

Coordinated management and networking of Mediterranean wetlands

Deliverable

3.1.1

Wetland Contract Guidance Manual

GUIDANCE MANUAL FOR TESTING WETLAND CONTRACTS

(deliverable 3.1.1)

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1 WETLAND CONTRACTS: INTRODUCTION

Definition and legal framework ¹

The World Water Forum (World Water Forum - The Hague, 2000) defined the river contracts as forms of agreement that allows to adopt a set of regulations in which criteria of public utility, economic return, social value and environmental sustainability equally take part in the search for effective solutions for the river basin's recovery.

The basin's communities are therefore called to elaborate a shared vision, showing conflicts, interests, but also territorial values and the ability to create a system by promoting dialogue between stakeholders and integrating different territorial and environmental protection planning tools. The river contract definition concerns also lake, coast, wetland contracts, if the tool described above is used paying attention to water body categories other than the river.

Formally Wetland Contracts can be defined as shared commitment acts by different public and private subjects, in various capacities interested in water bodies, for environmental restoration and socio-economic regeneration of water systems. The agreement develops and is formalized within a decision-making process of participation and negotiation, thanks to which the programming act (Action Program) is identified which composes and integrates the various interests present around a water body, defining responsibilities and implementation tools for the governance and sustainable management of the wetland system. The process remains active even after the signing of the Contract and constitutes the prerequisite for the successful implementation of shared decisions.

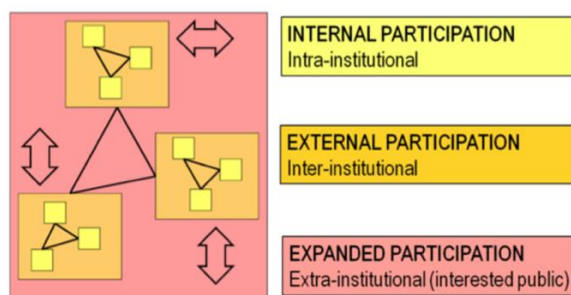


Figure 1 –Wetland Contract participation system (CIRF)

It should be emphasized that the Wetland Contract does not constitute a new planning act or a new decision-making level, but rather brings the specific strategies and competences of the stakeholders involved towards a governance process, respecting the specificities and autonomies, with a flexible approach. updatable, inter-sectoral and inter-scalar. At the same time, the Wetland Contract should not be understood as a mere inter-institutional agreement aimed at sharing government objectives, but rather as a decision-making and operational process that makes up the environmental and socio-economic interests of a water system, implementing the superordinate provisions (territorial and sectorial). In this sense, the Wetland Contract shall be understood as a continuous process of governance based on shared knowledge and a synergic interaction between stakeholders, aimed, before sharing decisions, at sharing decision-making ways. Among the specific aspects that distinguished these negotiated programming tools from other governance

¹ Since the River/Wetland contract is an experimental tool, but already in use in France and Italy, in this text reference is made to the Italian experience that is already advanced in terms of recognition and regulation by national and regional authorities. Indeed, the Italian Ministry for environment and for the safeguard of the territory and sea (MATTM) recently made a study about the tools for managing and conversing the water bodies and about the criteria for setting the River contracts. Part of the definitions used in this section are taken from that study with the aim of presenting the most complete framework.

experiences is the contextual presence of voluntariness, inclusion, collaboration and obligation (Pineschi, Gusmaroli 2015).

These four attributes make up the peculiar approach of the Wetland Contract, which constitutes a decision-making process with voluntary entry (no subject is obliged to adhere to it) and open (anyone with various interests can join it), but with a negotiated exit (all members are called to collaborate actively in the formulation and implementation of the joint decision) and binding (contractual commitments are regulated by obligations, also subject to the negotiation process).

In other words, the Wetland Contract is a tool whose adoption is not mandatory, but once the outcome of the contract has been identified as a working tool, it must establish commitments. The binding regime of these commitments must be established in a shared manner within the inclusive process, like all the elements that make up the decision.

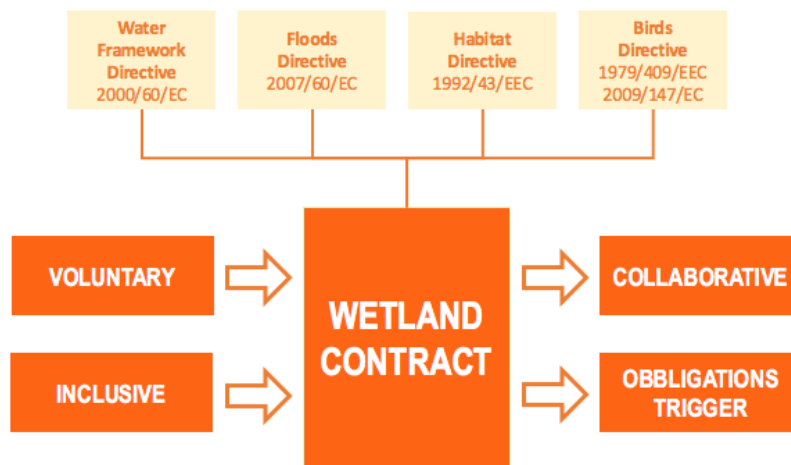


Figure 2 – Wetland Contract characteristics and regulatory framework (CIRF)

At EU level, no legislative instruments reflect the figure of the Wetland Contract tool. However, the Wetland Contract pursues the main objectives of the following European environmental directives:

- Habitat Directive 1992/43 / EC
- Water Framework Directive 2000/60 / EC
- Floods Directive 2007/60 / EC
- Birds Directive 2009/147 / EC

Moreover, both the European Water Framework Directive (2000/60/EC) and daughter Directives (Habitat Directive, Floods Directive, etc.) require Member States to foster an integrated approach for the management of all water bodies, through a collaborative governance able to combine multi-objective, multi-level and multi-stakeholder decision-making processes and to simultaneously pursue environmental enhancement, risk management and local development. In particular, a participative approach to decisions making is promoted as a prerequisite for defining integrated, sustainable and viable strategies.

In particular, Wetland Contracts are included in the Water Framework Directive as "Complementary measures" that shall be adopted additionally to the basic measures in order to achieve the environmental objectives. In fact, Part B of Annex VI contains a non-exhaustive list of possible measures of this nature. In this list we find the possibility of carrying out "negotiated agreements in environmental matters", together with other types of measures such as legislative and administrative tools, codes of good practice, new creation and restoration of wetlands, extraction controls, emission

controls, or demand management measures such as the promotion of adapted agricultural production; or research, development and demonstration projects.

Wetland Contract background: from 80's to today

The expression *contrat de rivière* (River Contract) has been used in France since 1981, when an institutive law foresees for this contractual tool in order to respond to the gradual degradation of water bodies, with the aim of organizing a coordinated maintenance of the river banks. The first *contrat de rivière* concerning the La Thur river was signed in 1983. From that moment, and thanks to its success, this tool was soon expanded and adopted in the entire country. More than 150 River Contracts are now operational in France and cover approximately 10% of the national territory. The River Contract, since its establishment in 1981, has evolved considerably to enrich itself and adapt to the new legislative and regulatory context. Until 2003, river or bay contracts were approved by a national accreditation committee. At the end of 2003, the ministry responsible for sustainable development decentralized basin-level accreditation procedures under the responsibility of the basin committees (*comités de bassin*).

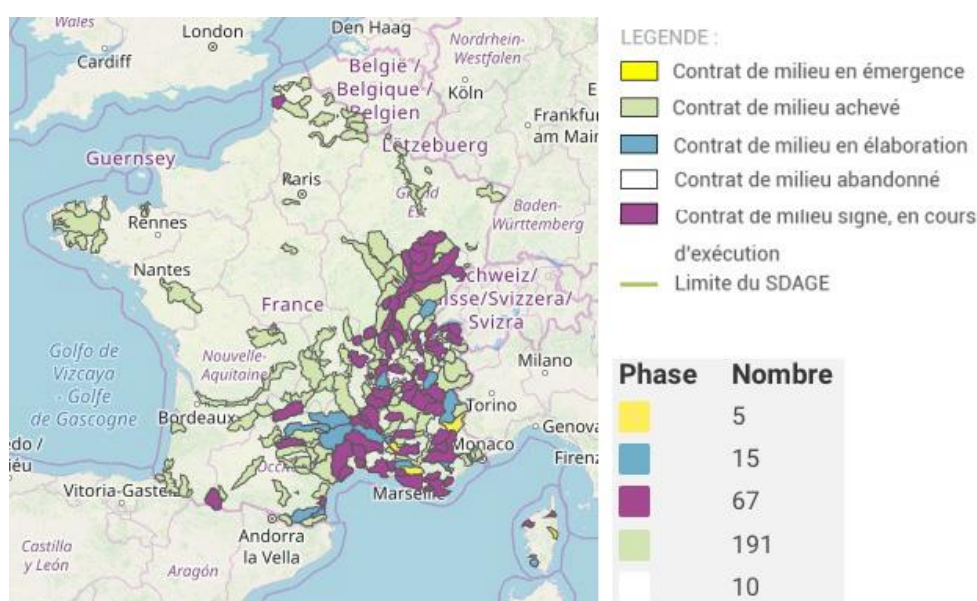


Figure 3 - Map of the contrats de milieu implementation in France (GESTEAU, 2019²)

