

Special report on “Major risks and the Cultural Routes of the Council of Europe programme: challenges and opportunities”

Deadline to submit the report: 15 September 2020.

The EPA Secretariat is currently seeking at least one independent expert to conduct a study assessing the impact of Major risks on the Cultural Routes of the Council of Europe programme¹.

The report for EPA member States and Cultural Routes managers will help them develop coping mechanisms in situations of Major Risks (such as: pandemic, global warming, economic threats and so forth). Recommendations and conclusions will be an important part of the report. The geographical scope of the study shall be that of Council of Europe and in particular EPA member States and all countries crossed by certified Cultural Routes of the Council of Europe. The definition of Major risks for this geographical scope and themes (cultural heritage, cultural routes, European shared heritage) shall be proposed by the expert following scientific research, and shall include at least pandemics, global warming and economic threats.

The study should have a length of at least 340.000 characters (approximately 100 pages) excluding the annexes. All reference documents mentioned in the study (e.g. resolutions, declarations, other) should be provided in the annexes.

The chapters listed below should provide a structure of the study and of its content. The expert/s will have the opportunity to add to this list, in concertation with the EPA Secretariat:

1. Executive Summary including a summary for EPA member States and a summary for certified Cultural Routes of the Council of Europe;
2. Framing and context of the report
3. Risk assessment
4. Extreme or abrupt changes and managing risks
5. Building effective systems / coping mechanisms
6. Cultural Routes of the Council of Europe Programme coordination mechanisms
7. Financing the coping mechanisms
8. Recommendations for stakeholders
9. Abbreviations and glossary
10. List of EPA member States and certified Cultural Routes
11. References and notes.

¹ The Secretariat retains the right to assign two or more experts to this study. In this eventuality, and in concertation with the EPA Secretariat, one expert will have a leading role as first author.

The Provider should aim to prepare a study that is:

- Clear, well phrased, well presented, well referenced;
- Provide concrete examples/best practices from EPA member States and certified Cultural Routes;
- Use supporting literature from the Council of Europe, trusted scientific sources or other international organisations
- Cover the entire geographical scope and themes mentioned above;
- Present detailed, clear and easy to implement recommendations and conclusions;

The Provider will be requested to regularly update the EPA Secretariat on the progress of the research and writing of the report. Online meetings will be organised at the start of the research for a validation by the EPA Secretariat of the table of content of the report, at mid-term for an overall assessment, and prior to the final submission for final adjustments t. Feedback provided by the Secretariat will have to be taken into account by the Provider. Where appropriate, the expert will be recommended to include best practices promoting the Cultural Routes of the Council of Europe programme.

The EPA Secretariat will provide supporting contacts and available data the Provider may need.

The layout for publication of the study is not included in this contract. The Provider will be requested to submit the final report in a Word document (.docx) including all annexes. The document will have to be clearly presented: a single font overall such as Tahoma or Arial, 1,5-line spacing, numbered pages, table of content and table of annexes, table of images/graphs, bibliography, table of abbreviations and glossary, spell-checked throughout.

The report shall be prepared in English or French. Should quotes or other text in another language than the main language of the report be inserted within the study, these will have to be translated in a footnote at the bottom of the page where the quote is found.

The final report will be published on the Cultural Routes of the Council of Europe's website (www.coe.int/routes) and distributed to EPA member States and certified Cultural Routes of the Council of Europe.