

UNESCO World Heritage Nomination Proposal

Grand Pré Cultural Landscape

Terms of Reference Steering Committee and Project

March 6, 2008

1.0 Goals

The goals of the Grand Pré Cultural Landscape World Heritage Nomination Proposal Project (hereafter referred to as the 'Project') are:

- To provide for the long term protection, sustainable use and enjoyment of the Grand Pré Cultural Landscape;
- To promote wide recognition, understanding and appreciation of the scientific, educational and cultural values represented by the Grand Pré Cultural Landscape;
- To instil a strong sense of community pride and stewardship in the Grand Pré Cultural Landscape;
- To establish a world class sustainable tourism destination that will contribute to local, regional and provincial economies;
- To ensure community involvement in the interpretation and promotion of the Grand Pré Cultural Landscape; and,
- To attain UNESCO World Heritage status for the Grand Pré Cultural Landscape.

2.0 Scope

The scope of the Project will extend to the area as defined in the World Heritage List nomination proposal, including its buffer zone. It will discuss all aspects relevant to the nomination proposal, such as, but not exclusively land-management issues, conservation measures, interpretation, and legal protection.

3.0 Team, Structure, and Reporting (see flow chart in appendix 1)

- 3.1 A team is set up to coordinate the Project. It includes an *Advisory Board*, a *Steering Committee* and *working groups*.
- 3.2 The *Advisory Board* includes representation from the key decision-making stakeholders. (Refer to the Terms of Reference for the Advisory Board)
- 3.3 The *Steering Committee*, as per the *Operational Guidelines for the Implementation of the World Heritage Convention*, includes the representatives of the responsible authorities preparing the nomination proposal: a representative from the Kings CED Agency, a member of the Société Promotion Grand-Pré, a protected heritage area planner from Parks Canada, a planner from the Municipality of the County of Kings and a provincial government officer.
- 3.4 The Steering Committee will be co-chaired by Kings CED Agency and the Société Promotion Grand-Pré.
- 3.5 The *working groups* are set up as needed to reach the Project's goals. The primary working groups are: outstanding universal value working group, planning and land-use working group, and community engagement working group.
- 3.6 The *Steering Committee* reports to the *Advisory Board*.
- 3.7 The *working groups* report to the *Steering Committee* and their findings included in the nomination proposal.

4.0 Responsibilities

- 4.1 The responsibilities of the *Steering Committee* are:
 - a) To provide regular activity reports to the *Advisory Board*;
 - b) To provide recommendations to the *Advisory Board*;
 - c) To ensure the implementation of the *Advisory Board's* decisions;
 - d) To facilitate public engagement;
 - e) To coordinate relations with the media;
 - f) To develop and implement a communications strategy;
 - g) To raise awareness about the project;
 - h) To ensure the coordination between the Parks Canada International Programs office and the Project;
 - i) To participate in and coordinate working group meetings;
 - j) To coordinate data management;
 - k) To coordinate the document review process;
 - l) To write and/or coordinate the writing of the nomination proposal;
 - m) To produce the final nomination proposal; and,
 - n) To manage the resources necessary for the successful completion of the Project.
- 4.2 The *Steering Committee* can seek additional expertise and support to fulfill its responsibilities.

- 4.3 The responsibilities of the working groups are to set up the forums to discuss key issues related to the Project and to provide the recommendations for the content of the nomination proposal. In some instances, they may be tasked with writing sections of the nomination proposal.

5.0 Deliverables

- 5.1 The team will produce a nomination proposal for the inscription of Grand Pré Cultural Landscape on the UNESCO World Heritage List as per the instructions provided in the UNESCO *Operational Guidelines for the Implementation of the World Heritage Convention*. (See appendix 2 for list of key deliverables).
- 5.2 A website will be made available to provide information to the public on a regular basis.
- 5.3 A public engagement plan will be developed and implemented.
- 5.4 A communication plan will be developed and implemented.

6.0 Funding and other resources

- 6.1 The Advisory Board is responsible to approve the budget.
- 6.2 The finances of the Project are to be managed by Kings CED Agency.
- 6.3 The *Steering Committee* will have access to the funds to incur expenses for the project as per the approved budget.
- 6.4 Procedure to be determined.

7.0 Identity

- 7.1 The project will be known as the Nomination Grand Pré.
- 7.2 A logo will be designed to identify the project and to be used in correspondence, documents, and public events.

8.0 Language

- 8.1 Documents are to be provided in French and English in all official communication.
- 8.2 The working languages of meetings are French and English, unless otherwise agreed upon between participants prior to a meeting.

9.0 Schedule and expiry

- 9.1 The delivery of the draft nomination proposal to the UNESCO World Heritage Centre in Paris is tentatively scheduled for September 2009, to be reviewed periodically as the Project progresses.
- 9.2 The delivery of the nomination proposal to the UNESCO World Heritage Centre in Paris is tentatively scheduled for February 2010, to be reviewed periodically as the Project progresses.
- 9.3 The Project will effectively end upon the review of the nomination proposal by the UNESCO World Heritage Committee or by decision of the *Advisory Board*.

10.0 Access to information

- 10.1 Information regarding the project will be made available to the public in a transparent and open fashion.

