

## Action Plans for the Conservation of Globally Threatened Birds in Africa



### Workshop 1: Development of Species Action Plan Format

7 – 11 September 2001, Banana Village, Entebbe, Uganda

### Workshop Report

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## Summary

The 3-year BirdLife Africa Project *Action Plans for the Conservation of Globally Threatened Birds in Africa* works towards building capacity for species action planning in Africa. The project is co-ordinated, on behalf of the BirdLife International African Species Working Group, by NatureUganda and the RSPB (the BirdLife Partners in Uganda and the UK respectively). It is supported and implemented by 17 African BirdLife partner organisations and RSPB and co-funded by the UK Department for the Environment, Food and Rural Affairs (DEFRA) under the Darwin Initiative. The first workshop under this project was held 7 – 11 September 2001 in Uganda. It brought together National BirdLife Species Action Plan Co-ordinators from 12 African countries and agreed a format and process for successful species action planning in Africa. The workshop was facilitated by 3 experts from RSPB, the Africa Species Working Group Co-ordinator and the Chairman of the BirdLife Africa Species Working Group.

## 1. Introduction

In April 2001, the BirdLife Africa Partnership started the project *Action Plans for the Conservation of Globally Threatened Birds in Africa*. The project is co-ordinated, on behalf of the BirdLife International African Species Working Group, by NatureUganda and the RSPB (the BirdLife Partners in Uganda and the UK respectively). It is supported and implemented by 17 African BirdLife partner organisations and RSPB and co-funded by the UK Department for the Environment, Food and Rural Affairs (DEFRA) under the Darwin Initiative. The project will build institutional capacity by training Species Interest Groups, BirdLife Partners and Government Officials in 17 African countries in species action planning to conserve globally threatened birds. Species Action Plans (SAPs) are vital in Africa to ensure that limited resources are focused to maximise conservation benefit. International plans for 8 priority globally threatened birds will be prepared (for species each occurring in at least 3 countries of which 2 have BirdLife representation). People trained through the project will then train others at national level to develop 15 national SAPs. This will ensure value for money, help host countries meet their obligations under the Biodiversity Convention and ensure long- lasting impact (including funding bids for implementation).

The project purpose is defined as:

Capacity established for participative action planning for globally threatened bird species in Africa

In order to achieve the purpose the following results should be achieved:

- 0 Project management structure in place
- 1 A priority list of species for which species action plan approaches would enhance their conservation
- 2 Priority countries that CAP should endeavour to recruit into the partnership based on their importance to the conservation of birds identified
- 3 Training programme for BirdLife Africa partnership implemented
- 4 Network of species interest groups functioning
- 5 International (cross-border) and national species action plans for priority species produced
- 6 Process for securing funding for action plan implementation is initiated

As the first major project milestone, a workshop was held between 7 and 11 September 2001 at Banana Village, Entebbe, Uganda. National Species Action Plan Co-ordinators from 17 countries were invited to produce and agree a format and process for species action planning in Africa. The result will be presented to the BirdLife Africa Technical Advisory Group for comment and recommendation to the Council of the BirdLife Africa Partnership for approval as the model of Species Action Planning in Africa in October 2001.

## 2. Workshop

The workshop was organised by the Africa Species Working Group Co-ordinator and hosted by NatureUganda. All BirdLife Africa national species action plan co-ordinators were invited. The workshop was facilitated by 3 RSPB staff, the Africa Species Action Plan Co-ordinator and the Chairman of the Africa Species Working Group. Sessions included some presentations on the BirdLife Africa Partnership, the project and many aspects of species action planning. However, most of the sessions included facilitated discussions and group work.



### 2.1 Workshop objectives

The workshop objectives were defined as

- Develop and agree a BirdLife Africa Species Action Plan format and planning procedure (to be submitted to CAP)
- Introduce National Species Action Plan Co-ordinators to project
- Training of National Species Action Plan Co-ordinators
- Identify Training needs
- Agree next steps

## **2.2 Workshop Programme and Implementation**

The workshop programme was designed such that participants had a chance to familiarise themselves with the project and the concept of species action planning, before the group developed an agreed species action planning format and process (see Annex 1). The workshop was attended by 12 National Species Action Plan Co-ordinators, the Africa Species Working Group Co-ordinator, the project administrator, 2 staff from NatureUganda and 3 facilitators from RSPB (see Annex 2 for list of participants).

### **Day 1: Introduction**

The workshop was officially opened by Mr. Robert Kityo, Vice Chairman of NatureUganda, Ms. Pauline Nantongo, the acting Executive Officer of NatureUganda and Steve Evans, the Chairman of the BirdLife Africa Species Working Group. After the introduction of workshop participants and their expectations, presentations and discussions on the BirdLife Africa Partnership its structure and functioning, the project and the workshop objectives ensured that participants unfamiliar with BirdLife and the project were able to familiarise themselves with the subjects. Participant then discussed the definition of a species action plan, targets and advantages of species action planning in the Africa context. Based on the results of the discussions, a subgroup was given the task of producing a draft definition.

### **Day 2: Development of an African Species Action Plan format**

After a brief review of the previous day, the 3 examples of well developed species action plans were presented:

- EU Action Plans for Globally Threatened Birds in Europe
- RSPB Action Plan
- BirdLife International Action Plan for Javan Hawk Eagle.

The group brainstormed the strengths and weaknesses of each format and then worked in 3 subgroups to develop a format for Africa. The groups were asked to consider formats for both national and international action plans. The three subgroups reported back and following intensive discussions, the group adopted a draft format. The format includes recommendations for national and international action plans. A final discussion defined criteria for the presentation of Species Action Plan documents.

