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Local Environmental Management in Urban Areas 2009 Europe



TRAINING COURSE IN STOCKHOLM, SWEDEN 7–25 SEPTEMBER, 2009
AND REGIONAL COURSE 10–21 MARS, 2010

Invitation

The Swedish International Development Cooperation Agency (Sida) offers, as part of its bilateral development assistance, Advanced International Training Programmes of strategic importance to the social and economic development in the participants' countries. The International Training Programmes are specially designed for persons qualified to participate in reform processes of strategic importance on different levels and holding a position in home organisation with mandate to run processes of change. This methodology is based on the assumption that your country wishes to carry out changes and is willing to invest own resources to achieve these changes. In the long-term perspective the programmes shall contribute to institutional strengthening and capacity development in the participants' countries.

The training is focused on support to individual or team plans for change. The plan shall be well established in the participant's organisation and is a basic part of the programme concept.

In this brochure you will find information on the specific objectives for this particular programme, its content and structure, and how and when to apply. You will also find an application form.



Anders Nordström
Director General
Sida

SIPU International is firmly convinced that an effective and efficient public administration, at local and central level, constitutes a crucial element for the achievement of both democratic consolidation and sustainable socioeconomic development, in harmony with the environment

A point of departure for any public administration needs to be the services that it is expected to produce and deliver as well as its accountability towards the public. In the field of environmental management, the public administration's accountability to enforce legislation, protect public interest, and secure a sustainable and healthy environment for all, becomes particularly apparent. At the local level, public environmental managers often need to be empowered to carry out this job. Capacity building and training is one way to strengthen local environmental managers. Network building is another. This programme intends to offer these tools of empowerment to local environmental managers.

SIPU International, together with SWECO, has been requested by Sida to develop, coordinate, and implement the training programme. The programme will be in English. SIPU International and SWECO hereby invite your institution to nominate a candidate for participation in the programme, a candidate who could contribute to its successful implementation.



Anders Olin
Director,
SIPU International AB

Programme objectives

The intention of the programme is to strengthen the participants' capacity in the field of Local Environmental Management in Urban Areas. A main focus will be to increase participants' capacity to prioritize given scarce resources. The specific objectives of the programme are to ensure that the participants:

1. Acquire an understanding and knowledge of the general preconditions for local environmental management in urban areas.
2. Are able to implement a project for change to improve local environmental management in their home countries.
3. Acquire a network for interchange of experiences and support between the participants.

Contents

The programme will be built very much on the participant's own project for change and the change management methods to support its successful implementation. All participants are requested to bring with them a project for change for which they hold a man-

agerial responsibility. The project shall be supported by their home institution and concern a relevant problem in the field of local environmental management. During the programme the participants will receive coaching from mentors and other participants on the management of their project. The participants will also present their projects at seminars during the programme.

Another aspect of the programme will be to present Swedish experiences on local environmental management alongside the perspective from developing and transitional countries. The programme will include such themes as:

- The historical trends in Swedish environmental management, what changed, why and how? What were the preconditions and the results? How are these relevant for other countries?
- The current Swedish approach at local, regional, and central level, in a comparative international perspective
- Environmental administration, poverty and gender

- Environmental administration and conflict / political and social instability.

Programme Structure

Date and place

The Programme will consist of the following five phases, within specific time periods:

- Phase 1, Preparation phase (15 June to 4 September 2009) In this phase initial contacts will be established between the participants and the course mentors with regards to the project for change presented in the application.
- Phase 2, Scheduled training in Sweden (7 – 25 September 2009) The second phase is a mix of lectures, study visits, group exercises and elaboration of the projects for change.
- Phase 3, Intermediate period (28 September – 7 March 2010) This phase will be used by the participants to initiate their projects for change and prepare reports for phase 4 presentation.
- Phase 4, Scheduled training in the home region of the participants (10

- 21 March 2010) at which the participants will present and discuss the progress made on their projects for change, attend lectures on relevant issues and make study visits.
- Phase 5 Completion (24 March 2010 to 31 August 2010) During this phase participants will continue to receive support for their projects for change, prepare and submit final reports.

Teaching Methods

The teaching method applied will be highly interactive and there will be a strong emphasis on participative methods and group dynamics all through the programme. The participants will also receive group assignments around case studies, home country experiences, and transversal themes affecting the change projects. In particular, the Project for Change applies the principle of learning by doing. Each participant will be assigned a mentor who will support him or her in developing the project for change.

The Project for Change

Before applying to the training programme, the applicant should, together with his or her employer, formulate a project for change that will run throughout the training programme. The project for change should have an orientation towards change and development and concern a relevant problem in the field of Local Environment Management in Urban Areas. The project for change may concern any of the themes covered by the training programme, but should consist of a defined problem that could be a subject for discussion. It should also reflect issues that are of concern for the participant's organisation. A 1–2 page description of the individual project should be submitted with the application form.

These headlines should be included in the description:

1. Background and justification, including description of my organisation's roles and responsibilities
3. General goal of my project for change
4. Specific objectives of the project (my contribution)
5. Work plan: Specific tasks and estimated dedication in time during Programme Phase 3 (after the scheduled training in Sweden).

After selection, the participants will be supported in further developing the detailed content of their individual projects. The participants will present their projects to each other at seminars during Phase 2 in Sweden. During the course in Sweden each participant will discuss ways to complete his/her particular project with his/her assigned mentor. When the course in Sweden is completed each participant will continue to work with his/her project for change. The outcome of the project will be presented at seminars during Phase 4.

Management and staff

SIPU International and SWECO International have been mandated by Sida to organise and execute the programme. Staff is being drawn from both organisations as well as from Swedish authorities, experts from the private sector, and other organisations actively involved in urban environmental management.

