



IFRTD The International Forum for Rural Transport and Development

**Executive Committee Meeting
26th to 28th November 2008**

**Stockholm
Sweden**

**Hosted by:
Swedish International Development Cooperation Agency
Valhallavägen 199. Stockholm**

ECM Participants:

Almas Saleem	Pakistan NFG - Asia Representative
Ana Bravo	IFRTD Regional Coordinator - Latin America
Andrew Scott	Policy & Programmes Director - Practical Action
Camilla Lema	Transport Specialist - Co-opted IFRTD EC Member
Danang Parikesit	Chair of IFRTD and Founding Board Member, Chair
Gosta Werner	Ex-Sida IFRTD focal point
Guy Kemtsop	IFRTD Regional Coordinator - West and Central Africa
Jüerg Christen	Managing Director - Skat
Juliette Harries	IFRTD Office Co-ordinator
Kate Czuczman	IFRTD Editor and Communications Coordinator
Marinke van Riet	IFRTD Executive Secretary
Nite Tanzarn	Founding Board Member, East and Southern Africa.
Luz Marina	
Monsalve Friedman	Colombia NFG, Latin America representative
Paul Starkey	Rural Transport Specialist - Co-opted IFRTD EC Member
Peter Njenga	IFRTD Regional Coordinator – East & Southern Africa
Ranjith de Silva	IFRTD Regional Coordinator - Asia
Robert Ziracha	Zimbabwe NFG, East and Southern Africa representative
Roberto Aguerrebere	Founding Board Member, Latin America
Roma Thomas	Founding Board Member, Treasurer
Sani Yahaya	Niger NFG, West Africa representative
Sirpe Gnanderman	Founding Board Member, West and Central Africa
HE Suos Kong	Cambodia NFG, Asia Representative
Thomas Zeller	Co-Head - Social Development Division – SDC (Core Donor)

Abbreviations used:

CoPs:	Communities of Practice
BPD:	Building Partnerships for Development in Water and Sanitation
Danida:	Danish International Development Agency
DFID:	Department for International Development, UK
EC:	Executive Committee (IFRTD)
ECM:	Executive Committee Meeting (IFTRD)
GATNET:	Gender and Transport Network
gTKP:	global Transport Knowledge Partnership
IFRTD:	International Forum for Rural Transport and Development
ILO:	International Labour Organisation
IISD:	International Institute for Sustainable Development
NFG:	National Forum Group (IFRTD)
MIT:	Mexican Institute of Transport
PIARC:	World Road Association
SCIH:	Swiss Centre for International Health
SDC:	Swiss Agency for Development and Cooperation
Sida:	Swedish International Development Cooperation Agency
Skat:	Swiss Resource Centre and Consultancies for Development
SSATP:	Sub-Saharan Africa Transport Policy Program

These minutes feature key discussions that took place and decisions that were made. The presentations are referred to by title and can be requested on a CD from the IFRTD Secretariat. If you would like a copy of this CD-ROM please email juliette.harries@ifrtd.org.



IFRTD EXECUTIVE COMMITTEE MEETING 2008

Wednesday 26th November
IFRTD Governance Day

Welcome and Introductions: By Chairperson, Danang Parikesit and the ECM participants.

Minutes of IFRTD ECM 2007/Agenda for ECM 2008

Decision:

With an update on IFRTD's relationship with gTKP, the minutes of the 2007 ECM were unanimously adopted:

Decision:

The agenda for the 2008 ECM was accepted.

Presentation of IFRTD's New Governance Structure

Marinke van Riet, IFRTD Executive Secretary

There was a long and lively discussion on the new IFRTD governance structure, and the revisions and agreements made in this discussion and throughout the ECM have all been incorporated into the Final Governance and Advisory Structure paper which has been made available to the ECM participants. The key revisions included a decision-making process for the Board, a conflict resolution clause and new proposed definitions and categories of membership. On the basis of these revisions being made, the new governance structure was adopted by the Executive Committee.