A *contrat de milieu* (Environmental Contract) (usually a *contrat de rivière*, but also a lake, bay or aquifer) is a technical and financial agreement between the partners concerned for a global, concerted and sustainable management at the scale of a coherent hydrographic unit. With SAGE, the environmental contract is a relevant tool for the implementation of the SDAGE and programs of measures to take into account the objectives and provisions of the Water Framework Directive. It can be an operational version of a SAGE. It is a voluntary and concerted action program over 5 years with contractual financial commitment (designation of project owners, financing method, deadlines for works, etc.). These contracts are signed between the partners concerned: prefect of department, water agency and local communities (general council, regional council, municipalities, inter-municipal unions, etc.). The river (or bay) committee is instituted

² <https://www.gesteau.fr/contrats#5/46.740/5.537/sdage,contrats>

by prefectural decree to steer the development of the contract that it runs and follows. The circular of January 30, 2004 specifies the conditions of its constitution and operation.

The river contracts then have been developed in Belgium in the region of Wallonia³ since 1988. In 1993 a ministerial circular indicated the criteria of acceptability of the contracts and defined the methods of execution, giving to these initiatives a homogenous legal framework. The Walloon experience is considered to be a reference point because of the Region's strategy to the river contract to its entire territory, thus creating a considerable impact on the local water and river management. 16 River Contract Management Committees were established to ensure strong participation of local environmental, cultural, and sports associations, as well as involving local authorities and government bodies. These associations promote the participation of the actors in the river banks management and recovery, resources inventories, the elimination of invasive plants, the cleaning of the environment and all those initiatives in the contract.



Figure 4 – River Contracts in Belgium (B. Nicolas, CR Semole)

In the Italian context, river contracts have spread since the early 2000s (Bastiani, 2011). The first Italian river contracts are implemented in Lombardy and Piedmont by developing various processes also within European programs (INTERREG IIB CADSES 2000-2006). From this first phase of implementation, initially limited to some Northern regions, starting from 2007 a second phase - thanks to the birth of the National River Contracts Table - allows this tool to extend and take root also in the rest of Italy. The National Table acts in terms of cultural transformation, helping to change the way in which local communities stand with respect to the management of rivers, lakes and coasts. This new approach finds its first programmatic synthesis in the drafting of the National Charter of River Contracts⁴ in 2010, presented in the 5th meeting of the National Table held in Milan. The Charter is a guideline about river contracts and is now officially signed and adopted by the majority of Italian regions. The Charter reports: *"River contracts can be identified as negotiated and participatory planning processes aimed at containing eco-landscape degradation and redevelopment of river basins/sub-basins. These processes are differentiated in singular administrative and geographical contexts in line with the related regulatory systems, according with the peculiarities of the basins, in correlation with the needs of the territories, in response to the needs and expectations of citizenship. In a multilevel governance system, therefore, the river contracts are configured as continuous processes of negotiation between the Public Administrations and the private subjects involved at different territorial levels and consist in multi-sectoral and multi-scale agreements characterized by the*

³ http://environnement.wallonie.be/contrat_riviere/

⁴ http://www.contrattidifiume.it/export/sites/default/it/doc/Azioni/CARTA-NAZIONALE-DEI-CONTRATTI-DI-FIUME_DEF2012.pdf

voluntariness and flexibility typical of such processes decision-making". The fundamental step for the validation of the river contract tool in Italy is the insertion of article 68 bis in the *Testo Unico Ambientale* (Environmental Law) in 2015. This articles communicates right from the first lines of the text the mission of the Italian river contracts: "*The river contracts contribute to the definition and implementation of the district planning instruments at the basin and sub-basin level , as voluntary tools of strategic and negotiated planning that pursue the protection, the correct management of water resources and the enhancement of the fluid territories, together with the safeguard from the hydraulic risk, contributing to the local development of these areas*". In 2015, while the legislative process of the article was being concluded, the National Table was in charge of drawing up - with a work group composed of 35 experts of different disciplinary backgrounds coordinated by the MATTM and ISPRA - the document "Definitions and Basic Qualitative Requirements for River Contracts"⁵. The document presented on March 12th 2015 is the main methodological reference to which the Italian river contracts refer. The document aims to provide the elements for a correct interpretation on a national scale of the principles and the process that distinguishes the river contracts, avoiding that the individual regions produce their own guidelines. The river contracts according to the practice highlighted in the document, is divided into six progressive phases, all characterized by a wide participation of institutions and municipalities local authorities.

River Contracts characteristics	France	Belgium (Wallon)	Italy
Legal framework	Ministerial Circulars 1981, 1993, 1994, 2004	Ministerial Circular 1993, 2001	Law December 28th 2015, n. 221, article 68-bis Legislative Decree 152/2006
Management scope	Sub-catchment, coast	Sub-catchment	Sub-catchment, coast
Principles	Intervention tools: Set of actions in favour of a global management of the river and its catchment	Tool of orientation and of intervention: protocol agreement on goals integrated into an action program	Tool of orientation and of Intervention implemented through an action program
Themes	<ul style="list-style-type: none"> - Waters quality - Fruition - Water bodies restoration - Fight against floods and hydraulic improvement - Enhancement of the hydro-ecosystem 	Acknowledgement of water bodies criticalities	<ul style="list-style-type: none"> - Protection and management of water resources - Enhancement of river territories - Protection against hydraulic risk - Local development
Procedures	<ul style="list-style-type: none"> - Decentralized since 2004 - agreement under the responsibility of the basin committee of a water agency (formerly of a river committee) - signature by the local, regional authorities and the prefect involved (previously prefectural resolution) 	<ul style="list-style-type: none"> - Approval by the river committee; - signature of the partnership public and private involved in action program and of the minister for the Wallon region. 	<ul style="list-style-type: none"> - Approval by the River/Basin Assembly - signature of the partnership public and private involved in action program
Management structure	River Committee	River Committee	- River/Basin Assembly (deliberative function)

⁵ http://www.a21italy.it/wp-content/uploads/2014/06/CDF_Definizione-e-Requisiti-di-Base.pdf

	(Consultation and representation of local stakeholders)	(Consultation and representation of local stakeholders)	- Institutional- technical committees (technical and executive functions)
Management methodology	Coordinated management between several public managers	Concerted management between all users and administrators	Participatory management through the River/Basin Assembly
Duration	- Processing: 2-3 years - Implementation: 5 years (Renewable)	- Processing: 3 years - Implementation: 3 years (Renewable -maximum: 12 years)	- Processing: 1-2 years - Implementation: 3 years (Renewable)
Financial resources	Program of public co-financing: financial support of the State and Water Agencies	Each signatory partner of the contract accepts a financial commitment on the foreseen actions included in the action programme	Each signatory partner of the contract accepts a financial commitment on the foreseen actions included in the action programme
Integration with other management instruments	SAGE, SDAGE	Sub-catchment Plan	Catchment management Plan
Local communities' involvement	Generally strong thanks to the inter-municipalities structure	Variable according to their degree of commitment foreseen in the contract	Generally strong thanks to information, communication and participation actions
State of art	282 River Contracts and 160 of them completed (2017)	16 River Contracts and 13 of them completed (2011)	93 activated, 82 started and 101 announced (2017)

Table 1 - River Contracts in France, Belgium and Italy (RETRALGS project – modified by CIRF)

European ongoing experiences

In these past years, several European funded projects are investigating and implementing - as Wetnet - multilevel governance tools for wetland integrated management.

In particular:

COASTING⁶ (Interreg Med Programme): a capitalisation project based on the ICZM principles application, aiming at enhancing the effectiveness of the multilevel governance tool *Contract de Baie* (Coast Contract), transferring a shared methodology mostly centred on the stakeholders' involvement and focusing the tool deeply on the tourism sector sustainability and qualification.

EAU CONCERT 2⁷ (Interreg Alcotra Programme): a project aiming at restoring and protecting transboundary aquatic ecosystems and strengthening their ecosystem services by implementing cooperation on participatory governance of river ecosystems based on the River Contract tool which is a working method for the negotiated and participatory management of water resources on the scale of the hydrographic basin, to which one voluntarily adheres.