### **Day 3: Development of an African Species Action Plan process**

Important stakeholders for the species action planning process were identified and grouped. For each category, the group identified how to involve stakeholders in the action plan process, both at a national and international level. In the subsequent session, the group simulated a stakeholder workshop, based on information provided about the Corncrake. In the afternoon, NatureUganda organised a bird watching tour.

### **Day 4: Case study: Test of developed approach**

It was felt that the most important part of the action plan, namely the development of the action programme (objectives and projects) needed some more refinement, both in terms of format and process. The group worked through the example of the shoebill to develop a problem tree, objectives and projects.

### **Day 5: Adoption of approach, follow-up, workshop evaluation**

To complete and refine the methodology, the group produced a timeline of events from the idea of producing an action plan up to the production of the final document. The group also produced guidelines for running a species action planning workshop. The species action plan format and process were then finally adopted and next steps for the finalisation of the planning method were

agreed. Training needs were identified and prioritised and the group briefly discussed the next training workshop. Finally, the participants evaluated the workshop, by comparing the objectives and expectation with the achievements of the workshop.

### 3 Results

With 12, out of a possible 17 national species action plan co-ordinators, the workshop was well attended. Participants were staff and volunteers from BirdLife Partner organisations. Many of the participants were new to BirdLife meetings and the workshop has therefore been able to involve a group of conservationists who have never before been exposed to international meetings or training courses. Participants had varying experience in species conservation and species action planning (see Annex 2), but quickly became familiar with the concept. The participative process worked well and most participants contributed actively and professionally to the discussions. The participants' expectations (see Annex 3) reflected the workshop objectives well. The workshop opening and first sessions were attended by a crew from the National Uganda Television channel UTV and an environmental journalist from the national daily newspaper *The New Vision*. As a result, the workshop and the project received national television coverage (UTV, 8 September 2001), a newspaper article is expected shortly.

#### 3.1 Definition of a Species Action Plan

The result of the brainstorm session is presented in Annex 4. The group agreed the following definition:

**A Species Action Plan is a scientifically authoritative, strategic document that defines specific, measurable objectives and actions for conserving priority species. It should be achievable, time-bound and involve all appropriate stakeholders.**



### **3.2 Target of the BirdLife Species Action Plans**

The result of the brainstorm is presented in Annex 5. The group agreed that the main targets for the international BirdLife Species Action Plans are:

- BirdLife International Partnership
- Governments
- Other NGOs and conservation agencies
- Researchers

National species action plans are additionally targeted towards

- Local communities
- Developers and industry (if appropriate)

While it was generally agreed that species action planning must not be donor led, the group agreed that it is advantageous to present the document in such a way that it is attractive to potential donors and supporters. It was also agreed that the format and process could serve as a model for other BirdLife regions and organisations. The results should therefore be widely circulated and publicised.

### **3.3 Advantages of the Species Action Plan approach**

The result of the brainstorm is presented in Annex 6. The group agreed that the Species Action Plan approach had the following advantages:

- Participative process which leads to consensus amongst stakeholders and shared responsibilities
- Identification and documentation of the full scale of the present knowledge about threats to the species
- Identification and prioritisation of co-ordinated action necessary to conserve the species
- Basis for measuring progress in the conservation of the species
- Advocacy and fundraising tool

### **3.4. Species Action Plan Format**

The result of the Strengths and Weaknesses Analysis of the three examples of species action plan formats is presented in Annex 7. The result of the proposed species action plan format is presented below. The proposed species action format and process will be refined by a subgroup and presented to the BirdLife Africa Technical Advisory Committee (TAC) for comment and recommendation to the Council of African Partnership for adoption as the official BirdLife Africa Species Action planning procedure. The problem tree of the shoebill exercise is presented in Annex 8; the action programme is presented in Annex 9. The group felt that more work is needed to produce a monitoring and evaluation system and a sub-group of 3 participants volunteered to draft a plan and circulate it to the other participants per email. This chapter will be included in the final document, before submission to TAC. The format below is applicable for both national and international action plans. Where appropriate, differences between a national and international format are highlighted.

## Africa Species Action Plan Format (DRAFT)

### *Presentation:*

- *Not too plain, not too glossy*<sup>1</sup>
- *Appropriate language, executive summary also in English*

### A) Front Cover

- Logos
- Picture of species
- Date
- Title
- Subtitle
- National Emblem

### B) Inside Front cover

- Authors
- Contributors
- Interest Group
- Credits
- Citation
- (Thanks to local people)<sup>2</sup>

### Foreword

- Government official, Head of state of Royalty
- Internationally famous conservationist

### Table of content

- *clear and all on one page*

### Acronyms

### Definition

- What is a Species Action Plan?
- Why this plan?
- Geographic scope
- Introduce SAP history and objectives
- National plan to refer to International plan

### 0. Executive summary

- *No more than 1 page.*
- *Multilingual, if appropriate*
  - status
  - distribution
  - conservation priority
  - threats
  - aim, objectives and major activities
  - history of plan and stakeholders
  - wider benefits

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<sup>1</sup> *Italics: notes*

<sup>2</sup> underlined: national action plans only

## 1. Introduction

- *no more than 1 page*
  - introduce species (distribution, status, threats, emotive)
  - introduce limiting factors
  - introduce stakeholders
  - biodiversity justification and benefits of plan and outcome to species and communities
  - aim and objectives with timescale

