

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

**Quarterly Report (2)**  
**Progress Report No. 2: 1 July to 30 September 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

7 November, 2005

*Our Ref: 6060030/100*

**Attention: Vitaoa Peleiupu Fuatai**

Dear Sir:

**RE: Environmental, Risks and Resource Management Services  
Quarterly Progress Report No. 2:**

Please find enclosed our second Quarterly 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 1<sup>st</sup> July to 30<sup>th</sup> September 2005.

Yours faithfully



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## Revision History

Revision N°	Prepared By	Description	Date
A	T Wells	Report template distributed	17 October 2005
B	T Wells/P Newsome/M. Daly	Full draft compiled	4/11/2005
c	T Wells	Final report dispatched	7/11/05

## Document Acceptance

Action	Name	Signed	Date
Prepared by	Ted wells: BICL/M Daly: Kestrel/ P Newsome: Landcare		7/11/2005
Reviewed by	Graeme Roberts		10/11/2005
Approved by	Graeme Roberts		10/11/2005
for	<b>Beca International Consultants Ltd</b>		

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CIM Plan Village Workshop in western Savaii

# 1. Brief Summary of 2<sup>nd</sup> Quarter Project Activities

Four village workshops and a District level workshop were held in Siumu in July, and in September ten village and district workshops were held in the western Savaii districts of Falealupo, Vaisigano II and Alataua West. The workshops were undertaken to begin preparation of CIM plans for these areas. Each involved between 12 and 60 villagers, and included not only the Pulenu'u and local Matai, but a number of women and untitled youth. The workshops were used as a training exercise for up to 16 project and Ministry staff. Draft CIM Plans for all four districts are now in preparation

World Bank representatives visited Apia in early August to discuss progress on the Project, and noted the need to resolve the issue regarding the conversion of CIM plans to SMP's in rural areas.

The August Disaster Advisory Committee meeting included a discussion on hazard priorities, lead agencies and content of the National Disaster Management Plan. A cyclone disaster simulation with the Committee was undertaken two days later and a summary report of the simulation incorporating participant and consultant feedback was submitted in September.

In late August two specialists arrived to begin to identify potential aggregate sources on both islands, as well as identify inland areas subject to flood risk and land slip.

Also In August, a communications specialist visited Apia, and a draft fit-out specification for the Disaster Management Office was submitted in September.

One-on-one meetings with several agencies as part of the agency response plan component of work were undertaken. These meetings were targeted primarily at those agencies that were unable to attend the workshop on agency response planning in June.

A preliminary risk assessment for the National Disaster Management Plan was undertaken and the drafting of legislation on disaster management was started. Drafting work continued on the Samoa National Disaster Awareness Strategy, and awareness programme for 2006.

Finally, a template was developed for Agency Service Continuity and Response Plans.

## **2. Brief Description of Anticipated 3<sup>rd</sup> Quarter Project Activities**

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

A workshop will be held in early November to discuss with PUMA staff and others their view of existing EIA controls. During the 3<sup>rd</sup> quarter, changes to EIA regulations will be drafted for Cabinet approval.

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

Work will be completed during the 3<sup>rd</sup> quarter on the CIM Strategy and the draft CIM Plans for Siumu, Falealupo, Vaisigano II and Alataua West Districts for distribution to interested parties.

The next CIM Plan village workshops will be held during the month of November in the eastern Upolu Districts of Lotofaga, Lepa, Aleipata Itupa I Luga and Aleipata Itupa I Lala.

Discussions will be held with all interested parties to reach a consensus on how to resolve the CIM Plan SMP conundrum.

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

Work on identifying flooding and landslip problem areas in the country will continue and a strategic review of GIS in the MNREM will commence in early October. Potential resource management applications will be identified for comment and approval by the MNREM (and PUMA).

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

Work will continue on redrafting the National Disaster Management Plan for submission of a preliminary draft to the Disaster Advisory Committee at the end of October.

Four agency workshops will be held during October to work on agency response plans and a second disaster simulation will be held during Environment Week in early November.

Drafting of the legislation continues and a drafting team has been established to assist with this.

Finalisation of the community awareness strategy, DMO fitout and communications specification will occur over this period.

