



**First Meeting of the Project Steering Committee for the
UNEP/UNDP/GEF Project “Integrating Watershed & Coastal Area
Management in Caribbean SIDS”**

Deep Bay, Antigua & Barbuda, 4 June 2006

Report of the Meeting

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1. Opening of the meeting

1.1 Welcome address

1.1.1 Nelson Andrade, Coordinator, United Nations Environment Programme, CAR/RCU welcomed all participants to the meeting and extended gratitude to the Government of Antigua for offering to host the meeting.

1.1.2 Lionel Michael, Chief Public Health Inspector of the Ministry of Health, Sports and Youth Affairs, Antigua and Barbuda, welcomed participants, apologizing for the absence of the Chief Environmental Officer who was the official designate for the meeting. He noted the Government's concerns over the impacts of development on the watershed and coastal resources of Antigua and Barbuda, highlighting the critical situation with respect to pollution of St. John's Harbour. He further noted the opportunities the project will afford as a means to implement practical solutions in a learning process at a regional level. The roles and responsibilities of the private sector stakeholders, farmers, and business interests were emphasized. He offered the meeting well wishes and hopes for fruitful deliberations.

1.2 Opening statements

1.2.1 Isabelle Vanderbeck, Task Manager, GEF Projects in Latin America and the Caribbean, UNEP, noted that in the field of watershed and coastal areas management there has been significant investment in the development of guidelines but little has been put into practice. She highlighted the difference in scale in designing approaches that are practical for small states such as the Caribbean when compared to large Amazonian basin states of the Latin American and Caribbean (LAC) region. She stated that the IWCAM should not be treated as a stand-alone project but an opportunity to strengthen cooperative linkages between various initiatives in this area.

1.2.2 Paula Caballero, Regional Technical Advisor for Latin America and the Caribbean, GEF-UNDP welcomed the head table, national focal points and other participants to the meeting. She stressed that the IWCAM Project is a flagship project and will be replicated in Indian Ocean and South Pacific SIDS. The project will place emphasis on fostering learning of best practices and sharing of lessons not only within the Caribbean, but with other SIDS with diverse political and social cultures. She noted the allied projects in sustainable land management and the need for integration and mainstreaming into policy and planning. The Caribbean Large Marine Ecosystem Project which is now at the PDF-B stage is shared across the region and represents another opportunity to establish linkages and knowledge sharing. She highlighted the importance of the demonstration projects in knowledge sharing. The project is a multi-agency project that will be enhanced by the strengths each participating agency brings.

1.2.3 Patricia Aquing, acting Executive Director of CEHI welcomed the gathering and lauded the close working relationship between the Institute and the Government of Antigua and Barbuda. She

highlighted the length of time it took for the coming to fruition of the IWCAM project but noted that it was a process well-served in that it added value to the quality of the final project. The project has integrated systems and frameworks to ensure the process is sustainable beyond the 5-year life-span of the project. She echoed the fact that parallel projects will be implemented in the South Pacific and Indian Oceans and that lessons can be shared between these regions. She informed the meeting that project launch activities have been held in demo project countries in the first instance; other countries will be visited in due course. She stressed that the countries must take ownership of the projects and anticipated good working relationships with the participating countries.

1.2.4 **Nelson Andrade** offered welcome to all country participants and extended welcome from Dr. Veerle Vandeweerd from the UNEP Global Programme of Action for the Protection of the Marine Environment from Land-based Activities (GPA) who was unable to attend the meeting. He acknowledged the financial contribution from the GPA. He officially congratulated Vincent Sweeney in assumption of his new position as Regional Project Coordinator (RPC) for the IWCAM project and welcomed him to the UNEP family. He recognized the contributions of Tim Kasten, Vincent Sweeney and Patricia Aquing for their efforts in development of the project, highlighting the importance of this project to the Caribbean Environment Programme (CEP) now in its 25th year. He noted that this year marks the 20th year since the opening of the CAR/RCU headquarters in Kingston, Jamaica. He stressed the need for commitment of the countries to the project and pledged UNEP's continued close support.

1.3 Introduction of members

1.3.1 **Christopher Corbin, Programme Officer, Assessment and Management of Environment Pollution (AMEP) Programme, UNEP CAR/RCU** introduced the linkage between the CEP AMEP programme and the IWCAM project and the close collaborative relationship between the CAR/RCU and CEHI in execution of the project. Participants were invited to briefly introduce themselves to the meeting and there followed a *tour de table*. The list of participants is attached as Annex I to this report.