## 2. Background Information

- taxonomy as relevant
- distribution:
  - global,
  - local
  - potential habitat
  - map
- movements, if relevant to plan
- population status
  - all countries in a table
  - national
- protection status
  - *in one table*
  - legal protection
  - international legislation
  - does it occur in protected areas and IBAs?
- Relationship with other SAPs and biodiversity strategies
- Habitat
- Biology and ecology
  - *only relevant information*
  - *bibliography contains all references*
- Threats and potential threats
  - *Develop list of key words to ensure consistency of use between plans*
  - *Link threats with ecology and biology of species*
  - *Always try to quantify threats*
  - *Rank threats*
  - *State of current knowledge*
  - *Gap analysis*
  - *Show as problem tree, start with conservation status, prioritise direct causes (◆◆◆◆: critical, ◆◆◆: high, ◆◆: medium, ◆: low, ? unknown)*
- Factors influencing success
  - Socio-cultural effects
  - Economic implications
  - Strengths and weaknesses of existing conservation measures
  - Administrative/ political set-up
  - Biology of species (*e.g. does it breed in captivity, how specialised is it, how long does it live?*)
  - Local expertise and interest
  - Cultural attitudes
  - Appeal of species (eco-tourism)
  - Resources

### 3. Action Programme

- *Aims, objective and projects developed from problem tree*
  - Vision
    - *Long term vision for the status of species*
    - *Specific and measurable/ clear indicators*
    - *Time frame*
    - *Add short text*
  - Aim
    - *Aim of the species action plan*
    - *Specific and measurable/ clear indicators*
    - *Time frame*
    - *Targets might differ between national and international plan, but national plan contributes and refers to international plan*
    - *Use IUCN criteria, Red Data Book, World Bird Database when applicable*
    - *Add short explanatory text*
  - Objectives
    - *Strategic objectives*
    - *Specific and measurable/ clear indicators*
    - *Use key headings*
    - *Prioritised (◆-◆◆◆◆,?)*
    - *Add short explanatory text for each objective (include summary of activities)*
  - Projects
    - *Table and short description for each*
    - *Should always refer to benefits to local people*
    - *Number each project according to related objective*
    - *List under the following headings:*
      - *Policy and legislation*
      - *Species and habitat*
      - *Monitoring and research*
      - *Public awareness and training*
      - *Community involvement*
      - *International*

Project	Countries	Overall Priority	Agencies responsible	Cost	Time scale	Indicators	Risks and Opportunities
<b>A) Policy and legislation</b>							
1.1 Name of project	List of countries with priorities ***, ****	Score ◆◆◆◆,?	Generic for international plan  Specific for national plan	National plan only	Length, start		
1.2 Name of project							
3.3 Name of project							
<b>B) Species and habitat</b>							
1.5 Name of project							
<b>C) Monitoring and research</b>							
Etc.							
<b>D) Public awareness and training</b>							
<b>E) Community involvement</b>							
<b>F) International</b>							
Etc.							

- Monitoring and Evaluation Plan

## **Acknowledgements**

## **Bibliography**

## **Appendices**

- List of relevant web pages
- Entry from Threatened Birds of the World
- List of protected areas and IBAs where species occurs
- Occupied areas most in need of action
- List of contacts (stakeholders, Species Interest Group, others)

### **3.5 Species Action Planning Process**

The group agreed that the species action planning process should follow the sequence below:

1. Identify species for which action planning is appropriate
2. Identify key individuals
3. Identify workshop participants
4. Collate background information and produce background section of Action Plan
5. Hold participative, facilitated planning workshop
6. Draft Action Plan and seek endorsement by participants
7. Seek endorsement with relevant agencies
8. Publish and circulate Action Plan
9. Review Action Plan following agreed Monitoring and Evaluation system and publish results
10. Update Action Plan at the end of its life

A detailed plan from the idea of producing a species action plan up to printing and distribution of the document is presented in Annex 10.

#### ***3.5.1 Stakeholder Involvement***

Stakeholders were grouped into the following categories:

- Species Interest Groups
- Government Departments
- Local communities
- Scientific experts
- NGOs
- Donors
- Media
- Economic interest groups
- Education Departments
- Tourism and Safari Operators
- Ministers and other personalities

For each stakeholder group, the workshop agreed potential involvement into the action planning process, if appropriate divided into nationally and internationally. The result of the exercise is presented in Annex 11

#### ***3.5.2 Stakeholder Workshop***

The group agreed that a workshop involving experts and main stakeholders (all relevant National Species Action Plan Co-ordinators, government representative from all relevant countries (departments for national action plans), experts and if appropriate representatives from other stakeholders) should review the Species Action Plan background information section and produce

and adopt the Action Programme. The workshop should take the form of a facilitated, participative workshop. A draft programme is presented in Annex 12.

### **3.6 Training needs**

Participants agreed that the next training workshops in South Africa and Cameroon should cover the following topics:

- Workshop facilitation
- M&E Techniques
- Communication/ Media/ VIP
- Working with rural communities
- Species, sites and habitat approaches to conservation
- Selling BirdLife to Governments

Participants stressed that other topics such as English language, project management, computer literacy, database management, fundraising and information flow within the NGOs remain a challenge for BirdLife Partners. It was agreed that fundraising would be addresses through on-the-job-training.

### **3.7 Evaluation**

At the end of each day, participants were asked to fill in a simple form to evaluate the mood of the group. The results are presented in Annex 13. Participants were extremely positive about the workshop, in most of the daily evaluations and the overall evaluation all participants gave full marks. All workshop objectives were fully achieved.

