



Water Sector Support Programme
Programme Management Support
Quarterly Progress Report 4
January-March 2007

EuropeAid/121282/D/SV/WS
Accounting no. 9-ACP-WSO-04

April 2007

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ABBREVIATIONS

ACEO	Assistant Chief Executive Officer
ADB	Asian Development Bank
AG	Attorney General
APM	Assistant Programme Manager (WSMU)
AUSAID	Australian Agency for International Development
CBO	Community Based Organisation
CDC	Cabinet Development Committee
CEO	Chief Executive Officer
CIDA	Canadian International Development Agency
CSP	Country Strategy Paper (EU)
DAC	Development Assistance Committee
EDF	European Development Fund
EIB	European Investment Bank
EPC	Electric Power Corporation
EPPD	Economic Policy and Planning Division (MOF)
ESP	Education Sector Programme (ADB/NZAID/AusAID)
EU	European Union
FAO	Food and Agriculture Organisation
GIS	Geographic Information System
GM	General Manager
GOS	Government of Samoa
HSP	Health Sector Programme (WB)
IA	Implementing Agency
IFI	International Financing Institutions (WB, ADB)
ICT	Information & Communication Technology
JICA	Japanese International Cooperation Assistance
MAF	Ministry of Agriculture and Fisheries
MDG	Millennium Development Goals
MESC	Ministry of Education, Sports and Culture
MNREM	Ministry of Natural Resources, Environment and Meteorology
MOF	Ministry of Finance
MOH	Ministry of Health
MOU	Memorandum of Understanding
MTEF	Mid Term Evaluation Framework
MTR	Mid Term Review (EU)
MWCSD	Ministry of Women, Community and Social Development
NAO	National Authorising Officer
NGO	Non-Governmental Organisation
NRW	Non Revenue Water
NUS	National University of Samoa
NZAID	New Zealand Agency for International Development
OECD	Organisation for Economic Cooperation and Development
PDA	Project Design Assistance Project (EU)
PE	Programme Estimate

PEAR	Preliminary Environmental Assessment Report
PFM	Public Finance Management
PIA	Programme Implementation Assistance (EU)
PIB	Project Identification Brief (PSIF)
PM	Programme Manager (WSMU)
PMA	Programme Management Advis or (WSMU)
PMS	Programme Management Support (EU)
PPMS	Programme Performance Monitoring System
PRGS	Poverty Reduction and Growth Strategies
PSIF	Public Sector Investment Facility (NZ AID, AUSAID, WB)
PUMA	Planning and Urban Management Agency (MNREM)
RWS-CP	Rural Water Supply – Consolidation Project (EU)
SDS	Samoa Development Strategy
SOE	State Owned Enterprise
SOEMU	State Owned Enterprises Monitoring Unit (MOF)
SOPAC	South Pacific Applied Geo-science Commission (Fiji)
SPMS	Sector Performance Monitoring System
SPREP	South Pacific Regional Environmental Programme
SPSP	Sector Policy Support Programme
SSDP	Samoa Sanitation and Drainage Project (ADB)
SUNGO	Samoa Umbrella for Non-Governmental Organisations
SWA	Samoa Water Authority
SWAp	Sector Wide Approach
TA	Technical Assistance
TL	Team leader
ToR	Terms of Reference
TSC	Technical Steering Committee
UFW	Unaccounted For Water
WaSSP	Water Sector Support Programme (EU)
WB	World Bank
WHO	World Health Organisation
WRD	Water Resources Division (MNREM)
WSMU	Water Sector Management Unit
WSSC	Water Sector Steering Committee

1 INTRODUCTION

1 Basic project data	
Name	Water Sector Support Programme 9-ACP-WSO-004 & 9-ACP-WSO-005
Location	Samoa
Duration	September 2005 - December 2010
Value	19,09 million Euro
Key stakeholders	Ministry of Finance (NAO) Ministry of Natural Resources and Environment (Implementing Agency) Ministry of Health (Implementing Agency) Samoan Water Authority (Implementing Agency)
Purpose	To accelerate achievement of water sector policy goals and objectives and more specifically to improve the quality of public health through improved water services and the sustainable management of water resources.
Key results	<p>1. Sector Orientation: A coherent and comprehensive institutional framework. Updated legislation and regulation. Improved guidance and co-ordination of sector development. Reliable performance assessment and monitoring.</p> <p>2. Capacity Building Water Services: Strengthened institutional capacity to manage, develop, and sustain water supply and sanitation services. Increased independence and financial viability of SWA. A more purposeful water services sector responding to customer demand</p> <p>3. Improvement and Rehabilitation of Rural Water Supplies: Increased access to safe and reliable water supplies. Improved services extended to an additional 53,500 of the rural population (30,600 in Upolu and 22,900 in Savaii), approximately 30% of the total population</p> <p>4. Increased Efficiency and Effectiveness of Water Supply Systems: Improved cost recovery of systems. Unaccounted for water reduced to below 25% in urban and rural areas. Water treatment plants (WTPs) operating at design conditions. Water quality samples meeting approved standards.</p> <p>5. Sanitation and Wastewater Improvements: Reduced impacts on public health and the environment due to inadequate sanitation and wastewater disposal facilities. Access to appropriate and environmentally sensitive sanitation facilities available to 42,000 school children and district hospital patients and staff. Safe collection and disposal facilities available for septage pump-out. Improved understanding of sanitation, health, and environmental linkages.</p> <p>6. Sustainable Water Resources Management: A strengthened Water Resources Unit/Division within the MNRE. An agreed water resources management strategy. Improved conservation and protection of the water resources.</p>
2 Project status at time of reporting	
	Under implementation since December 2005. PE #1 period ran from December 2005 until and including June 2006. PE #2 started in July 2006 runs in line with the GOS fiscal year.
3 Report preparation	
Who	Ludo Prins, WSMU Programme Management Adviser
Why	As per Terms of Reference WASSP/Programme Management Support; EuropeAid/121282/D/S/SV/WS; Accounting no. 9-ACP-WSO-04
How	In consultation with WSMU and WASSP/PIA

2 EXECUTIVE SUMMARY AND RECOMMENDATIONS

The WaSSP is a sector support programme implemented through a combination of annual programme estimates, technical assistance services, works contracts and supervision services, and studies and investigations. Decentralised management using EC-specific procedures is used for programme implementation.

