</li> <li>• Industrial Emissions Directive.</li> <li>• Urban Waste Water Treatment Directive.</li> <li>• Habitats and Birds Directives.</li> <li>• Marine Strategy Framework Directive.</li> <li>• Floods Directive.</li> </ul>	
<b>2.2 Link to IMPEL MASP priority work areas</b>	
<ol style="list-style-type: none"> <li>1. Assist members to implement new legislation. <input checked="" type="checkbox"/></li> <li>2. Build capacity in member organisations through the IMPEL Review Initiatives. <input checked="" type="checkbox"/></li> <li>3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission. <input checked="" type="checkbox"/></li> <li>4. Other, (please specify): <input type="checkbox"/></li> </ol>	
<b>2.3 Why is this work needed? (background, motivations, aims, etc.)</b>	
<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.</p>	
<b>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?)</b>	
<p>The proposed elements of SWETE 6 build on the previous phases of SWETE and discussions at the Land and Water Expert Team Meeting in Rome on October 2019 and Cranfield in 2020.</p> <p>1) Study of capacity of soils to accept contaminants from land spreading activities.</p> <p>Project Manager Barry Sheppard, Environment Agency, England.</p> <p>In March 2020, a workshop was held in England with participants from a number of member organisations and countries to look at balancing the benefits and impacts of spreading materials to land, with a specific focus on farmland.</p>	



The proposal for 2020-2021 is to build on the outputs of this workshop, its report and the Expert Team meeting held after the workshop.

This follow up work is necessary to properly apply circular economy principles to support reuse of materials on land as fertilisers and soil conditioners and to ensure this support for reuse is undertaken in a manner that does not allow unacceptable and avoidable impacts on soil health and quality.

The proposal is for a project to compare and contrast the different approaches to sludge management in different member countries and organisations. This will highlight common problems, solutions and areas of best practice as examples for others to learn from. The project will also take the opportunity to incorporate learning from the COVID-19 pandemic and how this impacted on sludge management across IMPEL members.

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

SWETE phases 1 to 5 (2015 – 2019).

## **3. Structure of the proposed activity**

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

#### **2020-2021**

The core project team (Barry Sheppard, Matt Davis and Barrie Howe) will develop a questionnaire/survey to obtain information from IMPEL members on approaches to sludge regulation and management in their respective countries, the problems they face and solutions they have found, including areas of good practice. This can include input from other key expert team members.

The questionnaire will be sent out in September/October 2020. The project team will report back at the end of the year on the number of responses received and start to build up a picture of sludge management, issues and problems across IMPEL member states for development during 2021/2022.

#### **2021-2022**

The project team (with input from other Expert Team members where possible) will produce a draft report that summarises the findings of the questionnaire. They will then hold a videoconference with expert team members and other interested parties to work through the report, add to it and refine it before producing a final report. This will include identifying issues, problems, best practise together with any gaps in knowledge that need to be filled. It will also include recommendations for next steps.

NB: Although a videoconference is planned in 2021, a face to face workshop would be preferable, although this depends on travel restrictions in force at the time.



<b>3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)</b>
<ul style="list-style-type: none"> <li>• Best practice and technical resource for this priority technical area.</li> <li>• Creation of a community of practitioners in these areas.</li> <li>• Building and further developing the IMPEL water network.</li> <li>• Learning material for the W+L community.</li> </ul>
<b>3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)</b>
<p>Milestones to include:</p> <ul style="list-style-type: none"> <li>• Production of questionnaire.</li> <li>• Questionnaire sent to members.</li> <li>• Receive responses to the questionnaire.</li> <li>• Technical workshops (to be programmed).</li> </ul>
<b>3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)</b>
<p><b>Risk:</b> Failure to identify/gain support from technical leads in IMPEL members and not able to get input from wider membership leading to a very narrowly focussed report.</p> <p><b>Mitigation:</b> We will use the growing expert team, National Coordinators and the IMPEL Secretariat to support this work. We can also use the expertise and networks of Cranfield University who are the lead academic organisation in the UK for soil health and quality. They also have a particular interest in waste to land issues.</p>

## 4. Organisation of the work

<b>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)</b>
Barry Sheppard, UK.
<b>4.2 Project team (who will take part: name, organisation and country)</b>
<ul style="list-style-type: none"> <li>• Mat Davis, Environment Agency, UK.</li> <li>• Barrie Howe, Environment Agency, UK.</li> <li>• Rob Hayes, Environment Agency, UK.</li> </ul>
<b>4.3 Other IMPEL participants (name, organisation and country)</b>
To be confirmed.