#### 4 Next Steps

<b>Action</b>	<b>Deadline</b>	<b>Responsible</b>
Check how difficult it is to get visas for SA/ Cameroon	ASAP	NSAPCs
Send out invitation letters to Partners (SA workshop)	14 September	Eric
Send project document to NSAPCs	Mid September	Dieter
Finalise and circulate workshop report (electronic & hard copy)	18 September	Dieter
Fix West Africa workshop dates	19 September	RSPB/ Eric
Send out invitation letters to Partners (West Africa workshop)	20 September	Eric
Finalise format & process document and circulate to project steering committee	25 September	Eric
Circulate 1 <sup>st</sup> draft of M&E plan	30 September	Steve, Maurus, Urbain
Identify Government counterparts	30 September	NSAPCs
Partners respond to Eric with names of participants	30 September	NSAPCs
Comments on M&E plan	5 October	All
Invitation letter to partners with names of participants and copy to SA embassies	5 October	BLSA
Final draft of M&E plan	8 October	Steve
Include M&E Plan into final draft document	10 October	Eric
Submit final document to TAC (via Fish)	10 October	Eric
Submit species action plan format and process to CAP for approval	???	TAC
Partners respond to Eric with names of participants	10 October	NSAPCs
Invitation letter to partners with names of participants and copy to Cameroon embassies	20 October	COC

## **Annexes**

Annex 1: Workshop Programme

Annex 2: Workshop Participants

Annex 3: Expectations

Annex 4: Definition/ characteristics of a species action plan

Annex 5: Who is the Action plan for?

Annex 6: Why do we need a species action plan/ what are the advantages?

Annex 7: Strengths and weaknesses of individual action plans

Annex 8: Shoebill Exercise: Problem Tree

Annex 9: Shoebill Exercise: Action Programme

Annex 10: Steps involved in producing a Species Action Plan

Annex 11: Stakeholder Involvement

Annex 12: Proposed Species Action Plan Stakeholder Workshop Programme

Annex 13: Daily Evaluation/ Moodometer



**Action Plans for the Conservation of Globally Threatened Birds in Africa**

**Workshop 1: Development of Species Action Plan Format**

**Workshop Programme: 7 – 11 September 2001, Banana Village, Entebbe, Uganda**

	<b>Friday 7 September</b>	<b>Saturday 8 September</b>	<b>Sunday 9 September</b>	<b>Monday 10 September</b>	<b>Tuesday 11 September</b>
	<i>INTRODUCTION</i>	<i>Development of Africa Species Action Plan Format</i>	<i>Development of Africa Species Action Planning Process</i>	<i>Case Study: Test of Approach</i>	<i>Adoption of Method and follow-up</i>
09:00 – 10:30	<b>Presentations:</b> <ul style="list-style-type: none"> <li>• Opening (PK)</li> <li>• Welcome (SE)</li> <li>• Introduction (DH)</li> </ul> <b>Ice breaker (DH)</b>	<b>Presentation:</b> Examples of SAP formats (PN)  <b>Discussion:</b> Advantages and disadvantages of various formats (DH)	<b>Discussions (ES):</b> <ul style="list-style-type: none"> <li>• Who are the stakeholders (nationally/ internationally)?</li> <li>• How should we involve stakeholders?</li> </ul>	<b>Discussion (PD):</b> Implementation, Monitoring & Evaluation  <b>Presentation:</b> case study using the shoebill as an example (PD)	<b>Discussion: (SE)</b> Adoption of SAP format and process (nationally/ internationally)
10:30 – 11:00	<b>Coffee</b>				
11:00 – 12:30	<b>Presentations and discussions:</b> <ul style="list-style-type: none"> <li>• BirdLife Africa Species Working Group (SE)</li> <li>• Africa Species Action Plan Project (ES)</li> </ul>	<b>Group work (DH):</b> What are the components of a SAP?	<b>Group work (PN):</b> Stakeholder workshop using the corncrake as an example  Finish 13:00	<b>Group work: (PD)</b> application of SAP format in case study (nationally/ internationally)	Adoption of SAP format and process (cont.)
12:30 – 14:00	<b>Lunch</b>				
14:00 – 15:30	<b>Discussions (DH)</b> <ul style="list-style-type: none"> <li>• What is a species action plan (SAP)?</li> <li>• Who we do SAPs for?</li> <li>• Why do we need SAPs?</li> </ul>	Group work (cont.)  <b>Discussions (DH):</b> <ul style="list-style-type: none"> <li>• Report back and discussion (DH)</li> <li>• Adoption of draft SAP format (SE)</li> </ul>	Birdwatching	Group work (cont.)	<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Identification of training needs (ES)</li> <li>• Follow-up (DH)</li> </ul>
15:30 – 16:00	<b>Coffee</b>				
16:00 – 17:00	<b>Presentations:</b> <ul style="list-style-type: none"> <li>• History of SAPs (PN)</li> <li>• Examples of SAPs (PD)</li> </ul>	Adoption of draft SAP format (cont.)  <b>Discussion (DH):</b> How do we present a SAP?	Birdwatching	<b>Discussion: (PD)</b> Problems encountered	Workshop Evaluation (DH)  Farewell

**Facilitator/ Presenter:** PK: Pantaleon Kasoma SE: Steve Evans DH: Dieter Hoffmann ES: Eric Sande PN: Peter Newbery PD: Paul Donald

This project is co-ordinated, on behalf of the BirdLife International African Species Working Group, by *NatureU* RSPB (the BirdLife Partners in Uganda and the UK respectively). The project is supported and implemented by 17 African BirdLife partner organisations and RSPB and co-funded by the UK Department for the Environment, Food and Rural Affairs under the Darwin Initiative.