⁶ <https://coasting.interreg-med.eu>

⁷ <http://interreg-alcotra.eu/it/decouvrir-alcotra/les-projets-finances/eau-concert-2concertazione-e-azioni-di-valorizzazione-degli>

CREW⁸ (Interreg Italy-Croatia Programme): a cooperation project aiming at implementing a multilevel governance tool (Wetland Contract) in order to achieve overall effects on coastal wetlands ecosystems and socio-economic related systems by overcoming fragmentations that are often jeopardizing the sustainable development and preservation of these fragile areas.

RETRALAGS⁹ (Interreg Maritime IT-FR Programme): a cooperation project that intends to face the challenge represented by the development of innovative models of integrated governance of the natural and cultural sites of the cooperation area, creating a cross-border sustainable management system. The joint action plan will be implemented starting from the already existing wetland management models, in line with national regulations, followed by a joint implementation phase through the sharing of experiences and knowledge aimed at creating a cross-border management model, to then begin the process of integrated management of the natural and cultural heritage of the related lagoons, lakes and ponds.

LIFE GREENCHANGE¹⁰ (LIFE Programme): a LIFE project that intends to contribute to halting the loss of biodiversity and to enhance the ecological value of the agricultural systems of the Agro Pontino and of the northern region of Malta, by planning and implementing Green Infrastructures and multifunctional actions in rural, semi-natural and natural areas. Among the actions foreseen by the project there is the definition of a governance tool: The Biodiversity Pact that activates an open and permanent workgroup, engaging key stakeholders (farmers, environmental associations, decision makers, etc.) in order to share procedures for the management of rural areas able to enhance the mapped and evaluated ecosystem services and to increase the level of functionality and ecological connection.

LIFE RISORGIVE¹¹ (LIFE Programme): a LIFE project that aims at re-establishing and stabilising the green infrastructure made up by the network of springs, water courses and their environment and restore their function and the ecosystem services they provide. Among the actions foreseen by the project there is the implementation of a Spring Contract.

MARINASTIS¹² (MAVA Foundation): an international cooperation project for the definition of an integrated management model for the wet and coastal areas of the Gulf of Oristano; co-financed by the MAVA Foundation and coordinated by the MEDSEA Foundation in collaboration with the Marine Protected Area "Penisola del Sinis - Isola di Mal di Ventre".

Funding programme	Project	Partners	Pilot areas	Budget
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⁸ <https://www.italy-croatia.eu/web/crew>

⁹ <http://www.retralags.eu>

¹⁰ <http://lifegreenchange.eu/it/>

¹¹ <http://www.liferisorgive.it/it/>

¹² <http://www.maristanis.org>

Interreg Med Programme	2 (COASTING, WETNET)	19	19	3.306.612
Interreg ALCOTRA	1 (EAU CONCERT 2)	3	3	2.049.884
Interreg Maritime IT-FR Programme	2 (RETRALAGS)	22	6	8.743.145
Interreg Italy-Croatia Programme	1 (CREW)	8	7	1.836.947
LIFE Programme	3 (GREENCHANGE, RISORGIVE)	14	3	6.636.497
Central European Initiative	1	6	2	100.000
MAVA Foundation	1 (MARINASTIS)	1	4	4.637.499
TOTAL	11	73	44	27.310.584

Table 2 – Ongoing European projects on wetland integrated management

2 WETLAND CONTRACT: WETNET IMPLEMENTATION STEPS

Multistage process: a flow chart

This section explains the methodology in use by WETNET for developing the Wetland Contracts. This methodology is here detailed in order to guide the project partners along the process of testing the tool in pilot areas. Although the methodology is tailored for the present Interreg Med Project in its timeframe and activities, in some parts it draws on the methodology described by the MATTM's research for Italian River Contracts implementation and definition¹³. In reason of the operational purpose of this section, aimed at regulating the implementation process of WETNET project partners, the focused tool will be hereafter mentioned as Wetland Contract.

The objective of the Wetland Contract is to openly consider the various objectives and find solutions to make them coexist, assuming environmental sustainability simultaneously as a priority objective and an implementation strategy.

As part of the decision-making process, different development scenarios have to be evaluated, specifying the one shared by the stakeholders and in line with an overall environmental requalification strategy. This path leads to the preparation of a shared Action Plan aimed at improving the overall ecological status of the water body, in a negotiated manner with the other main objectives at stake: reduction of the hydrogeological risk, enhancement of the water resource for anthropic uses and the other environmental and territorial objectives that may emerge during the process.

The signing of the Wetland Contract constitutes the commitment, on the part of the stakeholders on the river basins in question, to the implementation of shared actions aimed at the set objectives.

The following key steps can be identified in the process:

1. a participatory and inclusive decision-making process, able to last over time and oriented to the empowerment of the actors involved;
2. a structured and integrated knowledge base, shared and updatable, on the state of the target area (strengths / weaknesses from the environmental and socio-economic point of view) and the risks / opportunities connected to it, as well as the framework of the programmatic tools (existing plans, programs, projects);
3. a concerted definition of future scenarios, a strategic vision to be adopted, capable of coordinating various planning tools and adopting the principles of sustainable development, shared through a protocol of Understanding;
4. an Action Plan that establishes the priority actions, the roles and the methods for implementing the strategy and a plan to monitor its actual implementation;
5. a Wetland Contract as a formal commitment document to carry out the actions developed and shared in the participated path.

In this framework, WETNET developed a multistage methodology able to guide the partners along the above described process through seven templates codifying the minimum requirements to be included in the key documents of the Wetland contract process, which are:

- Regulatory framework

- Scientific description
- Stakeholders' analysis
- Alternative scenarios
- Sharing and assessing scenarios
- Territorial Lab experience
- Wetland Contract

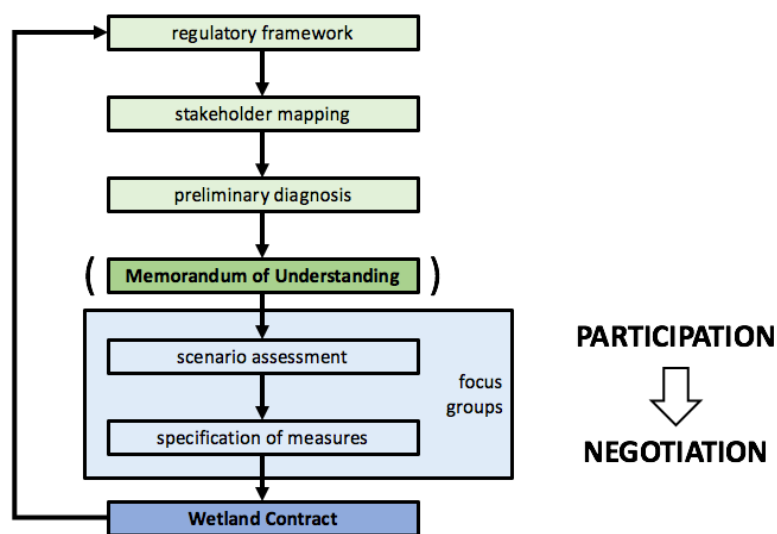


Figure 5 - Wetland Contract: WETNET methodology flow chart (CIRF)

Implementation steps

Preparatory stage

The first stage of the process is the context analysis collection; it aims at preparing the subsequent pilot activities related to the actual implementation of the Wetland Contract. This stage investigates the regulatory framework in local wetlands management, concerning territorial and landscape planning and policies; it collects the existing knowledge about the criticalities and the environmental and territorial values to base the strategic scenario; finally, the stakeholders mapping identifies and lists the actors to be involved in the Territorial labs among civil society and key groups.

[related attached templates: 3.2.1 "Regulatory framework", 3.2.2 "Scientific description", 3.2.3 "Stakeholders' analysis"]

Context analysis I. Regulatory framework

The regulatory framework analysis contains the regulation background related to water management within each target wetland explaining laws, rules, procedures, plans, policies, and levels of jurisdiction in the field of wetlands management. It is detailed in two levels.

National level:

- management plans of wetlands foreseen at national level;
- relevant strategies and governance tools at regional/local level concerning protected wetlands management.

Pilot area level:

- international/European/national protection levels and rules are applicable for the pilot wetland;
- regional/local regulatory framework relevant for the management of the pilot wetland.

Context analysis II. Stakeholders' analysis

The Stakeholders analysis identifies all the key stakeholders to be involved in the Wetland Contract participatory process (those who will participate in the Territorial Labs and those who will eventually subscribe the Contract) by framing them in different categories related to: (i) the stakeholders' territorial level of reference (National, Regional, Local, civil society, key groups); (ii) their engagement degree (effective or potential); (iii) their priority area of interest.