Participation

Target countries:

Eligible participants may come from the following countries: Albania, Belarus, Bosnia and Herzegovina, Georgia, Macedonia, Moldova, Ukraine, Serbia, and Kosovo.

Target Group:

Participants shall represent local or regional environment administrations or other local/regional authority, where environmental management is a key element of the work, or come from central environmental agency and work with decentralisation of environmental issues.

The participants shall hold an academic degree at least equivalent to a Bachelor of Science in relevant subjects and have at least 5 years of professional experience.

Only participants officially nominated by the appropriate authority within their home institution, and in accordance with national rules, will be considered for admission to the programme.

The number of participants is limited to 25.

Due to the character of the programme, family members are not allowed to accompany participants to the programme.

Language requirements

Participants are expected to write and make public presentations in English. An English language test should be made with an official body in the home country of the applicant, unless the applicant can provide other documentation to support her/his ability.

The Swedish Embassy/Consulate does not carry out language tests but may be able to recommend appropriate language institutes for conducting tests.

Application Process

**Closing date for application is
May 22, 2009.**

Applications submitted after the closing date will not be considered. Applications should be submitted on the special form attached and include a recent photograph, required information and documents.

The application form and the information brochure can also be found on- and downloaded from - SIPU International's homepage at: www.sipu-international.se/international.htm under the heading ITP/Training Courses.

The application, as well as the project for change proposal, must be approved by a legitimate authority in the applicant's working place. This authority is expected to explain, in the application, the intentions and importance of the project for change, confirming by signature the institution's commitment to it.

The application should be submitted directly to the Programme Secretariat at Sipu International. The address is provided at the end of this brochure.

Selected applicants will be notified by e-mail or telefax. Once accepted, the applicant must confirm participation. An invitation letter will be sent out, containing additional information on the programme and the practical arrangements.

Considering the training programme consists of international travels and work away from home in a new environment, good health and full working capacity is conditioned. It is therefore recommended that applicants undergo a medical examination before filling in the Medical Statement in the Application form.

Cost of Participation

The Swedish International Development Cooperation Agency (Sida) will cover your participation fee (covering all training costs such as lectures, literature, documentation, study tours and certain social activities), and the accommodation costs including board and lodging.

Sida will contribute up to USD 500 for International travel cost to and from Sweden. Costs beyond this amount must be borne by the participant's organisation.

Sida always pays international travel cost in connection to the fourth phase of the training programme (regional course phase).

Costs for travel to and from the participant's nearest international airport are to be borne by the participant.

Personal expenses, and costs for visa are borne by the applicant/participant. Participants are responsible for obtaining all visas necessary for their journey and stay during the training programme phases 2 and 4. The visa to Sweden should be valid for the whole period of Phase 2 and the pass-

port should be valid for three months longer than the entry visa. Inquires should be directed to respective Swedish Embassy/Consulate or alternatively to other Schengen representation as soon as possible after acceptance into the programme. Participants visiting other countries on their way to or from Sweden must ensure that correct visas are obtained before leaving their home country, especially for countries not included in the Schengen agreement. For more information, this website offers Swedish visa information: <http://www.migrationsverket.se/english.html>

Neither Sida, nor SIPU/SWECO will be committed to support the acquisition of financial means for the projects for change.

Accommodation

All participants will be accommodated at the same hotel. Each participant will have a single room during the course period, both in the Swedish and the regional phase. Local travel necessary for participation in the programme will be covered by the organisers. But the

Contact information

The address for all communication is:

Programme Secretariat at SIPU International AB

Tim Greenhow, Programme Manager
Dalagatan 7
SE- 111 23 Stockholm
Sweden

Telephone: + 468 698 05 85

Telefax: + 468 698 06 10

Email: tim.greenhow@sipuinternational.se

SIPU International website:

www.sipuinternational.se/international.htm

participant will be responsible for covering the costs of other travels not included in the programme.

Insurance

All participants will be covered by a group insurance while in Sweden and on organised tours during the programme. This insurance includes costs for medical care in the event of acute illness or accident. Medical and dental check-ups are not included. This insurance does not cover delays, loss of baggage or theft of personal property.

Presentation of Programme Secretariat

SWECO

SWECO is one of the largest consulting companies in engineering, environmental management and architecture in Northern Europe. With a staff of 3,600 and companies in eight countries; Sweden, Norway, Denmark, Russia, Finland, Bulgaria, Estonia and Lithuania we work on projects in more than 45 countries every year – in Europe, Africa, The Middle East, Asia and the Americas.

SWECO's areas of expertise include competence and experience in sectors such as Water & Environmental Technology, Power Systems, Hydropower, Transportation Infrastructure and development projects in Pulp & Paper, Healthcare, Pharmaceuticals and Retail & Logistics. SWECO is listed on the Stockholm Stock Exchange.



SIPU International

SIPU International offers consultancy services and capacity building to central and local government institutions, parliaments, judicial systems, and NGOs. SIPU International's focus is centred on public sector development, democracy, human rights, and project cycle management.

For more information on SIPU International, please visit our website at: <http://www.sipunternational.se/international.htm>

The team of trainers and mentors of the programme will be led by Tim Greenhow, expert on planning, natural resource and project cycle management. Mr Greenhow is also the programme manager.



Halving poverty by 2015 is one of the greatest challenges of our time, requiring cooperation and sustainability. The partner countries are responsible for their own development. Sida provides resources and develops knowledge and expertise, making the world a richer place.



SWEDISH INTERNATIONAL
DEVELOPMENT COOPERATION AGENCY

Division for International Training Programmes
SE-105 25 Stockholm Sweden
Phone: +46 (0)8 698 50 00
Fax: +46 (0)8 20 88 64
sida@sida.se, www.sida.se