**NATUREUGANDA**



## Annex 2: Workshop Participants

First Name, Name	Name of BirdLife Partner, Country	Position in BirdLife Partner (no of years with Partner)	Experience in species conservation
Dieter Hoffmann	RSPB, UK	Head of Global Programmes Department (5 yrs)	Some: Species action plans for Seychelles magpie robin, European GTs, work on bald ibis
Steven W. Evans	BirdLife South Africa	IBA Programme manager (3-5 Yrs)	Manager of the Blue Swallow Working Group in SA
Robert Kityo	NatureUganda Uganda	Vice Chairman (8 yrs)	None
Eric Sande	NatureUganda Uganda	African Species Working Group Coordinator (1 year)	-Some experience in Species Action Plans with Nahan's francolin - drafted national shoebill action plan
Augustine (GUS) Ezealor	Nigerian Conservation Foundation (NCF) Nigeria	Technical advisor (5 years)	None except shared information from a friend researching on Malimbos
Kariuki Ndang'ang'a	Nature Kenya, Kenya Ornithology dept, NMK	Research scientist (3 yrs)	Sharpe's Longclaw, IBA work Kenya
Achilles Byaruhanga	NatureUganda Uganda	Deputy Executive Officer (6 1/2yrs)	-Identification of IBAs in Uganda -Research survey & monitoring
Hichem Azafzaf	A.A.O Tunisia Association les Amis de oiseaux	IBA Coordinator (2 yrs)	-Identification and monitoring of IBAs - None in species action planning
Daniel Mwizabi	Zambia Ornithological Society, Zambia	Member (1 year) C/O W.P.O	None
Taku Awa II	C.O.C, Cameroon	Biologist/Field staff (.5 yrs)	Identifying Potential habitats of Grey-necked Picathartes in the Yaounde Massif
Peter Newbery	RSPB, UK	Species Policy Officer (23 years)	A lot –10 years writing & implementing Action Plans, mainly UK but some European
Pauline Nantongo	NatureUganda Uganda	Ag. Executive officer (1 1/2yrs)	None Except reading Eric's Documents on Shoebill
Giti Eric	ABO: Burundi	Vice-chairman of executive committee (2yrs)	None but participation in increasing public awareness on bird conservation in general
Geoffrey Akule	NatureUganda Uganda	Africa Species Working Group Project Administrator, (new)	None
Anteneh Shimelis	EWNHS (since 1996)	Research Officer (5 years)	- Abyssinian Bush Crow in Southern Ethiopia - Blackbird in UK. (Norwich) - IBA
Paul Donald	RSPB, UK	Research Biologist International Research Team (6 yrs)	Providing Scientific support for Species Conservation Projects
Maurus Msuha	Wildlife Conservation Society of Tanzania (WCST)	BirdLife Officer (6 years)	1 year, blue swallow
Vital Nyilimanzi	ACNR, Rwanda	Nature club co-ordinator, (2 years)	none
Urbain Belemsobgo	Naturama, Burkina Faso	Active member, (10 years)	Work with National Parks and Wildlife Service since 1986

### **Annex 3: Expectations**

- A framework for species action planning
- I expect to learn how to prepare SAPs that are implementable
- To hear more about SAPs
- A good understanding of what a species action plan means
- Help develop a good SAP format to use in Africa and elsewhere
- All inclusive format
- To start the formatting system
- Acquire skills on the conservation of GT bird species
- Possibility to build action plans
- Generate species action plan format
- The best species action plan format & process in the world
- Be equipped with tools/skills for implementing Spp Actions
- Agreed format for African Action Plans
- Process to learn Species Action plan development.

## **Annex 4: Definition/ characteristics of a species action plan**

**International SAP is more on a strategic level, while national SAP is more action orientated**

### **Clear actions to conserve a species**

- A set of clear conservation initiatives for a threatened species
- A set of conservation actions
- How the conservation will be done
- Activities in relation to the conservation of a species
- A set of targeted actions to improve the conservation status of a species
- Lists of concrete actions for conservation
- Solutions to conserve the species

### **The 'bible' for conserving a species**

- The good document for protection of a species
- A reference document for intended initiatives
- A summary of why a species is regarded as a priority for conservation
- Clear guidelines for implementing initiatives for conserving a species
- Guidelines for conservation

### **Clear, measurable, and realistic objectives**

- Objectives to protect a particular species
- A pragmatic but ambitious plan
- High level target
- Contains indicators of success
- A realistic (money, policies...) and achievable plan to conserve species, not an idealistic one

### **Defines and addresses threats**

- Must address the needs of the target species and other sympatric individuals
- Definition of threats

### **Clear definition of boundaries**

- Clear geographical area
- Target a particular species
- Time bound

### **A strategy for the conservation of a species**

- A strategy (vision, mission, aim, objectives and activities) for conserving a species
- A strategy for conserving threatened species
- An executable plan for the conservation of a species
- A document that describes the comprehensive approach which helps to implement the conservation of species through research, advocacy and management on the ground

### **Defines timing and responsibilities**

- Has a time schedule
- Assigns responsibility for various actions

### **A jointly agreed document**

- Collectively accepted by stakeholders

### **Can be used for fundraising**

- A proposal

## **Annex 5: Who is the Action plan for?**

**A species action plan is a working document with the following prime targets:**

- BirdLife International Partnership
- Other NGOs and conservation agencies
- Governments
- Researchers

**At a national level the following are more relevant than at an international level:**

- Local communities
- Developers
- Economic interest groups (e.g. logging companies)
- Industry

**Secondary targets are:**

- General public
- Donors, this should be addressed in the presentation of the plan

**The format to be developed can serve as a model for other BirdLife regions and other conservation agencies.**

## **Annex 6: Why do we need a species action plan/ what are the advantages?**

- Stimulates action
- Co-ordinated action
- Prioritised action (against defined problem)
- Streamline activities
- Discover the whole scale of the problem
- (Convince donors)
- Division of labour/ sharing responsibilities
- Change in legislation
- Realistic
- Captures all relevant information
- Advocacy tool
- Tool for measuring progress
- Tell us when to stop
- Guideline
- Consensus amongst stakeholders
- Common understanding among stakeholders
- Getting people together