2. Organisation of the meeting

2.1 Designation of officers

2.1.1 The meeting accepted that until such time as the Committee adopted its own rules of procedure, the host country would sit at Chair of the meetings. In this regard, the representative from Antigua & Barbuda was invited to Chair the meeting by the UNEP Coordinator, Nelson Andrade. Nelson Andrade formally introduced the meeting Chairman Mr. Lionel Michael, and Rapporteur, Dr. Christopher Cox, Senior Programme Officer, CEHI. The Chairman briefed participants on the proposed organisation of work, and administrative arrangements for the conduct of the meeting. The list of documents relevant to the meeting is attached as Annex II to this report.

2.2 Adoption of the meeting agenda

2.2.1 The Chairperson invited participants to consider the draft agenda prepared by the PCU (as Secretariat to the SC) as document UNEP (GEF)/IWCAM/PSC.1/2, propose any amendments or additional items for consideration, and adopt the agenda. The agenda as adopted by the meeting is attached as Annex III to this report.

2.3 Meeting Objectives

2.3.1 Ms. Patricia Aquing presented the meeting objectives to the Steering Committee (SC) as follows:

- Apprise the SC members of the details of the project;
- Inform the SC of project execution mechanisms;
- Review and endorse the TORs of the SC;
- Endorse and approve the project workplan and budget for the regional components;
- Apprise the SC of the status of national project arrangements;
- Apprise the SC of status of preparation for demo project implementation.

See Annex IV for the presentation.

3. Project Overview & Background

Vincent Sweeney, IWCAM RPC thanked the Government of Antigua and Barbuda for hosting the meeting. He commenced his presentation by introducing the IWCAM official logo and acknowledged its creator (Christopher Cox, CEHI). He stated that the funding committed by GEF to the project was US\$ 14 million; the total project cost is estimated at US\$ 112 million, taking into account co-financing contributions. He noted that the IWCAM project is among the few projects involving all countries of the Caribbean, highlighting the term “Integrating” in the project title in the context of the dynamic process of integrating watershed and coastal areas management considerations that the project hopes to achieve.

He presented the objectives of the project and outlined the challenges that will need to be addressed. These include:

- Creating effective national, regional coordination considerations;
- Forging linkages;
- Ensuring sustainability;
- Need for re-orientation between stakeholders;
- Garnering political will;
- Empowerment through public awareness.

The IWCAM project components were elaborated:

Component 1: Demonstration, capture and transfer of best practices

Component 2: Development of IWCAM process, stress reduction and environmental indicators framework

Component 3: Policy, legislative and institutional reform for IWCAM

Component 4: Regional and national capacity building and sustainability for IWCAM

Component 5: Project management and coordination

The RPC noted that demonstration projects are to be implemented in eight countries (Bahamas have 2 demo projects). These countries are:

1. Antigua and Barbuda
2. Bahamas
3. Cuba
4. Dominican Republic
5. Jamaica
6. St. Kitts and Nevis

7. St. Lucia
8. Trinidad and Tobago

Demonstration projects are intended to demonstrate working examples of IWCAM based on hotspot analysis using the Global International Waters Assessment (GIWA) methodology. The criteria/guidelines used in selection of projects were as follows:

- Must respond to environment benefits;
- Be multi-focus;
- Involve participatory stakeholder involvement;
- Realize comprehensive coverage in strategic approaches;
- Contribute to poverty alleviation;
- Able to derive sustainable benefits;
- Able to demonstrate strong co-financing and partner commitments;
- Enhance regional cooperation;
- Have geographic and thematic balance;
- Have clear objectives and performance indicators.

The RPC gave an overview of the history of the project development.

- The project was under development since 1998.
- The PDF-B stage was initiated in 2000.
- The Scientific and Technical Advisory Panel (STAP) of the GEF reviewed the project dossier in 2002. Demonstration projects were included on recommendation from the STAP; demo projects were developed by 2003.
- The project was approved by the GEF Council in May 2004.
- Project documents were finalized by UNEP and UNDP in 2005.
- Country launches were held in 2005.
- Project Coordination Unit (PCU) established in May 2006 (with recruitment of RPC).

The slide presentation is included as Annex V.

Discussion (note: the codes used below ISO country codes [see Annex 1] – signifying delegate representation)

Clarification requested - LC: Why emphasis on “Integrating” versus “Integration” in the project title.