Presentation of Nominated Founding Board Members

The nominated Founding Board Members were approved by the Executive Committee for a two year period, commencing in April 2009. The IFRTD Founding Board members are:

- **Danang Parikesit (Chair, Asia)** - Professor, Gadjadara University, Indonesia
- **Roma Thomas (Treasurer, UK)** - Communications Consultant, Transport for London
- **Roberto Aguerrebere (Latin America)** - Director, Instituto Mexicano del Transporte, Mexico
- **Sirpe Gnderman (West and Central Africa)** - University of Ouagadougou, Burkina Faso
- **Nite Tanzarn (East and Southern Africa)** - Gender and Transport Specialist, Uganda

Latin American Presentation: Regional Activities 2008 and Work Plan 2009

(Luz Marina Monsalve)

The Latin America region presented its new strategic vision (2008-2013) which has been developed, discussed and agreed at the most recent regional LA Executive Committee meeting held in Peru. The strategy is based on the overall IFRTD Strategy but adapted to the LA regional context. The strategy was approved by the ECM.

West and Central Africa Presentation: Regional Activities 2008 and Work Plan 2009

(Guy Kemtsop)

- Challenges facing the West and Central Africa region include:



- No regional meetings are held but more working relationships with individuals and NFGs
- Quality of NFGs differs a lot: there are 1-2 dynamic NFGs but overall low input and feedback.
- Donors are not interested in RTT issues in region

Key achievements in 2008:

- Guy has piloted two rural transport courses to fit within an overall engineering curricular for two universities in Cameroon. This is something that should be developed further in 2009.
- With support from individual members in Cameroon the Regional Coordinator has been working on the production of an Atlas on IMTs in Cameroon. Once funding is secured from DANIDA this will be replicated in Benin.

Plans for 2009:

- Contribute to the implementation of the IFAD partnership
- Support 'strong' NFGs
- Support to the final drafting and production of an electronic version of Atlas of IMTs
- Liaise with international/regional donors for a better approach (donor mapping)
- Ensure the availability/viability of networking in French speaking countries
- Work on 'strategic' ways to approach donors
- Support to IFAD programme in Guinea and Congo-Brazzaville
- Continue to build regional member dbase and profiles

The West and Central Africa Work plan for 2009 was agreed.

East and Southern Africa Presentation: Activities 2008 and Work Plan 2009 (Peter Njenga)

Key achievements for 2008:

1. *Regional Strategy*: Ongoing consultations highlight that in ESA there is:
 - Increasing evidence base on impacts of rural transport;
 - Recognition of variations in rural contexts and needs;
 - Capacity building, especially on issues of impacts
 - Building a broader constituency and new partnerships
2. *Taking stock of progress*, impacts and challenges in Rural Transport over the last 20 years. Organised an international workshop to review progress in rural transport and development.
3. *Advocacy on Mobility and Health*: Review of 7 case studies, extraction of key knowledge/learning points - regional dissemination workshop and an advocacy publication in 2009
4. *Presented 2 papers in 2 high level regional conferences*
 - *Southern Africa Transport Conference [SATC]*, July 2008 Repositioning the rural transport and development agenda: Challenges For Eastern and Southern Africa – at the
 - *Africa's Roads Conference: Rural Accessibility for Social and Economic Development* at the, South Africa, May 2008.

Both papers are to be published in regional publications, and sessions on rural transport are now a part of future conferences

Plans for 2009:

- Production of a publication on links between transport and access to health and good practice from Eastern and Southern Africa.
- Development and piloting of a Rural Transport course at the University of Nairobi.
- Carry out a study to track typical impacts of a rural transport programme [potentially AFCAP funded?]
- Support to IFAD work in Uganda



- Develop a programme for monitoring inputs, outputs and impacts of rural transport programmes in Kenya [CSCF]
- Continue repositioning the RT agenda in response to changing national and international development environment.

The East and Southern African Work plan for 2009 was agreed.