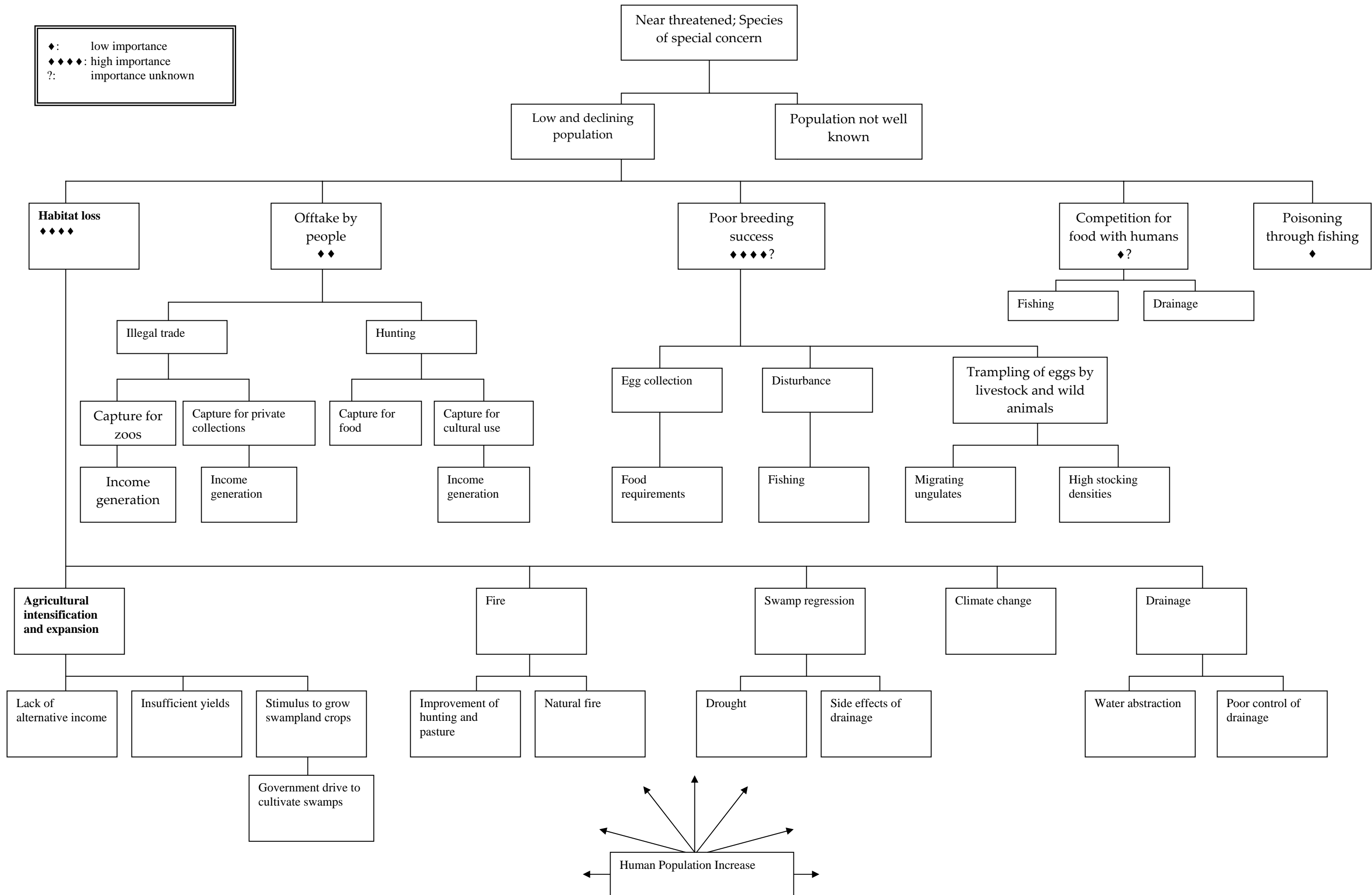
### Annex 7: Strengths and weaknesses of individual action plans<sup>3</sup>

	<b>International Action Plans for Globally threatened birds in Europe</b>	<b>RSPB Species Action Plan</b>	<b>BirdLife International Javan Hawk Eagle Action Plan</b>
<b>Strengths</b>	<ul style="list-style-type: none"> <li>• Concise</li> <li>• Clear aims and objectives</li> <li>• Authorship</li> <li>• References</li> </ul>	<ul style="list-style-type: none"> <li>• verifiable indicators</li> <li>• data presentation in table allows follow-up</li> <li>• concise</li> <li>• threats and limiting factors well highlighted</li> <li>• proposed remedial actions</li> <li>• integrated into UK National Biodiversity Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Endorsement by important government agency</li> <li>• Clear indication of needs</li> <li>• Attractive document</li> <li>• Logos on cover gives ownership</li> <li>• Activities scheduled and as table</li> <li>• Time-bound</li> <li>• Current and potential limiting factors</li> <li>• Indicators of success</li> <li>• Prioritisation of activities</li> <li>• Suggest new area for species</li> <li>• Activity table is good guide</li> <li>• Programme of research</li> <li>• Allocation of responsibilities</li> <li>• Logical progression of activity table</li> <li>• Biological info related to threats</li> <li>• Clear diagram of limiting factors</li> </ul>
<b>Weaknesses</b>	<ul style="list-style-type: none"> <li>• Not clearly time-bound</li> <li>• Not costed</li> <li>• No tables/difficult to read</li> <li>• Doesn't mention stakeholders</li> <li>• No community role</li> <li>• No income generating sources</li> <li>• Poor time-scales</li> <li>• Not clear who is responsible</li> <li>• Too vague</li> <li>• No specific action</li> <li>• No monitoring &amp; evaluation system</li> <li>• Too idealistic</li> <li>• No mention of previous action</li> <li>• No impact indicators</li> </ul>	<ul style="list-style-type: none"> <li>• Too much data</li> <li>• Too long</li> <li>• No graphs (graphs are better than tables)</li> <li>• No costs</li> <li>• Difficulty to distinguish between broad policy and objectives</li> <li>• No strict time table</li> <li>• Not clear who takes specific actions</li> <li>• Who will do the work?</li> <li>• No summary of proposed actions</li> <li>• No clear justification why bird is important</li> <li>• No proposal of alternative action</li> <li>• Graphs don't show when action started</li> </ul>	<ul style="list-style-type: none"> <li>• No clear justification why species needs attention</li> <li>• Costly to produce</li> <li>• Poor caption of photos</li> <li>• Too long</li> <li>• Does not address needs of local community</li> <li>• Who has signed up to this?</li> <li>• Too ambitious</li> <li>• No inclusion of local people's knowledge</li> <li>• No costs</li> <li>• No list of contributors</li> <li>• How does the establishment of nature reserves benefit local people</li> <li>• Too many agencies/ co-ordination might be difficult</li> <li>• No graph of population development</li> </ul>

