MEETING DOCUMENT

**Task Group World Heritage (TG-WH 32)**

29 January 2021

Virtual meeting

**Agenda Item: 4. Single integrated management plan**

**Subject: 4-2** Roadmap proposal: Working with site managers and consultation phase

**Document No.:** TG-WH 32/4-2

**Date:** 11 January 2021

**Submitted by: CWSS**

WSB 28 adopted the development phases of the SIMP proposed by TG-WH which included a “Consultation and Pilot Implementation” for 2021. TG-WH 31 discussed the phases again and proposes to split the “Consultation” phase into two parts: a) “Working with site managers” and part b) “Consultation”. The members’ organisations of TG-WH lead this phase with the support of CWSS.

The **“Working with site managers”** phase is planned to take place between March and July 2021 and aims to continue the involvement of site managers in the development of the SIMP. In 2019, site managers contributed to the identification of the five key topics of the SIMP and provided preliminary recommendations. In 2021 they will be asked to review and comment the concise draft SIMP document (hereinafter: SIMP document), and to further elaborate on their recommendations including possible trilateral activities and how to implement them to reduce threats and leverage opportunities.

The **“Consultation”** phase aims to inform the advisory boards and stakeholders in their networks in the region and to ask for their suggestions on how to collaborate with them to implement the SIMP. This phase takes place after the input from the site managers has been systematized and integrated in the SIMP document. The revised SIMP document is planned to be proposed for endorsement by WSB 33 on August 27, 2021. Therefore, the “Consultation” phase takes place between September and December 2021.

This meeting document includes the following points:

1. Working with site managers and consultation phase
   1. The roadmap proposal
   2. Suggested content of the meetings with site managers and questions for discussion to assure comparable workshop outcomes
2. **Annex 1.** Details for the organisation and implementation of the meetings with **A.** site managers and **B.** the consultation phase per country.

**Proposal:** The meeting is invited to:

* Review and agree on the roadmap proposal for the Working with site managers and consultation phase (Note: **Is urgent to select the dates in April for the site managers meetings**).
* Discuss and agree on the questions, expected outcomes of the workshops with site managers to address the challenge of making the SIMP operational.
* Reflect on what kind of guidance or requests do we have to the WSB 32.

# Working phase with site managers and consultation phase

The “Working with site managers and consultation” phase is led by the Environmental Protection Agency and The Wadden Sea National Park in Denmark, the National Park Authorities and Environmental Ministries in Germany, the Ministry from Agriculture, Nature and Food Quality and the Management Authority in the Netherlands and supported by CWSS. Each country lead is responsible for engaging, informing and inviting the site managers and councils, organizing the meetings, systematizing the outcomes of the meetings and providing feedback. Participants in this phase will receive the draft SIMP document, a meeting invitation emphasizing the importance of their participation as this is the opportunity to influence the strategic agenda for the next Governmental Conference and a “one-pager” introducing the SIMP.

**Meetings/workshops with site managers** will include a general introduction to the SIMP and sessions for each key topic with potentially different site managers and experts involved in the different key topics. Presentations in the three countries will be the same and can be adapted to the local situations. The discussion will build on [the recommendations given by site managers and WSB advisors in 2019](https://www.waddensea-worldheritage.org/system/files/Site-managers%20recommendation%20on%20key%20topics%20SIMP.pdf) as part of the identification of key topics for the SIMP. A comparable result in the three countries is pursued by asking the site managers to reflect on those recommendations, to identify potential trilateral key activities and how to implement them (see 1.2). These specific questions address the key challenge at task: to make the SIMP operational and of added value for the site managers. Details per country are presented in Annex 1.A.

**The consultation phase** will use the formal channels and meetings in the three countries (Advisory Boards and Policy Council, etc.). The SIMP will be introduced using the same presentations that can be adapted to the local situations. Other responsible Ministries and Authorities will be approached individually by the country leads. All will receive the draft SIMP document translated into their country’s language and will be requested to provide suggestions on how to collaborate with them to implement the SIMP. Details per country are presented in Annex 1.B.

