

TERMS OF REFERENCE
ENVIRONMENT AND ENERGY TECHNICAL WORKING GROUP (EETWG)
KAMPALA – UGANDA

DRAFT

Introduction

Uganda has received a historic single largest refugee influx from South Sudan with a total of 1,021,903 refugees as of 31st August 2017. The South Sudan refugee population hosted by Uganda has more than tripled in comparison with the end-2015 population. Majority of these refugees are hosted in the West Nile ~~in the~~ settlements of Bidibidi, Rhino and Imvepi among other settlements. The total number of refugees in Uganda by end August 2017 is 1,355,764.

The environment and natural resources underpin the livelihoods of not only the refugee population, but also the nationals who host them. Living conditions within the settlements are characterized by limited resources reduce the inhabitants to dependency on the environment. Environmental considerations however are not prioritised despite the reality that environmental concerns are intricately linked to life-saving humanitarian ones. Environment degradation, especially through tree cutting, impacts lives of both refugees and nationals in ways that increase their difficulties. With demand for bio-energy far higher than the ability of the environment to replenish the used up biomass, women and children are forced to search further away from the settlements/homes, putting them at risk of violation and causing further degradation. Charcoal burning, open air cooking using firewood, open disposal of garbage and exposure to hazardous substances in the air, water, soil, and food are a detriment to the environment and health of human beings. Continuous exploitation of natural resources will likely be a major conflict driver between refugees and the local communities if not dealt with urgently especially in view of the already tangible effect of climate change on the natural resources in the country.

Owing to the low prioritisation of actions that impact the environment, few partners are engaged in funding and supporting implementation of environment activities. It is essential that a governance mechanism be instituted for coordinating efforts towards a strategic, comprehensive and sustainable approach to address environmental concerns relating to natural/planted forests, wetlands, climate and weather, and environment administration and regulation. ~~This has resulted in exceptional constraints on the environment inside and outside the refugee settlements and therefore necessitates a strategic, comprehensive and sustainable approach to address environmental interventions taking into consideration an integrated and a holistic approach which necessitates the establishment of Environment and Energy TWG (EETWG)~~

Objective

The primary objective of the EETWG, under the umbrella of the Comprehensive Refugee Response Framework, the Technical Working Group on Environment, Energy and Natural Resources is purposed to be that mechanism to bring partners together to:

- 1) Consult, plan and harmonise specific issues directly related to the environment and natural resources management around the refugee hosting areas; and
- 2) Address the cross-cutting aspects on livelihoods and food security, shelter, water, education, disaster risk reduction, energy and oil, and protection thereby ensuring that environment is mainstreamed into those different sector working groups and partners' interventions in a strategic and developmental manner.

Composition and working modalities of the TWG

Membership to the TWG is open to relevant national and local government level ministries, departments and agencies; development partners, civil society and NGOs, academia and private sector in the environment and natural resources sector.

The TWG will be co-chaired and hosted by UNHCR and OPM at a time and place proposed by the Co-Chairs and mutually agreed by the members^(w/1); by OPM and line ministries responsible such as Ministry of Energy and Environment and ministry of Water and Environment.

The Co-Chairs are responsible to:

- Convene regular meetings of the TWG;
- Prepare and circulate invitations/agenda, minutes and key documents for up-coming meetings prior to every meeting;
- Prepare an annual work plan in alignment with the core objectives of the IRRP for approval, implementation and periodic review by TWG;
- Provide basic secretariat functions (issuing invitations/agenda to meetings, circulating minutes and other relevant documentation, monitoring follow-up of decisions, all in a timely manner;
- Inform the members about events and issues by circulating reports, invitations to external meetings, workshops, conferences etc. of broad relevance to the TWG.
- Maintain an updated list of members of the TWG.