Asia Presentation: Activities 2008 and Work Plan 2009
(Ranjith de Silva)

Key Achievements for 2008:

- A Mobility & Health Asia Regional Workshop was organised in Nepal to draw up country-specific Action Plans to take the research forward. The Nepal national advocacy workshop followed the meeting attended by high ranking government officials of both Transport and Health sectors in Nepal.
- At the ADB Transport Forum the IFRTD delegation was able to advocate inclusion of PWDs in the final workshop declaration.
- Some funds have been secured for the South-South exchange of experience on mountainous Transport to be held in April next year in Nepal.
- A proposal on Disability and Transport was submitted to AusAID but was unsuccessful.
- Leonard Cheshire Disability will take over hosting the Regional NFG in India

Plans for 2009:

- Extend IFRTD Asia Network to at least two countries in the Pacific which needs to be agreed for the BOD.
- Find a core donor for Asia and the Pacific.
- Further strengthening of joint plans with Institutional Members (Practical Action, Helvetas, SEACAP and ILO ASIST AP).
- Get IFRTD on board of ADB's NGO network.
- Hold South-South Knowledge Transfer Workshop in Nepal.
- Get a suitable virtual discussions with the IFRTD Asia NFG Network.
- Develop a Strategy with the Indian NFG for India.

The Asia Work plan for 2009 was agreed.

Discussion Points related to all regional presentations:

Integrated approaches to rural development. The ECM discussed the benefits of integrated approaches to development and the need to work with those working on social policy who have a multi-sectoral influence was highlighted.

HE Suos Kong, explained the integrated rural development approach taken by the Cambodian Government.

Decision Point

Regional Reporting.

It was agreed that regional reporting should be standardised and should reflect what is reported in quarterly reports and reported against the overall log frame.

The reports should focus on regional activities as opposed to those by country.

Secretariat Report - 2008

Due to the IFRTD governance Structure overrunning, the Secretariat Report item was deferred to Thursday 27th November.



IFRTD EXECUTIVE COMMITTEE MEETING 2008

Thursday 27th November
IFRTD Strategy Day

SECRETARIAT REPORT 2008 ACTIVITIES/EXPENSES 2007/2008

The IFRTD Secretariat presented to the ECM on the Activities and Expenses of IFRTD 2007/2008.

Decision Point:

Budget and work plan 2009 will be further discussed at the first board meeting scheduled for February 2009. As Marinke will be leaving the IFRTD Secretariat in April 2009 the Board of Directors will be discussing her replacement after the ECM as well.

Discussion Points:

IFRTD Fundraising Strategy.

Marinke confirmed that the Secretariat are currently developing a Fundraising Strategy including building the Secretariat's capacity in this area. This will include the following components:

- Creating fundraising opportunities through membership relations, such as IFAD
- More decentralised fundraising
- Exploring corporate sector funding opportunities

Monitoring and Evaluation systems similar to that developed in Latin America will increase likelihood of funding success.

Cross-Sectoral Approaches:

It was agreed that IFRTD needs to build its cross-sectoral linkages to maximise its relevance and impact and create opportunities for fundraising. For example, linkages between access and climate change, the food crisis, the fuel crisis, education etc.

One outcome of the recent Latin America regional meetings is that work is planned to build relationships in various countries with the Water, Environment and Energy sectors.

Action: Ana Bravo to forward reference documents to EC.

Education: Marinke reported that she is involved in a project with University of Durham, University of Malawi, Ghana and CSIR in South Africa on children and mobility. This project for which IFRTD is responsible for the dissemination (focus: children's journeys to school) is near completion.

The new IFRTD governance structure documents feature 4 clauses on Communities of Practice or thematic groups. The aim of this was to ensure that IFRTD's cross-sectoral linkages continue to be extended, for example, between transport and education and transport and health.

Other IFRTD Fundraising Updates:

JBIC/JICA: Possible entry points have been explored unsuccessfully. The newly restructured does involve an improvised NGO sector.

AusAid: the focus of AusAid's work is infrastructure in Pacific countries; IFRTD would need to expand their region to incorporate Pacific countries if to achieve funding from AusAid.



Decision Point: IFRTD will approach AusAid to organise a RT Needs Assessment workshop for the Pacific countries and/or to organise a familiarisation tour to an Asian country.

Changes to Asia Region Delineation:

Ranjith requested extending the Asia region to include the Pacific in order to create new opportunities with AusAid. Potentially could the region be divided into a South and East Asia programme? As agreed in the governance structure the Founding Board will need to make a decision on this.

