SWITCH Learning Alliances progress report: Alexandria

Name of city:	Alexandria		
Form completed by:	Dr. Khaled Abuzeid	*Date:*	Nov. 15, 2007
Covering period from:	July 2007	*to:*	November 2007

1. Specific items to be addressed in this report:
a) **Building an LA facilitation team**
*Please explain **who** is involved in facilitating your learning alliance, summarize their Terms of Reference (you can attach the full ToRs for their employment), clearly mention the number of days being worked per month on learning alliances tasks by that person or persons, and provide the correct rate (monthly in Euros) that you are charging SWITCH for their time (we need this to check against the budget you have been allocated. You may mention any gaps you have in your time or changes anticipated.*
Please comment on training received of your LA team and further training needs.
Are there gaps in your LA team that still need to be addressed?

      The learning alliance has already been formed with representatives from all the sectors in Alexandria. These include representatives from the Drinking Water Holding Company, Sanitation Services Holding Company, Academic Research Institutes and universities, local NGOs, Alexandria Governorate, Environmental Agency of the Alexandria governorate, City coordinator, members of CEDARE, and representatives from the Ministry of Water Resources and Irrigation. The ToR's for these representatives includes highlighting the challenges faced in Alexandria with respect to water-related issues, as well as ensuring dissemination of information between the different LA and stakeholders of all sectors in Alexandria. It is important to focus on IUWM and coordinate between parties to gather information from all sectors in Alexandria on resources, infrastructure, stakeholders, and demands of the people. Once this information is gathered, it is important for them to put guidelines for an IUWM plan to be developed and implemented in Alexandria. Rules and procedures that govern the functioning of the LA group are in effect, but need more time and effort to reach such clear agreements on the commitments to be made by the SWITCH project and the participants.
      In terms of facilitation of the learning alliance, an LA facilitator and co-facilitator have been appointed for the city of Alexandria, as well as several other members of the CEDARE team who help in the LA facilitation. These individuals include the following:

Name	Position	# of Days /months	Tasks	Rate (EUROS)
Ahmed Essam	LA facilitator	8	- Stationed in Alexandria - Coordination with Alexandria stakeholders (from ministries to end users) and raise their interest and make sure that they would participate in the LA - Coordinates with co-facilitator and with CEDARE office in Cairo. - Facilitate communication among stakeholders - Regularly visit the most	450

			important stakeholders and discuss with others on the phone	
Lama El Hatow	LA Co-facilitator	12	- Stationed in Cairo - Coordinates with LA facilitator and City coordinator. - Coordinates with government ministries in Cairo, and relevant institutions. - Document and disseminate the LA process including concise workshop reports - Prepare necessary follow-up plan to LA activities - Produce Switch City Materials as necessary - Interacts with the Media	1000
Nermin Riad Tamer Hassan To be employed	Programme Assistant IT Web Developer Alexandria Administrative Assistant	12	- Documentation of all activities - Develop and maintain City Website: switch.cedare.int - Coordinate all activities within Alexandria	550
Dr. Khaled AbuZeid Dr. Omar El Badawy Dr. Mohamed Abd Rabo Dr. Amr Abdel Megeed	CEDARE team members	8	- Part time technical and administrative backstopping	

An additional member is needed for LA facilitation in Alexandria. This individual will be responsible for the administrative tasks in the office in Alexandria, and shall be a full-time employee dedicated to these tasks. On this note, it is important to mention that the SWITCH project needs to provide funds for this facilitation in Alexandria.

The LA facilitator works 2 days a week. Other personnel involved in facilitation of the learning alliance include an LA co-facilitator, an Alexandria Administrative assistant, a water program assistant within CEDARE, 2 senior water specialists, a socio-economic specialist, and the managing director of the water resources program at CEDARE acting as City coordinator.

There shall be a SWITCH office in Alexandria, located in the building of the Alexandria Drinking Water Company, however funds are required to supply equipment in the office such as PC, fax, internet connection, etc.

b) Mapping stakeholders

A key initial task is to complete a stakeholder analysis. Guidelines for this were given in learning alliance briefing note #2 and training given at the LA facilitation courses in January in Cairo and March in Lodz. It was agreed that stakeholder analyses would be completed within two months after those courses. Please summarize progress with your stakeholder analysis and when you intend to submit your report.