Stakeholder mapping is a collaborative process of research, debate, and discussion that draws from multiple perspectives to determine a key list of stakeholders across the entire stakeholder spectrum. It can be developed as follows:

- Identifying. Listing relevant groups, organizations, and people classifying them in 3 macro categories: (i) Public institutions; (ii) Structured organizations and interest groups (chamber of commerce, trade unions, environmental groups on a national or regional non-governmental organizations, professional associations, resident associations, groups of fishermen, farmers, canoeists, associations and consortiums category local and industry consortia); (iii) Unstructured local actors (landowners, individual residents, people who may be interested by the implementation of some actions resulting from the process, and opinion leaders, usually belong to the local level).
- Analysing. Understanding stakeholders' perspectives and interests by observing: (i) Contribution (value): Does the stakeholder have information, counsel, or expertise on the issue that could be helpful to the project?; (ii) Impact / Legitimacy: How legitimate is the stakeholder's claim for engagement?; (iii) Willingness to engage: How willing is the stakeholder to engage?; (iv) Influence: How much influence does the stakeholder have? (You will need to clarify "who" they influence, e.g., other companies, NGOs, consumers, investors, etc.); (v) Necessity of involvement: Is this someone who could derail or delegitimize the process if they were not included in the engagement?
- Mapping and Prioritizing. Visualizing relationships to objectives and other stakeholders and ranking stakeholder's relevance for identified issues. Matrix or grids can help classifying stakeholders in relation to: power and influence; influence and impact; power and legitimacy; power and interest – to indicate the nature of the relationship which should be adopted with each group; power and dynamism – to indicate where political effort should be made before instigating change.

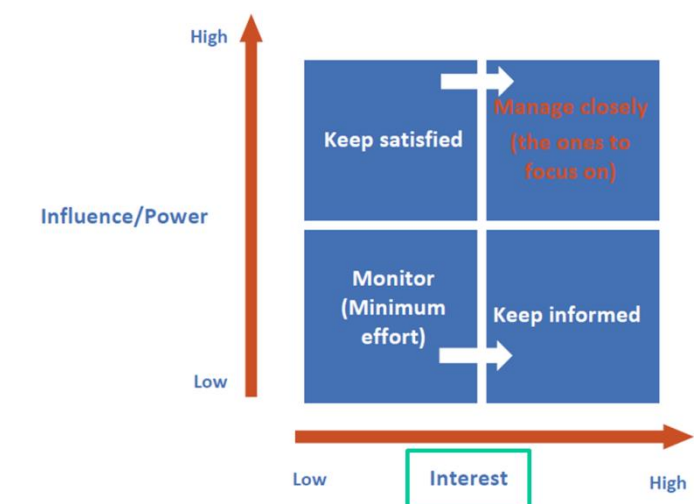


Figure 6 - Stakeholders engagement process: Stakeholders matrix "Power and Interest" (CIRF)

The list needs to be constantly updated during the process in order to ensure a coherent involvement of key stakeholders. It can be drafted by using several online and offline tools exploiting social and professional networks of the Wetland Contract coordinator/promoter, such as:

- brainstorming process which enables the project team to collect a list of people/groups/institutions
- studying documents, initiatives, and expertise related to wetlands, protected areas, vulnerable environments
- conversations with individuals and representatives of various organizations
- browsing websites
- filed works and interviews.

A careful selection of the stakeholders to be involved is the fundamental basis for further steps of the Wetland Contract. In fact, the process of stakeholders mapping is important since the results, quality and effectiveness of the Wetland Contract process depend heavily on the knowledge of the people participating.

Context analysis III. Scientific description of the pilot wetland

The scientific description collects the available information and diagnosis about the target wetland related to environmental, socio-economic and territorial development aspects. It aims to better focus the objectives to be developed in the Wetland Contract implementation stage to the local challenges and priorities.

The analysis consists in the description of the target wetlands including:

- organizations responsible for their management
- role of the partner in relation to the pilot area
- wetland typology
- values of the pilot wetland including: Environmental heritage, Archaeological heritage, Historical heritage, Architectonical heritage, Ethnological heritage, Landscape heritage
- main threats and impacts for the biodiversity of the pilot wetland and relevance of the impact
- main drivers for promoting a voluntary governance process like a Wetland Contract in the pilot area

- specific objectives and expected results from the Wetland Contract of the pilot area.

Implementation stage

The second stage of the process aims at implementing the Wetland Contract in the target wetland through the following progressive steps:

- establishing the Territorial Labs for the participated governance
- defining mid-long term strategic scenarios
- sharing and assessing the strategic scenarios with the target groups through 4 focus groups
- drafting and subscribing the Wetland Contract which includes activities and responsibilities to be carried out

[related attached templates: 3.3.1 “Alternative scenarios”, 3.3.2 “Sharing and assessing scenarios”, 3.3.3 “Territorial Lab experience”, 3.3.4 “Wetland Contract”]

Implementation stage I. Participatory process: territorial labs

The inclusive and collaborative nature of the decision-making process of the Wetland Contract requires particular attention in defining the elements of the participatory process. In this sense, the effectiveness of the process is based on the actual involvement of the key stakeholders of the system considered and on their collaboration. The active participation is therefore pivotal for the success of the negotiated programming, since it allows for a constructive dialogue to be opened between the parties and build a chain of responsibility oriented towards the achievement of common objectives. Active participation means involving different stakeholders (selected with the Stakeholders’ analysis), giving them the possibility not just to listen and watch, but giving them the power to interact with the processes, accepting the possibility that things could be changed by them.

In this framework, WETNET methodology formalizes the participatory process of the Wetland Contract with the establishment of the Territorial Labs (at least four). The Territorial Labs are a series of public meetings aimed at establishing a participated governance. By involving key stakeholders and interest actors both public and private operating in the target wetland and allowing them to interact and cooperate with one another, the main specific objectives of the Territorial Labs are:

- to collect data on the target wetland
- to elicit stakeholder needs, expectations, motivations and conflicts
- to develop, share and assess the scenarios

The participatory approach of the Territorial Labs is based on informality and active listening “to be able to set aside one’s own ideas and perspective and be willing to give a chance to the other participants to convince one of their ideas”.

The Territorial Labs can be public events such as:

- general assemblies and forums;
- thematic focus groups and roundtables (dividing participants basing on different themes. Examples of topics to be addressed: Hydraulic safety and lagoon dynamics; Fruition and tourism; Productive activities; Socio-economic development; Territorial planning; Environmental protection and enhancement; Hunting and fishing; Agriculture; Green and blue infrastructures; Enhancement of the historic and cultural heritage; Wetlands and Climate Change; Nature and Biodiversity; Water quality; Governance, management and participation);

- sectorial focus groups and roundtables (dividing participants basing on their sector/interest. Examples of types of stakeholders to be engaged: farmers; fishermen, public institutions and local administrations; associations and NGOs);
- interviews, questionnaires collection and bilateral meetings.

Therefore, since the Wetland Contract is a flexible tool that can be adapted to different contexts in order to develop a well rooted process and achieve local objectives, the right methodology to be used for establishing the Territorial Labs depends on the target wetlands and the stakeholders' features.

Here is a (not exhaustive) list of participatory techniques and tool that can be used for implementing the participatory process for (i) identifying and localizing criticality and values of the target area, (ii) planning and assessing scenarios, (iii) specifying measures and actions.

1. Participative SWOT Analysis: is a tool for supporting decision-making processes. Since the 1980s it has been used as a support to public intervention choices to analyse alternative development scenarios. The benefits of the SWOT analysis are: the in-depth analysis of the context is oriented towards the definition of the strategies; the verification of the correspondence between strategy and needs allows to improve the effectiveness in its realization, since they contribute to the analysis all the involved parts of the process. The last element is the flexibility of the instrument. The model consists of a matrix divided into 4 quadrants: strengths, weaknesses of the analysis context; opportunities and threats that derive from the external context.
2. Community's map: is a technique that allows to geographically localize the critical issues and values related to the territorial context on a map of the target area and give assessments on the presence of areas with greater risk and value. Through the use of post-it, participants indicate on the map: (i) vulnerable sites, (ii) Sites with particular relevance, (iii) Problematic sites, (iv) Sites with particular value.
3. Open Space Technology (OST): is a method for organizing and running a meeting or multi-day conference, where participants have been invited in order to focus on a specific, important task or purpose. In contrast with pre-planned conferences where who will speak at which time is scheduled often months in advance, and therefore subject to many changes, OST sources participants once they are physically present at the live event venue. In this sense OST is participant-driven and less organizer-convener-driven. Pre-planning remains essential; you simply need much less pre-planning. The actual agenda-schedule of presentations is partly or mostly unknown until people begin arriving. The scheduling of which talk, on which topic in which room is created by people attending, once they arrive. At the end of each OST meeting, a debriefing doc is created summarizing what worked and what did not work so the process can go more smoothly the following time.



