



Pacific Integrated Water Resources Management (IWRM) National Planning Programme

Invitation for expressions of interest for conducting an analysis on the National Consultation Structures for Water and Sanitation for the Government of Vanuatu

BACKGROUND

The Pacific Islands Applied Geoscience Commission (SOPAC) currently executes the European Union (EU) funded Pacific Integrated Water Resources Management (IWRM) National Planning Programme. The Programme is designed to support 14 Pacific Island Countries (PICs) to strengthen their governance structures (coordinating national water committees) and frameworks (policy, legislation, action plans) to mainstream IWRM and Water Use Efficiency (WUE) into national planning processes.

Through the Pacific IWRM National Planning Programme, SOPAC has been requested by the Government of Vanuatu to secure technical assistance to assess the national coordination and consultation mechanisms for the Water and Sanitation Sector. This technical assistance would identify, evaluate and propose improved structures and mechanisms that incorporate all key stakeholders from various levels including but not limited to government, provincial and municipal council levels as well as other partners such as NGOs, donor partners and other implementing partners.

This technical assistance would complement ongoing efforts currently underway in Vanuatu by progressing responsibilities already articulated in the National Water Strategy 2008 – 2018 (NWS) and the Water Resources Management Act of 2002, which specifically mention the National Water Advisory Committee (NWAC) as the coordinating and consultation mechanism for the sector will use this as a starting point for assessment.

ASSIGNMENT INFORMATION

Position Title:	Consultation and Coordination Specialist
Location:	1. Department of Geology, Mines and Water Resources (DGMWR) 2. Expert home office.
Timing and Duration:	The work is required over 4 weeks spread over a period of 2 Months (January to February 2011). This time input will need to be split between 1 mission of 2 weeks in Vanuatu (January 2011), and 2 weeks in the home office.

An Internationally qualified Water Sector Partnership Development Specialist will be required to work with designated local staff to identify and assess a variety of coordination mechanisms for water and sanitation. The work will be conducted in consultation with key water resource organisations with a view to informing the preparation and passage of a water and sanitation consultation framework.

The DGMWR, as the Vanuatu coordinator of this assignment, will host the international Water Sector Partnership Development Specialist. The consultant will also be required to work closely with the NWAC during the course of this assignment as well.

SCOPE OF WORK

The consultant is to conduct an assessment of the national coordination and consultation mechanisms for the Water and Sanitation Sector through the existing NWAC as a starting point. The work, to be conducted over 1 mission to Vanuatu, will essentially include the following:

- Identification and preparation of a list of water and sanitation partners and stakeholders (government and non-government) with an explanation of the role of each partner in the sector.
- Carrying out an assessment of what consultation and coordinating structures are currently in place and how they have been functioning in comparison with what is already provided for through the Strategy and Act.
- Development of a consultation framework to account for the findings of the above assessment.
- Drafting and supporting the finalisation of the consultation framework.

Tasks to be conducted in-country

In-country Mission (January 2011)

- Using the NWS, Water Resource Bill 2002 and the Vanuatu IWRM Diagnostic Reports as the starting point, review key documentation concerning water management in Vanuatu and conduct consultations with relevant agencies (using table 1 as a start) to identify partners and projects related to water supply and sanitation.
- Assess specifically the current implementation of the National Water Resources Act 2002 and the NWS in so far as the NWAC is concerned, including:
 - Composition and performance of the National Advisory Committee since inception; and
 - Structure and functioning of DGMWR to carry out its role in implementing activities related to the NWAC.
- Work closely with the NWAC as the core of the consultation process in Vanuatu through an initial briefing and consultation session whilst in-country and further sessions as required during the course of the assignment.
- Carry out an assessment of the GEF Demonstration project in Santo with respect to its current consultation mechanisms and identify mechanisms for communication of findings and lessons learned for inclusion in the national consultation process as a means of fostering replication strategies where appropriate
- Carry out a review of key partners (both government and non-government) to understand their roles, responsibilities and functions with respect to water and sanitation. See table 1 for partners.
- Provide an understanding of their relationship with the sector from past to present and how this has affected/or shaped their current or future roles and responsibilities and functions.
- Undertake a consultation process with key stakeholders on the programme and workshop with stakeholders ideas on role, responsibilities and functions of the NWAC, partner groups etc. and how this might operate in the future.
- Use the results of the participatory workshop to define a consultation framework with resourcing requirements for its function.
- Make a presentation of the outcomes of the TA to the NWAC, the DG and Minister.