Members of the TWG have the responsibility to:

- Attend TWG meetings regularly and timely and contribute to the agenda for discussion;
- Share relevant information (reports, data, news etc.) with the rest of the TWG through the Co-Chairs/Secretariat;
- Respond in a timely manner to requests for input from the Co-Chairs;

- Brief the TWG on specific issues of concern as members may require;
- Be open, transparent and inclusive during any consultative process to minimise risks of duplication and optimise chances of synergies.

Membership includes but is not limited to: The following was mentioned: Clarification on membership and how to be a member need to highlighted further

1. Government (national and local level)

- Ministry of Water and Environment
- Ministry of Energy and Mineral Development
- Ministry of Health
- Ministry of Works and Transport
- Ministry of Local Government
- Ministry of Agriculture, Animal Industry and Fisheries
- Ministry of Gender, Labour and Social Development
- Ministry of Lands, Housing and Urban Development
- Refugee hosting District Local Governments
- National Forestry Authority
- National Meteorology Authority
- National Environment Management Authority

2. UN Agencies

- UNHCR
- UNICEF
- WFP
- FAO
- UNDP
- WHO

3. Development Partners

- FAO
- UNICEF
- UNDP
- WHO
- WFP
- WB
- USAID
- JICA
- DFID
- KFW
- GIZ

4. Non-Government Organisations

- To be identified by OPM (the following was mentioned: “Umbrella bodies to support organizations seeking membership to get secondments from umbrella networks such as UWASNET, Environmental Alert”

5. Academia

- To be identified by OPM_[wuz]

6. Private sector

- To be identified by OPM^[WU3] (The following was mentioned: Private sector to form a consortium. To consider organizations working/present in the region)

The following was mentioned: Include catchment management committee as part of the catchment management group

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Brief responsibilities of the members of the TWG (the meeting suggested that a matrix is added to include the duties and responsibilities of each member. It is understood that each ministry (and other members) will add their own entries to the matrix. I have added here UNHCR responsibilities

Entity	Responsibilities
UNHCR	UNHCR will continue to co-ordinate the refugee response plan and will support the Government in the rollout of the Environment and Energy Strategy including situation analysis, comprehensive inventory collection, needs assessment and response plan.

Frequency and location of meetings

The TWG will meet every month ~~three weeks~~ OB(4). In as far as possible, communication will be done through email.

— is aimed at addressing the needs of refugees and affected host communities, and protecting the environment in a strategic manner and developmental approach.

Composition of the EETWG

- ~~The EETWG comprises of:~~ Ministry of Water and Environment
- Ministry of Energy and Mineral Development
- Ministry of Health
- Ministry of Works and Transport
- Ministry of Local Governments
- District Local Governments UNICEF
- UNDP
- WHO
- WFP
- WB

- ~~Ministry of Water and Environment~~

- ~~● Ministry of Energy and Mineral Development~~
- ~~● Ministry of Health~~
- ~~● Ministry of Works and Transport~~
- ~~● Ministry of Local Governments~~
- District Local Governments
- ~~● UNICEF~~
- ~~● UNDP~~
- ~~● WHO~~
- ~~● WFP~~
- ~~● WB~~
- Academic Sector (to be identified by OPM)
- Private Sector (to be identified by OPM)
- UASID
- JICA
- DFID
- KFW
- JIZ
- Development Agencies (to be determined by OPM)
- Representatives of implementing partners

~~Frequency and location of meetings~~

~~The EETWG will meet every three weeks. The meetings will be hosted by UNHCR and OPM/MeEMD on rotational basis~~

~~Terms of Reference of the Environment and Energy Technical Working Group~~

The works of the EETWG will go through three phases and each phase will carry a set of duties to be achieved by the group:

Phase-I: Prior to endorsement of the Environment Strategy

1. UNHCR will share a draft of the Environment Strategy to the EETWG
2. The EETWG will review in great details and revert with comments in the following meeting
3. Comments are agreed and incorporated into the strategy
4. The Strategy is endorsed by the EETWG and signed off by OPM and all members