* 1. **Roadmap proposal**

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| **Date** | **Milestone** |
| February 2021 | Eachcountry lead sets a date and sends a save the date/invitation to the site managers. |
| 04 March 2021 | **WSB 32** notes the draft SIMP document and approves the proposed time line |
| 06 March 2021 | Draft SIMP document and meeting agenda are sent to site managers in the three countries. |
| End of March-April 2021 | **Dates to be agreed before TG-WH 32:** non-overlapping dates per country and Federal States.  Workshops/meetings in each country with site managers. *See specific questions to address on item 3.*   * The Environmental Protection Agency and The Wadden Sea National Park (DK)   Date: tbd   * National Park Authorities, experts of the administrations and wardening NGOs (DE)   Date: S-H tbd, HH tbd, LS tbd   * TBOs (operational managers) accompanied by the Management Authority (NL)   Date: tbd |
| April - May 2021 | The prioritised and summarised outcome of each workshop/meeting is sent to CWSS to systematise an to produce an integrated overview for TG-WH. |
| June 2021 | Feedback on the integrated overview to the site managers.  **To discuss in TG-WH 32: How to provide feedback?** Options: Separate meetings per country? And/or one meeting with one online meeting with site managers from the three countries to promote exchange? Have in mind thatspecific content of the feedback meetings will depend on the outcome of the integrated overview. |
| June-July 2021 | Update of the SIMP document (by CWSS and TG-WH, with the support of the relevant TWSC groups if necessary). |
| 2. August 2021 | Send the updated SIMP documentto WSB. |
| August 2021 | Translation of the SIMP document to the three languages and language check in the three countries.  **To discuss in TG-WH 32:** designate in TG-WH who does the language check and decide if to translate all graphs or only the graph with the OUV key values. |
| 27. August 2021 | **WSB 33** is invited to endorse the draft SIMP document for the consultation phase. |
| 28-31. August 2021  (After WSB 33) | One-page summary and translated SIMP document is sent to Advisory Boards in DK and DE and Policy Council in NL to inform them and their networks in the region, and to ask them for their suggestions on how to collaborate with them to implement the SIMP.  The translated SIMP document is also sent to site managers for information. |
| September 2021- December 2021 | Meetings in each country through the formal channels:   * The Danish Wadden Sea Advisory Board (DK)   1st informational meeting in 18. May 2021  2nd consultation September 2021  Possible additional meeting with Municipalities and inform the Region South Denmark   * Advisory boards and inform relevant authorities and ministries (DE)   Dates: tbd   * Policy Council (NL)   Dates: tbd  **Note to TG-WH 32:** integration of comments and advice resulting from the SIMP consultation phase starts as soon as the consultation is done. Ideally consultation should conclude before Christmas and if more time is necessary, no later than 15 January 2022. |
| 18. November 2021 | WSB 34 notes progress report. |
| January - March 2022 | Update the SIMP and send to WSB. |
| April 2022 | **WSB 35** final review including the input from the consultation phase. |
| May 2022 | Update the SIMP according to the last observations from WSB. |
| June-July 2022 | Edit and layout of the SIMP document. |
| August 2022 | **WSB 36** endorses the SIMP for adoption in the Ministerial Conference. |
| November 2022 | Ministerial Conference adopts the SIMP. |
| December 2022-  … | SIMP awareness and implementation (process to be decided in the future and depending on the final SIMP). |

* 1. **Suggested content of the meetings/workshops with site managers**

1. General introduction of the SIMP, the role of the site managers and aims of the meeting  
   Q&A

Same power point presentation for the three countries with some slides adapted for every local situation. Including the relevance of the SIMP for the specific group that is being addressed, this is a good opportunity to influence the strategic agenda for the next Governmental Conference, show how the site managers recommendations from 2019 have already influenced the SIMP, for each key topic remind them the site managers recommendations from 2019).

1. Presentation of each of the five key topics and Q&A

Same power point presentation for the three countries with some slides adapted for every local situation. Possibility to ask the QSR authors or experts in the countries to record a video (15 min each) and availability of presenters for Q&A session.

Questions to address in the discussions with site managers for each key topic:

1. What are the key risks that can have a trilateral impact on the OUV and need to be addressed?
2. What are further trilateral activities that can be done?
3. What is your role as a site manager in the implementation of those activities and who else should be involved?
4. What are the opportunities that can be leveraged? And how to implement them?

These questions should be sent in advance to the site managers so that they can think about them.

A general estimate of the duration of the meeting: presentations 1,5 hours, discussion per key topic 40-60 min? total 4-6 hours

Format: Online or hybrid (depending on the situation in March-April 2021).

Detailed method for the sessions for each key topic and a format of the expected report will be further discussed and detailed during February-March 2021 based on the outcome of TG-WH32.

