

**Terms of Reference  
of Flagship 4's Urban CBDRR Operational Coordination Meetings**

**Background:**

The Flagship 4, as part of the Nepal Risk Reduction Consortium (NRRC) recognizes that no single agency can address Nepal's disaster risk and that a coordinated effort that builds on the strengths and mandates of its members can provide a comprehensive approach to risk reduction. The NRRC has received unprecedented support from development partners and many have aligned DRR assistance under the defined priority flagship areas. The following 5 Flagship priorities have been identified:

1. School and Hospital Safety
2. Emergency Preparedness and Response
3. Flood Risk Management in the Koshi River Basin
4. Community Based Disaster Risk Reduction
5. Policy/Institutional Support for Disaster Risk Management

Flagship 4 seeks to capitalise on the Community Based Disaster Risk Reduction/Management activities and experience which has already accumulated to create a more consistent and systematic approach to CBDRR/M which the Village Development Committee (VDC) / municipality levels. By following a set of minimum characteristics for disaster-resilient communities and adopting a package of common elements to be included in all Community Based Disaster Risk Reduction/Management interventions, the Flagship advocates that communities receive consistent support and become more resilient.

Classified as a global 'hotspot' (World Bank, 2005), Nepal is vulnerable to multiple natural disasters, suffering an average of 900 natural disasters each year resulting in lost lives and damaged livelihoods (MoHA, 2009). Adding to picture this picture is Nepal experiencing the fastest rate of urban growth of any South Asian country (World Bank, 2013). In order to address the ever-increasing risks in the Kathmandu valley, and other rapidly urbanising areas in Nepal, organisations have recently begun to take on the challenge of designing disaster risk reduction and management interventions in the urban context.

In August 2012, Flagship 4 organised an urban CBDRR workshop to discuss the various efforts of partners in addressing this issue. It was determined in this workshop that many partner organisations are working in the field of urban CBDRR and greater coordination of activities is required to maximize implementation at all levels. Given this need for greater coordination, participating organisations agreed that additional working group was not preferable, some form of coordination and information sharing is necessary at the operational level at a minimum. At the request of implementing agencies Flagship 4 will coordinate a monthly Urban CBDRR coordination meeting at the operational level.

**Overall purpose:**

The Urban CBDR Operational Coordination Meetings will act as a coordination, knowledge sharing and 'think take' for Urban CBDRR issues in Nepal. The meeting group. Comprised of program managers and staff, will also provide technical guidance on urban aspects of community-based disaster risk reduction.

**Composition of the meeting:**

Secretary: Flagship 4 Coordinator (IFRC)  
Members: Representative of Nepal Red Cross Society (and concerned partner national societies)  
Representative of NSET  
Representative of Oxfam  
Representative of Lutheran World Federation  
Representative of Practical Action  
Representative of ActionAID

Representative of Merlin  
Representative of UNDP  
Standing Invitee: Other organisations who are interested in working in the urban context  
Nepal Risk Reduction Consortium  
\*Meeting participants should be program managers and staff.

### **Meeting schedule**

The Urban CBDRR operational level meeting will meet initially on a monthly basis, or then as required. An annual meeting schedule with proposed dates and venues will be prepared and circulated in advance.

### **Specific tasks and responsibilities:**

#### **Coordination**

- § Ensure effective coordination between CBDRR urban implementing agencies, and dissemination of activities to the wide Flagship 4 and NRRC membership.
- § Share research and lessons learned in implementing CBDRR projects in the urban context
- § Feed into any policy level Urban DRR coordination mechanisms that is established by the NRRC.
- § Establish a Google group that circulates news on a weekly basis on Urban DRR issues.

#### **Technical support**

- § Actively participate in the assessment of the existing 9 minimum characteristics for disaster-resilient communities in the urban context. This will be a major piece of work leading up to the September 2013 Urban CBDRR workshop.
- § Support and possibly present at the upcoming September 2013 Urban CBDRR workshop

#### **Advocacy**

- § Actively promote the work conducted under Flagship 4 and the NRRC, to donors and other interested parties through the development of promotion materials, presentation and information sharing.
- § Encourage Flagship 4 partners to share new knowledge and learning on CBDRR and other key issues such as climate change, for dissemination at national and international level.
- § Support strategic planning, advocacy and other initiatives of Flagship 4 as required.