The WaSSP programme provides support for attaining medium- to long-term goals in the water sector. After some initial changes to the logical framework made during the preparation of Programme Estimate 2, some additional modifications were formulated during the reporting period in the preparation of Programme Estimate 3 (See also Annex 1).

This report describes the progress of the WASSP during the fourth period of 3 months after the start of the Programma Management Support contract from January until and including March 2007, and also describes the main planned activities for the period from April through June 2007.

Total time elapsed is 30% (i.e. 18 of 60 months) since the signing of the WaSSP financing agreement in September 2005. Work Programme No.1 came into effect only in December 2005, leaving 54 months for implementation, elapsed time from this moment being 26% (i.e. 15 of 57 months). Work Programme No. 2 runs from July 2006 until July 2007, effectively linking in with the GOS budget cycle.

Total commitments and disbursements under WASSP against the various budget headings are presented in the table hereunder. Commitments and disbursements during the quarter relate to the work programmes only. Total cumulative commitments at the end of the reporting period stand at 19%, down from 20% due to an early decommitment under Work Programme No. 2. Cumulative disbursements have risen to 4%.

WASSP commitments and disbursements until March 2007

Item	Budget Euro	Committed in period 0701	Disbursed in period 0701	Committed cumulative	Disbursed cumulative
Works	12,764,000	0%	0%	0%	0%
Supervision	1,021,000	0%	0%	98%	0%
Technical Assistance	1,598,750	0%	0%	100%	19%
Work Programmes	1,687,250	-14%	14%	59%	25%
Studies and Investigations	582,000	0%	0%	0%	0%
Evaluation	80,000	0%	0%	0%	0%
Audit	120,000	0%	0%	0%	0%
Contingencies	1,237,000	0%	0%	0%	0%
Total	19,090,000	-1%	1%	19%	4%

A request for a rider to the Financing Agreement was submitted to the EU Delegation. The main reason for this is the need to extend the Operational Implementation Phase by 18 months and the allocation of an additional approximate 1 million Euro, to be used mainly to top-up the works budget.

The General Works Site Supervision contract started during the reporting period, in particular to allow (1) the repackaging of the Works phase 1, 2 and 3 into one new international open tender, (2) the continuation of the Community Outreach and Awareness (COA) activities, and (3) the preparation of the tender dossier for groundwater drilling works and pump testing.

The GOS Tender Board was briefed on the cancellation of the Works phase-1 tender and on the plans for a combined Works phase 1-2-3. This new Works phase-1-2-3 tender was prepared during the quarter and will be launched during the next reporting period. Also a local open tender dossier was prepared for drilling works and pump testing which will also be launched during the next quarter. The COA activities did not start yet because the local consultants under the Hydro R&D led consortium did not mobilize due to problems within the consortium.

The current reporting period also constituted the 3rd implementation quarter of Programme Estimate 2. Detailed overviews of progress of PMS, PIA and the WASSP working groups are attached in Annex 2. Ongoing and new problems and estimated delays in the implementation of the programme include the following:

Ongoing problems and delays

- Insufficient effectiveness of the WASSP working groups due to a lack of understanding of roles and responsibilities, a lack of management support, and/or competing claims on counterpart staff time from their parent organizations and/or other projects (ca. 3 months delay)
- Cancellation and retender of WASSP Water Supply Works (ca. 9 months delay)
- No start with procurement for design services for sanitation facilities in schools and hospitals (ca. 4 months delay)
- WSMU management capacity problems due to engagement of the Programme Manager for other (EU) projects and maternity leave of the new Programme Management Assistant, also resulting in delays in the procurement of equipment (ca. 3 months delay)
- Change of PIA teamleader (ca. 2 months delay)

New problems incurred during the reporting period:

- Cancellation of call for proposals for Geophysical logging services and drilling rig assessment due to non-response of regional companies (ca. 3 months delay)

In order to reduce existing delays and prevent new delays from occurring as much as possible, technical supervision and close monitoring has been improved through the establishment of a WASSP Technical Steering Committee which meets monthly.

During the reporting quarter the MWCSO was reconfirmed as Implementing Agency and discussions entered into a final stage with SUNGO to give more focused attention to the WASSP activities at community level.

3 REVIEW OF PROGRESS AND PERFORMANCE TO DATE

3.1 Policy and Programme context

Increased access to basic social services is considered essential to achieve poverty reduction and economic growth in Samoa. The overall policy objective is to reduce poverty and hardship in Samoa by ensuring community access to water of a suitable quality and appropriate quantities to meet all reasonable health, environmental and economic development needs.

The EC Communication on 'Water Management in Developing Countries: Policy and Priorities for EU Development Co-operation' emphasises the vital importance of water services and water management in supporting these development policy goals and in achieving the Millennium Development Goals (MDGs). The WASSP is in-line with EC development policy, international commitments under the MDGs, and consistent with Samoa's CSP and consistent with the Mid-Term Review (MTR) recommendations.

The WaSSP complements and is implemented in close co-ordination with other donor initiatives and regional programmes like e.g. EU (Micro-projects), ADB (SSDP), JICA (Grassroots) and various SOPAC coordinated regional projects (e.g. IWRM-GEF, Vulnerability).

3.2 Progress towards achieving objectives

The main outputs achieved during the reporting quarter are presented in this section, making a distinction between outputs related to establishment, management, procurement, training, reports and other milestones.

