

**Report of the 3rd Steering Committee Meeting of the
UNEP/GEF Volta River Basin Project: Addressing
Transboundary Concerns in the Volta River Basin
and its Downstream Coastal Area**

7-8 April 2011, Lomé Togo

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Executive summary

The 3rd meeting of the UNEP-GEF Volta River Basin Project Steering Committee (PSC) was held in Lomé, Togo, on 7th – 8th April 2011. The meeting chaired by Mr. Charles Biney, Executive Director of the Volta Basin Authority (VBA) was attended by the designated members of the Steering Committee comprising Government officials (National Institutional Focal Points for the Project) and representatives of the Implementing Agency UNEP/DGEF, the Executing agency (UNOPS), UNEP DHI Center for Water and Environment (UDC), the Volta Basin Authority. Representatives of Non-Governmental Organizations, the project partners and government technical services in Togo also attended the meeting as observers.

The main objectives of the 3rd meeting of the UNEP/GEF Volta Project Steering Committee were as follows:

- update PSC members on the Project status,
- discuss and agree on the Project 2010 Annual Report,
- discuss and agree on the Project 2011 work plan and budget,
- discuss the implementation of the demonstration Projects
- discuss the on-going Volta Basin TDA Process.

The opening ceremony was attended by the Director of Cabinet to the Ministry of Environment and forests resources as the representative of the Minister. The decisions and recommendations of the 3rd UNEP/GEF Volta River Basin Project Steering Committee meeting are presented in this report. Participants at the meeting were briefed on the status of the implementation of project activities planned for year 2010 and key challenges faced by the project since 2008.

Key concerns raised by PSC members and discussed during the meeting are about the following issues:

- better understanding of the project institutional framework and governance,
- salary and motivation of national coordinators,
- implementation of the demonstration projects and,
- institutional and operational challenges.

From the reports sent to PSC members before the meeting (2010 annual report, 2011 work plan and budget), the presentations by the PMU staff on key achievements and the discussions after each presentation, there was a consensus and the PSC members noted with appreciation the progress made during the last two years of the project implementation.

The Steering Committee also approved the 2010 annual report, the 2011 work plan and budget and the revised project budget and requested that UNEP and UNOPS consider the updates from the major interest group towards implementing ongoing and proposed demonstration projects within the available time period of the project.

THE DECISIONS AND RECOMMENDATIONS OF THE UNEP-GEF VOLTA RIVER BASIN PROJECT 3rd PROJECT STEERING COMMITTEE MEETING

The 3rd meeting of the UNEP/GEF Volta River Basin Project Steering Committee (PSC) was held in Lome, Togo from 7-8 April 2011.

The Project Steering Committee reviewed the proposed amendments and gave its approval to the following documents:

1. 2010 Annual Project Report
2. 2011 Project Work plan and budget.

The PSC equally noted with appreciation the progress made during the project implementation and subsequently made the following decisions and recommendations:

I. To the Project Management Unit (PMU)

1. **Requests** the PMU to implement the approved 2011 Project Work plan, taking into consideration the amendments from the PSC;
2. **Requests** the PMU to indicate in its future annual project reporting the commitment level to projects under implementation;
3. **Requests** the PMU to include in its reporting system a policy brief to be shared with high level authorities in the basin states, in addition to updates on co-financing and contribution from national partners;
4. **Express** appreciation on the efforts invested in the demonstration projects, and also notes the concerns about the available time to deliver on the demonstration projects;
5. **Express** appreciation on the progress and notes the challenges towards the development of the TDA;
6. **Recommends** the PMU to meet with representatives of the PSC, as major interest group, to address issues arising from the discussions on the demonstration projects and TDA;
7. **Recommends** that the approved 2011 Project budget serves as the guide for project implementation;

II. To the UNEP and UNOPS

8. **Requests** that the UNEP and UNOPS consider the updates from the major interest group towards implementing ongoing and proposed demonstration projects within the available time period of the project;

III. General observation and recommendation

The Project Steering Committee expressed sincere thanks to the government and people of Togo for hosting the third meeting and the warm reception during the period of stay.