Response: “Integrating” was seen as more appropriate since the project itself was a process in integrating planning and development considerations.

Question – JM: Under which component will capacity development be undertaken? **Response:**

Will be largely at the country level although there will be regional aspects.

Question - TT: How will non-demo project countries accrue benefits? **Response:** All countries were considered in the development of demo projects. A project specialist was recruited to assist all countries to develop demo projects. Unfortunately, some countries were unable to meet the requirements to complete their inputs towards development of the demo project document within the required time frame. All countries went through the initial process of identification of potential sites using the GIWA hotspot identification methodology. Non-demo countries may be assisted by the project in developing parallel initiatives funded as medium-sized or full-sized projects for GEF consideration.

Question – KN: Had all countries submitted demo projects how would this have affected the allocation? **Response:** There was a US\$ 10 million ceiling for this component; hence a ranking

of the submissions may have been necessary to short-list the most viable projects, or a scaling back on the requested project funding.

4. Project Management Mechanisms & Terms of Reference for Project Steering Committee

4.1 Project Management Mechanisms

4.1.1 Isabelle Vanderbeck and Paula Caballero presented details on project management arrangements. The full presentation is included as slides in Annex VI. Although it was originally envisaged that UNEP/CAR-RCU would execute the demo projects components, it transpires that UNEP cannot execute UNDP projects as this would require approval at the level of the UNEP Governing Council and the UN General Assembly. Therefore it was agreed that the United Nations Office of Project Services (UNOPS) be the node for providing project administrative support and be responsible for making the financial disbursements (including all contract administration) with respect to the demo projects.

UNOPS will coordinate the demo projects. The CAR/RCU will coordinate the non-demo project components.

4.1.2 Reporting arrangements

The meeting was advised that all reports are to be submitted to the Project Coordinating Unit (at CEHI). Two reports will be required:

- Formal progress report on the demo project progress every 6 months
- Brief (approximately 100 words or less) updating progress submitted every quarter

In terms of reporting arrangements for CEHI, CAR/RCU and UNOPS:

- CAR/RCU to coordinate information flow to UNEP and UNDP
- Report on a quarterly basis

Discussion

Suggestion – LC: A standard template should be adopted for report submission. **Response:** A template will be developed for the 6-month reports.

Concern – LC, BB: The quarterly update (brief) format should also be elaborated rather than simply leaving it up to countries to make a 100 word submission; somewhat ambiguous. **Response:** The intention was to keep formal reporting requirements to a minimum. The 100-word brief is simply intended as a “bridging” statement between formal 6-month reports. A template is considered unnecessary.

Question - BB: What are the reporting requirements for the RTAG and how is information transmitted back to countries? **Response:** The RTAG reports to the SC as stated in the project document. Feedback is transmitted back to countries as outputs from decisions acted on and project deliverables. All relevant information will be posted on the IWCAM website.

Note – CU: Need to be clear that reporting is done against clearly defined indicators. **Response:** A template will be developed to include key progress indicators. This will be based on existing UNEP/UNDP monitoring instruments, and adapted to this project.

4.1.3 Project administrative bodies

The meeting was presented with information on the following bodies related to the project:

1. National Executing Agency – lead responsible local agency in project execution

Key roles:

- Overall demo project management and oversight;
- Prepares workplan and budget;
- Secretariat to the NIC.

2. National Intersectoral Committee (NIC) – this body should not be duplicative with respect to other national environmental coordination bodies. This body should meet twice per year and should be chaired at a high policy level.

Key roles:

- Technical advisory, input from the RTAG;
- Guide development of national IWRM and water use efficiency plans;
- Undertake hot-spot diagnostic analysis.

3. Regional Project Steering Committee (SC) - meets annually; rotating chair

Key roles:

- Provides policy guidance;
- Approves workplans and budgets.

4. Regional Technical Advisory Group (RTAG) – consists of one senior technical representative from each country; this representative is nominated by the local NIC. Implementing and Executing Agencies will sit on RTAG as required. Meets annually.

Key roles:

- Technical support;
- Review demo project progress;
- Address all technical concerns.

5. Regional Partnership Forum

Key roles:

- Promote networking; public and private sector partnership;
- Integration and coordination of regional stakeholders;
- Facilitate stakeholder management to foster broad-based input.

Discussion

Question TT: Will NGOs have the same level of representation as state agencies on the NIC?

Response: This is anticipated; decisions are left entirely up to the countries.