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 2020 (exact)	Year 2021	Year 3	Year 4
How much money do you require from IMPEL?	550 EUR	8 000 EUR		
How much money is to be co-financed?				
Total budget	550 EUR	8 000 EUR		

**6. Detailed other costs of the work for year 2020**

6.1 Are you using a consultant?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6.2 What are the total costs for the consultant?	N/a.
6.3 Who is paying for the consultant?	N/a.
6.4 What will the consultant do?	N/a.
6.5 Are there any additional costs (NOT included in point 5)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe:
6.6 What are the additional costs for?	N/a.
6.7 Who is paying for the additional costs?	N/a.
6.8 Are you seeking other funding sources?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe:



<b>6.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs.</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe: The communication for all phases of the project will be done through the Communications Officer of the IMPEL secretariat.
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## 7. Communication and follow-up (checklist)

	What		By when
<b>7.1 Indicate which communication materials will be developed throughout the project and when?</b>  <i>(all to be sent to the Communications Officer at the IMPEL Secretariat)</i>	TOR <sup>✓*</sup> Interim report <sup>✓*</sup> Project report <sup>✓*</sup> Progress report(s) <sup>✓</sup> Press releases News items for the website <sup>✓*</sup> News items for the e-newsletter Project abstract <sup>✓*</sup> IMPEL at a Glance <sup>✓</sup> Other, (give details): Resource to share regulatory approaches and good practice examples from across Member States.	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	March 2020    When necessary When necessary
<b>7.2 Milestones / Scheduled meetings (for the website diary).</b>	See 3.3.		
<b>7.3 Images for the IMPEL image bank.</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
<b>7.4 Indicate which material s will be translated and into which languages.</b>			
<b>7.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required.</b>			



<b>7.6 Identify which groups/institutions will be targeted and how.</b>	
<b>7.7 Identify parallel developments / events by other organisations, where the project can be promoted.</b>	

✓ ) Templates are available and should be used. \*) Obligatory

## 8. Remarks

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

The continuation of this work is necessary as the chemical complexity of waste to land, especially sludge, has significantly changed over the past few years, as has our understanding of the emerging risks associated with this complexity. In addition to previously known about metals contamination, there are new and little understood hazards such as organic and inorganic chemicals, anti-microbial resistance contaminants and micro-plastics. Virtually all IMPEL member states spread sludge to land to a greater or lesser extent. The regulation of this is often opaque and quite weak and the environmental impacts often not fully understood. This next phase of this work will enable IMPEL members to identify and understand these risks and develop management systems to mitigate them.

*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.*



## Annex I - Detailed costs

### Detailed Event Costs

#### Safeguarding the Water Environment Throughout Europe (SWETE), Phase 6



	Event	Number of days	Train Travel	Hotel (maximum per night) 120 €	Catering (maximum per day) 25 €	Total costs per Event
Description of Event	Questionnaire Development Meeting	1	550,00 €	0,00 €	0,00 €	550,00 €
Location	Tbd					
Month	Tbd					
Number of Participants	11					
Description of Event			0,00 €	0,00 €	0,00 €	0,00 €
Location						
Month						
Number of Participants						
Description of Event			0,00 €	0,00 €	0,00 €	0,00 €
Location						
Month						
Number of Participants						
Description of Event			0,00 €	0,00 €	0,00 €	0,00 €
Location						
Month						
Number of Participants						
		<b>Total Costs</b>	<b>550,00 €</b>	<b>0,00 €</b>	<b>0,00 €</b>	<b>550,00 €</b>