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List of abbreviations and acronyms

Abbreviation	Definition
CCA	Causal Chain Analysis
GEF	Global Environment Facility
IUCN	International Union for Conservation of Nature and Natural Resources
KEOC	Kenya Operation Centre
MCA	Millennium Challenge Account
MOA	Memorandum of Agreement
MOU	Memorandum Of Understanding
M&E	Monitoring and Evaluation
PMU	Project Management Unit
PAGEV	Projet d'Amélioration de la Gouvernance de l'Eau dans le Bassin de la Volta
PSC	Project Steering Committee
RPC	Regional Project Coordinator
SIAAP	Syndicat Interdépartemental pour l'Assainissement de l'Agglomération de Paris
TDA	Transboundary Diagnostic Analysis
UDC	UNEP DHI Centre for water and Environment
UNEP	United Nations Environment Program
UNEP/GEF	United Nations Environment Program/ Global Environment Facility
UNOPS	United Nations Office for Project Services
VBA	Volta Basin Authority

1. Opening of the 3rd Project Steering Committee Meeting

1.1 Opening remarks

1. The 3rd UNEP/GEF Volta River Basin Project Steering Committee Meeting was hosted by the Ministry of Environment and Forestry on behalf of the Government of Togo at the Golden Beach Hotel, Lome, Togo, from 7th to 8th April 2011. The opening ceremony was attended by the Director of Cabinet to the Ministry of Environment and Forest Resources as the representative of the Minister, the Technical Advisor of the Minister of Water and Hydraulics, the representative of UNEP, the representative of UNOPS, the Executive Director of the Volta Basin Authority (VBA) and PSC members from the six basin states of the Volta.
2. In his opening speech, Mr. Hubert Onibon, the Regional Project Coordinator (RPC) of the UNEP/GEF Volta River Basin Project expressed his thanks to the government of Togo for hosting the meeting and also for making everything needed for the meeting available to the Project. He thanked the Honourable Minister, ably represented by his Director of Cabinet for his presence at the opening ceremony and noted that the minister's presence is a testimony to the Togo government's commitments to better the lot of the people in the Volta basin. He also expressed his appreciation to the VBA Acting Executive Director for his organisation's support to the project. He further observed that the meeting was an opportunity for reflection and stock-taking with the intent to adjust and address shortcomings of the project. He then thanked the project partners for their support during the past years and expressed hope that the meeting deliberations would have a positive effect on project implementation.
3. The UNEP representative, Ms. Kelly West expressed her pleasure to return to Togo to attend the 3rd PSC meeting. She acknowledged that the meeting had come up at a very important period for the project and therefore expressed hope that the meeting would address challenges especially as pertain to the Demo project amongst other shortcomings. She confirmed that the midterm review for the project will soon come up and also thanked the Ministry of Environment and Forest Resources for hosting the third Steering Committee Meeting of the UNEP GEF Volta River Basin Project. She expressed thanks to the project partners for their support and cooperation towards project implementation. She also congratulated them for the progress recorded so far for the project.
4. In his statement, the Executive Director of the Volta Basin Authority (VBA), Mr. Charles Biney thanked the government of Togo for all the facilities and services accorded to the project team, especially for their hospitality and reception during the courtesy call on the minister. On behalf of VBA, he thanked the delegates and congratulated the GEF-Volta Project on the outcome so far while promising to continue support to the project and assuring that VBA will make use of the outputs of the project.
5. In his opening Statement, the representative of the Minister of Environment and Forest Resources Mr. Ouro-Djeri Essowê, welcomed the delegates from different countries of the basin to the PSC meeting and expressed gratitude to them for the choice of Togo to host the meeting. He expressed delight in the overall objectives of the project and noted that the PSC's aim in the framework of the activities executed by the project is a laudable goal. On behalf of his Excellency, the Minister of Environment, he commended the project team and the stakeholders for the achievements of the project. He remarked that the basin is facing threats and reiterated that Togo as a country is committed to addressing these threats. He also used the opportunity to highlight some of the national projects that are complementary to the GEF Volta Project objectives and promised that the projects will continue to cooperate with the GEF Volta Project. He recalled that all countries in the basin are facing similar problems which require local efforts to address and recognised the role of VBA in helping to play the role of coordinating body for these efforts in the basin. He encouraged all countries and stakeholders to continue to provide their support, including financial

support so that the project objectives can be accomplished.