Establishment

- WASSP Memorandum of Understanding approved by Joint WSSC
- WASSP Technical Steering Committee established (WASSP Working Group 0 for programme management dissolved)
- Reconfirmation of MWCSD as WASSP Implementing Agency
- Agreement to split Working Group 2 (Capacity building water supply) into two groups, one aimed to strengthen SWA and one to strengthen the Village Managed Schemes

Management

- 2nd Joint WSSC meeting held for WASSP and SSDP
- 2 WASSP Technical Steering Committee meetings held
- PIA (annual) Implementation Review carried out
- Mobilization and start of Works Supervision experts

Procurement

- Cancellation of local open tender for works phase 1
- Cancellation of (regional) call for proposals for geophysical logging services and drilling rig assessment
- Addendum signed and approved for one additional project vehicle, and endorsed by EU, and delivery of all project vehicles (8) completed
- Procurement started and completed of reference materials for working groups (ongoing activity)
- Procurement started and completed of technical equipment and tools (ongoing activity)
- Addendum for WASSP Works Supervision contract endorsed by EU Delegation

Training courses/workshops/seminars

- WASSP Information, Communication and Visibility Workshop (PMS)
- Workshop to prepare Programme Estimate No.3 (PMS/PIA)
- Workshop on Floodplain guideline and flood reduction action plan (SOPAC/WASSP)

Reports

- WASSP Progress Report 3 submitted and approved
- PMS 4th Quarterly Progress Report submitted and approved
- PIA Environmental Health 1st mission report submitted and approved
- PIA IT/GIS 2nd mission report submitted and approved
- PIA Water Treatment Specialist 1st Mission report submitted and approved
- Floodplain Management Guideline and Flood Reduction Action Plan (SOPAC/WASSP)

Visibility

- WASSP year planners
- National water map of Samoa (including WASSP, SSDP, Micro-projects, JICA)

Other milestones

None

3.3 Technical Assistance activities

The PMS and PIA TA teams have provided technical assistance during the reporting period by fielding the following experts:

PMS Water Sector Programme Manager (11 January - 31 March)

Local Finance Expert (1-31 March, part-time input)

PIA Team Leader (18 January – 31 March)

Environmental Health Expert (16 - 30 March)

Sr. Technical Adviser (6-24 February)

IT/GIS Expert (16 February - 2 March)

Community expert (local inputs on-call part-time basis)

Whereas the PMS Programme Manager and the PIA Team Leader provide assistance to all project components, PIA and PMS short-term experts have assisted different working groups in the planning and implementation of their activities.

Short-term experts	WG 1	WG 2a	WG 2b	WG3	WG 4	WG 5	WG 6
Finance Expert (PMS)	X						
Sr. Techn. Adviser (PIA)	X						
EH/WT(PIA)						X	X
IT/GIS Expert		X			X		X
Community expert (PIA)		X					

3.4 Resources and budget used

The amounts for disbursements and commitments for the WASSP in the reporting period and cumulatively, against the available budgets, are presented in the table hereunder.

WASSP commitments and disbursements until March 2007

Item	Budget	Committed	Disbursed	Committed	Disbursed
	Euro	in period 0701	in period 0701	cumulative	cumulative
Works	12,764,000	0%	0%	0%	0%
Supervision	1,021,000	0%	0%	98%	0%
Technical Assistance	1,598,750	0%	0%	100%	19%
Work Programmes	1,687,250	-14%	14%	59%	25%
Studies and Investigations	582,000	0%	0%	0%	0%
Evaluation	80,000	0%	0%	0%	0%
Audit	120,000	0%	0%	0%	0%
Contingencies	1,237,000	0%	0%	0%	0%
Total	19,090,000	-1%	1%	19%	4%

During the reporting period, there were no disbursements other than for the work programmes. As the two consulting companies (DHV, MWH) only submit invoices on a six-monthly basis, total disbursements for technical assistance to date continue to stand at 19% of the total available budget.

In terms of activities undertaken under Programme Estimate No.2, total disbursements during this quarter were 213.000 Euro, equivalent to 13% of the total available budget. Cumulative disbursements since the project start are 25% of the total available budget for work programmes.

The WASSP construction supervision contract has started during the next reporting period but no invoice for advance payment was submitted.