### 3. Anticipated Local and Overseas Staff working in Samoa Next Quarter

Graeme Roberts	Project Director, Government Liaison	December (1 week)
Ted Wells	On-Site Project Manager	full time on site
Don Lyon	Leader National CIM Strategy (includes workshop)	
Keith Frenz	Leader CIM Plan Training	November (10 days)
Catriona MacLean	CIM Plan Team Member	November (2 weeks)
Samuela Sesegā	Leader CIM Plan Team	on site
Cedric Schuster	Leader CIM Plan Team	on site
Joe Reti	Leader CIM Plan Team	on site
Theresa Ngau Chur	CIM Plan Team Liaison Specialist	November (2 weeks)
Peter Newsome	Leader, Natural Resource Management	October (10 days)
Matt Elgin	GIS specialist	October (10 days)
David Brunsdon	Leader Disaster Management component	
Michele Daly	Leader Disaster Management component (including review workshop and NDMF	November (5 days)
Debbie Cunningham	Leader DMO fitout and professional development; public education	October (6 days) November (5 days), December (6 days)
Karen Stephens	Leader DM Simulations and Agency Response Plans	October (6 days) November (9 days)
Bill Smith	Communications Specialist	October (1 week)
David Hil	EIA Technical Specialist	August (1 week)
Graham Powell	Legal Drafting Specialist	on site (counterpart)
Paul Wells-Greer	Environmental & Coastal Engineering Specialist	December (1 week)
Richard Franklin	Coastal Engineering Specialist	



## 5. Assessment of Project Risk Management

### 6.1 Work stream 1 (WS1): EIA Regulations/ Codes of Environmental Practice

- **RISK:** Inability to secure Ministerial and Cabinet support for proposed EIA Regulations
  - **Risk Level:** Low
  - **Responsibility:** MNREM & Law draftsman
  - **Management:** Briefing of Minister and Cabinet at regular intervals prior to draft being presented

*ASSESSMENT 10/2005: This work stream is anticipated to be undertaken during the 3<sup>rd</sup> quarter. No complications are anticipated, although there is some concern over the CIM Plan SMP conundrum.*

- **RISK:** Codes of Environmental Practice (COEP's) not adopted by industry
  - **Risk Level:** Moderate
  - **Responsibility:** MNREM & MWTI
  - **Management:** Both Ministers to publicly notify of requirements to adopt COEP's and of their intention to enforce them

*ASSESSMENT 10/2005: This work stream does not get underway until the 3<sup>rd</sup> quarter. No complications are anticipated.*

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

- **RISK:** Inability to secure Ministerial and Cabinet support for proposed CIM Strategy revisions
  - **Risk Level:** Moderate
  - **Responsibility:** MNREM & Project Team
  - **Management:** Briefing of Minister and Cabinet at regular intervals prior to draft being presented

*ASSESSMENT 10/2005: Both participant comments at the CIM Strategy Review workshop and the limited number of submissions on the document since then suggest that there is strong support for the Strategy.*

- **RISK:** Inability to complete CIM Plans for remaining 28 districts within project time frame
  - **Risk Level:** Moderate to high
  - **Responsibility:** Project Team, MNREM & MWTI
  - **Management:** Regular monitoring of work programme and resource availability

*ASSESSMENT 10/2005: Despite the delay in starting the CIM Plans the time loss is being made up and the project is anticipated to be back on its original schedule by the end of November.*

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

- **RISK:** Natural events; Fire and/or water damage to materials and data crucial for achieving project outcomes, e.g. orthophotography, GIS data, etc.
  - **Risk Level:** Moderate to high
  - **Responsibility:** Project Team, MNREM
  - **Management:** Maintain backups on and offsite
  - **Management:** Share project directories and layers between MNREM and project team

*ASSESSMENT 10/2005: Important data is shared, with all backed up on a separate password protected hard drive at IPA Offices*

- **RISK:** Technology and technical Issues: Recommended applications poorly focused and inappropriate
  - **Risk Level:** low
  - **Responsibility:** Project Team,
  - **Management:** Ongoing dialogue between consultants and counterparts
  - **Management:** Applications are appropriate to MNREM and other relevant agency needs
  - **Management:** Technical interventions are sound and based on In-depth needs analysis stakeholder input
  - **Management:** Senior consultants, counterparts and agency representatives develop project plans with ongoing progress reports to monitor appropriateness of applications