1.2 Appointment of the Bureau

6. Mr. Hubert Onibon recommended the Executive Director of the Volta Basin Authority (VBA), Mr. Charles Biney as Chairman for the meeting with the Technical Advisor of the Minister of Water and Hydraulics as Deputy Chairman, and Mr. Olumide Akinsola of the PMU as the meeting rapporteur. These proposals were accepted by all participants.

1.3 Introduction of participants and Review of Agenda

7. Participants introduced themselves after which activity the Chairman of the meeting expressed his pleasure at his appointment as Chairman for the meeting. He also welcomed participants and expressed his hope for good deliberation at the meeting.
8. After participants' self introduction, the chair requested participants to review the agenda. While commenting on the meeting objectives, Mr. Martin Dibi from Cote d'Ivoire informed the meeting that the person to present the demo project status for Cote d'Ivoire had not arrived, however the chairman suggested that the delegates maintain the agenda and take some sort of updates from the PMU. The amended agenda was then adopted.

1.4 Objectives and expected outcomes of the meeting

9. Mr. Olumide Akinsola presented the objectives and expected outcomes of the 3rd Project Steering Committee Meeting. These included the need to update PSC members on the Project status, discuss and agree on the Project Annual Report, discuss and agree on Project 2011 work plan and budget, and update PSC members on the on-going Demonstration Projects.

2. Key presentations and discussions

2.1 Update of actions taken on recommendations from the 2nd PSC meeting

10. Mr. Olumide Akinsola updated the participants on activities and actions taken with respect to recommendations from the 2nd Project Steering Committee meeting. He presented the five recommendations made during the 2nd PSC meeting held in Abidjan with the actions carried out by the PMU in implementing these recommendations. After these presentations, the Chairman requested for comments on these recommendations.
11. Mr. Nicholas Iddi from Ghana noted that reports of past meeting was not circulated earlier, but was informed that the reports were shared through emails with the delegates before the meeting.
12. Ms. Sandrine Sankara from Burkina Faso also requested that the PMU provide the level of achievements of the recommendations in order for the participants to be able to provide adequate comments on the achievements of the projects. Mr. Olumide Akinsola responded that the level of achievements was already reported in the project reporting system and wondered if it was necessary to again make this available in the presentation. The chair suggested that such level of reporting should be considered for future PSC meeting and that the project should make efforts to report this at the recommendation level and project report level. Mr. Onibon however responded that the project had adopted the UNEP reporting system but would if necessary look for ways to harmonise the requests in future.

2.2 Presentation of the 2010 Annual Report and 2011 Work plan

13. Mr. Hubert Onibon made presentation to the Steering Committee on the annual report for the year 2010 while Mr. Akinsola presented the work plan for 2011. The slide presentations detailed the achievements of the project and the challenges faced during the project implementation with highlights covering the increasing collaboration with key partners and the implementation of the TDA. He also reported the project faced considerable challenges in the implementation of the demo projects and the governance arrangement of the project.
14. Mr. Jean-Pierre Houelekou from Benin congratulated the PMU team for the work done during the year. He observed that some issues like the motivation of national coordinators were not reported and therefore overlooked despite been discussed extensively in Abidjan during the last PSC meeting. He requested therefore that the issue be looked into. He also suggested that the political situation in Cote d'Ivoire should not be presented as a generalised problem that is causing delays for the overall project and confirmed that Benin has no problem with her financial reporting too.
15. Mr. Benjamin Ampomah from Ghana requested to know the links between the Demo Projects 2 in Benin and Togo even as Burkina Faso is been added. In addition, Mr. Iddi from Ghana also recalled the presentation about the lack of technical support to the project and demanded for better clarification. He also suggested that the project should consider including policy briefs in its reporting system in order to share this with ministers at the highest level.
16. Mr. Volley for Togo expressed concern that the national coordinator in Togo is not involved in the demo project implementation in Kara and is of the opinion that the national coordination office be actively involved. On the delay encountered during implementation, he recalled that for the TDA, the contracts with the consultants were not signed on time, and the data collection was not possible since data were not available in some case, and therefore suggested that these be reflected in the report. He also added to the issue on motivation of coordinators which serves as limitation to the project progress. He further reported that the reporting system need more clarification as the coordination office could not report on planned activities.
17. Mr. Alamir Touré from Mali observed that base upon the project logical framework, there is no impression that the project can complete its activities, and noted that for Mali in particular, the

demo project had not carried out any activity in the basin area in Mali. On the financial issues, he noted that less than 60% of the budget had been implemented. He suggested that the meeting needed to understand how to address this and come up with proposal to amend the situation. He therefore requested for explanation on where there had been over-expenditure and non-implementation of some activities.