**Annex 1. Organizational details per country**

1. **Working phase with site managers**

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|  | **Denmark** | **Schleswig-Holstein** | **Hamburg** | **Lower Saxony** | **The Netherlands** |
| **Site managers involved** | Members of the Environmental Protection Agency and The Wadden Sea National Park | Members of the National Park Authority & other experts from SH administration and the NGOs site managers involved in 2019 | Members of the National Park Authority and Verein Jodsand  (inform BUKEA internally and Inselsprecher) | Members of the National Park Authority | Operational managers from the TBOs accompanied by the Management Authority Wadden Sea. |
| **Date of the meetings**  **in April** | Day end of March - April 2021 | Day end of March - April 2021 | Day end of March - April 2021 | Day end of March - April 2021 | Day end of March - April 2021 |
| **How** | **Environmental Protection Agency and National Park** identify and invite site managers and experts, hand them the SIMP document, agenda and objectives of meeting.  Online meeting including a general introduction of the SIMP and the key topics (How this fit into other initiatives? Why we invited them to comment (linking points/topics e.g. shipping)) | **National Park Authority** identifies and sends the invitation to the site managers and experts, hands them the SIMP document, agenda and objectives of meeting.  Two-days’ workshop under the lead of the National Park Authority including a general introduction and sessions for each key topic with different site managers and experts.  Further detail:  Day one, morning: workshop with NGOs: Jordsand, WWF, Nabu & Schutzstation Wattenmeer (1-2 people each), MELUND & National Park Authority  Day one, afternoon & Day two: workshops with SH administration. | **National Park Authority** identifies and invites site managers and experts, hands them the SIMP document, agenda and objectives of meeting.  Online meeting including a general introduction of the SIMP and the key topics (How this fit into other initiatives? Why we invited them to comment (linking points/topics e.g. shipping)) | **National Park Authority** identifies and invites site managers and experts, hands them the SIMP document, agenda and objectives of meeting.  Workshop with the site managers including a general introduction and sessions for each key topic with different site managers and experts. | **Management Authority and LNV** identifies and invites site managers, hands them the SIMP document, agenda and objectives of meeting.  Online workshop including a general introduction and sessions for each key topic with different site managers and experts.  Further detail:  Focus on the five key topics: introduction addressing the latest developments on each key topic and impacts, and discussion with site managers about risks and measures to lower the threats (core actions we can take trilaterally).  Focus on practice to make the SIMP operational, work on solutions, not analysis. |
| **Materials** | Suggested text for the invitation, one-pager\* introducing the SIMP to attach to the invitation and ppt\* for the workshop. | | | | |

\*One pager as an explanatory note with the most relevant information to introduce the SIMP.

Ppt: Power point presentation with some slides adapted for every country (relevance of the SIMP for the specific group that is being addressed)

1. **Consultation phase**

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|  | **Denmark** | **Schleswig-Holstein** | **Hamburg** | **Lower Saxony** | **The Netherlands** |
| **Who** | Wadden Sea Advisory Board (WSAB)  The municipalities will be consulted with the WSAB and the municipal representation in the Danish delegation to the WSB  Consultation with the Region of South Denmark (regional development plan) will also be part of the WSAB consultation. | Two advisory boards (via National Park Authority)  Information of the relevant ministries in SH (via Maren Bauer) | BA, BWVI, SK (Hamburg port authority)  Also update to the National Park Authority and Verein Jodsand, BUKEA internally and Inselsprecher. | Advisory board  Also inform the all the neighbouring ministries: agriculture, economy, Education, etc. | Policy Council  Ministries will be informed previous consultation with the Policy Council |
| **When** | 1st consultation with WSAB on May 18th 2021 and 2nd consultation in mid-September 2021.  Consultation with municipalities will be integrated in the 2nd WSAB consultation. | Sept.-Dec. 2021  After approved by WSB 33 (27 August), and translated. | Sept.-Dec. 2021  After approved by WSB 33 (27 August), translated | The advisory board meets in September or December. | Sept.-Dec. 2021  After approved by WSB 33 (27 August), and translated. |
| **How** | Approach them individually, give them the translated SIMP document.  Stepwise approach: first give a short general presentation and provide them with the translated SIMP document.  The second step is to get organised with them and see where they want to contribute. | Hand in and present the translated SIMP. Use the 2 official meetings planned (advisory board meetings & joint; working group meetings)  Ministries: in a written form 🡪 letter from the Env. Ministry | Send the translated SIMP document. | Advisory board: One meeting for introducing the draft and the work and one for getting feedback.  Ministries: in a written form🡪 letter from the Env. Ministry | Presentation of the translated SIMP in the planned meeting of the Policy Council. |
| **What you need** | Translated SIMP document, one pager and ppt\*. | Translated SIMP document, one pager and ppt\*. | Translated SIMP document, one pager and ppt\*. | Translated SIMP document, one pager and ppt\*.  We need to be very clear on what we are asking to avoid misunderstandings on what they give to us as input. | Translated SIMP document, one pager and ppt\*. |
| **Expected outcome** | Formal advice in written form to collaborate and implement the SIMP. | | | | |

\*One pager as an explanatory note with the most relevant information to introduce the SIMP.

Ppt: Power point presentation with some slides adapted for every country (relevance of the SIMP for the specific group that is being addressed)