Suggestion: The SC and RTAG should time their meetings so they coincide to draw feedback from each other. **Response:** This is the anticipated arrangement.

4.2 Terms of Reference for the Project Steering Committee

The presentation on the Terms of Reference for the Project Steering Committee (SC) was led by the Project RPC and informed by a draft TOR prepared for the SC meeting (see Annex VII). In his presentation, he highlighted that the primary roles of the SC are:

- Review of reports;
- General project execution oversight;
- Demo project report endorsement;
- Review of work plans and budgets;

- Project monitoring.

It was noted that the composition of the SC may change over time as circumstances warrant. The proposed members of the SC were as follows:

- Country focal points
- Two representatives each from the EA/IAs
- CARICOM Secretariat (Observer)
- UNEP Global Programme of Action (GPA) – to be endorsed by present SC as Observers
- Demo project coordinators - to be endorsed by present SC as Observers
- Others, to include co-financiers, international governmental organizations, non-governmental organizations – Observers at discretion of the present SC

In relation to meeting frequency, the project document suggested once per year. However the frequency should be based on consensus.

In conducting the business of the SC, it was suggested that decisions be made by consensus.

A budget of US\$20,000 is available per annum to convene meetings. It was suggested that opportunities be sought to merge with allied meetings to economically facilitate more frequent exchanges.

Discussion

Note – CU: The delegates present were not in a position to officially approve the TORs. This will have to be done in a separate communiqué

Request – BRT: Requested that the demo project coordinators be included on the SC.

Comment – VC: Suggested consideration of the Caribbean Community Climate Change Centre (CCCCC) given their work under the Mainstreaming Adaptation to Climate Change (MACC) Project. Also recommended the OECS-ESDU be represented, given their implementing role under the OECS Protected Areas and Associated Alternative Livelihoods (OPAAL) project, and Caribbean Disaster Emergency Response Agency (CDERA) in the context of work in disaster planning for coastal areas.

Comment - LC: Representatives of financial institutions such as the Caribbean Development Bank (CDB) and the Inter-American Development Bank (IDB) should be considered to sit on the SC.

Question – KN: Do the national focal point and the national demo project coordinator have to come from the same agency? **Response:** This will be left up to the countries to determine.

Suggestion – Andrade: Agree on a (perhaps 90-day) timeframe to determine/finalize composition of the SC. This may be done via e-mail amongst current members. This may be formally ratified at the UNEP CAR/RCU Intergovernmental meeting in Jamaica in November 2006. The SC needs to consider the budgetary implications for conducting meetings and distributing material in multiple languages.

Comment - AG: Propose to shorten the review period to 1 month.

Comment - LC: Not necessary to include all actors on the SC. They may be included on the Partnership Forum.

Question – LC: How will the Regional Partnership Forum be financed? **Response:** This will be facilitated via piggy-back arrangements with other fora. Some of the resources that are available with the CAR/RCU can be made available to support activities of the Partnership.

Question – CU: How will the issue of decision making by voting (if envisaged) be addressed?

Response: It is anticipated that all decision-making will be done through consensus, mirroring procedures adopted in other UN fora.

DECISION 1: The UNEP Global Programme of Action (GPA) will be invited to sit on the SC as an Observer.

DECISION 2: Demonstration Project Coordinators will sit on the SC as observers.

5. Work Programme and Budget

5.1 Work Programme

The Work Programme as currently existing within the Project document was used as the basis for discussion (see Annex VIII). The RPC presented the timelines for commencement of the key elements of the project. Reporting was based on the start of his tenure, which began on May 1, 2006. As such, Year 1 was considered from May 1, 2006 to April 30, 2007 and the quarters would start in May 2006, August 2006, November 2006 and February 2007 (for the purposes of this report).

Component 1: Demonstration, capture and transfer of best practices

- Demo project implementation is expected to commence within the first quarter. Non-demo countries should consider initiation of preparation of medium-sized project (MSP) proposals at this time.
- A database is being assembled and a skeleton website for the project has been set up.

Component 2: Development of IWCAM process, stress reduction and environmental indicators framework

- To commence in 2nd quarter
- National indicators template design to start in the latter part of year 1
- National hotspot diagnostics to move forward to the 3rd quarter of Year 1
- Training for indicators to commence in Year 2 through national workshops

Component 3: Policy, legislative and institutional reform for IWCAM

- Identify barriers in Year 1
- Commence review and development process in Year 2
 - Some of this work has already been, or is being undertaken in many countries under various initiatives. The review process will have to take stock of these initiatives so as to expeditiously advance the process by avoiding duplication.
 - Integrated Water Resources Management (IWRM) plans and Water Use Efficiency plans will be developed under this component. UNEP's Collaborating Centre on Water and Environment (UCC) will assist this process.