Figure 7 - OST methodology (openspaceworld.org)

4. **World Café:** is a structured conversational process for knowledge sharing in which groups of people discuss a topic at several tables, with individuals switching tables periodically and getting introduced to the previous discussion at their new table by a "table host". World Café events tend to have at least 12 participants, but there is theoretically no upper limit. Groups of about four to six participants sit around tables, together with a "table host", and discuss questions which have been agreed upon at the beginning of the event or defined by the organisers in advance. Each table has a different set of questions belonging to a comprehensive theme. After approximately 20 minutes, participants move to a next table where another topic - which ideally is built upon the previous one - is discussed. Discussion results are directly noted down on a makeshift paper tablecloth or a nearby flip chart. The "table host" welcomes new participants and informs them about the results of the previous discussion at the table. Finally, the results of all groups will be reflected on in a common plenum session. Strategies for further actions and opportunities for further cooperation of participants are identified.



Figure 8 - World Café methodology (www.theworldcafecommunity.org)

5. **European Awareness Scenario Workshop (EASW®):** is a scenario planning method developed by the European Commission in the 1990s. The workshop is attended by 24-28 people selected according to their origin (city,

district, company, territorial pact, etc.). Generally, they are chosen among four different social groups (interest groups): (i) citizens, (ii) technology experts, (iii) public administrators, (iv) private sector representatives.

The participants meet to exchange opinions, develop a shared vision on the future of a territory and propose ideas on how to achieve it, answering the following fundamental questions: (i) *HOW is it possible to solve the identified problems? Will you have to focus more on technology or organizational solutions?* (ii) *WHO is mainly responsible for their solution? Local authorities, citizens or both?*

An EASW® is built on two main activities: the development of visions and the proposal of ideas.

In the development of visions, the participants, after a brief introductory session, work divided into role groups, because of belonging to the same social category (citizens, administrators, etc.). During the group work, the participants are invited to project themselves into the future to imagine how, with respect to the topics of the discussion, they will solve the problems of the territory in which they live and work. They must do so by taking the scenarios as a reference point, which envisage possible alternative solutions (based on different combinations in the use of technologies and in the organization of solutions). To facilitate this activity, the methodology includes a series of techniques for managing the discussion and achieving the expected results. The visions elaborated by each group are presented in a subsequent plenary session. This vision must accurately envisage the solutions adopted, underlining for each of them the role played by technology and that of the organization of the community. The vision emerged at the end of the first working session - perfected by the facilitator and by the group leaders in a small meeting at the end of the set of activities - will be the basis for the next one. In the proposal of ideas, the participants are called upon to work for thematic groups. After a brief introduction to the work, in which the facilitator presents the common vision that emerged from the first session, a new group work step begins. This time the groups are formed by mixing the participants together, depending on the topic under discussion (water, energy, etc.). Each group, while thus representing various interests within it, will have to deal with, starting from the common vision, to propose ideas on how to achieve it. Also in this second set of activities, the discussion will have to be guided, with the aid of a series of techniques, to formulate, to each group, concrete ideas that propose how to realize the common vision and who will have to take responsibility for its realization respect to the assigned theme. Each group can usually formulate a limited number of ideas (usually 5). The ideas are presented in a subsequent plenary session to be discussed and voted on. The most voted ideas will eventually be the basis of the local action program, developed by the participants to address the issues under discussion.

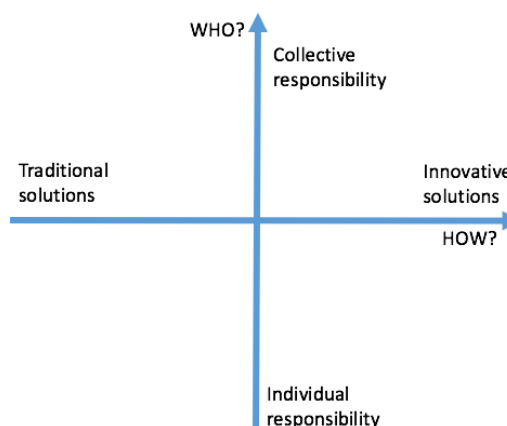


Figure 9 - EASW methodology

6. Let's M.O.V.E.: is a scenario planning methodology based on organizing thematic events for developing possible scenarios in the shorter term (target 2025) and the longer term (target 2050). The participants (10 for each table) are grouped in 3 sub-themes and then start an itinerant process in which they move every 40 minutes from one theme table to another. Starting from four simple questions (i) "*what to Maintain?*" (What is there and goes good), (ii) "*what to Organize?*" (what is not there and should be developed), (iii) "*what to Valorize?*" (What is there and needs to be improved), (iv) "*what to Evade?*" (what should not be done), the participants write on coloured post-it their ideas and develop the two scenarios identifying preliminary strategies and needs with reference to 3 sub-themes relating to the target area.

LET'S M.O.V.E. !

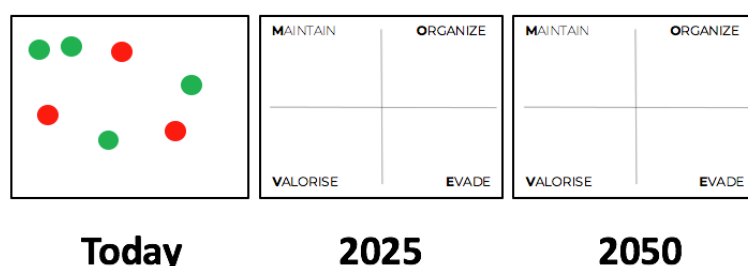


Figure 10 - Let's M.O.V.E. methodology (CIRF)

Implementation stage II. Scenario planning

Scenario planning is a technique that in the framework of WETNET will be based on the integration of the studies and scientific diagnosis realized during the first stage of the process with the results of the participatory process carried out through the Territorial Labs. It aims at identifying a shared mid-term strategy that combines the general planning objectives with the local development policies and needs. In WETNET it will be developed by desk activities carried out by the technical team (partner staff or external expertise) and by participative sessions (see Implementation stage II).

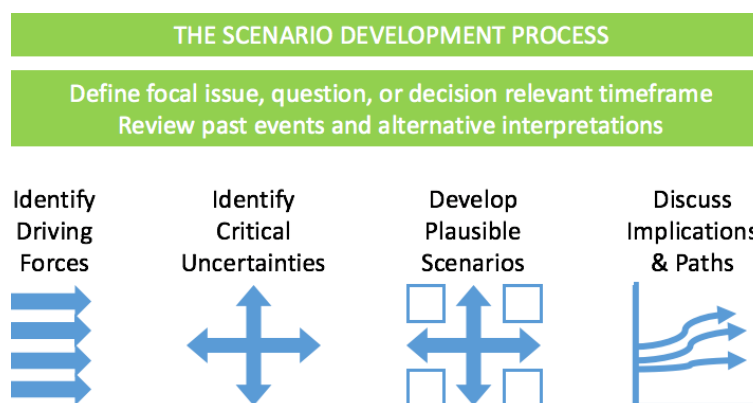


Figure 11 - The scenario development process (CIRF)

This process consists of the gradual drafting of three different scenarios, as follows:

- Trend scenario. This scenario seeks to reproduce the continuity of current trends in three strategic areas: governance, environment and economic and social development. In this scenario the involvement of citizens is limited, management and the conservation policies do not encourage the involvement of all territorial stakeholders. Therefore, it represents the continuation of the present development pattern, and it is not considered as the optimal framework for the achievement of the objectives, against the degradation of natural spaces.
- Oriented scenario. The scenario considers all possible corrective actions, which are prioritized in order to contain and improve the trend scenario and control the unsustainable tendencies of the present process. It addressed the same strategic areas of the trend scenario: governance, environment and economic and social development. The aim of the scenario is to maximize both the environment protection area and the economic and social development. Thus, it has to be considered as a comprehensive scenario which draws protection oriented measures and development oriented ones.
- Preferred scenario. It combines aspects of the trend scenario and the oriented scenario that are considered as most important to the members of the community and engaged stakeholders. It will balance the potential reality of the future while on one side providing opportunities to adjust to changing development patterns, and the other side addressing the desired objectives of environmental protection and economic development.

Implementation stage III. Action plan drafting and formal commitment

The final phase of the Wetland Contract process is the drafting of the Contract itself and its subscription by the key stakeholders involved in the participatory process developed during the Territorial Labs.

The Contract represents a formal act through which public and private actors as well as associations commit to carry out all the activities detailed in the attached Action Plan for the achievement of the overall planned wetland management objectives. The actors subscribing the Contract will commit to: (i) act in the frame of valorising of the subsidiarity principle, in respect of every actor's competences; (ii) activate all the partnership tools.

In this framework, the Wetland Contract tool can be formally defined as a "negotiated environmental agreements" mentioned in Part B of Annex VI of the Water Framework Directive (Directive 2000/60/EC of 23 October 2000). Each partner has to identify the accurate legal solution to formalize the Contract according to its national and local regulation.