18. Ms. Kelly West for UNEP appreciates comments and concerns about the delays expressed on the demo, especially on sites where MOU are yet to be signed. She recalled that she visited the sites 18 months ago and then wondered how the project will get this done. She mentioned that the project mid-term evaluation is coming up and might suggest reallocating funds. She recognised that based upon presentation made, new projects are coming up too, but think that the priority should be to demonstrate on where the project have made commitments already instead of starting new demo projects.
19. In responding to issues raised by members, Mr. Onibon clarified that planned dates presented indeed varied and would be updated based on response from partners. On the demo projects, he explained that after the development of the demo for Benin as directed by the last PSC meeting, it was realised that the priority for Benin was different and this was reviewed with national partners and other stakeholders. Then following UNEP assurance that the transboundary problems did not have to be common to the countries when deciding demos between two countries, the PMU in coordination with National partners in Benin then decided to pursue for Benin, the demo project on river bank rehabilitation/protection. Concerning the technical support issue, he indicated that some projects normally have more technical staff and securing UDC support took time and there was no more task force support to the project, hence the workload arising from the need to support national partners.
20. Mr. Onibon agreed that the policy brief is very relevant and part of the PMU approach and is included in the project reporting. He also responded that Togo partners concerns were legitimate but that the MOU would be signed to support the construction of the wastewater treatment plant and training and the project would discuss with SIAAP to involve the Environment Directorate in its activities. He further explained that delays were mainly experienced with contracts due to UNOPS procedures, in addition to the data collection where the PMU and TDA consultants had no support from countries' institutions.
21. On the demo project, Mr. Onibon said that the implementation of demo 2 with SIAAP is currently making use of SIAAP fund while the GEF project provides technical support and fund for the construction of the wastewater treatment plant, including feasibility study and awareness raising activities. He confirmed that the wastewater network is about to be completed and the PSC will be updated on this during the coming presentations. For the financial reporting, he remarked that the MOA was to enable national countries to be operational while other activities, including the demo projects have been budgeted for separately.
22. In response to the concern raised by representative from Mali, Mr. Onibon responded that everybody was responsible for lack of progress and that it was mainly due to lack of feedback from the countries. Concerning lack of activities at the basin level, Mr. Onibon intimated that the MCA had established an agreement to support the project's field activities in Burkina Faso and the GEF Volta project is supporting field activities in Mali. On the issue of level of delivery as presented in the financial report, the rate of delivery is at about 63% as at December 2010, while some activities like the national consultants payments were yet to be reflected in the system. There were some adjustments or increases including salaries and project vehicle which was procured at lower cost.
23. In the follow-up comments, Ms. Sandrine from Burkina Faso requested for the 2010 annual report on the M&E plan reported during presentation; while Mr. Jean-Pierre Houelekou wondered how the project would implement the support to Benin.

24. Mr. Onibon responded that the indicators of the project M&E on the report were updated and the process was to ensure that the reporting adjusted the indicators and also to see if the indicators were still relevant to the project. He also indicated that the mid-term evaluation would be carried out during the year and reported to the PSC stating that the updated M&E plan would be discussed. Mr. Onibon also remarked that the Project supported Burkina Faso, Ghana and Côte d'Ivoire in 2010 for the organisation at national level of annual environment/water event and declared that the same support is planned for Benin and Togo this year.

2.3 Project financial report, revised and 2011 budgets

25. Mrs. Abigail Sackar presented the project financial report and budget for the year 2011. These included the project expenditure for the year 2010. The chair of the meeting reminded the meeting that the presentation was with a view to make amends and approval of budget and work plan for 2011.

26. In his comment, Mr. Alamir Touré from Mali requested for clarification on the MOA transfer status, reminding the project that Mali had submitted its financial reports as requested while the consultants' reports had been validated. He also wanted to know if the project was allowed to budget for 2012 without extension and also observed that there was no budget for national coordination.