Table 1 List of water sector organizations in Vanuatu

No.	Organisation
1	New Zealand Ministry of Foreign Affairs and Trade – International Development Group (formerly NZAID)
2	New Zealand High Commission
3	AusAID
4	ADB
5	EU
6	DGMWR
7	DGMWR staff
8	Water Sector Analyst, DSSPAC
9	Ministry of Education
10	Ministry of Health
11	Public Works Department
12	Treasury Department, MFEM
13	National Water Advisory Committee
14	Provincial Government (Penama & Shefa) & Provincial Water staff
15	VRDTCA
16	World Vision
17	Live & Learn
18	UNICEF
19	VSA

Tasks to be conducted remotely (between missions)

The consultant is to provide ongoing remote support to the DGMWR during the period of this assignment in order to get this work done. In so doing, he or she will provide guidance, advice and support in the execution and documentation of analysis, including but not limited to:

- regular checks on the work being conducted and follow up requirements
- identification of problems or challenges encountered in carrying out work and the provision of ideas to overcome these problems;
- guidance on the documentation of work and findings;
- quality control.

DELIVERABLES

Specific milestones and/or approval moments may include:

- (1) The presentation and approval of the assessment report with the development of a consultation framework for the water and sanitation sector,
- (2) A workshop for stakeholders to present the initial draft findings and suggested consultation framework to obtain comments and suggestions,
- (3) The submission and approval of the report and consultation framework.

OUTPUTS

- Technical report of the key findings and any recommendations concerning consultation processes and mechanisms
- Workshop Report
- Finalised Vanuatu Consultation report and framework.

IMPLEMENTATION AND MANAGEMENT ARRANGEMENTS

The consultant will be recruited and contracted by SOPAC in Fiji under the EU funded Pacific IWRM National Planning Programme, being responsible to Rhonda Robinson, Programme Coordinator.

Daily technical supervision of the work of the consultant will be undertaken by the Director for the DGMWR or his appointee.

PROCEDURE FOR SUBMITTING EXPRESSIONS OF INTEREST

Expressions of interest are to include:

- The applicant's *curriculum vitae* highlighting demonstrated experience in the assessment of consultation processes.
- A short brief (no more than two pages) broadly outlining the approach and principles to be applied in conducting this work
- In addition to the brief also include a workplan to match the scope of work required;
- A sample of relevant work undertaken in the past.
- An indication of applicant charges.
- The National Water Strategy 2008 – 2018 (NWS) and the Water Resources Management Act of 2002 will be provided to interested applicants on request.

Financial proposals shall include indicative costs detailing fees, travel and other relevant items required to successfully complete the assignment. The costs of implementing local consultations through workshop(s), and printing and copying facilities will be provided by the client at no cost and should not be included in the financial proposal.

Expressions of interest are to be addressed to the Director of SOPAC and e-mailed to the following e-mail addresses director@sopac.org and copied to rhondar@sopac.org and fane@sopac.org with the subject heading "Expression of Interest for conducting an analysis on the National Consultation Structures for Water and Sanitation for the Government of Vanuatu".

Submission of Expressions of Interest must reach the SOPAC Secretariat no later than 1630h, Fiji Time, on 30th November 2010.

Enquiries may be directed to Rhonda Robinson on email rhondar@sopac.org or telephone (679) 3381377 (extension 259).

Expressions of Interest will be assessed based on both technical competency and the total professional cost for completing the work (technical weighting 85%, financial 15%).

SOPAC will subsequently contact selected applicants for further discussions, as relevant.