Component 4: Regional and national capacity building and sustainability for IWCAM

- National and regional workshops and awareness campaigns to commence by November 2006
- Website resources will be available by August 2006
- Preparation of workshops and education material will commence by October 2006
- The GEF International Waters Learning Exchange and Resource Network (IW:LEARN) will collaborate with the project, particularly in development of web resources. To commence by July 2006

Component 5: Project management and coordination

- Project Coordination Unit is in the process of being established. Staff recruitment is underway.
- 1st SC meeting held (the current meeting)
- EA/IA meeting held on June 3rd 2006
- RTAG meeting to be held in 1st or 2nd quarter
- Project information systems to begin being established by August 2006

5.2 **Budget**

The budget for the project was considered by the SC. The RPC led the presentation, based on the Project Document (see Annex IX), highlighting the following key issues:

Staffing - There has been some small modifications to the salaries of the PCU staff. The post of the Assistant RPC (or whatever will be the designation) will be financed through the policy/legislation post, which will be modified accordingly.

Marine survey vessel – The project originally supported the procurement of a marine vessel for environmental monitoring of coastal waters; training would have also been included. The meeting was requested to reflect on whether purchase of the vessel was still relevant. It was noted that a research partner had previously offered monitoring services (offering of a vessel, thereby negating procurement); it needs to be determined whether the offer is still valid.

Miscellaneous component – This was related to procurement of survey and laboratory equipment, and maintenance in support of the survey vessel. It was noted that if a decision was made regarding the vessel then these monies could be re-allocated.

Discussion

Clarification – JM: Wanted to know more about IW: LEARN. **Response:** IW: LEARN provides a node for information exchange on GEF's International Waters programme and seeks to collect base practices in watershed and coastal areas management.

Question – BB: (1) How will separation be made between national and regional activities? (2) What relative quantum of funds (outside the demo projects) will go to the countries? **Response:** The regional components will address needs of all countries. Outputs of national activities will be shared with all participant countries. At this point it is not possible to be precise on how the monies will be allocated to specific national activities out of the regional elements. This will emerge as the workplan is detailed.

Question – JM: What happens if a country is not in agreement with the financial allocations? **Response:** The SC is the main body that will address concerns and authorize budgetary revisions. It is stressed that funding under the regional components will not be operated akin to a grant facility. The project logical framework sets out implementation in terms of project outcomes and outputs. The logframe cannot be changed, however a balance needs to be struck between what is defined in the logframe and the needs of the countries. The precise activities that are to be undertaken in the countries will depend on the extent to which needs have already been addressed under other initiatives.

Question – BRT: What is the scope for gaining synergies at the regional level in the area of geographic information systems? **Response:** There are GIS nodes in Cuba and Trinidad and Tobago under the Land-Based Sources of Marine Pollution (LBS) Protocol. The aim is for integration and sharing information benefits with the IWCAM project.

Clarification – LC: What was the context in which Water Use Efficiency Plans are being requested in the project? **Response:** This is further to a directive issued out of the Johannesburg World Summit on Sustainable Development; these plans are in line with IWRM plan development.

Question - LC: Does the SC determine the regional training budget or has this been pre-determined? **Response:** The allocation as it appears in the budget is arbitrary; there is flexibility in terms of how the allocation may be programmed (in terms of timing, amount and areas of focus).

Comment - VC: The allocation for the marine vessel should be re-allocated to capacity building and strengthening local monitoring nodes; marine vessel services can be leased if required.

Note – Andrade: Assistance is being provided by the United States Environmental Protection Agency (EPA) in coastal waters monitoring in Jamaica and the Dominican Republic. **Followed on by CEHI (ED ag.):** Propose CAR/RCU negotiate with the US EPA contingent on endorsement of the SC.

Note - CU: Consideration of budget revisions must include provision for translation into the three languages.

Note - RPC: If changes to budgetary items are to vary by more than 20% then approval must be sought from the SC; this has implication for the decision regarding whether the marine vessel is still required.