27. Mr. Martin Dibi from Côte d'Ivoire commended project implementation and requested to know why there were budget lines without commitment and no indication of contribution from countries in the budget presented. Mr. Jean Pierre Houelekou from Benin wanted to know when the consultants would be paid in order to be able to confirm this with the relevant authorities while Mr. Volley from Togo also supported the need for the national contribution to reflect in the budget lines, including the funding allocated to each country on the project, contribution of GEF to each country and how they were allocated. He reasoned that this was needed in order to know how to report the project status to higher authorities.

28. Mr. Iddi from Ghana remarked that 63 % delivery is not too low but observed that the activities were only within certain specific objectives. He also suggested that payments to TDA consultants should be captured once approved in future. On this issue, Ms. Sandrine Sankara suggested that rate of implementation needed to be indicated and the status of resource mobilisation highlighted. She concluded that the two pages financial report table without comment was difficult to understand and therefore difficult to identify what was allocated to each country.

29. Mr. Onibon responded that the Mali needed not to concern itself with the issue of delays since funds for Mali had been transferred. He remarked that consultants were not paid last year and outstanding payments would be made this year. On the remark by Mr. Martin Dibi from Côte d'Ivoire, he noted that the GEF system was used in reporting and stating the budget lines hence changing the style could complicate reporting. He expressed concern that countries were not contributing and that despite sharing the co-financing tables, national partners did not respond. He remarked that VBA had so many partners and therefore needed to decide on the type of system more relevant to its activities. Mr. Onibon also explained that a detailed budget had been prepared in EXCEL format and shared with UNEP and UNOPS KEOC for comments. While explaining the budget presented in the annual work plan is the summary of the detailed budget, he explained that financial issues were not confidential and the PMU would share the detailed budget with PSC members.

30. Concerning the consultants, he remarked that whenever the project recruited consultants, the PMU did the technical aspect and UNOPS Nairobi the financial/administrative, and the amount of the contract had always been indicated in the detailed budget sent to the countries. He also noted that contrary to opinion on what each country benefitted from the funding, he explained to participants that GEF International Waters projects do not look at country per se but at the transboundary advantage, hence for example the support to VBA observatory would be difficult to differentiate

into countries. He also explained that if a committed fund is not spent, it is automatically recommitted for the following project year. He equally reminded the meeting that the project always received notice of no objection from national partners before payment was made to the consultants.

31. To further clarify on raised issues, Ms. Kelly West responded that co-finance to countries normally included participation at a delegates meeting of at the level of directors. She also noted that the ministries of environment are very familiar with how GEF works.
32. While making further clarification, UNOPS representative, Mr. Patrick FRUCHET agreed that UNOPS Nairobi has indeed caused the delay of some of the payments. He suggested that financial contributions as co-financing are the best and since GEF procedures did not allow payments to national partners, it would indeed be very difficult to do such.
33. In concluding discussion on the incentives, the Technical Advisor of the Minister of Water and Hydraulics (Togo) and Deputy Chairman of the meeting, Mr. Derman Assouma agreed that the statements from UNOPS representative was very clear and that since GEF project could pay the national coordinators, it was better to close the issue and use the opportunity to commend GEF for funding the project. He also noted that even though the budget presentation needed further explanation, the project had made use of GEF format and therefore nothing could be done beyond that.
34. Following the call for further comments, Mr. Iddi wondered why the project could not generate its cheques from Ghana in order to reduce delay, and Mr. Alamir Toure also raised concern about the lack of clarity in the national contributions template, while Mr. Martin Dibi from Cote d'Ivoire agreed with the concern about the difficulty in understanding the national contributions and allocation to the countries. In clarifying these issues, Mr. Onibon explained that each country had been allocated more than the MOU amount. He explained that each project activity has its own budget line which is difficult to differentiate per country since the project is using a basin approach.
35. While concluding on the issues, Mr. Chair identified three key issues raised in the discussion including the need for national partners to be informed about their contributions; the question of whether to continue with the new plan or stick to what was originally agreed in the project document for the demo project. He also called upon UNOPS to respond to Ghana's questions on why the project was not operating its account in Ghana. In responding, UNOPS representative said that operating its account from Ghana would increase cost structure for hiring full time finance manager when compared to the present system of small percentage payment from Nairobi for transfer to 6 countries.
36. In responding to the chair's comments, Mr. Onibon advised that the issue of country contributions would be discussed on the day 2. On the demo 2 he stated that the Project would do whatever the PSC decided, and concerning the groundwater project, the PMU was only responding to the last PSC meeting to give more value to groundwater issue in the project.
37. In concluding, the chair submitted that after long debate on the budget and work plan for 2011, the PSC would allow the PMU to consider the concerns while revisiting the work plan and therefore approve the annual report for 2010 and budget for 2011.

