

FLOOD CBA#2

Task B: Building the Stakeholders' Capacity

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Project Acronym		FLOOD CBA#2			
Task ID	Task Title	Start Date	End Date	Actions	Deliverables
A	Task Management and Reporting to European Commission	01/01/2016	31/12/2017	A.1 Organizational set-up and communication A.2 Development and operation of PMES A.3 On-going project management A.4 Quality management and assurance	<ul style="list-style-type: none"> Project Work Plan Project's organizational structure Project Monitoring and Evaluation System Progress report 1 (8 months' period) Progress report 2 (16 months' period) Final report (24 months' period) Kick-off meeting 5 Coordination meetings - Photos, minutes, agenda, list of participants Quality Handbook Interim Quality Report Final Quality Report
B	Building the Stakeholders' Capacity	01/02/2016	31/07/2016	B.1 Development of an end-users' and stakeholders' peer to peer Network B.2 Collection of background information B.3 Assessment of end users' and stakeholders' views and needs	<ul style="list-style-type: none"> Information Exchange Network – List of members Questionnaire for the collection of the background information Consultation Plan Stakeholders' Questionnaire for the consultation process Report on the views of the end users' and stakeholders'
C	Development of the FLOOD CBA#2 Knowledge Toolkit and Guidelines	01/08/2016	31/01/2017	C.1 Development of a Common Framework of Standards dealing with Flood Protection and Safety Management C.2 Creation of Guidelines for the integration of appraisal methods in the development of Standards for Flood Protection and Safety C.3 Development of the FLOOD CBA#2 Knowledge Toolkit	<ul style="list-style-type: none"> Common Framework of Standards for Flood Protection and Safety Book of Guidelines for the development of Standards for Flood Protection and Safety FLOOD CBA#2 Knowledge Toolkit

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TASK B: Building the Stakeholders' Capacity

- **Objective:**
- Enhancement of the partners' capacity to respond properly to the project requirements along with the development of a flexible structure ensuring the involvement of key actors from the private and public sector.

FLOOD CBA

TASK B: Building the Stakeholders' Capacity

➤ ACTION B1: “Development of an end-users’ and stakeholders peer to peer Network”

Establishment of an Information Exchange Network based on 4 regional / national clusters that the applicant and each beneficiary will organise in each partner country. At least 50 members in total.

Competent bodies from private and public organisations will be approached and invited to join the project's clusters.

The activities of the network are described under Action B1 of the proposal.

DELIVERABLE: Information Exchange Network – List of members

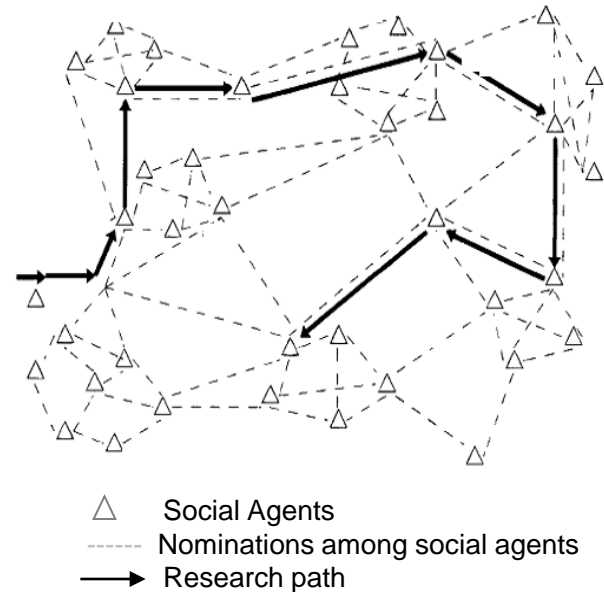
The deliverable will have the form of a table with contact details.

(31/07/2016)

Methodology for the Identification of the relevant Stakeholders

Snowball sampling

- Technique that helps identifying stakeholders.
- Increases the number of participants during the process.
- Determines unknown stakeholders.