The main annex to the Contract is the Action Plan. The Plan may include both structural actions and non-structural actions (actions necessary for the optimization of process management, training, environmental education, the definition of both funded and non-funded protocols), provided that they are consistent with the objectives of the Preferred Scenario developed during the Territorial Labs and that can be effectively implemented in the medium term.

For each foreseen action included in the Plan, the partner shall identify:

- Typology: Concrete Actions, Communication Actions, Monitoring Actions, Governance Actions
- actors / actuators involved and the respective obligations and commitments
- implementation times and procedures
- necessary human and economic resources, as well as the related financial coverage
- any planning tools / programming to which the action belongs



Project co-financed by the European
Regional Development Fund

Finally, it is necessary to identify a coordinator/promotor of the Wetland Contract that will have the task of coordinating the overall implementation of the process. The coordinator can be either the partner itself or a key local entity (both public or private) to be empowered by the partner in order to properly manage the process.

REGULATORY FRAMEWORK ANALYSIS

(deliverable 3.2.1 – English summary)

Notes:

- 1) partners from the same country should collaborate for a single contribution for the National regulatory framework (section A);
- 2) please respect the maximum number of characters for each chapter: this is important in order to ensure the homogeneity of the partners' contributions;
- 3) please when relevant thick boxes with "X"

A. NATIONAL LEVEL

This section scope is to describe the national regulatory framework for protected wetland management and governance.

Chapter number and name	Contents																								
A.1 National regulatory framework for the protection, management and governance of wetlands (including specific regulation on wetland contracts, if any)	<p>Please copy the whole text that follows as many times as it may be necessary.</p> <p>Main administrative references</p> <table border="1"> <tr> <td>WetNet code</td><td>RF_MALTA_01</td></tr> <tr> <td>typology</td><td>National Legislation</td></tr> <tr> <td>number</td><td>L.N. 194 of 2004 Water Policy Framework Regulations, 2004</td></tr> <tr> <td>date of approval</td><td></td></tr> <tr> <td>web-link</td><td>http://justiceservices.gov.mt/DownloadDocument.aspx?app=lp&itemid=17756&l=1</td></tr> </table> <p>Specify in which sector of legal regulation it is framed</p> <table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>water management</td></tr> <tr> <td><input type="checkbox"/></td><td>biodiversity/nature conservation/management</td></tr> <tr> <td><input type="checkbox"/></td><td>land uses management</td></tr> <tr> <td><input type="checkbox"/></td><td>land/water/wetland stewardship</td></tr> <tr> <td><input type="checkbox"/></td><td>public participation</td></tr> <tr> <td><input type="checkbox"/></td><td>river/wetland contracts</td></tr> <tr> <td><input type="checkbox"/></td><td>other (please specify): <input type="text"/></td></tr> </table> <p>Main scope</p> <div style="border: 1px solid black; padding: 5px;"> (max 300 characters) </div> <p>If relevant, please specify what specific aspects this regulation contemplates and what protection figures it provides to accomplish the goal of sustainable management of wetlands</p> <div style="border: 1px solid black; padding: 5px;"> (max 500 characters) </div>	WetNet code	RF_MALTA_01	typology	National Legislation	number	L.N. 194 of 2004 Water Policy Framework Regulations, 2004	date of approval		web-link	http://justiceservices.gov.mt/DownloadDocument.aspx?app=lp&itemid=17756&l=1	<input checked="" type="checkbox"/>	water management	<input type="checkbox"/>	biodiversity/nature conservation/management	<input type="checkbox"/>	land uses management	<input type="checkbox"/>	land/water/wetland stewardship	<input type="checkbox"/>	public participation	<input type="checkbox"/>	river/wetland contracts	<input type="checkbox"/>	other (please specify): <input type="text"/>
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A.2	Management plans of wetlands foreseen at national level	<p>Please copy the whole text that follows as many times as it may be necessary.</p> <p>Main administrative references</p> <table border="1"> <tr> <td>WetNet code</td> <td>MP_COUNTRY_XX (i.e. MP_SPAIN_01, MP_SPAIN_02,...)</td> </tr> <tr> <td>name of the plan</td> <td></td> </tr> </table> <p>Specify in what sector of legal regulation the plan is framed</p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>water management</td> </tr> <tr> <td><input type="checkbox"/></td> <td>biodiversity/nature conservation/management</td> </tr> <tr> <td><input type="checkbox"/></td> <td>land uses management</td> </tr> <tr> <td><input type="checkbox"/></td> <td>other (please specify):</td> </tr> </table> <p>Main scope</p> <p>(max 300 characters)</p> <p>Which is/are the Administration(s)/Authority(ies) in charge of the</p> <table border="1"> <tr> <td>preparation</td> <td></td> </tr> <tr> <td>approval</td> <td></td> </tr> <tr> <td>implementation</td> <td></td> </tr> <tr> <td>monitoring</td> <td></td> </tr> <tr> <td>evaluation/update</td> <td></td> </tr> </table> <p>Please provide a synthetic and general assessment of the planning tool</p> <table border="1"> <tr> <td>effectiveness in terms of</td> <td>low</td> <td>medium</td> <td>high</td> </tr> <tr> <td>- public participation</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- biodiversity protection</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- integrated management</td> <td></td> <td></td> <td></td> </tr> </table> <p>(comment with max 500 characters)</p>	WetNet code	MP_COUNTRY_XX (i.e. MP_SPAIN_01, MP_SPAIN_02,...)	name of the plan		<input type="checkbox"/>	water management	<input type="checkbox"/>	biodiversity/nature conservation/management	<input type="checkbox"/>	land uses management	<input type="checkbox"/>	other (please specify):	preparation		approval		implementation		monitoring		evaluation/update		effectiveness in terms of	low	medium	high	- public participation				- biodiversity protection				- integrated management			
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B. PILOT AREA LEVEL

This section scopes are:

- to specify which international/European/national protection levels and rules are applicable for the pilot wetland;
- to describe the regional/local regulatory framework relevant for the management of the pilot wetland.

Chapter number and name	Contents												
<p>B.1</p> <p>Regulatory framework for the protection and management of the pilot wetland</p> <p><u>INTERNATIONAL LEVEL</u></p>	<p>Which are the main international regulatory references for the protection of the pilot wetland? (multiple selections possible, add new lines when necessary)</p> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>Ramsar site (insert code)</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>Important Bird Area (insert code)</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>other (please specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td>none</td> <td></td> </tr> </table>	<input type="checkbox"/>	Ramsar site (insert code)		<input type="checkbox"/>	Important Bird Area (insert code)		<input type="checkbox"/>	other (please specify)		<input type="checkbox"/>	none	
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SCIENTIFIC DESCRIPTION OF PILOT WETLANDS

(deliverable 3.2.2 – English summary)

Notes:

1) please respect the maximum number of characters for each chapter: this is important in order to ensure the homogeneity of the partners' contributions.

Chapter number and name	Contents																																		
A.1	<p>Pilot wetland ID</p> <p>Name of the pilot wetland <input type="text"/></p> <p>Country <input type="text"/></p> <p>Region/s <input type="text"/></p> <table border="1"> <thead> <tr> <th>Municipality/ies (*)</th><th>Number of inhabitants</th></tr> </thead> <tbody> <tr> <td><input type="text"/></td><td><input type="text"/></td></tr> <tr> <td><input type="text"/></td><td><input type="text"/></td></tr> <tr> <td><input type="text"/></td><td><input type="text"/></td></tr> </tbody> </table> <p>(*) just those one that include (part of) the protected wetland</p> <p>Organization/s responsible for the management of the pilot wetland <input type="text"/></p> <p>Other entities (Administrations, NGO, etc.) directly involved in the management of the pilot wetland <input type="text"/></p> <p>Role of the partner in relation to the pilot area (i.e. development agency, research centre, ...) <input type="text"/></p> <p>Wetland management plan</p> <table border="1"> <tbody> <tr> <td><input type="checkbox"/></td> <td>foreseen</td> </tr> <tr> <td><input type="checkbox"/></td> <td>under preparation</td> </tr> <tr> <td><input type="checkbox"/></td> <td>in force</td> </tr> <tr> <td><input type="checkbox"/></td> <td>under implementation</td> </tr> <tr> <td><input type="checkbox"/></td> <td>none</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Wetland typology</th><th>Dominant salinity</th></tr> </thead> <tbody> <tr> <td><input type="checkbox"/> marine/coastal (**)</td><td><input type="checkbox"/> fresh water</td></tr> <tr> <td><input type="checkbox"/> inland (***)</td><td><input type="checkbox"/> brackish water</td></tr> <tr> <td><input type="checkbox"/> artificial (****)</td><td><input type="checkbox"/> salt water</td></tr> </tbody> </table> <p>(**) including estuaries, deltas and costal lagoons</p> <p>(***) including rivers, marshes and peatlands</p> <p>(****) including ponds, wastewater treatment areas, salt exploration sites and aquacultures</p> <p>Presence of water</p> <table border="1"> <tbody> <tr> <td><input type="checkbox"/></td> <td>permanent</td> </tr> <tr> <td><input type="checkbox"/></td> <td>seasonal</td> </tr> <tr> <td><input type="checkbox"/></td> <td>temporary</td> </tr> <tr> <td><input type="checkbox"/></td> <td>intermittent</td> </tr> </tbody> </table>	Municipality/ies (*)	Number of inhabitants	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	foreseen	<input type="checkbox"/>	under preparation	<input type="checkbox"/>	in force	<input type="checkbox"/>	under implementation	<input type="checkbox"/>	none	Wetland typology	Dominant salinity	<input type="checkbox"/> marine/coastal (**)	<input type="checkbox"/> fresh water	<input type="checkbox"/> inland (***)	<input type="checkbox"/> brackish water	<input type="checkbox"/> artificial (****)	<input type="checkbox"/> salt water	<input type="checkbox"/>	permanent	<input type="checkbox"/>	seasonal	<input type="checkbox"/>	temporary	<input type="checkbox"/>	intermittent
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<input type="checkbox"/>	intermittent																																		