*ASSESSMENT 10/2005: Dialogue between counterparts continues*

- **RISK:** Poor uptake of GIS technology
  - **Risk Level:** low
  - **Responsibility:** MNREM and Consultant project team
  - **Management:** Senior consultants and counterparts agree on training content and format based on joint needs analysis
  - **Management:** Targeted training/familiarization programmes in place with stakeholder commitment

*ASSESSMENT 10/2005: Counterpart training has begun.*

- **RISK:** Data unavailable to project
  - **Risk Level:** low
  - **Responsibility:** CEO, MNREM
  - **Management:** Establish protocols with data suppliers re ownership, use and intellectual property

*ASSESSMENT 10/2005: All necessary GIS data has been supplied to the Project Team by MNREM and a deed of Agreement between the data owners and project consultant has been drafted and agreed.*

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

- **RISK:** lack of commitment and buy-in by agencies to revising their response plans or to the draft National Disaster Management Plan
  - **Risk Level:** low
  - **Responsibility:** Project Team, and CEO, MNREM
  - **Management:** Alert agencies well in advance to the consultation process
  - **Management:** work with agencies on a one-on-one basis
  - **Management:** encourage agencies to show-case their plans with others (peer mentoring)
  - **Management:** Alert MNREM early in the process if particular agencies are reluctant to participate.

*ASSESSMENT 10/2005: The support for and commitment to the project continues to be high, however there is a noticeable lack of engagement by one or two agencies. This will be brought to the attention of the Disaster Advisor Committee via an interim report in November. The project team continues to make approaches to these agencies in an attempt to increase their participation.*

- **RISK:** Lack of support for revised national disaster management arrangements by MCDEM and/or SOPAC
  - **Risk Level:** Low
  - **Responsibility:** Project Team, CEO, MNREM
  - **Management:** Involve MCDEM and SOPAC at the Inception Workshop Stage, the Review Workshop stage and at other relevant part of the project (e.g. invitations to special simulations, requests to review discussion documents and draft reports)

*ASSESSMENT 10/2005: SOPAC and MCDEM have been involved at the early stages of the project and there is good communication between MCDEM, SOPAC and the project team.*

- **RISK:** Inability to secure Ministerial and Cabinet support for proposed disaster management legislation

- **Risk Level:** Low
- **Responsibility:** MNREM & Legal draftspersons
- **Management:** Briefing of Minister and Cabinet at regular intervals prior to draft being presented

*ASSESSMENT 10/2005: Ministerial briefings into the drafting process are ongoing, and the Disaster Advisory Committee continues to be a major participant in the process. A meeting with the Minister is programmed into each trip visit.*

## 6. Comments on Project Progress Indicators

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

- Operative EIA regulations under the PUMA Act 2004:
  - **Measure:** completed EIA Regulations agreed by cabinet

*COMMENT: 10/2005: Yet to be completed.*

- Widespread application of the EIA regulations:
  - **Measure:** Completed EIA regulations applied to all project by MWTI PUMA Division

*COMMENT: 10/2005: Yet to be completed.*

- Improved environmental management techniques and practices applied to Government and private sector construction projects.
  - **Measure:** Completed COEP's consistently applied for Government and major private sector workds

*COMMENT: 10/2005: Yet to be completed.*

- Improved environmental monitoring practices and procedures with MNREM
  - **Measure:** Completion of suggested environmental monitoring practices and procedures

*COMMENT: 10/2005: Yet to be completed.*

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

- An updated and expanded CIM Strategy to include climate change adaption and other hazards
  - **Measure:** Revised and expanded CIM Strategy agreed by Cabinet

*COMMENT: 10/2005: Review workshop held in June. Re-drafting not yet complete but anticipated during the 3<sup>rd</sup> quarter*

- Completed CIM Plans for the remaining 28 districts
  - **Measure** : Completed CIM Plans incorporating the revised and expanded CIM Strategy

*COMMENT: 10/2005: Village and District workshops for Siumu, Falealupo, Vaisigano, and Alataua West Districts have been completed during this quarter and during the next quarter workshops for Lotofaga, Lepa, Aleipata I Luga and Aleipata I Lala Districts will be held as per original project schedule..*

- Use of the CIM Plans as national planning documents under the Puma Act
  - **Measure** : CIM Plans adopted for all districts and used to administer inter alia the Small Grants Scheme and other Government infrastructure investment decisions.