3.5 Assumptions and risks

Objective	Narrative Summary	Assumption/Risk	Status/Update
Goal	Reduce poverty and hardship and to provide opportunities for all in Samoa	Government reform process continues to be supported	Unchanged
Purpose	Improve the quality of public health through improved water services and the sustainable management of water resources	Health improvement remains a priority for Government policy	Unchanged
1	Develop a comprehensive institutional framework for effective water governance	Agreement on and enforcement of the institutional framework	Unchanged
2	Strengthen institutional capacity to manage, develop and self sustain water-related systems	SWA able to attract and retain skilled and motivated staff	Risk increased (see Result 2.2)
3	Increase access to safe water supply in rural areas	SWA and other independent service providers effectively operate and maintain the facilities	Unchanged
4	Improve the efficiency and effectiveness of water supply systems	O&M of systems remains effective and increased revenue is retained to cover recurrent & capital replacement costs of assets	Unchanged
5	Reduce the detrimental public health and environmental impacts of inadequate sanitation facilities	Standards enforced and maintenance of improved facilities becomes a high priority for school communities	Unchanged
6	Set development within a sustainable water resources management framework	Sustainable development remains a high priority	Unchanged
SECTOR RESULTS			
1.1	Coherent and comprehensive institutional framework in place and relevant updated legislation and regulation	New legislation and regulation approved by Government	Unchanged
1.3	Proper guidance and co-ordination in the management and development of the water sector	WSSC remains representative of all stakeholder interests	Risk reduced by decision to establish Joint WSSC (QPR-2)
1.6	Properly functioning system for sector performance monitoring, reporting and evaluation	Systems supported and implemented at all levels	Unchanged
2.1	Increased capacity of communities to benefit from and contribute to water sector goals	Public health and environmental concerns remain high priorities for communities	Unchanged
2.2	Strengthened capacity of SWA to plan, manage, finance, operate, and maintain water supply and sanitation services	Water services sector capacity remains a high priority in budgets allocations; SWA operations become financially sustainable (QPR-4)	Risk increased by critical IT situation, lack of sanitation coun-terparts (ref. SSDP) (QPR-2); Additional risk as tariffs not increased, collection & NRW performance insufficient (QPR4)
2.3	Strengthened capacity for effective management, operation and maintenance of village managed schemes (VMS)	Resources (human, financial) made available by VMS committees; Communities adopt performance standards	Unchanged
3.1	Preparation of tender dossiers (in cooperation with PDA) and award for contractors and consultants	Endorsement of contract award	Risk increased due to unsuccessful works phase-1 tender (QPR-3)
3.2	Improvement and rehabilitation of rural water supply schemes completed	Water resource ownership and land acquisition issues addressed by Government	Risk reduced by decision that MNREM coordinates all land-issues (QPR-3)
3.3	Management, operation and maintenance of rural schemes fully operational and improved services extended to 53,500 of the rural population (30,600 in Upolu and 22,900 in Savaii), approximately 30% of the total population	O&M receives sufficient budget allocations by SWA	Unchanged
4.1	Effectiveness of WTPs and disinfection systems improved	Disinfection becomes a priority activity for SWA	Unchanged
4.2	Reduced wastage and losses in water supply systems	Enforcement of disconnection and illegal connection regulations	Unchanged
4.3	Demand management promoted and consumer consumption reduced	Pricing policies set at appropriate levels and communities responsive to responsible water use	Unchanged
4.4	Reduced vulnerability and failure of water supply systems to adverse weather conditions and cyclonic events	O&M systems remain effective	Unchanged
5.1	Improved understanding of sanitation, health and environmental linkages	Communities respond to campaigns and adopt good practices	Unchanged
5.2	Access to sanitation facilities with required standards in up to 42,000 school children and 0000 district hospital patients	Regulations for maintenance enforced	Unchanged
5.3	Appropriate and environmentally sensitive sanitation practices in place	Communities willing to adopt and can afford these practices	Unchanged
5.4	Safe collection and disposal facilities available for septage pump-out	Facilities are operated and maintained as designed	Unchanged
6.1	Focal point for WRM established and strengthened within MNREM	Staffing of WRD supported through Government budget	Risk increased by 3 in stead of 1 WASSP funded counterparts (QPR-2)
6.3	Environmentally sensitive development of water resources	EIA monitoring and compliance effective	Unchanged
6.4	Improved conservation and protection of water catchment areas and water resources	Communities perceive catchment condition and water quality as a high priority	Unchanged
6.5	Improved assessment and monitoring of water resources	Access to catchment areas and sources granted	Unchanged
SECTOR ACTIVITIES AND INPUTS			
		Sector funding is made available in a timely manner	Unchanged

3.6 Management and coordination arrangements

Within the WASSP, the Joint WSSC and the WSMU are properly functioning; the Joint WSSC meets regularly every three months, also allowing for additional meetings on special subjects. The WSMU meets weekly, and the PIA Team Leader also participates in these meetings. During the quarter, the WASSP Technical Steering Committee (TSC) was established to carry out close monitoring and supervision during its envisaged monthly meetings. The PMS and PIA long-term advisers are also invited for regular progress meetings of related projects like SSDP and General Site Supervision Works.

Effective working relations continue between WASSP and the European Union through the Head of EU Office in Samoa. Regular contacts and meetings are taking place for planning and programming as well as for expediting the EU procedures governing the WASSP.

Apart from regular meetings with representatives from MOF and the Implementing Agencies (SWA, MNREM, MOH and MWCSD), a number of meetings were organised with attendance from other government organisations (e.g. EPC, MWTI) and from non-government organisations (SUNGO, Peace Corps). The main objective of these meetings was to increase awareness of WASSP and to identify gaps, overlaps and possible complementarities of initiatives in the water sector. Also, discussions were held with representatives from international (funding) organisations (ADB, UNESCO, WHO, SOPAC, SPREP) on similar issues.

A number of follow-up meetings were held with other projects to further address issues of overlaps and complementarities, and to achieve proper coordination, where possible a common approach, and where relevant joint planning and implementation of activities. These initiatives include the relations between PMS, PIA and SSDP on the Water for Life update, and the sectoral PPMS, sludge management and the 2006 Water Sector Status Report; between PMS and PDA/GSSW on Community Outreach and Awareness; between SSDP and PIA on sanitation and SWA capacity building.. Similar discussions were held with representatives from MNREM, SWA, SPREP, UNESCO and SOPAC on the introduction of water related curricula in primary and secondary education.

First collaboration was also established between WASSP and the GEF-funded and SOPAC-managed Integrated Water Resources Management Project through the WASSP participation in the IWRM hot-spot analysis.

3.7 Financing arrangements

A fortnightly reimbursement system for the implementing agencies was introduced on a trial basis during the quarter replacing the previous petty cash system.

An Imprest account for SWA became operational for the remaining period of the work programme (from 1 February 2007 until 31 June 2007). Main components transferred are 2a, 3 and 4, and parts of components 7 and 8

A request for a rider to the Financing Agreement was submitted to the EU Delegation. The main reason for this is the need to extend the Operational Implementation Phase by 18 months and the allocation of an additional approximate 1 million Euro, to be used mainly to top-up the works budget (see also the table below).