2.4 Presentation on the Demo Project

38. The presentations on the demo projects were made by the representatives of the countries present including: Benin: Mr. Jean-Pierre Houelekou, Burkina Faso: Ms. Sandrine Sankara, Ghana: Mr. Nicholas Iddi, Mali: Mr. Navon Cisse, Togo: M. Victor E. D. Amaou (Kara Municipality). There was no presentation from Côte d'Ivoire representative due to the absence of the focal person who was familiar with the demo project. However, a situation update up till the time before the political election and crisis was provided by Mr. Olumide Akinsola of GEF-Volta.

39. With regards to the Demo Project 1, Mr. Cisse from Mali reported that the project was ongoing with the development of management tools for the early warning through HEC-RAS and Mike 11 models. He also reported that the data gathering on Burkina Faso side had been completed with Mali side outstanding. He disclosed that the project manager had been appointed with planning meeting held in Bamako. He also informed the participants that the installation of hydro-meteorological equipment in the Malian part of the basin is ongoing
40. Ms. Sandrine Sankara reported that the project is supported by MCA in Burkina Faso following the signing of agreement in January 2010. She also noted that the progress was encouraging while the meeting held with the partners from Mali had clearly agreed on the procedures for collaboration.
41. While giving clarifications to issues raised after the presentation on the demo projects, Mr. Onibon agreed to include the MCA Burkina Faso contribution in the budget and additionally, highlighted the importance of national contributions. He expressed concern that without data in Mali the project would not succeed. On the issue of limited time available for the project activities raised by Mr. Akinsola, Mr. Cisse agreed that it is indeed a challenge but that the national office in Bamako is also supporting the project manager. He reiterated the need to provide allowances to project team due to lack of national contribution. Ms. Sankara confirmed that the model for the project would be available by May 2011 after which it would be adapted and used to train national partners (Mali and Burkina Faso). Participants from Togo noted that the project is very important and of interest to other countries because of the flooding issue in the basin.
42. For the implementation of Demo Project 2 in Togo, Mr. Amaou from SIAAP reported that the SIAAP aspect of the project is ongoing and about to be finalised. He shared that there were plans to also extend the project to other areas in the community and GEF planned to support with about 100,000 USD. The plan is to connect about 174 households to the wastewater network, including schools, hotels, restaurants, market and other public institutions in Ewawu area.
43. Mr. Ampomah from Ghana wondered what the GEF Volta Project was bringing on board and how it would be linked to GEF since the project looked more of a full-scale project. He equally requested to know the impact it would have as a demo project. Ms. Sankara requested to know if there were tools for communicating behavioural changes and also incentives for those living near the river banks to relocate.
44. On the second day of the meeting, SIAAP representative responded to comments raised that the construction of the network and wastewater treatment plant and other planned activities would be completed in 2012. He confirmed that the outreach programme was going on and relying on traditional leaders and women groups and that he was not sure there would be compensation for those to be relocated.
45. Ms. Kelly West from UNEP suggested that a small group met to discuss the demo projects considering that there remained just about one year to see concrete impact and yet no MOU up till the moment. Mr. Onibon was of the opinion that the MOU was not a problem but rather the timely completion of the network and the resettlement issue. He agreed that GEF involvement made it complicated and therefore welcomed the idea of the small group meeting. Mr. Martin Dibi from Côte d'Ivoire was concerned that there was no strategy in place for the project and Ms. Kelly West concluded that indeed the bar was high but it would be a good thing if the objectives could be achieved.
46. The presentation from Benin highlighted that the main step required for the project consisted of the designing of the concept note for the project which would include the implementation of regulatory framework for fisheries and reforestation activities along the river bank on Pendjari.
47. In the follow up comments, Mr. Alamir Touré from Mali expressed concern about the project duration and the start of a new project that would address regulatory issues. This was supported by Mr. Dibi who also expressed concern on what is in place to achieve the project objective.

Ms. Sankara from Burkina Faso expressed the same sentiments on the need to ensure adequate sensitization of such project involving three countries and requested to know how Burkina Faso has been involved in the process.