Local Government Champions:

The profile of a Local Government organisation that does excellent work on access and cross-sectoral approaches should be promoted through local government champions. IFRTD should explore fundraising for such an award.

Decision Point: To be explored in the regions facilitated by Regional Co-ordinators.

IFRTD Branding and Presentations:

Decision Point: IFRTD branding should be developed by developing a standard PowerPoint presentation that can be used by members of the network and the Secretariat, to serve as a basis for presentations at conferences etc.

Action: Kate Czuczman and Roma Thomas agreed to develop this together.

These minutes are discussions that followed the presentation of IFRTDs Annual Report and Work plan.

On Mobility and Health Work:

It was reported that the Mobility and Health Networked Research Programme has helped IFRTD leverage a number of cross-sectoral partnerships. In Latin America for example, the NFG in Peru was invited to take part in a meeting on HIV/AIDS. In addition the Latin America network has an evolving partnership with ILO, also related to HIV and AIDs.

In addition to the work on access to health, IFRTD should also take up issues of mobility to other key social services that are important for the livelihoods of the poor. An example is the issue of transport and access to education both for students as well as for teachers

There was a discussion on whether IFRTD is able to capture the achievements of its membership in relation to its mission. This was said to be one of the complex area of IFRTDs reporting system, although IISD has been helping IFRTD to adopt and adapt the outcome mapping methodology to capture various impacts of its work.

Missing Disaster Management:

It was raised that IFRTD should have a strategy developed for access in post-disaster situations. It was mentioned that a concept note has been developed for Asia but no funder has been found yet.

IFRTD MEMBERSHIP AND NATIONAL FORUM GROUPS

Ana Bravo

Ana Bravo and Luz Marina Monsalve Friedman made a presentation to the ECM on the NFG/Membership structure operated in the Latin America; including how Outcome Mapping is used in the region

Discussion Points:

Outcome Mapping is used to evaluate the progress and efficiency of NFG's. It takes at least four days to train people on Outcome Mapping. Larger NFG's are able to achieve medium and longer term goals as



opposed to individuals and 'family NFG's' who need to work hard to achieve policy outcomes which tend to be more short term. Using outcome mapping it is very easy to assess which NFGs are legitimate and multisectoral as it is easier for them to show progress.

Luz Marina stated that the use of Outcome Mapping by the Colombian NFG means that processes are done correctly; in Colombia the Government believes that the IFRTD NFG can make a real contribution to the country.

Ana explained that Outcome Mapping has created more cohesion in the region and at national level. In other regions Outcome Mapping could be variously used. In Latin America, Ana plays a facilitation role and allows members to make decisions.

It was asked how LA NFG's achieve policy success and liaise effectively with Governments. Ana answered that NFG's and individuals have experience in handling political situations and that NFGs use different skills at different levels eg. with NGO's, at community level. Many Governments engage with IFRTD Latin America through the LA Listserv discussion group – ifrtal@dgroups.org. Luz Marina explained that the support of the Regional Coordinator makes members of the network feel supported and confident when they liaise with Governments.

It was asked whether there are clear categories of members identified in the region. Ana explained that there are and that there is a Researcher category.

It was noted that IFRTD have a brand in the region which helps the network to grow.

Decision Points:

Regional Structure. Asia, CWA and ESA can explore the possibility of having a regional structure in line with that of Latin America, which includes an advisory body to the Regional Coordinator.

Election of EC Representatives: It was agreed that Regional Co-ordinators will work together to develop uniform and transparent cross-regional uniform criteria for the election of regional representatives to serve on the Executive Committee. This exercise will be done in consultation with the network in the regions.

Strategy Update on Membership and NFGs

Marinke van Riet

This presentation highlighted key questions on membership and NFG's which were discussed throughout small groups throughout the day.

Decision Points:

The EC explored the following categories of membership and listed the benefits and responsibilities each could entail. COPs are now called thematic groups and strategic partners are IFRTD's donors. It was agreed that the Secretariat would propose definitions for the various categories and include these in the governance document for further circulation with the EC.