Phase-II: Post Environment Strategy endorsement

5. The EETWG will oversee the implementation of the strategy throughout its different stages detailed below, feed input and clear the progress made thus far (the group will receive a monthly progress report from the implementation team ahead of its meetings):

- Stage-1: Analysing existing situation: This step describes the current environmental situation and the methodology that will be used for mid-long term improvements in the refugee settlements and neighbouring host communities.
 - Stage-2: Inventory collection: A detailed and extensive environmental inventory in the refugee settlements and neighbouring host communities will be conducted. This will include the collection of existing data on all sectors (energy, water, waste water, storm water, etc.) and sub-sector (air and soil quality and climate information, etc.). The methodology adopted for the inventory will be based on all available information (UNHCR, Partners, OPM, Line ministries, Local District Governments, UN Agencies, Development Partners, etc.) and the detailed information collected from the field by a dedicated team of experts. The inventory will include quantitative and qualitative data which will be analysed for subsequent response.
 - Stage-3: Needs assessment: The inventory will be the backbone of the identification of future needs and will therefore lead to the development of the mid-long term needs assessment
 - Stage-4: Response Plan: The needs assessment, in turn, will lead to the development of a comprehensive mid-long term response plan with correspondent budget (human resources, equipment for operation and maintenance, rehabilitation and new projects). The response plan will be so prepared as to include a prioritized list of interventions based on a prioritization criteria, cleared by the EETWG, with cost estimates.
6. The EETWG will clear each of the stages above and the following stage will not commence until the preceding has been endorsed by the EETWG.

Phase-III: Implementation

Following the preparation of the Response Plan based on the agreed priorities, the implementation phase will then commence. In this phase, the EETWG will:

- 7. Ensure that the prioritization is strictly adhered to by all implementing partners/agencies. Any deviation will need to be endorsed by the EETWG
- 8. Update the Response Plan as may be necessary
- 9. Resource mobilization to support the implementation of the Response Plan^[OB(5)]

Frequency and location of meetings

The EETWG will meet every three weeks^[OB(6)]. The meetings will be hosted by UNHCR and OPM/MoEMD on rotational basis

Reporting

The Secretariat (a member from the EETWG to volunteer) will produce the minutes of the meetings of the EETWG within a period of 5 working days after the date of the meeting, as well as a quarterly report summarizing the works and progress of the EETWG. These shall be submitted within 15 working days following the elapse of the preceding quarter.

Indicators of the EETWG

The works of the group will be measured against the following indicators:

Indicator-1: Compliance of partners in attending the group's meetings (*definition of indicator: absence of three consecutive meetings is an indicator*)

Indicator-2: Responsiveness of the group to the action points under question, including but not limited to providing feedback, endorsements, follow-up, etc. (*definition of the indicator: No response to actions requested is an indicator*)

Indicator-3: Delays in implementation of assignments as per agreed timeline (*this will be measured against the work plan*)

Work Plan of the EHTWG

The progress of the works within the EHTWG will be measured against the work plan below (which is prepared for the first 6 months and need to be updated further in due course)

Activity	2017			2018		
	Oct	Nov	Dec	Jan	Feb	March
Phase-I						
Share draft ES with EETWG						
Review ES by members of the EETWG and input comments						
Endorse ES by EETWG						
Phase-II ^[OB(7)]	& beyond					
Oversee progress on Stage-1 (Analysis of existing situation)						
Oversee progress on Stage-2 (Inventory collection)						
Oversee progress on Stage-3 (Needs Assessment)						
Oversee progress on Stage-4 (Response Plan)						& beyond
Phase-III	& beyond					
Oversee the implementation of the Response Plan						Beyond

Field Environment and Energy Technical Working Group (FEETWG)

As soon as the Response Plan is ready, it is important that similar structure of the EETWG is replicated in the fields through the establishments of Field Environment

and Energy Technical Working Groups to oversee the implementation of the Response Plan^[M8].

End of draft EETWG TOR