



6th World Water Forum

Marseille March 2012

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Terms of Reference of PFA/CS Core Groups and Target and Solution Groups

The 6th World Water forum aims at developing concrete solutions that illustrate how water can contribute to tackle the challenges currently faced by our planet.

Based on the outcomes of the June 2010 Kick Off meeting in Marseilles, the International Forum Committee (IFC) Board adopted a thematic framework organised around 12 Priorities for Action (PFA) and 3 Condition for Success (CS).

The 2nd Stakeholder Consultation Meeting held on 17 and 18 January 2011 in Paris formulated under each PFA/CS a series of draft targets translating the identified issues into concrete and achievable objectives and yielded a list of volunteer organisations willing to contribute to the preparation of the Forum and of key organisations to be involved in the future steps.

On the basis of those lists the Thematic Process Commission (TPC) will set up Core Groups and Target and Solutions Groups to work on the identification and implementation of solutions to the Forum's targets: a Core Group will be established for each of the Forum Thematic Framework's Priority for Action/Condition for Success (PFA/CS), and a Target and Solution Group will be established for each target. Core Groups will coordinate the work of their associated Targets and Solutions Group.

On suggestions from the Thematic Process Commission, the IFC Board has set up a Nuclear Core Group on the 19st of January and designated the 15 Core Groups' Coordinators, in order to start its activities immediately and to build on the international momentum created thanks to the stakeholders consultation meetings.

During its next board, the IFC will consider for validation:

- the final list of targets
- the suggested list of Core Groups members
- the suggested list of Target and Solutions Groups' coordinators

The specific responsibilities and organisation of both Core Groups and Target and Solutions Groups are detailed below.

1. Organisation and role of the Core Groups:

Two or three organisations nominated as "Nuclear Core Group" will finalise the 6th World Water Forum's targets and lead the work of their respective Core Group.

A Core Group (CG) is a small consortium of organisations vested with the tasks of identifying existing or innovative solutions to its own Priority for Action/Condition for Success' targets, reporting on the solutions' delivery and coordinating the organisation of the related Forum's sessions, with the support of the Forum's Secretariat.

a) Activities and deliverables of the Nuclear Core Group



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Members of the Nuclear Core Groups and the Core Group coordinator have been suggested for each PFA/CS by the TPC amongst the list of volunteers produced at the 2nd Stakeholder Consultation Meeting, and approved by the IFC board on 19 January 2011.

Core Group Coordinators will be invited to attend to meet at a date which will be decided in the coming days. This meeting will represent an opportunity to review the documents to be submitted to the IFC Board, answer questions on the Core Groups and Target and Solutions Groups mandates and discuss in more details the next steps of the thematic process.

As leaders of a Core Group, NCG members shall:

- **By 11 March 2011 refine and submit a final targets list to the TPC** on the basis of the working targets list produced by the Second Stakeholder Meeting. Once approved by the IFC this list will set the stage for solutions to be identified, presented and implemented in the run up to and beyond the 6th World Water Forum
- **By 11 March 2011 submit to the TPC a short list of key organisations willing and able to get involved as Core Group members.** Core Groups should have a balanced representation of different categories of actors, have networks of global reach and have recognition by their peers
- **As soon as possible**, based on the volunteers and stakeholders lists provided by the TPC, identify and contact organisations willing to become, for each of the given PFA/CS's target Target and Solutions Group key contributors.
- **By 11 March 2011 suggest for each target an organisation willing and able to get involved as coordinator** of the associated Target and Solutions Group.
- Lead the activities of the Core Group

b) Activities and deliverables of the Core Group

In order to achieve the aforementioned goals, CG members of each PFA/CS shall:

- Review and ensure a balanced multi-stakeholder representation within each TSGs for each target
- Coordinate the TSGs work plans
- Review and coordinate the TSGs' outputs (solutions case studies and target action plans), and report these to TPC;
- Support the integration of TSGs activities with the other PFAs and the other Forum's processes by liaising with other Core Groups and the Forum's processes coordinators
- Take part in a number of coordination meetings
- **By late August 2011, produce a draft report on their PFA/CS. The report shall introduce the importance of the PFA/CS, describe the relevance of each associated target and include a synthesis of existing and innovative solutions on the basis of the TSGs' case studies.**
- **By December 2011, submit the final report on their PFA/CS to the TPC. This final report shall integrate the reports and case studies produced by the Target and Solutions groups and will be presented at the Marseilles' Forum**
- Propose a frame for sessions reporting the activities during the Forum according to the format provided by the TPC and approved by the IFC Board
- Gathers TSGs' reports on sessions during the forum



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- After the Forum, to help define follow-up activities and if possible contribute to that follow-up

c) Composition of the Core Groups

- Core Groups are made of a small number of umbrella institutions having recognition by their peers and capable of mobilising resources
- Memberships of people/institution from different categories of actors will ensure a balanced representation within each Core Group
- Each core group does not need to have a balanced composition in regional terms as such, instead core groups' members should have networks of global reach
Members of each Core Group will be nominated by the TPC on the basis of suggestions made by the associated Nuclear Core Group. The list of members will be submitted for approval to the next IFC Board

2. Organisation and role of Target and Solution Groups:

A Target and Solutions Group (TSG) is a multi-stakeholder group dedicated to a specific target. It is tasked with developing a detailed target action plan and identifying and reporting on solutions contributing to reach the given target.

a) Responsibilities and activities of the Target and Solutions Group Coordinator

Each TSG is chaired by a TSG Coordinator, who has been suggested by the Nuclear Core-Group, nominated by the TPC and approved by the IFC. The TSG Coordinator is in charge of leading the TSG and liaising with both the Core Group and the Secretariat.

The TSG coordinator shall:

- Ensure the coherence of the actions and solutions proposed by the different members of his/her target groups in order to achieve the corresponding target
- Suggest to the CG the links to other processes required for the implementation of solutions
- Chair the meetings and teleconferences of his/her TSG and report progress to the Core Group as well as to the TPC
- Screen spontaneous applications to become TSG contributors collected on the Forum's website or suggested by TPC and Core Groups and submit relevant ones to the Core Group for approval

b) Activities and deliverables of the Target and Solutions Group

Under the supervision of its TSG coordinator, and for its associated target, the Target and Solutions Group shall:

- Set up its initial work programme in view of the September 2011 intermediate reporting milestone and the March 2012 Forum



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- By June 2011, produce a **target action plan (up to and beyond 2012) that suggests key steps to be taken to achieve the target within its SMART deadline**
- By June 2011, produce **case studies of existing and innovative solutions that contribute to achieving the target, including 5 detailed key ones**
- Suggest to CG potential links with other Forum processes and other external “Major Groups”
- Take part in some large multi-stakeholder meetings and if necessary to smaller ad-hoc meetings
- By September 2011, produce an **intermediate report on the target and its identified solutions (key solutions case studies + other solutions + target action plan + steps already taken)**. This will contribute to the Core Group draft report on their PFA/CS
- By November 2011, produce a **final progress report on the target action plan implementation summing up the work of the TSGs (key solutions case studies + other solutions + target action plan + steps already taken)**. This report will consider the outcomes from the other preparatory processes (regional, political, citizens and grassroots) on the given target.
- Prepare presentations of key solutions to their target to be presented a Forum’s session according to the frame and guidelines provided by the organisers
- Contribute to the post Forum report and synthesis (review, brainstorming) and to contribute to implementation plans

c) Composition

Each TSG will be a multi-stakeholder group which will develop a detailed action plan, identify and support solutions to reach its own target. The TSG will also ensure proper reporting to and feedback from the other processes (regional, political and local).

The TSG will be open to contributions from a wide range of organisations. Volunteers and key stakeholders identified at the 2nd Stakeholder Consultation Meeting and willing to contribute will be offered the opportunity to become TSG members once approved by the associated Core Groups and the TPC.

Other organisations may submit spontaneous applications to the TPC, Groups Coordinators or on the Forum’s website to become TSG contributors. They may be progressively selected by the TSG Coordinator and associated Core Group provided the applicant makes a clear contribution to the identification and implementation of solutions to reach the given target.