A.2	Values of the pilot wetland	<div> <input type="checkbox"/> Environmental heritage If yes, please describe the main features of this value (*****) <input type="text"/> (max 1000 characters) </div> <p>(*****) please provide a short description of the most emblematic habitat and species</p> <div> <input type="checkbox"/> Archaeological heritage If yes, please describe the main features of this value <input type="text"/> (max 500 characters) </div> <div> <input type="checkbox"/> Historical heritage If yes, please describe the main features of this value <input type="text"/> (max 500 characters) </div> <div> <input type="checkbox"/> Architectonical heritage If yes, please describe the main features of this value <input type="text"/> (max 500 characters) </div> <div> <input type="checkbox"/> Ethnological heritage If yes, please describe the main features of this value <input type="text"/> (max 500 characters) </div> <div> <input type="checkbox"/> Landscape heritage If yes, please describe the main features of this value <input type="text"/> (max 500 characters) </div>																																						
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Other	Please specify:																																				
A.4	Main reasons and expectations that underpin the governance process for the pilot area	<p>What are the main drivers for promoting a voluntary governance process like a Wetland Contract in the pilot area (i.e. why to implement a governance process? why to adopt such kind of tool?)</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>(max 500 characters)</p> <p>What are the specific objectives and expected results from the Wetland Contract of the pilot area.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>(max 500 characters)</p>																																			

STAKEHOLDER ANALYSIS FOR PILOT WETLAND CONTRACTS

(deliverable 3.2.3 – English summary)

Notes:

1) Please respect the maximum number of characters for each chapter: this is important in order to ensure the homogeneity of the partners' contributions.

STAKEHOLDER DESCRIPTION	
Organisation's name	
Website	
Type of stakeholder	<div> <input type="checkbox"/> Public body / authority <input type="checkbox"/> Business Support Organisation (i.e. chamber of commerce, etc.) <input type="checkbox"/> Private business (i.e. SME) <input type="checkbox"/> Private non-profit (i.e. NGO) <input type="checkbox"/> Training centre (i.e. school) <input type="checkbox"/> Research centre (i.e. university) <input type="checkbox"/> Other, please specify: </div>
Field of activity	<div> <div> <input type="checkbox"/> Agriculture <input type="checkbox"/> Fisheries <input type="checkbox"/> Navigation <input type="checkbox"/> Energy <input type="checkbox"/> Biodiversity </div> <div> <input type="checkbox"/> Local development <input type="checkbox"/> Tourism <input type="checkbox"/> Recreation <input type="checkbox"/> Culture <input type="checkbox"/> Other, please specify: </div> </div>
Area of activity	<p>The Stakeholder acts at</p> <div> <input type="checkbox"/> local <input type="checkbox"/> regional <input type="checkbox"/> national <input type="checkbox"/> international </div> <p>scale</p> <p>The Pilot Area is</p> <div> <input type="checkbox"/> fully included <input type="checkbox"/> partially included <input type="checkbox"/> not included </div> <p>in the stakeholder reference area (i.e. administrative borders)</p>
Goals	<p>Please specify what are the main objectives of the organisation for the Pilot Area</p> <div>(max 300 characters)</div>

GOVERNANCE EXPERIENCE				
Confidence and experience in <u>inclusive governance processes</u>	Please tick one box for each phrase:	low	medium	high
	the organisation knows what they are	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the organisation knows how they work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the organisation has previous experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confidence and experience in <u>Wetland Contract processes</u>	Please tick one box for each phrase:	low	medium	high
	the organisation knows what they are	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the organisation knows how they work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	the organisation has previous experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RELATIONSHIP WITH THE DECISION MAKING PROCESS OF THE WETLAND CONTRACT	
Interest	What aspects of the Pilot Area management are of <u>interest</u> for the organisation? (max 500 characters)
Engagement	In the Wetland Contract <u>engagement</u> process the organisation wants to: <input type="checkbox"/> be informed <input type="checkbox"/> be consulted <input type="checkbox"/> be actively involved
Influence	In the Wetland Contract process the <u>influence</u> of the organisation could be: <input type="checkbox"/> high <input type="checkbox"/> medium <input type="checkbox"/> low

CONTACT PERSON (*)	
Name and surname	
Role within the organisation	
Mandated to represent the organization	yes <input type="checkbox"/> no <input type="checkbox"/>
e-mail	
Telephone	

(*) this section is applicable only when the template is used at local scale within the governance process

REPORT OF ALTERNATIVE SCENARIOS

(deliverable 3.3.1 – English summary)

TABLE OF CONTENTS

A. TREND SCENARIO

B. ORIENTED SCENARIO

C. PREFERRED SCENARIO

A. TREND SCENARIO

This scenario seeks to reproduce the continuity of current trends in three strategic areas: governance, environment and economic and social development. In this scenario the involvement of citizens is limited, management and the conservation policies do not encourage the involvement of all territorial stakeholders. Therefore it represents the continuation of the present development pattern, and it is not considered as the optimal framework for the achievement of the objectives, against the degradation of natural spaces.

[Please provide a sort description]

TREND SCENARIO			
Strategic area	Problem	Effects	Trends and critical issues
G. GOVERNANCE	PG1. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]
	PG2. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]
E. ENVIRONMENT	PE1. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]
	PE2. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]
D. ECONOMIC AND SOCIAL DEVELOPMENT	PD1. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]
	PD2. [insert name and description]	[List effects and merge cells if needed]	[List criticalities and merge cells if needed]

[Please add as many rows as needed]

B. ORIENTED SCENARIO

The scenario considers all possible corrective actions, which are prioritized in order to contain and improve the trend scenario and control the unsustainable tendencies of the present process. It addressed the same strategic areas of the trend scenario: governance, environment and economic and social development. The aim of the scenario is to maximize both the environment protection area and the economic and social development. Thus, it has to be considered as a comprehensive scenario which draws protection oriented measures and development oriented ones.

[Please provide a sort description]

ORIENTED SCENARIO				
Strategic area	Objectives	Measure	Action/Initiatives	Risks
G. GOVERNANCE	OG1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[List risks that could prevent from the implementation and merge cells if needed]
	OG2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
E. ENVIRONMENT	OE1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
	OE2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
D. ECONOMIC AND SOCIAL DEVELOPMENT	OD1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
	OD2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]

[Please add as many rows as needed]

C. PREFERRED SCENARIO

The preferred scenario is developed basing on the participation activities of the territorial labs and of the focus groups open to the public. It combines aspects of the trend scenario and the oriented scenario that are considered as most important to the members of the community and engaged stakeholders. It will balance the potential reality of the future while on one side providing opportunities to adjust to changing development patterns, and the other side addressing the desired objectives of environmental protection and economic development.

Priority elements of preferred scenario are listed below:

- [Please list and explain the priority elements considered]

[Please provide a sort description]

PREFERRED SCENARIO				
Strategic area	Objectives	Measure	Action/Initiatives	Risks
G. GOVERNANCE	OG1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[List risks that could prevent from the implementation and merge cells if needed]
	OG2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
E. ENVIRONMENT	OE1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
	OE2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
D. ECONOMIC AND SOCIAL DEVELOPMENT	OD1. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]
	OD2. [insert name and description]	[List measures and merge cells if needed]	[List actions or initiatives to be foreseen. Merge cells if needed]	[Please list risks that could prevent from the implementation and merge cells if needed]

[Please add as many rows as needed]

REPORT OF SHARING AND ASSESSING SCENARIOS

(deliverable 3.3.2 – English summary)

TABLE OF CONTENTS

A. EXECUTIVE SUMMARY

- I. Overview
- II. Key findings

B. REPORT

- I. Introduction
- II. Methodology
 - II.a Focus groups*
 - II.b Participants profile*
 - II.c Data analysis*
- III. Results
- IV. Conclusion

C. APPENDICES

A. EXECUTIVE SUMMARY

This section scope is to introduce the project, explain what were the territorial labs and focus groups aimed to accomplish and to list the key findings.

