

Sub-Saharan Africa Transport Policy Program



THE SSATP FRAMEWORK

May 2003

Africa Region

The World Bank



THE SUB-SAHARAN AFRICA TRANSPORT POLICY PROGRAM FRAMEWORK

(as amended by decisions made by the Constituent Assembly, May 30th, 2003, in Kigali)

The SSATP Business Meeting in Washington, D.C. on May 31 – June 1, 2000 resolved the outline of a new framework for continued work of the SSATP. The present note –taking account of decisions made by the Initial General Assembly in November, 2000 in Copenhagen and the Constituent Assembly in June 2003 - elaborates this resolution and proposes further details of the organizational structure, funding arrangements and operational practices of the program for the years to come.

The resolutions of the Business Meeting on the subject of the future framework of the SSATP are summarized in the minutes of that meeting and reproduced in Annex A hereto. Annex B excerpts decisions made in Copenhagen affecting the Framework.

Mission Statement

The SSATP is an international partnership to facilitate policy development and related capacity building in the transport sector in Sub-Saharan Africa.

Sound policies lead to safe, reliable and cost-effective transport, freeing people to lift themselves out of poverty, and helping countries to compete internationally.

Program membership

Member countries and organizations undertake to:

1. Clearly demonstrate a willingness to establish an “SSATP Function” (individual coordinator, group, committee) at a sufficiently high influential level in relation to relevant institutions;
2. Provide a clear statement of intent to pursue policy development paths in line with SSATP objectives;
3. Give undertakings to ensure meaningful private sector participation in policy development processes.

Program work modes

- A. Analysis of transport sector and sub-sector performance in the perspectives of competitiveness and poverty alleviation as per the mission statement;
- B. Definition of policy reform impact on sector and sub-sector performance; definition to be derived and validated through user consultations and stakeholder inputs;
- C. Design of strategies to implement policy reforms
- D. Assistance in capacity building for A, B and C above
- E. Dissemination of results and stimulation of public debate and consciousness on the mission statement through conferences, publications and media at all levels (international, national and local; TV, radio and websites).

Constituent Assembly (CA)

The CA is composed of one representative of each of those donors from whom SSATP has accepted and is using a contribution, and a representative of the recipient governments (ECA). The CA may from time to time co-opt additional members as it sees fit. The CA determines who should be the members of the Annual General Meetings based on recommendations of the Board.. The CA annually selects the members of the SSATP Board. Each year, the Assembly shall meet at least once, or as many times as it deems necessary, either in person or through virtual consultations.

Annual General Meeting (AGM)

- The AGM is the link between program management and the Board on one hand, and the close program partners, including the providers of funds, on the other.
- The AGM meets once a year in accordance with schedules set out in program plans adopted by program partners. It is constituted by member countries (each to be represented by a designated, senior policy maker), Regional Economic Communities (each to be represented at a senior level), and ex officio by all active donors to the SSATP; in addition, relevant public and private sub-regional organizations, international and private institutions, associations and companies, as determined by the CA on the recommendation of the Board, may be members of the AGM. Non-member country representatives, and other African and international transport actors may be permitted to attend AGMs at the discretion of the CA on the recommendation of the Board.
- The AGM comments on the annual reports and long term rolling development plans. Decisions by the AGM are by consensus. If unanimous decisions cannot be obtained, the issue will be referred to and resolved by CA.
- Specific TOR have been approved.

The Board

The Board will be constituted of four/five members as follows:

- One representative from multilateral financial development institutions
- One representative from beneficiary governments
- One representative from the private sector, users and civil society
- One alternative member from the private sector, users and civil society
- One representative from the donor community

The Board will meet at least twice a year, usually immediately before the AGM and about 6 months thereafter. The Board may meet physically or virtually through electronic means, but at least one meeting per year shall be attended by all members in person. Additional meetings can be called by the Chairperson who is elected by members of the Board. The Program Manager will attend meetings of the Board as a non-voting member. The Board approves work plans and progress reports, and submits them to the AGM. The Board may, at its discretion, allow participation by observers from time to time.

Specific TOR have been approved.

The Advisory Group

The advisory group (which is not a standing group) may be convened from time to time at the discretion of the Board, and on the advice of the program manager. Financing advisory group activities will be made explicit in the budgetary proposals of annual work programs.

Program Staffing

Program staffing will be agreed year on year by the Board, and discussed with the CA, and shall be reflected in the Board's annual report.

The program's Long Term Development Plan sets out the following in terms of staff needs for the period 2004 -2007

Full Time

Program Manager
Deputy Program Manager
Publications/Website Manager
Finance Manager
Media Specialist
Program Management Assistant
Regional Program Coordinators (3)

Regional Program Assistants (3)
Transport Sector Specialist for Francophone West Africa (1 for 3 years)

Part Time

Program Administrator
Component managers/thematic leaders (4)
Transport Specialists

Actual staffing will depend upon levels of assured program funding and timely proposals will be made by the program manager to the Board, which will, in turn, keep the CA informed.

Program Location

- Headquarters located in the World Bank, Washington D.C.
- Regional Coordination Offices in SSA
- World Bank field staff in their African locations

Program financing

- Multilateral and Bilateral donors, private foundations will provide finances through Trust Fund arrangements to the World Bank; to the extent possible all funding under trust fund arrangements will be channeled through one common SSATP trust fund.
- World Bank administrative budget for supporting Bank staff expenditures to the program.
- World Bank Development Grant Facility funds, supporting other program activities than bank staff expenses;
- Bilateral donors and private foundations providing support to specific activities within the SSATP program, such support to be administered by the donor (foundation) concerned.

Program work planning, reporting on program progress and financial matters

- multi-year work plans to be prepared and renewed annually, by program manager, together with updated financial requirements; plans to be submitted by Board to AGM for financing packages to be arranged.
- progress reports with expenditure reports to be prepared annually; progress reports to be issued by program manager, approved by the Board and submitted for endorsement/comment to the AGM.
- financial reports on individual contributions to be prepared in accordance with the requirements of each trust fund agreement.