48. Mr. Onibon responded that what the project would produce is not a legal framework but a code of conduct which would rely on the one between Ghana and Burkina Faso and would be implemented at a pilot scale. Mr. Houelekou agreed that it would be difficult to develop a new project but reemphasised the importance of the project for the basin.
49. In concluding the discussion, the chair stressed that the meeting was not against the problem identified but that the concern was about the timing. He recalled that it took PAGEV 5 years, with 3 years for code of conduct development which the project was planning to do in two years. While responding, Mr. Onibon noted that the option would be to develop the idea as a good proposal for the next project and Ms. West agreed but also thought it would be a good idea to do something in Benin.
50. The follow-up comments to the presentation of Ghana demo project noted that there might be some problem in addressing the joint committee between Ghana and Côte d'Ivoire and also a need to reduce the extent of the fire wall. Mr. Onibon suggested that the inception report should state whatever is or is not realistic. On the Côte d'Ivoire issue, the chair suggested that the project monitor what is happening and hoped that the situation improves.

2.5 Discussion on mobilization of contribution

51. Ms. West from UNEP stated that contribution sheets be included as part of the annual reporting for the project. She also suggested that countries contribution to VBA could be included as co-financing along with the IUCN support. Mali representative was of the view that PMU should not be discouraged with lack of financial contribution from the countries. He suggested that for Mali, it would be difficult to come up with financial contribution but that there are always ways to work out strategies to achieve such objectives. Mali representative was concerned that there were difficulties in mobilising national contributions because the Ministries of Finance and Foreign affairs were not involved during the signature of MOU with the Ministry of Environment.
52. Concerning the filling of the contribution forms, Mali, Côte d'Ivoire and Togo representatives have difficulties with filling the forms and requested for training.
53. Ms. West suggested that since we were looking at in-kind contribution alone, it is necessary to make effort in filling the forms provided by the project as GEF would not be happy if we could not demonstrate our co-financing pledge.
54. To conclude, Mr. Onibon remarked that the project is open to workable strategy to achieve its objective and recall that all calculations and filling of the co-financing form were agreed with the national focal points. Finally, the chair encouraged all to make effort to fill the form.

2.6 Presentation on the Volta Basin TDA Process

55. Mr. Oumar Fall, a member of the regional TDA Team presented the updates on the ongoing TDA development and highlighted some of the successes and challenges encountered in the course of developing the TDA. He emphasised on outcomes from national TDA studies, guidelines and outlines of the regional TDA and Causal Chain Analysis process. He particularly expressed concern on the templates and the resignation of the TDA Team Leader. In addition, Mr. Onibon added that on the basis of the national studies and the Causal Chain Analysis workshop held in Akosombo the project has come out with identified transboundary problems similar to the 1st TDA.
56. While commenting on the presentation, Ms. West noted that the eight identified problems would translate into eight strategic action programmes and indicated that she would rather like to see four to six key issues instead of eight. She was of the view that there are overlapping issues and that the

project should consider them at the next TDA experts meeting.

57. Mr. Iddi from Ghana also agreed that land degradation has eroded the significance of some issues and that surface water degradation and water quality degradation are similar. While responding to this, Mr. Onibon suggested that the meeting look at the CCA diagram and how they were developed. He also recalled that national concerns were taken into consideration based upon the national TDA reports. Mr. Onibon also explained that 8 priority problems didn't systematically mean 8 strategic action programmes and stated that there would always be links between the problems since they are all connected to the water cycle and Rio Generation Conventions (Climate change, Biodiversity and Land degradation). Mr. Alamir Touré disagreed with the fact that eight issues are too much and that countries would be looking to see if their problems are being addressed.
58. Mr. Niels Ipsen of UDC however wanted the meeting to make the best logic between the problems perceived and how to address them and suggested that the next TDA expert meeting should allow the experts to review these problems in logical manner. Ms. West therefore agreed that the most important issue was to be able to articulate the problems in a way that independent readers would be able to agree with us.
59. Mr. Ampomah requested to know what would happen with the resignation of the team leader, and Mr. Onibon responded that the PMU would take the lead with UDC support while the project continued discussing with UNEP to recommend names for consideration. Ms. West suggested discussing the issue at a side meeting.
60. The chair concluded that the members of the PSC would be updated and that the project should send all necessary reports and the new TDA outlines to participants.