Chapter number and name		Contents
A. EXECUTIVE SUMMARY	I. Overview	<p>[Partner/Department/Unit] held a series of focus groups in [month and year] involving various stakeholders, including: _____, _____, _____, and _____.</p> <p>The project described here is qualitative in nature and is part of an overall process that began _____ and aims at establishing a participated governance for _____. The purpose of the survey was to gather information concerning _____, and to gain a better understanding of the benefits that _____. Through the focus groups, the partner gathered information to _____. [Please complete as needed]</p>
	II. Key findings	<p>What follows is a brief summary of the relevant findings and scenarios assessment from data generated in the focus group interviews. Details about the methodology and an expanded explanation and discussion of the findings of this study can be found in the report. Examples of the focus group questions, informed consent documents, and demographics can be found in the appendices. [List outcomes from the discussion group.]</p>

B. REPORT

This section scopes are:

- to describe the focus groups process and methodology
- to explain the scenarios' assessment

Chapter number and name		Contents
B. REPORT	I. Introduction	<p>This report focused on _____ [Include a background discussing the needs for a wetland contract in the target area].</p> <p>The report is divided into two major sections: a detailed description of the methodology, and an explanation of Key Findings along with excerpts from focus group interviews that reflect and elucidate these findings. The Methodology describes the rationale and design of the focus group project as well as a more detailed explanation of participants and the questions asked of participants during focus groups. The Key Findings summarizes and synthesizes data gleaned from the focus groups. [Please complete as needed]</p>
	II. Methodology	<p>This section explains the methods used to elicit stakeholder needs, expectations, motivations and conflicts. Focus groups also tap into subjective experiences and are an efficient way to collect large amounts of data that describes, compares, or explains a social phenomenon because they allow participants to interact with one another and build on one another's comments, and they allow the facilitators to probe for details.) [Please complete as needed]</p>

		<p>II.a Focus groups</p> <p>[Describe how many focus group you held, the date and location of meetings. Mention the ways that you obtained the input, such as audio or video recording or note taking. List the questions that the facilitators asked to participants.]</p>
		<p>II.b Participants profile</p> <p>[Describe how many people participated, what was their profile, how they were recruited, and ant relevant information.]</p>
		<p>II.c Data analysis</p> <p>[Describe how you analysed data from across all focus groups, so it could be organized into categories. Then explain how these categories were analysed to determine the interconnectedness of issues and conditions that have given motivated the scenarios assessment.]</p>
	III. Results	<p>This section reports on the results of the analysis conducted on the focus groups, which revealed a number of key findings useful for assessing the scenarios.</p> <p>[List and summarize the information obtained with the focus groups. Organize by topic, identify any key findings under each outcome than summarize the discussion under each outcome, including representative quotes, results of yes or no questions, and quantitative data. Please copy the box that follows as many times as it may be necessary]</p> <p>Topic 1 [describe the topic]</p> <p>1. Question asked during focus group Summarize responses Generalize Overall Viewpoint</p> <p>2. Question asked during focus group Summarize responses Generalize Overall Viewpoint</p>
	IV. Conclusion	<p>This section contains the conclusions of the process and explains what has been learned from the focus groups. Finally the motivations that lead to the choice of the final scenarios are summarized and defended.</p>
C. APPENDICES	<p>Please include the documents associated by this focus group. These documents may include, but are not limited to:</p> <ul style="list-style-type: none"> - Focus group discussion guide - Participant profile form (blank copy) - Participant profile form (completed) - Pictures - Communication materials 	

REPORT OF TERRITORIAL LAB EXPERIENCES

(deliverable 3.3.3 – English summary)

TABLE OF CONTENTS

A. EXECUTIVE SUMMARY

I. Overview

B. REPORT

I. Meeting 1

II. Meeting 2

III. Meeting 3

C. ASSESSMENT

I. Considerations about the methodology used

A. EXECUTIVE SUMMARY

This section scope is to introduce the methodology used for the participatory process and to report about the meetings held.

Chapter number and name		Contents
A. EXECUTIVE SUMMARY	I. Overview	<p>[Partner/Department/Unit] held a series of participatory events in [month and year] involving various stakeholders, including: _____, _____, _____, and _____.</p> <p>The methodology uses is called _____ and consisted in _____.</p> <p>[Please complete as needed]</p>

B. REPORT

Chapter number and name		Contents
B. REPORT	I. Meeting 1	Date Coordinator Topics addressed [describe the topic] Number of participants Short description of the event Signature form Pictures
	II. Meeting 2	Date Coordinator Topics addressed [describe the topic] Number of participants Short description of the event Signature form Pictures
	III. Meeting 3	[add as many rows as needed]
C. ASSESSMENT	I. Considerations about the methodology used	Please provide a brief evaluation of the methodology you chose to use to develop the Territorial Labs

WETLAND CONTRACT TEMPLATE

(deliverable 3.3.4 – English summary)

TABLE OF CONTENTS

A. REPORT

- I. Introduction: Wetland Contract
- II. Management system
- III. Actions: Typology
 - III.a Concrete actions*
 - III.b Communication actions*
 - III.c Monitoring actions*
 - III.d Governance actions*
- IV. Actions: Financial resources
- V. Actions: Timing/worksplan

B. EVALUATION

C. ANNEX

- I. Description Action 1*
- II. Description Action n*

REPORT OF WETLAND CONTRACT

This section scopes are:

- to describe the local regulatory and legal framework of the Wetland Contract
- to identify the stakeholders who signed the Wetland Contract
- to identify the coordinator and the management system of the Wetland Contract
- to describe the foreseen actions: typology, actors involved in the implementation, financial resources, timing
- to evaluate the process listing success factors and criticality

Chapter number and name		Contents																	
A. REPORT	I. Introduction:	[Describe if and by who the Wetland Contract has been signed, include the local regulatory and legal framework in which the tool has been integrated.]																	
	II. Management system	[Identify the actor in charge of the coordination of the Wetland Contract and describe the management system, including the stakeholders involved in each management structure (e.g. "Management Board", "Basin Forum", "Technical Secretariat").]																	
	III. Actions: Typology	III.a Concrete Actions (Topics: e.g. biodiversity, water, air, landscape, ...) [Brief description of the concrete actions included in the Wetland Contract.]																	
		III.b Communication Actions [Brief description of the communication, awareness raising and training actions included in the Wetland Contract.]																	
		III.c Monitoring Actions [Brief description of the monitoring actions included in the Wetland Contract.]																	
		III.d Governance Actions [Brief description of the management and governance actions included in the Wetland Contract.]																	
		III.e Other Actions [Brief description of the other key actions included in the Wetland Contract.]																	
	III. Actions: Stakeholders involved in the implementation	<p>How may private and public stakeholders have been engaged in the implementation of the actions?</p> <table> <tr> <th>Action</th><th>Private</th><th>Public</th></tr> <tr> <td>Concrete Actions</td><td></td><td></td></tr> <tr> <td>Communication Actions</td><td></td><td></td></tr> <tr> <td>Monitoring Actions</td><td></td><td></td></tr> <tr> <td>Governance Actions</td><td></td><td></td></tr> <tr> <td>Other...</td><td></td><td></td></tr> </table>	Action	Private	Public	Concrete Actions			Communication Actions			Monitoring Actions			Governance Actions			Other...	
Action	Private	Public																	
Concrete Actions																			
Communication Actions																			
Monitoring Actions																			
Governance Actions																			
Other...																			

	IV. Actions: Financial resources	Action	Budget	Financial resources
		Concrete Actions		
		Communication Actions		
		Monitoring Actions		
		Governance Actions		
		Other...		
	V. Actions: Workplan	Action	Start	End
		Concrete Actions		
		Communication Actions		
		Monitoring Actions		
		Governance Actions		
		Other...		
B. EVALUATION		[This section contains the conclusions of the process and explains describe any problems and obstacles encountered and what elements concurred to the success of the process.]		
C. ANNEX		- Annex 1: Description of Action 1, n* - Please include the documents associated to the Wetland Contract. These documents may include, but are not limited to: Wetland Contract signed by key actors, Action Plan, ...		

ANNEX 1 – DESCRIPTION Action 1*

Action 1*	
Title	
Typology	<input type="checkbox"/> Concrete Action <input type="checkbox"/> Communication action <input type="checkbox"/> Monitoring action <input type="checkbox"/> Governance action <input type="checkbox"/> Other action
Brief description	[500 characters]
Coordinator	
Other actors involved	
Budget	
Financial resources	

[*Duplicate the table as needed]