DECISION 3: The allocation to the marine vessel will be re-allocated to the following areas:

- Coastal waters monitoring under formalized arrangement with the United States Environmental Protection Agency (EPA)
- Develop laboratory capacities at identified facilities
- Invest in language translation services
- Support /strengthen community-based data collection activities (including capacity development)

6. Country Status Reports

Each country represented was afforded the opportunity to report on progress made in planning for project implementation at the national level. The various country delegates provided details of the status of readiness in project implementation. Refer to Annex X for country presentations. These were presented alphabetically by country. Presenters were asked to include the following:

- Description of Work Plans for National Demonstration Projects (where applicable)
- Definition/description of National Intersectoral Mechanisms
- Definition of National Focal Point(s)
- Nomination of representative for Regional Technical Advisory Group (RTAG)

The presentations are summarized below.

6.1 Antigua and Barbuda

- Title: *Mitigation of Groundwater and Coastal Impacts from Sewage Discharges from St. John*
- Project launched in January 2006.
- Implementation scheduled for August 2006; project expected to run between 18 and 24 months.

- The demo will set the ground for conceptualization of a larger project.
- The Antigua Public Utilities Authority (APUA) will coordinate the project; the Chief Environment Officer will act as the National Executing Agency focal point.
- The National Executing Agency members include:
 - Environment Division, Ministry of Public Works & the Environment
 - Antigua Public Utilities Authority
 - Central Board of Health, Ministry of Health, Sport and Youth Affairs
 - St. John's Development Corporation
- Site: St. John's Harbour – national hotspot in context of major pollution from land-based sources within the city of St. John's.
- Key activities include:
 - Public awareness;
 - Collection of baseline information;
 - Development of design alternatives (waste treatment system);
 - Identify best collection and conveyance systems;
 - Identify most appropriate treatment systems.
- Key outputs:
 - Development of full project proposal for submission to Cabinet for approval;
 - Development of MSP for wetland treatment systems;
 - Full technical proposal for treatment facilities;
 - Monitoring regime.

Comment – Vanderbeck: Need to elaborate on how project will show linkages with respect to principles of IWCAM rather than present an infrastructure development project. **Response:** Antigua will use its demo project to illustrate best practices for pollutant management within a city block of St. John's.

6.2 Barbados

- No national demonstration project.
- The NIC is yet to be established.
- The country will be participating at the regional level; anticipates that allocations in the regional components will be translated to national activities when these are better defined.

6.3 Cuba

- Title: *Application of IWCAM Concepts at Cienfuegos Bay and Watershed*
- Country is almost in a position to sign the demo project MOU with UNDP (or UNOPS).
- Three institutional structures have been established:
 - Interministerial Committee – under the National Science Commission
 - National Steering Committee – at the provincial level and includes all the national level agencies
 - Steering Committee – to coordinate the demo project.
- The agency focal point – the Director of the Centre for Environmental Management and Education.
- Demo project focal point – Centre of Environmental Studies for Cienfuegos.

See Annex XI for project component details.

6.4 Grenada

- No national demonstration project; unable to complete requirements in time for overall project finalization.
- Hotspots have been identified.
- National focal point – Jocelyn Paul, Ministry of Finance and Planning.
- Implementing agency yet to be identified.
- NIC to be identified.
- RTAG representative to be identified.
- Work is ongoing on an informal basis; stakeholder analysis available.

6.5 **Dominica**

- No national demonstration project.
- Agency focal point is Lloyd Pascal of the Environmental Coordinating Unit, Ministry of Agriculture.
- NIC will be spearheaded by the national agency focal point.

6.6 **Dominican Republic**

- Title: *Mitigation of Impacts of Industrial Wastes on the Lower Haina River Basin and its Coast*
- Demo project MOU was signed in March 2006.
- Contract signed with IWCAM national project coordinator.
- Much information has already been gathered on the project site.
- First meeting with private sector stakeholders has been held.
- Monitoring equipment quotations are being acquired.
- Budget lines have been elaborated for first 8 months of project. The allocations need to be reviewed on account of currency value fluctuations.

6.7 **Bahamas**

- Two demo projects have been approved; one on Andros Island and the other on Exuma Island.
- Title of Andros demo: *Land and Sea Use Planning for Water Recharge Protection and Management in Andros, Bahamas*
- Andros site – focus on pollution of ground water aquifers from septic tanks, agriculture and other developments. Andros is the major water source (from ground water) to New Providence.
- Key outputs:
 - Generate baseline data;
 - Develop land use plan;
 - Develop appropriate management mechanisms and apply appropriate technologies.
- Title of Exuma demo: *Marina Waste Management at Elizabeth Harbour in Exuma, Bahamas*
- Exuma site – focus on remediation of poor quality coastal waters management with respect to waste dumping and damage to corals. Exuma has a very large recreational yachting industry creating a high degree of environmental conflict.
- Key outputs:
 - Development of proper waste management systems;
 - Installation of proper mooring facilities.
- Press launch has occurred.
- Steering Committees established for both projects.
- One partner has already commenced data collection for the Andros project.
- NIC consists of all constituents of the various UN convention committees.