<sup>3</sup> Results of brainstorm session. Not all of the ideas are in fact true, but result from the fact that participants had only limited time to examine to documents

Annex 8: Shoebill Exercise: Problem Tree

◆: low importance  
 ◆◆◆◆: high importance  
 ?: importance unknown





## Annex 9: Shoebill Exercise: Action Programme

### Vision:

Vision	Indicator
Shoebill Population stable or increasing	Shoebill surveys show stable populations in 20 years time

*Add explanatory text*

### Aim

The aim of this five year plan is:

Progress towards conserving shoebills is initiated	<ul style="list-style-type: none"><li>• X national shoebill action plans</li><li>• At least x high priority projects initiated</li></ul>
--	--

*Add explanatory text*

### Objectives

1. Off take by humans reduced	Off take reduced at X key sites
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*Add explanatory text*

2. Habitat loss reduced	XXXXXXX
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*Add explanatory text*

3. Factors affecting breeding success assessed	Importance of factor documented at X key sites
--	--

*Add explanatory text*

**Projects** (add explanatory text)

Project	Countries	Overall Priority	Agencies responsible	Time scale	Indicators	Assumptions
<b>A) Policy and Legislation</b>						
1.1 Facilitate all range states to sign on and implement CITES Convention		◆◆	Governments	Immediately/ Within 2 years	All range countries have signed CITES	
1.2 Review national wildlife laws of range states from the perspective of CITES	all	◆◆	NGOs and relevant Government Departments	Immediately/ 5 years	Revised law passed in at least 1 range country	
2.3 Formulate bye-laws/ enforce existing laws against encroachment and fire		◆◆◆	Government Departments, NGOs		<ul style="list-style-type: none"> <li>Copies/ drafts produced</li> <li>Fire incidents reduced</li> </ul>	
2.4 Lobby for impact assessments before any major drainage project						
<b>B) Species and Habitats</b>						
2.2 Lobby for agricultural extension service to assist critical local communities to improve yields		◆◆◆◆	Government Departments, NGOs	Project span	<ul style="list-style-type: none"> <li>Improved yields</li> <li>Reduced encroachment</li> </ul>	
<b>C) Monitoring and Research</b>						
2.1 Identify critical sites for habitat work		◆◆◆◆	Governments, NGOs, BL Partners	1 <sup>st</sup> year of plan	No. of critical sites identified	
3.1 Identify critical breeding sites		◆◆◆◆	NGO, SIG	1 year	All sites identified by year 1	
3.2 Recruit researcher		◆◆◆◆	NGO	1 <sup>st</sup> 6 months	Researcher in place after 6 months	
3.3 Determine factors affecting breeding success		◆◆◆◆	NGO, Government	By end of 2 <sup>nd</sup> year	Completed by year 2	
3.4 Initiate nest monitoring programme		◆◆◆◆	NGO, Government	1 <sup>st</sup> breeding season of project	By end of year 1	
<b>D) Public awareness and Training</b>						
2.5 Increase awareness about habitat loss		◆◆◆	NGO, Government	Project span	<ul style="list-style-type: none"> <li>Posters</li> <li>Seminars</li> <li>Media</li> </ul>	
3.5 Assess impact of factors affecting breeding success		◆◆◆◆	NGO, Government	Middle of 2 <sup>nd</sup> year, finish at end of year 5		
<b>E) Community involvement</b>						
1.3 Set-up alternative livelihood initiatives (e.g. duck rearing) for hunters through micro-financing)		◆◆	Nat. agricultural extension service	Year 2/ 3 years	10% of identified hunters will be involved in the identified scheme	
2.6 Alternative income for populations around critical sites						
<b>F) International</b>						