Item	Budget before Addendum No. 1	Addendum No. 1 Increase of amount	Budget after Addendum No. 1
	M€	M€	M€
Works	12.764	0.950357	13.714357
Supervision	1.021	0	1.021
TA & Work programmes	3.286	0	3.286
Studies & Investigations	0.582	0.05	0.632
Evaluation	0.08	0	0.08
Audit	0.12	0	0.12
Contingencies	1.237	0	1.237
Total	19.09	1.000357	20.090357

3.8 Key quality/sustainability issues

The PMS and PIA contracts are to provide technical assistance to the WSSC, the WSMU/MOF and the Implementing Agencies as well as to the WASSP working groups in the planning and implementation of the programme. In addition to regular counterpart arrangements, the WASSP also provides funds for the IAs to recruit additional counterpart staff. During the reporting quarter one new counterpart position for MWCS D was identified and formulated into a job description.

During the reporting period, the WASSP has gradually moved towards full programme implementation. Especially MNREM with its newly established WRD division has shown positive drive and leadership. MOH and SWA are still somewhat lagging behind, while MWCS D has only during this quarter been reconfirmed as Implementing Agency, and still awaits the recruitment of one WASSP counterpart staff.

It remains important that WASSP counterpart staff and the working group members are fully engaged in the programme. Although WASSP funded staff is expected to be full-time available for the programme, they are also used for 'regular' activities within the four Implementing Agencies. Others, in particular the members of the working groups, are participating in the WASSP over and above their regular tasks and duties. And in particular from SWA, a number of operational managers and senior officers, relevant to the WASSP, are not participating in the working groups (e.g. Head Finance, Head HRD, Head Water Treatment Operations).

The establishment of the WASSP TSC and its 2 meetings during the quarter has already resulted in improved monitoring, supervision and quality control mechanisms. However, further intensification of guidance and monitoring by WSSC members (CEO-level) and by the IA coordinators (ACEO-level) to their staff participating in the WASSP is still called for to ensure quality and sustainability of the programme.

The new PIA teamleader has been able to familiarize himself with the WASSP and further PIA implementation delays need no longer be considered a potential threat to the WASSP programme implementation.

Also the WSMU Programme Management Assistant, by returning from her maternity leave, has increased WSMU management capacities to regular performance levels.

4 WORKPLAN FOR THE NEXT PERIOD

4.1 Results to be delivered

Expected outputs for the next reporting period (April-June 2007) are the following, making a distinction between those outputs related to establishment, management, procurement, training, reporting and other milestones:

Establishment

- WASSP Memorandum of Understanding signed by all implementing and participating agencies
- Recruitment of MWCSO counterpart staff completed
- Working Groups 2a (Capacity building SWA) and 2b (Capacity building VMS) established

Management

- 4th joint WSSC meeting held for WASSP (EU), SSDP (ADB), with incorporation of two additional projects IWRM (GEF) and Hycos (EU)
- 3 WASSP Technical Steering Committee meetings held (PMS)
- Streamlining of outputs, activities and inputs with other water projects continued (PMS)
- Support to water policy and strategy review and reformulation (SDS/PMS)
- Plan of Action developed for harmonization (common arrangements, simplification of procedures and sharing of information) in water sector (PMS)
- Monitoring/review/updating system for MTEF developed (PMS)
- WASSP Work Programme No. 3 submitted and approved (PMS)

Procurement

- Procurement started and completed of reference materials for working groups (ongoing activity)
- Procurement started and completed of technical equipment and tools (ongoing activity)
- Procurement for Water Supply Works Phase-1-2-3 under way: tender dossier issued
- Procurement for Drilling Works and Pump Testing under way: tender dossier issued
- Procurement started for design of sanitation facilities in schools and hospitals: tender dossier issued

Training courses/workshops/seminars

- Risk analysis/project orientation/action planning Workshop (PIA)
- EDF Procurement Procedures Training (WSMU)
- Imprest Account Training (WSMU)
- Workshop on Village Managed Schemes Association (PIA)

Reports

- Updated Water for Life submitted and approved (PMS/PIA/SSDP)
- Water Sector Status Report 2006 (PMS/PIA/SSDP)
- WASSP Progress Report 4 submitted and approved (the current report) (PMS)
- PMS Report on Medium Term Expenditure Framework submitted and approved
- PMS 5th Quarterly Progress Report submitted and approved
- PMS Annual Report on Performance Monitoring and Programme Implementation
- PIA 2nd Quarterly Progress Report resubmitted and approved
- PIA 3rd Quarterly Progress Report submitted and approved
- PIA 4th Quarterly Progress Report submitted and approved
- PIA Implementation Review Report (year 1) submitted and approved

- PIA 5th Quarterly Progress Report submitted and approved
- PIA Environmental Health 2nd mission report submitted and approved
- PIA WRM 2nd mission report submitted and approved

Visibility

- WASSP website/Virtual Workspace
- 1st WASSP newsletter
- WASSP stickers (reprint)
- WASSP leaflets (English and Samoan) (reprint)
- WFL leaflets (English and Samoan) (reprint)
- WASSP note-pads