- The National Executing Agency is the Bahamas Environment, Science & Technology (BEST) Commission.
- Rochelle Newbold is the National Focal Point.
- The Nature Conservancy (TNC) has replaced Coral Cay as the co-financing partner.

6.8 **Jamaica**

- Title: *An Integrated Approach to Managing the Marine, Coastal and Watershed Resources of east-central Portland*
- Project area – east Portland (consists of 5 watershed management units); approximately 814 km².
- The Portland district has only 3% of the nation's population; the majority resides in the town of Port Antonio.
- Aim is to create an effective watershed management mechanism that will be replicated across the country.
- Project area is subject to flooding and landslides; has a rich biodiversity.
- Environmental issues include:
 - Unapproved quarry and mining operations;
 - Poisoning of the rivers to catch freshwater fish;
 - Severe deforestation.
- Project documents to be submitted to UNEP in preparation of the MOU.
- Watershed and coastal zone units of the National Environment and Planning Agency (NEPA) are now unified.
- The National Integrated Watershed Management Council meets monthly and reports directly to Cabinet.
- The National Focal Point is to be identified.
- RTAG rep will likely be the NEPA Manager of the Integrated Watershed & Coastal Zone Branch.

See Annex X for project component details.

6.9 **St. Lucia**

- Title: *Protecting and Valuing Watershed Services and Developing Management Incentives in the Fond D'or Watershed Area of St. Lucia*
- The national focal point is the Ministry of Agriculture, Forestry and Fisheries, agreed to in consultation with the GEF focal point, the Ministry of Physical Development, Environment and Housing.
- The Water Resources Management Authority (WRMA), envisaged to be the executing body is in the process of being established; until that time an interim arrangement has been put in place.
- The NIC has been established; this is the same group that has technical oversight of the Coastal Zone Management Unit.
- Cornelius Isaac of the Ministry of Agriculture (Forestry Department) is project coordinator.
- A National Consultative Forum will be established to act as a broad consultative body for civil society to provide input to the NIC.
- Related initiatives with implications for the demo project:
 - Establishment of the WRMA by August 2006;
 - FAO/GoSL water information system;
 - Forestry and fisheries policy management review;
 - Public relations programme for new agriculture policy and incentives regime;

- Water sector reform project.
(note: the CREP project is winding down - no longer seen to be a major co-financier)
- Demonstration project watershed – Fond d’Or watershed; dominated by highly conflictive complex issues, therefore good candidate.
- Main objectives:
 - Strengthen management capacity;
 - Develop watershed management fund;
 - Strengthen information management, awareness and education;
 - Develop mechanisms for sustainable management.

6.10 **St. Kitts and Nevis**

- Title: *Rehabilitation and Management of the Basseterre Valley as a Protection Measure for the Underlying Aquifer*
- Demo project site – Basseterre Valley Aquifer. This is an important water supply for urban communities.
- Study area has very little development except for cultivation of sugar cane. Since transition out of sugar cane, the project will need to be revised to reflect recent changes. This may also require review of constitution of the NIC.
- Committee for Sustainable Development exists; this is a key policy advisory body that reports directly to the Prime Minister.
- Project will be best executed through the Water Services Department but will need to be mindful of capacity limitations. Will be assisted by the Ministry of the Environment.
- Rhon Boddie of the Ministry of Sustainable Development will be the National Focal Point.
- The project launch was held in December 2005; nothing further has been done in terms of refinement of the project document, but will be undertaken shortly.
- The RTAG rep will be appointed shortly, along with recruitment of the Project Manager and administrative assistance.
- Various consulting services are envisaged and TORs will be developed shortly.

6.11 **St. Vincent & the Grenadines**

- No national demonstration project.
- MOU completed and awaiting signature.
- National mechanisms:
 - National Environmental Advisory Board appointed by Cabinet. This committee will act as the NIC.
 - National focal point will be the Ministry of Health and Environment.
 - Forestry department will likely be the national coordinator.