BENEFITS						
CATEGORIES	Information Publications and Contacts	Participate in IFRTD Events	Professional Opportunities (incl. financial)	International Knowledge Sharing	Ownership /Solidarity /Belonging	Voting Rights
Individual Members	√	√	√	√	√	
Strategic Partners	√	√	√	√	√	



Institutional Partners	√	√	√	√	√	
Corporate Members	√	√	√	√	√	
National Forum Groups	√	√	√	√	√	
Thematic Groups	√	√	√	√	√	

RESPONSIBILITIES/OBLIGATIONS						
CATEGORIES	Register/ Subscribe/ Sign Up	Knowledge Contribution	Financial Contribution	Representation	Facilitation of Network Processes	Voting Rights
Recipients of Information						
Individual Members	√	√		√ (on delegation)	√ (on delegation)	
Strategic Partners			√			
Institutional Partners						
Corporate Members	√		√			
National Forum Groups	√	√		√	√	
Thematic Groups					√	



IFRTD EXECUTIVE COMMITTEE MEETING 2008

Friday 28th November
Organisational Learning Day

“Providing Access to Agricultural Markets and Inputs: Sharing New Trends and Experiences”

Introduction and Overview

Marinke van Riet, IFRTD Executive Secretary

One of the main reasons for devoting the organisational learning day to agriculture is there is a new attention to the importance of agriculture not only as a means of promoting self-sufficiency but also for economic growth. In a recent scientific report titled International Assessment on Agricultural Science and Technology for Development it was concluded that GM is not the way forward. Instead Schumacher's small is beautiful and biological farming was promoted. The day was also devoted to highlight and discuss IFRTD's new partnership with IFAD.

The Future of Mobility and Agriculture at SDC in Relation to IFRTD

Thomas Zeller, SDC

Previously SDC used to operate bilateral co-operation, thematic co-operation and multilateral co-operation. The recent reorganisation of SDC has meant that the thematic division no longer exists but has been incorporated in the new Regional Co-operation structure, with Bern acting as Headquarters, and different thematic issues assigned to different regions. Examples of theme allocation are as follows:

- East Asia: economic governance (ADB);
- West Africa: education, rural development (AFDB);
- East Africa: health (WHO);
- Latin America: employment and income (ILO).

The 'old' multilateral co-operation working on issues such as climate change, food security, agriculture and water will be dealt with by the Global Co-operation Office. Thomas is now working for this office on Water. Although still under discussion, IFRTD will most likely be placed under the remit of the Global Co-operation Office or under Rural Development in West Africa.

The principles behind the re-organisation are:

- To merge operational and thematic work;
- Achieve decentralisation;
- To become more demand oriented with a stronger focus on countries, themes and institutions.

Thomas highlighted issues that will be important in maintaining good donor relations with SDC:

- He stated that Mobility is no longer a good entry point and that cross-sectoral entry points are now more appropriate
- Opportunities relating to Climate Change should be sought;
- IFAD should be sought as a core partner
- Fundraising capacities need to be increased
- The Southern-driven nature of the IFRTD network will continue to be important with evidence of co-ordinated regional activities and the number of IFRTD subscribers
- The actions of the Executive Secretary will continue to be important
- The introduction of new networked research theme for 2010
- The exploration of corporate social responsibility
- Proving relevance to MDGs working towards 2015



- The impact of IFRTD; proving monetary and quality of life benefits to poor people in Southern countries

IFRTD should position itself as an expert in the area of rural transport. This is important as SDC staff in Bern tend to be generalists and need to buy in this kind of expertise.

It was asked if there will be potential for energy, rural development and environment projects. Thomas answered that energy is not of particular interest to SDC so it would need to be a demand driven and integrated project.

Poverty reduction will be a focus at the regional level but less so in the SDC Global Co-operation Office.

Regional Programmes in LA: There will be a regional programme in Central America but unfortunately they are phasing out of the Andean region, except for Bolivia.

The Future of Transport at Sida

Göran Larsson, Sida

Transport is becoming less important to Sida, with a current focus on transport and energy, linked to infrastructure.

Although currently under the global programmes section in the future IFRTD support needs to be negotiated at the regional level eg. Africa and Asia. Currently Afghanistan is one of the few country programmes left with an infrastructure focus. Ervor Edman will be the IFRTD focal point for the coming two years and discussions should take place with her to ensure continued funding from Sida.