*COMMENT: 10/2005: CIM Plans appear to be used by communities. A brief assessment of work in four Districts with completed CIM Plans provided such evidence although it is not clear which observed changes were initiated by the villagers and which were initiated by government.*

- Demonstrable wider level of awareness and acceptance of CIM Plans in the community
  - **Measure**: Completed awareness survey with increased knowledge in all sectors of the community of CIM Plans

*COMMENT: 10/2005: A survey of villager awareness of CIM Plans was scheduled to be undertaken at the beginning of this project but for various reasons has not yet occurred. It is fairly essential that it now occur as soon as possible to better understand the effectiveness of such plans. .*

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

- Increased utilisation of GIS as an analysis tool in support of natural resource management policies
  - **Measure** : Completed GIS professional development and applications programme in MNREM

*COMMENT: 10/2005: This work has only just begun and it is too soon to make any definitive assessment.*

- Support to other natural resource management initiatives arising from CIM Plans and other policy directives in MNREM's corporate plan
  - **Measure**: Reference in MNREM's corporate plan to the CIM Strategy and CIM Plans as guiding policy and implementation frameworks for government and private projects.

*COMMENT: 10/2005: Work yet to be completed.*

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

- An updated National Emergency Management Plan

- **Measure:** Completed NEMP

*COMMENT: 10/2005: Some agencies have compiled hazard summaries, but work incomplete. Draft Plan anticipated in October 2005.*

- Training and professional development for NDMO
  - **Measure:** Completed training and professional development plan and implementation commenced during the project

*COMMENT: 10/2005: Staff mentoring is ongoing.*

- Awareness raising of community and organisations with respect to NEMP and Emergency Management generally
  - **Measure:** Completed public awareness programme

*COMMENT: 10/2005: Emergency Management planning is discussed in every village and district workshop held for the preparation of CIM Plans. As part of Environment Week in November, a second disaster simulation will be held. A draft Community Awareness Strategy has been completed.*

- National disaster simulations
  - **Measure:** Two disaster simulations completed by end of 2005

*COMMENT: 10/2005: A successful cyclone disaster response simulation exercise was held in August 2005 and plans are underway to hold another in November.*

- Specification of accommodation and additional equipment
  - **Measure:** Accommodation and equipment schedule completed

*COMMENT: 10/2005: Accommodation specifications were completed in September 2005 and communication specifications have been drafted and are now being finalized*

- Preparation of supporting DM Legislation
  - **Measure:** Legislation drafted and presented to Cabinet

*COMMENT: 10/2005: Legislation has been drafted and is currently being discussed and modified.*

- Review of options for disaster management insurance
  - **Measure:** Completed review of Port Vila Pilot Project

*COMMENT: 10/2005: Not due for completion until April 2006.*

## 7. Financial Schedule

### Siam-2, C-4 Summary of Invoices and Project Payments Through June, 2005

date Invoice Submitted	Invoice No	Invoice Amount (NZ\$ & ST\$)	NZ\$ Payment Received	Date Received	ST\$ Payment Received	WHT Tax	Date Received
3/29/2005	2796	\$299,746.40	\$259,780.21			\$39,966.19	5/9/2005
3/29/2005	2797	\$263,586.20			\$228,441.37	\$35,144.83	5/19/2005
8/2/2005	2872	\$149,873.29	\$129,890.19			\$19,983.10	9/16/2005
8/2/2005	2873	\$37,468.33	\$32,472.55			\$4,995.78	10/14/2005
8/2/2005	2874	\$131,793.10			\$114,220.69	\$17,572.41	10/14/2005
8/2/2005	2875	\$32,948.28			\$28,555.18	\$4,393.10	1/11/2005
<b>On all invoice amounts the portion not paid by the client is the Withholding tax of 15%.</b>							