6.12 **Trinidad and Tobago**

- Title: *Land-Use Planning and Watershed Restoration as part of a Focused IWCAM Demonstration in the Courland Watershed and Buccoo Reef Area*
- Buccoo Reef Trust (BRT), based in Tobago is the project coordinator. The BRT is an award-winning (2004) non-profit NGO with good institutional capacity.
- Buccoo Reef is the hotspot although watersheds along northwest Tobago are within the wider project area. Key issues include heavy deforestation and polluted coastal waters.
- MOU is to be signed with UNDP (or UNOPS) shortly.
- NIC has been established and composition approved.
- NIC chair and national IWCAM focal point has been appointed.
- The BRT will act as secretariat.

- Vacancies have been advertised for the various project administrative posts.
- Complementary projects include:
 - A Long Track Reef Imaging System (ATRIS) reef mapping project executed by the BRT with assistance from the United States Geological Survey (USGS);
 - Coastal Ecosystem Mapping Project executed by Coral Cay Conservation – Tobago;
 - Film production funded by the Inter-American Development Bank;
 - Economic Valuation of Coral Reefs of Tobago and St. Lucia executed by the World Resources Institute.

See Annex X for project component details.

Discussion

Note – Andrade: The ATRIS has good potential for replication in other countries within the scope of the IWCAM project.

Question – Vanderbeck: How are these IT tools translated to communities? **Response:** Use of film as the means of dissemination of findings to public; website also used to post information. The Global Learning and Observations to Benefit the Environment (GLOBE) Programme¹ may be considered a good way of getting students involved in data gathering.

Question – BS: What is the cost of the ATRIS system? **Response:** All resources are paid for by the USGS; the BRT only had to pay for hosting the scientists. The USGS is seeking to expand its bilateral relationships in various research efforts.

7. **Any other business**

7.1 All country delegates were requested to complete a listing of IWCAM focal points, demo project focal points and technical support agencies. The compilation was displayed to the meeting for information verification. This information will be the basis for establishing formal contact for the project.

- Jamaica stated that they will submit data by end of the week of June 5th 2006.
- All member countries were advised that they must promptly inform of any changes to contact points.
- All revised MOUs will be sent to the countries by Paula Caballero.
- It is expected that MOUs will be signed by the end of the week of June 12th 2006, with funds disbursement expected two weeks thereafter.

Refer to Annex XI for a listing of the country contact points.

7.2 **Closure of the Meeting**

Patricia Aquing provided the meeting with a review of the meeting achievements in terms of the meeting objectives. She emphasized the need to internalize the project and stressed the importance of responsibility for execution and reporting. She thanked all persons who provided support to the meeting.

¹ GLOBE is an interagency program funded by the National Aeronautics and Space Administration (NASA) and the National Science Foundation (NSF), supported by the U.S. Department of State, and implemented through a cooperative agreement between NASA, the University Corporation for Atmospheric Research (UCAR) in Boulder, Colorado and Colorado State University in Fort Collins, Colorado.

Web: <http://www.globe.gov/fsl/html/aboutglobe.cgi?intro&lang=en&nav=1>

Nelson Andrade thanked all meeting participants and again expressed his pleasure over the recruitment of Vincent Sweeney as the RPC. He thanked the meeting Chair and the Rapporteur and Christopher Corbin for his support. He stressed that the work is being done on behalf of the governments, people and economies of the region and reminded the meeting of the need to effect the LBS Protocol. Finally he noted the importance of government financial contributions to the CAR/RCU to continue its work.

The meeting ended at 6 pm.

ANNEX II

LIST OF DOCUMENTS

Working documents

UNEP(GEF)/IWCAM/PSC.1/2	Provisional agenda
UNEP(GEF)/IWCAM/PSC.1/	Annotated provisional agenda
UNEP(GEF)/IWCAM/PSC.1/	Terms of reference for the Project Steering Committee
UNEP(GEF)/IWCAM/PSC.1/	Project document for UNEP/GEF Project on " Integrating Watershed & Coastal Area Management in Caribbean SIDS "
UNEP(GEF)/IWCAM/PSC.1/	Proposed workplan for year 2006/07
UNEP(GEF)/IWCAM/PSC.1/	Framework budget for the five years of project execution as approved by the GEF Council

Information documents

- Provisional list of documents (this document)
- Provisional list of participants
- Approved GEF Project brief entitled: "Integrating Watershed & Coastal Area Management in Caribbean SIDS"