The Stakeholder Analysis report for the city of Alexandria has been submitted however, it may require some modification. These modifications are being made and the report will be re-submitted soon. The stakeholders for Alexandria encompass participants from all sectors of society including the Ministries of Water Resources and Irrigation, Housing, Environment, Health, and Agriculture. It also encompasses members of the Governorate of Alexandria, the National Water and Wastewater Holding Company, Alexandria Drinking Water Company, Alexandria Wastewater Company, experts and professors from Alexandria University, local NGOs, political parties, and civil society participants. Each of these stakeholders have been assessed with respect to their resources (human, financial, etc.), influence, and involvement in the decision making process. These have all been analyzed and assessed within the Stakeholder Analysis report for the city of Alexandria.

A site selection panel of LA members was chosen to visit several sites to select an appropriate demonstration site according to the criteria imposed. A decision was made to select the fishing village (Maa'wa Elsayadien) as Alexandria's demonstration site. Information pertaining to this specific area, including water and sanitation services, was collected but needs more details, verification, and fine-tuning. Stakeholder mapping within the fishing village is in progress as it is a component of the social inclusion survey that is currently in progress there. Options including a questionnaire survey would enable us to determine the qualified individuals within that community, and their further involvement with the project. This questionnaire will be completed in order to map the stakeholders and representatives of the community, as well as assess their needs as a society. It is important to select individuals who are qualified and well educated to be able to better represent the local community in the LA. The survey questionnaire is in progress, and it will help us to determine the key stakeholders within this community.

c) Vision and organization

Does your learning alliance now have an agreed objective? Please describe that objective. Were the visioning and scenario building exercises useful in establishing or clarifying the objective? Are rules and procedures for the functioning of the group with clear agreements on the commitments to be made by the SWITCH project and the participants now in place?

CEDARE hosted a workshop in Alexandria on "Visioning and Scenario Building for the City of Alexandria" on July 24-25, 2007. The outputs agreed upon from this workshop include a vision statement and several initiatives aimed for year 2031. Alexandria's LA team now has an agreed on objective which can be described as:
"To meet at least 90% of Alexandria's different sectors water demands by the year 2037"
This may be done through carrying out specific activities such as:
- Maintain, improve and expand the water supply networks and services, as well as, the sanitation networks and services in the city
- Determine the water quantity needs for each and every sector in the city using Water Demand Management's "End Use Analysis" methodology,

- Investigate the opportunities - as 1st priority- to reduce the water quantity used in such sector if possible, by a range of means varying from technical (hardware solutions) to awareness and training (software solutions)

This should all be done in parallel with investigating and utilizing other water resources that are available and feasible to use such as rainwater, groundwater, desalination, as well as reuse and recycled water resources. The aim is to not become solely dependant on the River Nile water, and integrate one or more of these resources where feasible into the Alexandria water network.

This is all necessary for the "Integrated Urban Water Management plan" for the city of Alexandria which will be the main output result for the SWITCH project in Alexandria to face and overcome the rapid increase in water demand of the city by the year 2037.

d) Monitoring and process documentation

Is monitoring in place to track learning alliance outcomes? Will you participate in the next LA training focused on monitoring and evaluation to develop monitoring plans? Are process documentation techniques being used? What process documentation products have been produced to capture how things have changed and why?

Monitoring and tracking mechanisms are in place, and used to measure how we are approaching our aims. Whenever we carry out an activity we try to collect feedback using a simple evaluation form, disseminated to the participants to give us the feedback on what we have done and whether we are on the right track to achieve our goals. As for the training focused on monitoring and evaluation to develop monitoring plans, we always welcome any skills improvement training. Our LA co-facilitator shall be participating in the LA training workshop in Accra, Ghana on December 11-14, 2007, to enhance our mechanisms with respect to LA facilitation. On this note, it is important to mention that necessary funds are required for our representative to attend this workshop in Ghana.

