

SIAM – 2, C - 4 Component  
**Environmental, Risk and  
Resource Management**

**Monthly**  
**Progress Report No. 1: April, 2005**

Prepared for  
**Ministry of Natural Resources,  
Environment and Meteorology**

by

Beca International Consultants Ltd.



Ministry of Resource Management, Environment and Meteorology  
Private Bag  
Apia  
SAMOA

28 June, 2005

Our Ref: 6060030/100

**Attention: Vitaua Peleiupu Fuatai**

Dear Sir:

**RE: Environmental, Risks and Resource Management Services  
Monthly Progress Report No. 1: April, 2005**

Please find enclosed our first Monthly Progress Report for the Government of Samoa on Component 4 of SIAM -2: Environmental, Risks and Resource Management Services. This report covers the period from project startup to 30 April 2005. Two more Monthly Report for May and June, 2005 will complete the first "quarter" period of the 30 month work programme at which time a more detailed "First Quarter" Report will be prepared.

Yours faithfully



**Ted Wells** B. Architecture, MNZPI, AICP

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## Revision History

Revision N°	Prepared By	Description	Date
A	T Wells	Report format	20/4/2005
B	T Wells/P Newsome/ M Daly	Full draft	8/6/2005
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## Document Acceptance

Action	Name	Signed	Date
Prepared by	Ted Wells: BICL/M Daly: Kestrel/ P Newsome: Landcare		28/6/05
Reviewed by	Graeme Roberts		24/6/2005
Approved by	Graeme Roberts		24/6/2005
for	<b>Beca International Consultants Ltd</b>		

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# 1. Project Activities from Startup Through April

The project officially began on 17<sup>th</sup> February, 2005 with a brief visit by a number of overseas project team members to establish contacts and set up a Project office in Apia.

However, mid February also saw the MNREM restructured to include Forestry and the Meteorological Office and to place PUMA under the MWTI.

The project began in earnest with the permanent arrival of the Project Manager in Apia at the beginning of April and the holding of a workshop to discuss the draft Inception Report on April 14<sup>th</sup>.

## 1.1 Workstream 1 (WS1): EIA Regulations/ Codes of Environmental Practice

As the main component of the project was intended to be led by PUMA under the Minister for MNRE, there has been some concern expressed by BECA over both the legislative implications of the change and over which Department and Minister would have ultimate responsibility for managing the SIAM-2, C-4 component.

BECA drafted a letter which outlined its understanding of the arrangement as a suggested Memorandum of Understanding between parties.

BECA was advised that Vitaoa Peleiupu Fautai would be the Project Component Manager for the Samoa Government and the first point of contact for the Consultant Project Manager and Team Leaders.

## 1.2 Work Stream 2 (WS2): (CIM Plans/Strategy, Sustainable Management

A draft Inception report was prepared and An Inception Report Workshop was held on the 14<sup>th</sup> of April which largely confirmed the original Terms of Reference, but which discussed concerns raised in the original terms of reference over (among other things):

- the conversion of CIM Plans to Sustainable Management Plans.
- The provision of GIS mapping and aerial photo layers to aid the preparation of the CIM Plans

At the Inception Report Workshop it was agreed that preparation of CIM Plans required continuation of the original “partnership” approach between villages/districts and Government, rather than the resource hungry regulatory approach required of SMPs.

It was also agreed that during the preparation of the remaining 28 district plans relevant parts of CIM plans would be identified (and discussed with local villages) for possible inclusion in a national level Coastal Sustainable Management Plan.

With regard to the provision of GIS map layers it was agreed that electronic versions of these map and aerial photo layers would be made available for project use.

### **1.3 Work Stream 3 (WS3): (Natural Resources: GIS/aggregates**

Activities and tasks during the Inception Phase have closely followed the Technical Proposal. These have included:

1. Discussions with the Chief Executive Officer and senior MNRE staff;
2. Meetings with key individuals within the MNRE and other ministries to collect information and compiling an inventory of available relevant spatial and non-spatial data. Meetings were held with; MNRE Mapping Section, Disaster Management Office, PUMA Sustainable Development Section, MNRE Terrestrial Biodiversity Section, Electric Power Corporation of Samoa, MNRE Watershed Section, MNRE Parks and Reserves Section, MAF/MNRE Forestry Section, Meteorological Office, South Pacific Regional Environment Programme.
3. Revising the work plan and implementation schedule following on meetings with counterparts and key ministries.

### **1.4 Work Stream 4 (WS4): Emergency/Disaster Management**

The focus of the first two months has been on developing a good foundation for the project by refining the project methodology, developing relationships and understanding the issues and context of disaster management in Samoa.

During visits to Samoa in February and April, meetings with 18 different organisations were held in order to introduce the project and the project team, and also to understand the range of disaster management issues in Samoa. The organisations ranged from government departments (e.g. education, health, community development, asset management, meteorology, NDM Office)

through to lifeline utilities (e.g. power and telecommunications), emergency services (e.g. Police, Fire, hospital, maritime safety) and NGOs (e.g. Red Cross). One of the positive factors that emerged during these meetings was the high level of interest in and support for the project.