3. Recommendations and closing remarks

3.1 Adoption of the recommendations of the 3rd PSC meeting

61. The Chairman, introduced the above mentioned agenda item and requested that Mr. Olumide Akinsola present the draft recommendations of the 3rd Project Steering Committee Meeting.
62. Following discussions on the draft recommendations presented, the Steering Committee adopted the decisions with amendments and urged same to be included in the report of the 3rd PSC meeting.

3.2 Closing remarks

63. Mr. Hubert Onibon representing the PMU expressed thanks for the high level participation of members and for helping PMU with contributions that would help the project implementation. He specially thanked all the participants that all the reports submitted by the PMU had been approved with recommendations and promised that all recommendations would be considered in project implementation. He also expressed PMU's appreciation to the Chairman and government representatives, all the participants including, interpreters, VBA, PMU staff and UNEP.
64. Mrs. Kelly West acknowledged the representative of the Ministers and noted that if participants could take same vigour into project implementation, the project would soon successfully deliver its objectives. She expressed thanks to all the participants for their honest contributions during the PSC meeting and to Togo government for its hospitality.
65. Mr. Charles Biney, Executive Director of the VBA acknowledged the representative of the Togo Minister and other colleagues for accepting VBA to chair the meeting. He thanked the technical team and interpreters. He equally noted that the PSC is one way of interacting with PMU and encourage all to keep in touch so that all project objectives will be achieved. He also thanked the government of Togo for hosting and making all facilities available to the meeting.
66. The representative of the Minister in charge of Water, Mr. Derman Assouma recalled that the basin is dependent on many for its resources while recalling the commitments of the member states, as manifested by everyone efforts and the work of the GEF Volta project. He further noted that the participants' presence had contributed very well to the deliberation and that the reports were successfully adopted.
67. He therefore congratulated and commended all participants for their commitment to the project and expressed hope that all recommendations made would be forwarded to concerned parties. He also expressed thanks for financial partners and requested for continuous support for future activities, and sincerely congratulated all PSC members and the PMU. The minister's representative declared the meeting closed and wished participants safe trip back to their base.



4. Annexes

4.1 Annex A: List of participants

N°	Country/Organisation	Name/Address/Tel & Email
Participants		
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4.2 Annex B: Meeting agenda

Day 1: 07 April 2011

Time	Activity	Responsible
08:00 – 09:00	Arrival and registration	PMU and National partners
09:00 – 09:45	Opening remarks	Regional Project Coordinator Representative of UNEP VBA Executive Director Ministers in charge of Environment and water
09:45 – 10:15	Tea/Coffee Break	
10:15 – 10:30	Appointment of the Bureau of the meeting Review and Agreement of meeting Agenda Introduction of Participants	All participants
10:30 – 10:40	Workshop objective and expected outcomes	Olumide Akinsola
10:40 – 10:50	Update on actions taken on recommendations from the 2 nd Project Steering committee meeting	Olumide Akinsola
10:50 – 11:20	Presentation of the 2010 Annual Report	Hubert Onibon
11:20 – 11:50	Presentation of the Project work plan for 2011	Olumide Akinsola and Hubert Onibon
11:50 – 13:00	Discussions	All participants
13:00 – 14 :45	Lunch	
14:45 – 15:15	Presentation of the Financial Report Revised Project Budget 2011 Other Project Financial issues	Abigail Sackar and Hubert Onibon
15:15 – 16:00	Discussions	All participants
16:00 – 16 :15	Tea/Coffee Break	
16:15 – 17:15	Update on the implementation of Demo Projects	National Representatives (Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali, Togo)
17:15 – 18:00	Discussions	All participants
18:00	End of day 1	

Day 2: 08 April 2011

Time	Activity	Responsible
09:00 – 9:45	Discussion on the mobilisation of countries' contribution	All participants
09:45 – 10:15	Update on the Volta basin TDA Process	Oumar Fall
10:15 – 10:45	Discussions	All participants
10:45 – 11:00	Tea/Coffee Break	
11:00 – 12:00	Adoption of the draft decisions and recommendations	All participants
12:00 – 13:00	AOB & Administrative matters	All participants
13:00 – 13:30	Closing remarks	Regional Project Coordinator Representative of UNEP VBA Executive Director Ministers in charge of Environment and water
13:30 – 15 :00	Lunch	