Process documentation techniques were used from the beginning, utilizing the different documentation mechanisms like writing articles and essays, tacking photos, and video recording of events to document the activities being done, however some of these mechanisms require more efforts in order to become more organized and representative. Mostly changes have been documented by either writing reports or through photography since these two are quite feasible. Video recording documentation needs further practice in order to perfect its use as a documentation tool.

e) City level communication

Have effective mechanisms been established for communication between learning alliance members. Describe these. What still needs to be done? Has a city website been developed?

Communication between LA members is always there, especially by phone, emails, and official letters. There are occasional visits to Alexandria (meetings, training, workshops, etc.), as well as the regular LA meetings that take place every 3 months. Due to their interrelated nature of work, such mechanisms allow continuous communication but there is always room for improvement of communication. For this reason, establishing an Alexandria City website is an optimum mechanism of disseminating information regarding the SWITCH project. The city website development is currently in progress and hopefully it will appear on the Internet soon affiliated with the CEDARE website.

2. General progress

Please summarize activities, outputs or impacts that you consider important during the reporting period. Check progress against your city storyline and learning alliance action plan, and the summary of work package 6.2 tasks in the description of works. Highlight what you think is important.

Alexandria's LA team have agreed on the selected demonstration site which is the fishing village of (Maa'wa Elsyadien) that is located on the shore line of Lake Maryot. The fishing village is a good choice to have SWITCH's demonstration project as it has a relatively controllable area and represents other areas with a similar situation.

The 3rd LA meeting took place on June 12, 2007, at the green plaza hotel in Alexandria where all the stakeholders have present in. The meeting introduced new LA members, discussed what is expected from the SWITCH project in Alexandria, how can each member play a very important role in the process of assessing the situation of water resources and sanitation services and facilities in the city, and it resulted in some assignments for each member to get ready for the next workshop on "Visioning and Scenario building for Alexandria IUWM plan" in July 2007.

The workshop on "Visioning and Scenario building for Alexandria IUWM plan" took place on 24-25 of July 2007 at Helnan Palestine hotel in Alexandria. This workshop was preceded by a short preparation session on the 23rd and was followed by an evaluation session on the 25th. The workshop was very successful in coming up with the initial statement of Alexandria's SWITCH project Vision, Objectives, Strategies, and different predicted scenarios. The exercises and workshop were extremely beneficial for all LA members present.

On 11-13 of Nov. 2007, CEDARE's aquarium conference room in Cairo, Egypt, hosted a training on "Water Demand Management". This training was attended by middle-management representatives from the water companies and wastewater companies of all govornates across Egypt, as well as representatives from the Ministries of Water Resources and Irrigation, and Housing. The training focused on "Water Demand Management" and the method of "End Use Analysis". It gave a clear view on the reality of the data gaps that need to be collected in order to start a good water demand management cycle in Alexandria, as well as in the other governorates. This training will have a second part, which should take place in February 2008.

3. Future plans

The second component of the "Water Demand Management" Training is aimed to take place in February 2008 at the CEDARE building in Cairo, Egypt. This training will culminate the exercises for 'water demand management' as well as incorporate all the missing data gaps that need to be assessed when compiling an Integrated Urban Water Management (IUWM) Plan.

During the next period we are likely to have our 4th Alexandria's LA meeting on December 4th, to discuss what we have reached up till now and put a tentative plan for the next period.

The social inclusion aspect of the SWITCH progress is likely to commence during this next period where analysis of the demonstration site and the users needs will be addressed and focused on.

A SWITCH Alexandria city website is in progress and should be functional soon to facilitate information among the various LA members.

During the first week of Dec.2007 we will have a visit from Mr. Peter Bury, to help us in improving our process documentation system, improving our communication mechanism between LA members, developing a simple and incremental web based information system on the SWITCH Alexandria process, and develop LA facilitation and support skills through sharing of IRC / SWITCH experience and hands on learning by doing.

Please send your report to John Butterworth (butterworth@irc.nl). Include your city and the month and year in the filename please.