Snowball sampling is not a stand-alone tool; It is a method for selecting participants and then using other tools, such as interviews or surveys.

Interviews

through standardised questionnaires.
Well established method, widely used to gather comparable information from the source.



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TASK B: Building the Stakeholders' Capacity

➤ ACTION B2: "Collection of Background Information"

Partners will identify their study areas. Researches for the baseline conditions of the selected areas will then be carried out.

Background information about existing applying standards for flood protection and safety as well as the methodologies applied for the justification of investments and assessment of the costs and benefits of the flood prevention measures.

DELIVERABLE:

Questionnaire for the collection of the background information.

(31/03/2016)

The collected information will feed the Knowledge tool kit of the project (Action C2)

Study areas



Partners will investigate existing data sources that will provide the input for the pilot actions implementation as described in Task D.

The data sources will concern:

- Meteorological data on extreme rainfall events
- Flood extent, hazard and risk maps
- Photos of flooding in the past
- Land use and topographic maps
- Flood hydrology: flood frequency data/analysis
- Past flood incidents and relevant information (warning systems; human losses; injuries; damages, reimbursements, etc)
- Flood defence structures (levees; sluices; storage areas; etc)

Collection of Background Information

Will be carried out with the help of a questionnaire to be outsourced from the existing legislation and regulatory frameworks, in person contacts with involved national bodies, results of other relevant projects, universities and research centres, databases, literature, etc.

Questionnaire
for the Collection of Background Information

III. Collection of information

1. Implementation framework of Cost-Benefit Analysis (CBA) applied to flood risk management measures.

1.1) Are there any laws, regulations or official guidance that specifically address the use of CBA of flood risk management measures in your country? Please provide the name, reference number, year and scale of application of the most recent laws, regulations or official guidance.

1.2) Do these regulations apply to policies, plans or projects regarding flood risk management?

1.3) Are there any official guidance concerning how to perform a Cost-Benefit Analysis of flood risk management measures?

1.4) Which is the responsible organisation that monitors the implementation of CBA of flood risk management measures in your country and region? Please indicate the connections among the different responsible levels.

3

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TASK B: Building the Stakeholders' Capacity

➤ ACTION B3: "Assessment of End User's and Stakeholders' needs"

A stakeholders' consultation process will be developed following the collection of the background information in the selected study areas.

The consultation process will involve the presentation of the outcomes of Action B2 to the members of the national cluster either in the form of common meeting/ workshop or in the form of multiple in house meetings based on the end users and stakeholders' availability.

DELIVERABLES:

- Consultation Plan (30/04/2016)
- Stakeholders' Questionnaire for the consultation process (30/04/2016)
- Report on the views of the end user' and stakeholders' (31/7/2016)

Assessment of End Users' and Stakeholders' views and needs

Opinion regarding the decision making process implemented in their countries for the selection of the appropriate standards of defence against flooding:

- The usability of the identified flood defence standards
- The level of protection provided in the context of the applied standards
- The steps set out for the appraisal of the required flood and coastal defence projects
- Possible controversial issues or aspects that need further improvement / clarification
- Subjects that are either missing or not well recorded
- Their involvement in the implementation process

This valuable information will provide a starting point for the next project's actions i.e, under Task C: Improving the process of knowledge and Task D: Pilot Activities.

FLOOD CBA

TASK B: Building the Stakeholders' Capacity

TIMETABLE OF THE ACTIVITIES:

- From 1/2/2016 to 31/07/2016

DELIVERABLES:

- Questionnaire for the collection of the background information (31/03/2016)
- Consultation Plan (30/04/2016)
- Stakeholders' Questionnaire for the consultation process (30/04/2016)
- Information Exchange Network – List of members (31/07/2016)
- Report on the views of the end user' and stakeholders' (31/7/2016)