## Annex 10: Steps involved in producing a Species Action Plan

Timeline (weeks)	Task	Time required	Responsible <sup>4</sup>
-18	Prepare background information and identify experts and members of the National Preparatory Committee (NPC)	2 weeks	NSAPC
-16	First meeting of NPC; identify stakeholders	1 day	NSAPC, NPC
-16 – (-6)	Draft background information document	10 weeks	NSAPC, ASWGC
-6 – (-2)	Circulate draft background information to experts and produce final document	4 weeks	NSAPC
-16 – (-12)	Contact stakeholders	4 weeks	NSAPC, NPC, ASWGC, BirdLife Partners
-16 – (-10)	Identify participants		NSAPC, NPC, ASWGC, BirdLife Partners
-14	Prepare workshop documents (programme, background on venue, visa & health requirements, etc. prepare check list for participants)	1 week	NSAPC, NPC
-14	Identify and contract facilitator (BL Partner)	8 weeks	NSAPC
-14 – (-12)	Identify venue		NSAPC, NPC
-12	Identify workshop requirements		NSAPC, NPC
-12	Prepare budget		NSAPC, NPC
-12	Book venue		NSAPC, AB
-12	Contact VIP to open workshop (endorse plan?)		NSAPC, NPC
-10	Send invitations, etc. to participants		NSAPC, NPC
-4	Identify and contract secretary		NSAPC, NPC
-4	Hire equipment		AA
-2	Send reminders and background information document to participants		NSAPC, NPC
-2	Hold facilitator meeting		NSAPC, FA
-1	Purchase stationary		AA
-1	Contact/ invite press/ media		NSAPC
0 – 1day	Arrival of participants	1 day	AA
0 -1day	Prepare venue	1 day	NSAPC, FA
0	Hold Planning workshop (bilingual, if appropriate)	4 -5 days	NSAPC, FA
0	Agree Committee to write-up Species Action Plan		NSAPC, experts, SH
(0-(+1)	Prepare financial accounts	2 weeks	NSAPC, AB
0 – (+ 2)	Prepare and circulate workshop report	2 weeks	S, FA, NSAPC
0 – (+2)	Identify dignity to endorse Species Action Plan	2 weeks	NSAPC, FA
+2 – (+6)	Draft Species Action Plan	4 weeks	Committee
+6 – (+10)	Circulate to all workshop participants and seek endorsement; produce final draft	4 weeks	NSAPC
+10 – (+12)	Print report	2 weeks	NSAPC
+12	Distribute Species Action Plan		NSAPC

<sup>4</sup> NSAPC: National Species Action Plan Co-ordinator (host country NSAPC is overall species co-ordinator)

NPC: National Preparatory Committee: NSPAC, NGO, Government, Researchers, local community (where appr.)

ASWGC: Africa Species Working Group Co-ordinator

S: Secretary

AA: Administrative Assistant

## Annex 11: Stakeholder Involvement

### Species Interest Groups

National	International
<ul style="list-style-type: none"><li>• All the members participate in the development of SAP</li><li>• Ask group to provide you with relevant information</li><li>• Raise awareness about SAP</li><li>• Coordinate the SAP preparation and production, circulation and implementation etc.</li></ul>	<ul style="list-style-type: none"><li>• Representatives should be invited to the workshop</li><li>• Group to host workshop</li><li>• Ask group to provide you with relevant information</li><li>• Can be requested to compile parts/all AP</li><li>• Raise funds and awareness</li></ul>

### Donors

- Make speeches at opening
- Provide financial support
- Provide technical support

Take care over whom to invite

### Media

- Invite them to opening ceremony
- Publicity (+ve)
- Provide contacts

### Economic Interest Groups

- Economic support
- Identify the most important groups
- Involve them at all stages
- Identify their needs and characteristics

Invite them if appropriate

### Education Departments (national)

- Involve in organizing to undertake activities (invite representatives?)

### International Conventions

- Lobby governments
- Invite representatives if appropriate
- Provide background information
- Can write a foreword if appropriate
- Endorse the SAP
- Provide contacts to potential donors
- Experts
- Harmonize plans with what already exists in international conventions.
- Possibility of SAP being accepted by international convention.

### Scientific experts

- Technical input
- Background information
- Provide contacts with other stakeholders
- Potential implementing bodies

### Local communities

- Provide indigenous knowledge

- Pre-workshop consultation
- Provide other information on ongoing activities.
- Discuss with small interest groups in the community
- Site support groups are the potential implementing agencies

#### **NGOs**

- Ask to host workshop
- Provide information and funding
- Provide implementing agencies
- Publicity
- Provide contacts
- Identify potential donors
- Assist in identifying other relevant government officials to invite to the workshop and other stakeholders
- Advocacy

#### **Tourism and Safari Operators**

Assist to:

- Develop ecotourism
- Provide information
- Provide contacts and publicity.

#### **Ministers and Personalities**

- Should be invited for opening/closing of workshops
- Invitation for government departments channelled through ministers
- Foreword
- Endorsement
- Publicity

#### **Government Departments**

- Implementing agencies
- Involved in all actions
- Provide information and funding
- Host workshops
- Endorsements
- Provide experts
- Can chair certain sessions in workshops

## Annex 12: Proposed Species Action Plan Stakeholder Workshop Programme

- 4 or 5 days
- Isolated, comfortable venue, if possible close to site where species and perhaps threats/ solutions can be observed
- Prepare each day's proceedings at same day, distribute next morning

### Day 1:

*am*

Opening ceremony

Coffee

Introductions, Icebreakers

Agree workshop objectives

Presentation: Background info

- *by scientific assessor knowledgeable on species and issues at stake and planning process*

Lunch

*pm*

Plenary session: Response to presentation

- identify gaps in knowledge
- identify main threats
  - *card exercise*

Evaluation

### Day 2:

*am*

Recap of day 1

Group work (special interest groups): Problem tree

- identify causes of main treats
  - *card exercise*

Lunch

*pm*

Group presentations and facilitated discussions: report back on problem tree

Prioritise problems/ threats

Agree vision, aim and objectives

Evaluation

### Day 3:

*am*

Recap of day 2

Appoint group to prepare press release

Group work (stratified random group)

- formulate projects (table)

Lunch

Excursion, if possible visit site where species occurs

### Day 4:

*am*

Group presentations and facilitated discussions: report back on projects

Lunch

*pm*

Indicators

M&E Plan




Adopt plan

Next steps

Evaluation

Wrap up (incl. agreement of press release)

Annex 13: Daily Evaluation/ Moodometer

			
Day 1	●		●●●●●●●●●●●●●●●●
Day 2			●●●●●●●●●●●●●●●●
Day 3		●●●●●	●●●●●●●
Day 4			●●●●●●●●●●●●●●●●
Day 5			●●●●●●●●●●●●●●●●
Overall			●●●●●●●●●●●●●●●●