Other milestones

- Improved information system on health and water related diseases established (PIA) (WG-1)
- Sector-wide Medium Term Expenditure Framework (MTEF) PMS (WG-1)
- Strategy to improve SWA PR and awareness programmes (PIA) (WG-2a)
- Awareness campaigns on water wise behavior in the home (PIA) (WG-2a)
- Household survey results on the perceptions of the public on SWA service delivery (PIA) (WG-2a)
- Recommendations to improve SWA organizational framework (PIA) (WG-2a)
- 5-year training plan for SWA(PIA) (WG-2a)
- Guidelines to improve O&M of water supply schemes (PIA) (WG-2a)
- Training Plan for SWA Sanitation unit staff in collaboration with SSDP (PIA) (WG-2a)
- Strategy for capacity building of Village Managed Schemes (PIA) (WG-2b)
- Water Quality Management System (PIA) (WG-4)
- Review of Drinking water Quality Standards (WG-4) (PIA)
- Training Manuals for leak detection (PIA) (WG-4)
- Guidelines for regular UFW reporting (PIA) (WG-4)
- Water Demand Management Strategy (PIA) (WG-4)
- Water supply disaster management programmes (PIA) (WG-4)
- Review of water supply technical design standards to minimize vulnerability (PIA) (WG-4)
- Public awareness programmes for sanitation and wastewater improvements (PIA) (WG-5)
- Educational materials for sanitation and wastewater improvements (PIA) (WG-5)
- Training programme for key stakeholders on sanitation facilities construction (PIA) (WG-5)
- Sanitary inspection procedures and guidelines (PIA) (WG-5)
- Construction and O&M manual for rural sanitation (PIA) (WG-5)
- Design of improvements to sanitation in schools and district hospitals (PIA) (WG-5)
- Procedures for safe septic pump out and disposal (PIA) (WG-5)
- Locations approved for 2 new sludge drying beds in Upolu and Savaii (PIA) (WG-5)
- Design of sludge drying beds (PIA) (WG-5)
- National WRM strategy (PIA) (WG-6)
- National Water Safety Plan (PIA) (WG-6)
- Environmental Monitoring Systems (PIA) (WG-6)
- Hydrological/Hydro-geological studies to support PDA projects (PIA) (WG-6)
- Procedures for hydrological/hydro/geological data collection, analysis and reporting (PIA) (WG-6)

4.2 Technical Assistance activity schedule

The PMS and PIA TA teams are expected to provide technical assistance during the next reporting period by fielding the following experts:

- PMS Water Sector Programme Manager (1 April – 30 June)
Local Finance Expert (April on part-time basis)
- PIA Teamleader (1 April - 30 June)
Environmental Health/Water Treatment Expert (2 weeks in June)
Water Resources Expert (2 weeks in June)
Community expert (local inputs on-call part-time basis) (to be determined)

Whereas the PMS Programme Manager and the PIA Team Leader provide assistance to all project components, PIA and PMS short-term experts will assist different working groups in the planning and implementation of their activities.

Short-term experts	WG 1	WG 2a	WG 2b	WG 3	WG 4	WG 5	WG 6
Finance Expert (PMS)	X						
EH/WT Expert		X			X	X	X
WR expert		X					X
Community expert			X			X	X

4.3 Resource schedule and budget

A total of € 1.2 million is allocated for activities under Programme Estimate No.2. The period covered by this programme estimate runs from 1 July 2006 to 20 June 2007, i.e. 12 months. However, an early de-commitment for PE No.2 has been approved by the NAO and endorsed by the EU Delegation of approximately 21% of this amount (equivalent of SAT 850.000).

4.4 Updated risk management plan

All but one of the assumptions and risks described in Section 3.5 remain unchanged as from the previous progress report.

The risks related to achieving Output 2.2 (Strengthened capacity of SWA to plan, manage, finance, operate, and maintain water supply and sanitation services) has increased. For SWA operations to become financially sustainable (as defined in the SWA statute), significant improvements are needed in the collection rate and in the reduction of Non Revenue Water. Similarly, the absence of regular SWA water tariff adjustments will jeopardize its aim to become financially sustainable.

4.5 Special activities to support sustainability

The WASSP is expected to continue to move towards full programme implementation. Between the implementing agencies, MNREM with its newly established WRD division is expected to continue to show positive drive and leadership. The recruitment of one WASSP counterpart staff within MWCSO during the next quarter should result in increased levels of engagement. MOH and SWA are still staying somewhat behind, and ideas are being developed to more effectively address this.

Like the previous period, the next reporting period will continue to be important to see to what extent counterpart staff and working group members are willing, available and capable to carry out their expected tasks and duties under the WASSP. Their supervisors within these organisations, in particular within SWA,

need to continue to stimulate and allow these staff to actively participate in the planning and implementation of the WASSP activities over and beyond their regular tasks and duties within their respective organisations.

The recent establishment of the WASSP Technical Steering Committee is expected to continue to have a positive impact on WASSP monitoring, supervision and quality control mechanisms. However, within the Implementing Agencies, a further intensification of guidance and monitoring by WSSC members (CEO-level) and by the IA coordinators (ACEO-level) to their staff participating in the WASSP is needed to ensure quality and sustainability of the programme.