11.0 Evaluation

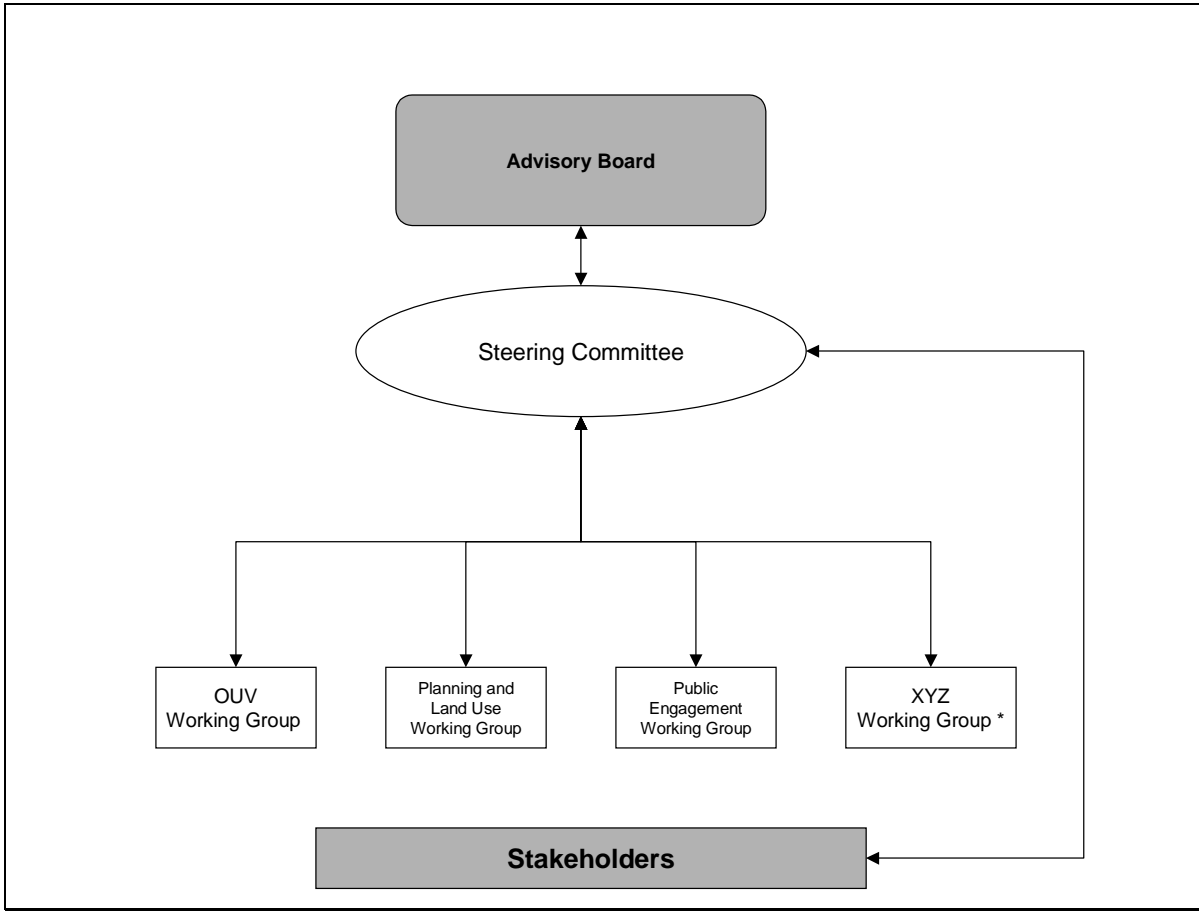
- 11.1 Periodic reports on the progression of the Project are to be submitted for review by the *Steering Committee* the *Advisory Board*. These are to include summaries of activities, communications, and spending.

12.0 Amendments

- The terms of reference shall be reviewed by the *Advisory Board*, as required.

Appendix 1: Reporting and communication flowcharts

Fig. 1 Reporting and communication flowchart



Appendix 2: List of key deliverables

Deliverable	Description
Description of the area	<ul style="list-style-type: none"> • Area proposed including buffer zone • Geographical coordinates • Maps and plans • Description of the property • History and development
Statement of Outstanding Universal Value	<ul style="list-style-type: none"> • Document based on the Criteria for Outstanding Universal Value proposed
Comparative analysis (including state of conservation of similar properties)	<ul style="list-style-type: none"> • Study of comparable properties worldwide • Demonstrate value of the proposed property
Statement of integrity and/or authenticity	<ul style="list-style-type: none"> • Demonstrates that the proposal meets the requirements of the <i>Operational Guidelines</i> • Records past conservation actions
Evaluation of present state of conservation	<ul style="list-style-type: none"> • Records the physical condition, the threats, and the conservation measures • Serves as base-line data for monitoring
Assessment of factors affecting the property	<ul style="list-style-type: none"> • Environmental /Social/Cultural Resources Impact Assessment-style document • Identifies development pressures, environmental pressures, natural disasters and risk preparedness, visitor/tourism pressure, number of inhabitants within the property and the buffer zone; • Mitigation measures
Protective and management plan	<ul style="list-style-type: none"> • Describes federal, provincial, municipal legal protection framework and its implementation; • List plans: interpretation, management, conservation, tourism and other relevant regional and local plans; • Management plan for the proposed property; • Sources and levels of funding for the management • Sources of expertise
Visitor and interpretation plan	<ul style="list-style-type: none"> • Statistics on visitation • Interpretation programs that will convey the Outstanding Universal Value • Skills and training available at the property
Monitoring plan	<ul style="list-style-type: none"> • Indicators for state of conservation • Responsible authorities • Results of previous monitoring exercises
Final report	<ul style="list-style-type: none"> • Image database (slides and authorization tables) • Copyrights management • Copies of plans • Records database (source and location) • Bibliography • Translation and editing