Gender and Climate Change are becoming important at Sida. Göran confirmed that the fact that SDC is a co-donor is important for Sida. Poverty reduction is a Sida focus, but this will be addressed through thematic activities.

Rural Transport at IFAD: a Critical Review

Camilla Lema, Co-opted EC Member

For the last two years Camilla has been part of a team to critically review the Rural Transport and Travel (RTT) component within IFAD. After a thorough desk study and interviews with the country programme managers it was assessed that IFAD lacks a systematic approach to RTT even though significant investments are made. In addition the approach currently only includes road construction without due attention for IMTs and maintenance. As a recommendation it was proposed that IFRTD helps build the capacity of IFAD's RTT programme.

Transport to be critical

Paul Starkey, Co-opted EC Member

In his presentation Paul shared the various ways access to markets can be achieved through the provision of different types of IMTs including animals, non-motorised and motorised. Sharing his wealth of experience from LA, Asia and Africa he showed that there is still a big gap between theory and practice in RT. It was suggested that this is mainly due to the lack of political will.

Introducing the IFAD-ILO-IFRTD Partnership

Marinke van Riet, IFRTD Secretariat

Discussion points:

A suggestion was made to invite IFAD regional partners to IFRTD regional meetings.



It was commented that the forthcoming IFRTD/IFAD partnership is ambitious and involves exposure to risks to the integrity and reputation of IFRTD. There is a need for good quality assurance component to guarantee that the consultancy work is done well.

On the relationship between the Technical Unit and Country Programme Managers, it was asked whether it will be possible for IFRTD to directly influence the CMPs. It was answered that this will be possible and that the Technical Unit will be flexible.

Some EC members were concerned about IFRTD's involvement in implementation and operational work which may compromise IFRTD's neutrality and advocacy role.

Issues were raised about the ability of IFRTD to oversee the work of consultants and ensure that they deliver; where will the competency/capacity come from to oversee this work? It was answered that IFRTD will work with people committed to IFRTD and who have a track record. IFAD has its own networks and these are willing to learn from other regions. IFRTD should make use of the consultant databases of other organisations such as the World Bank; as well as fully use the IFRTD membership. It was also raised that this opportunity is in line with IFRTD's strategic objective to provide more consultancy opportunities for its members.

It was agreed that the partnership and project is ambitious, with significant gains to be achieved and also certain risks; An ECM member recommended that the IFRTD consultants should be trained prior to the consultancy on the values and principles of IFRTD to ensure quality and compliance. Continuous capacity building and engagement with the principles and values of IFRTD will be needed to ensure that it is successful.

Discussion Point:

A point was made that IFRTD members could be accompanied by donors when visiting Governments in order to try and ensure better results in changes to RT policy.

Presenting the Website on Makete

Kate Czuczman – IFRTD Editor and Communications Co-ordinator

Kate gave the EC a tour around the Makete website and explained how it will be developed in the future.

The website is linked to the IFRTD main website but is also a stand alone website; this is to ensure that it reaches audiences outside of the Transport sector.

At the moment the website will not be translated into Spanish and French due to budgetary constraints.

Presenting the Links on Transport and Agriculture in Uganda

Nite Tanzarn, Founding Board Member Eastern and Southern Africa

In her presentation Nite showed that Uganda has in principle a good agricultural and RT policy framework, but that the main challenge lies in its implementation.

CLOSING OF THE 2008 IFRTD EXECUTIVE COMMITTEE MEETING

Danang Parikesit thanked the Executive Committee for their hard work throughout the three days covered by the meeting. He highlighted that some real achievements had been made in finalising the new IFRTD governance structure and the appointment of the new IFRTD Founding Board.

DATE AND TIME OF NEXT IFRTD EXECUTIVE COMMITTEE MEETING

It was proposed that the next Executive Committee Meeting be held in the first week of November 2009.



The venue of the next meeting was not decided upon, but it was agreed that it would be beneficial for IFAD to be approached to host the next meeting. Alternatively the next meeting could be linked to another relevant international activity.