ANNEXES TO THE ANNUAL PLAN

ANNEX 1. UPDATED LOGICAL FRAMEWORK

WATER SECTOR SUPPORT PROGRAMME (WaSSP)				
LOGICAL FRAMEWORK				
WATER SECTOR SUPPORT PROGRAMME (WaSSP)				
Objective	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions/Comments
GOAL	To reduce poverty and hardship and to provide opportunities for all in Samoa	% of population suffering poverty and hardship in target areas reduced by half by 2015	National reporting, poverty assessments and international MDG reporting	Government reform process continues to be supported
PURPOSE	To improve the quality of public health through improved water services and the sustainable management of water resources	Decrease in number of (selected) water-borne/related diseases reported reduced to 30% by 2010	Ministry of Health statistics & MDG reporting	Health improvement remains a priority for Government policy, <i>Health baseline data available</i>
COMPONENT 0 - PROGRAMME MANAGEMENT				
OBJECTIVE 0	Ensure effective and timely delivery of WaSSP; and build institutional capacity for sector programme management especially in MOF	WaSSP successfully completed in 2011; and MOF capable of sustaining WaSSP initiatives independent from substantial TA by Mid-Term Evaluation	WaSSP Mid-Term and Final Evaluation Reports	
COMPONENT 1 - SECTOR ORIENTATION				
OBJECTIVE 1	To develop a comprehensive institutional framework for effective water governance	Institutional framework adopted by 2007 and under effective implementation by 2009	Legal statutes and sector performance reports	Agreement on and enforcement of the institutional framework; <i>Acceptance by communities</i>
COMPONENT 2 - CAPACITY BUILDING WATER SERVICES				
OBJECTIVE 2	To strengthen institutional capacity to manage, develop and self sustain water-related systems	SWA performance targets on service delivery, staff capability and financial management achieved annually by 2007; VMS performance targets set by 2008 and achieved annually by 2009	SWA Corporate Plans and annual reporting; <i>Surveys and operational reports</i>	<i>SWA and VMS</i> able to attract and retain skilled and motivated staff
COMPONENT 3 - IMPROVEMENT AND REHABILITATION OF RURAL WATER SUPPLY				
OBJECTIVE 3	To increase access to safe water supply in rural areas	Population access to reliable potable water supply increased from 58% in 2006 to 88% by 2010; <i>Annual reduction in complaints from customers in rural areas</i>	Surveys and operational reports; <i>Census reports</i>	SWA and other independent service providers effectively operate and maintain the facilities
COMPONENT 4 - EFFICIENT & EFFECTIVE PERFORMANCE OF WATER SUPPLY SYSTEMS				
OBJECTIVE 4	To improve the efficiency and effectiveness of water supply systems	Annual increase in % of total income to operating costs (excl. govt. contribution) to reach 100% by 2010	Performance monitoring and SWA reports	O&M of systems remains effective and increased revenue is retained to cover recurrent and capital replacement costs of assets
COMPONENT 5 - SANITATION AND WASTEWATER IMPROVEMENTS				
OBJECTIVE 5	To reduce the detrimental public health and environmental impacts of inadequate sanitation facilities	Increased # of persons with access to safe and hygienic sanitation facilities by 2010: 42,000 school children and xxxxx district hospital patients	Surveys and operational reports	Standards enforced and maintenance of improved facilities becomes a high priority for school communities
COMPONENT 6 - SUSTAINABLE WATER RESOURCES MANAGEMENT				
OBJECTIVE 6	To set development within a sustainable water resources management framework	Water resources management strategy available and under effective implementation by 2007	Strategy adopted by Cabinet Development Committee and policy/strategy reporting by MNREM	Sustainable development remains a high priority

WATER SECTOR SUPPORT PROGRAMME (WaSSP)				
Objective	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions/Comments
SECTOR RESULTS				
OUTPUT 0.1	Effective and timely delivery of WaSSP and its associated components	Different components of the WaSSP programme completed by end 2010	WaSSP Progress Reports, WaSSP Evaluation Report	
OUTPUT 0.2	Effective and sustainable capacity for water sector programme management within MOF	Ministerial staff capable of sector management planning, steering and controlling and effectively carrying out programme management by Mid-Term Evaluation	WaSSP Mid-term evaluation report, WaSSP Progress Reports	
OUTPUT 0.3	Sector implementing agencies demonstrate capacity to manage projects and components	Implementing agencies capable of utilising/dispersing at least 75% of annual PE committed funds by Mid-Term Evaluation	WaSSP Mid-term evaluation report, WaSSP Progress Reports	
OUTPUT 0.4	Properly functioning Water Sector Steering Committee receiving appropriate technical support and advice	WSMU providing technical inputs to WSSC meetings; WSMU effectively planning & organising regular WSSC meetings	WSSC minutes of meetings, WaSSP Progress Reports	
OUTPUT 1.1	Coherent and comprehensive institutional framework in place and relevant updated legislation and regulation	Legal documents issued/ revised/enacted on water resources, water services and division/allocation of mandates between organisations by 2008	New legislation adopted by Cabinet	New legislation and regulation approved by Cabinet and passed by Parliament; Acceptance by stakeholders of legal mandates/ documents
OUTPUT 1.2	Formalised and structured mechanism for Government-led sector co-ordination, including enhanced donor co-ordination	WSSC mandate to cover entire water sector; WSSC include various donor representatives; Water Sector Plans approved by WSSC and CDC	WSSC minutes of meetings, CDC minutes of meetings, WaSSP Progress Reports	
OUTPUT 1.3	Proper guidance and co-ordination in the management and development of the water sector	WSSC and WSMU effectively implementing their mandates by end-2006	WSSC minutes and reporting	WSSC remains representative of all stakeholder interests
OUTPUT 1.4	Improved coherence through harmonisation of shared information systems, common reporting, and common planning and budgeting processes	Government agencies and donor agencies sharing plans, reports, budgets through harmonised government systems and formats by 2008	Bi-lateral and Multi-lateral agreements on development cooperation, WaSSP Progress Reports	Effective cooperation by donors
OUTPUT 1.5	Sector-wide, MTEF to guide future investment in the water sector	MTEF annually produced and agreed by WSSC and CDC by 2007	WSSC minutes of meetings, CDC minutes of meetings, WaSSP Progress Reports	
OUTPUT 1.6	Properly functioning system for sector performance monitoring, reporting and evaluation	Performance monitoring data and reports at sectoral, sub-sectoral and institutional level being regularly produced and used by 2007	Published Government statistics, WaSSP Progress Reports	Systems supported and implemented at all levels
OUTPUT 2.1	Increased capacity of communities to benefit from and contribute to water sector goals	Communities are aware of public health (MOH/SUNGO) environmental and water related issues; Communities behave as responsible water	Sector reporting and performance monitoring, MOH and SWA progress reports	Public health and environmental concerns remain high priorities for communities
OUTPUT 2.2	Strengthened capacity of SWA to plan, manage, finance, operate, and maintain water supply and sanitation services	SWA achieve main aggregated performance targets annually by 2007	SWA Annual Reports and performance monitoring	Water sector capacity remains a high priority in budgets allocations
OUTPUT 2.3	Strengthened capacity for effective management, operation and maintenance of village managed schemes (VMS)	75% of VMS improved to meet performance standards by 2009; Effective village governance (policies, plans, reporting, accounting)	Village Committee minutes, reporting and surveys	Resources (human, financial) made available by VMS committees; Communities adopt performance standards