A refined project methodology was presented at the Inception Workshop in April. Feedback from MNREM and MWTI has led to further improvements and these will be discussed and finalised during workshops in June.

Some concerns remain over the functionality of the National Coordination Centre. Improvements to this were not included in the Terms of Reference for the project. Most of the institutional strengthening centres around the Disaster Management Office, external agencies and framework (National Disaster Management Plan and legislation). The National Coordination Centre is a pivotal part of disaster management arrangements in Samoa. Improvements to its functionality would ideally be done as part of this project. This issue was not resolved at the Inception Workshop in April and will be discussed again during the workshops in June.

## **2. Project Activities for the Remainder of the Quarter.**

### **2.1 Workstream 1 (WS1): EIA Regulations/ Codes of Environmental Practice**

Informal discussions are expected to continue over how the MNREM and MWTI department restructuring will dictate the need for legislative changes. It is not anticipated any formal work will begin before the June workshops.

### **2.2 Work Stream 2 (WS2): (CIM Plans/Strategy, Sustainable Management**

The main focus of this work stream will be on setting up and running two workshops in Mid June. One workshop will involve all stakeholders in reviewing the currently adopted CIM Plan Strategy document adopted in 2001.

The second workshop will be dedicated to the training of all team members in the preparation of CIM plans.

Following the second workshop it is expected all trainees will go out to the Si'umu District to prepare a plan as a training exercise. Following this, two CIM Plan preparation teams will begin preparing CIM Plans for the 3 Districts at the western end of Savai'i; Vaisigano II, Falealupo and Alataua West

### **2.3 Work Stream 3 (WS3): (Natural Resources: GIS/aggregates**

No activity is planned in the Natural Resource Management workstream until August 2005 when the GIS Applications Review will commence. Implementation of proposed applications will follow in October if the Project Coordinating Committee has signified their approval by then.

### **2.4 Work Stream 4 (WS4): Emergency/Disaster Management**

The main focus for the next two months is preparation for a series of workshops to be held during the week of 20<sup>th</sup> June 2005. These comprise:

- A workshop for key government departments on the project methodology and a series of discussion documents on national structures, legislation, NDMO location and agency response planning.
- A workshop in conjunction with the NDMO for key agencies involved in disaster response to introduce that part of the project focussing on updating agency response plans. The workshop will also serve to increase awareness about national disaster management arrangements and business continuity in general.
- A workshop for government departments and agencies to determine the existing level of hazard and risk information and its suitability for disaster management planning.

Education materials on disaster management will also be prepared for the CIM Plan village and district workshops.

### 3. Recent and Anticipated Local and Overseas Staff working in Samoa

<b>Siam-2, C-4 Samoa On-Site Start-Up Staff Commitments</b>			
<b>Project Staff</b>	<b>Responsibilities during Report Period</b>	<b>In-Country project time this month (from project startup)</b>	<b>Anticipated In-Country time remainder of quarter</b>
Graeme Robert	Project Director, Government Liaison	17-26/02/2005 & 10/4-15/04/2005	17-25/06/2005
Ted Wells	On-Site Project Manager	17/2-4/03/2005 & 28/3-30/04/2005	full time on site
Don Lyor	Leader National CIM Strategy (includes workshop)	28/2-4/03/2005 & 10/4-15/4/2005	17-23/06/2005
Keith Frentz	Leader CIM Plan Training	12-5/04/2005	19-30/06/2005
Peter Newsome	Leader, Natural Resource Management	21-25/02/2005	none
David Brunsdon	Leader Disaster Management component	26/02-4/03/2005	17-22/6/05
Michele Daly	Leader Disaster Management component (includes NDMP and inception workshop)	26/02-4/03/2005 & 13-16/04/2005	18-23/6/05
Debbie Cunningham	Leader, DMO fit-out; public education	13-19/04/2005	18-25/6/05



as set out in the project TOR has not been affected by this minor alteration. Workshops to review the national CIM Strategy Document, and to train staff for preparing local CIM Plans will be held mid June.

#### **4.3 Work Stream 3 (WS3): (Natural Resources: GIS/aggregates**

Discussions during the Inception Mission have already exposed some potential pathfinder projects for demonstrating the utility of GIS in natural resource management, including:

1. Designing a disaster management GIS for use by the DMO for planning during normal times and monitoring and reporting in times of crisis.
2. Preparing a hazards atlas from existing and new survey.
3. Digitising resource consents.
4. Undertaking a national, spatial, vulnerability analysis of remaining areas of high indigenous biodiversity.
5. Preparing an environmental resource kit for secondary schools.
6. Undertaking an intergrated watershed management study.

No activity is planned in the Natural Resource Management workstream until August 2005 when the GIS Applications Review will commence.

#### **4.4 Work Stream 4 (WS4): Emergency/Disaster Management**

Unless the Review Workshop in June requires changes to the methodology, no problems are anticipated in meeting the timeline.