WATER SECTOR SUPPORT PROGRAMME (WaSSP)				
Objective	Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions/Comments
SECTOR RESULTS				
OUTPUT 3.1	Preparation of tender dossiers (in cooperation with PDA) and award for contractors and consultants	Works contracts for 1 lot awarded by end 2007; Clarification workshops for local contractors held in 2006 and 2007	Tender and evaluation documentation	Endorsement of contract award
OUTPUT 3.2	Improvement and rehabilitation of rural water supply schemes completed	New supply infrastructure in place (eg km of active main supply pipeline increased to 150 km) by 2010	SWA Annual Reporting and Asset Databases	Water resource ownership and land acquisition issues addressed by Government; Urban and rural water supply boundaries
OUTPUT 3.3	Management, operation and maintenance of rural schemes fully operational and improved services extended to 53,500 of the rural population (30,600 in Upolu and 22,900 in Savaii), approximately 30% of the total population	Incidence of system failure in improved and rehabilitated RWS systems (managed by SWA) reduced by 75% by 2010	SWA O&M records	O&M receives sufficient budget allocations by SWA
OUTPUT 4.1	Effectiveness of WTPs and disinfection systems improved	Annual increase in % samples at WTP and consumer outlet meeting quality criteria to reach 95% by 2010	SWA performance monitoring and reporting	Disinfection becomes a priority activity for SWA; No disturbances through climate variation
OUTPUT 4.2	Reduced wastage and losses in water supply systems	Unaccounted for water (UFW) reduced to 25% by 2010. Target levels for Non Revenue Water (NRW) in l/cap/day and m ³ /km/day achieved annually	SWA performance monitoring and reporting	Enforcement of disconnection and illegal connection regulations; Equipment, funds and trained staff available
OUTPUT 4.3	Demand management promoted and consumer consumption reduced	No. of water demand awareness campaigns implemented and evaluated (VMS & SWA); Annual reduction in treated water consumption per person to reach 220l/day by 2010 (SWA)	SWA performance monitoring and reporting; WaSSP progress reporting	Pricing policies set at appropriate levels and communities responsive to responsible water use
OUTPUT 4.4	Reduced vulnerability and failure of water supply systems to adverse weather conditions and cyclonic events	SWA Disaster preparedness and mitigation plan available by end-2006; All Individual System Contingency Plans prepared and approved by 2010	SWA performance monitoring and reporting	O&M systems remain effective; Budget available to implement the plans
OUTPUT 5.1	Improved understanding of sanitation, health and environmental linkages	New public awareness campaigns carried out annually from 2005 and related annual increase in behavioral change of target groups	Surveys and assessments	Communities respond to campaigns and adopt good practices; Baseline data available
OUTPUT 5.2	Access to sanitation facilities with required standards in up to 42,000 school children and 0000 district hospital patients	Sanitation facilities to required standards in upto 174 schools and 12 district hospitals by 2008	Health Department statistics and reports	Regulations for maintenance enforced
OUTPUT 5.3	Appropriate and environmentally sensitive sanitation practices in place	Rural sanitation manual produced, training given, annual surveys undertaken	Household survey, Number of community trainings carried out	Communities willing to adopt and can afford these practices
OUTPUT 5.4	Safe collection and disposal facilities available for septage pump-out	2 sludge drying bed facilities (1x Upolu and 1x Savaii) operational by 2008, and consider other sites	Collection and disposal records	Facilities are operated and maintained as designed

WATER SECTOR SUPPORT PROGRAMME (WaSSP)				
<i>Objective</i>	<i>Narrative Summary</i>	<i>Verifiable Indicators</i>	<i>Means of Verification</i>	<i>Assumptions/Comments</i>
SECTOR RESULTS				
OUTPUT 6.2	Agreed water resources management strategy	WRM Strategy approved/endorsed by WSSC and CDC by 2007	MNREM reporting	
OUTPUT 6.3	Environmentally sensitive development of water resources	Review SMP and EIA studies approved for water-related developments by end-	WRD recommendations to PUMA (MNRE reporting)	EIA monitoring and compliance effective
OUTPUT 6.4	Improved conservation and protection of water catchment areas and water resources	Catchment management initiatives <i>with effective assessment, management and monitoring in 8 catchment areas under implementation by end 2007</i> (in 16 key supply areas)	MNREM reporting	Communities perceive catchment condition and water quality <i>and water quantity</i> as a high priority
OUTPUT 6.5	Improved assessment and monitoring of water resources	Surface and groundwater monitoring established <i>and functioning in 8 key supply areas</i> by end-2006	WRD (Met Office) reports and published statistics	Access to catchment areas and sources granted
SECTOR ACTIVITIES AND INPUTS				
ACTIVITIES		<i>Means</i>	<i>Financial resources</i>	<i>Assumptions</i>
	Support for the management and co-ordination of the sector, including performance monitoring	Works; Supervision, Technical Assistance; Studies and Investigations; Evaluation; Audit, and Contingencies	EC (9EDF) commitment 19,090,000 Euro (\$ 64,907,000 Samoan Tala)	Sector funding is made available in a timely manner
	Provision of capacity building and training to strengthen management, technical and administrative skills			
	Provision of water services to target communities including procurement, planning, design, construction, commissioning			
	Processes to ensure stakeholder participation and awareness			

ANNEX 2. DETAILED PROGRESS SHEETS

COLOPHON

Client	:	
Project	:	Water Sector Support Programme Programme Management Support
File	:	Y8506.01.001
Length of report	:	27 pages
Author	:	Ludo Prins
Contributions	:	Ludo Prins, Henk Gjselhart, Nadia Meredith, Siavalua Tiatia
Project Manager	:	Ludo Prins
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