

**Territory to Territory Partnership between Government of Montserrat and
Falkland Islands Government SAERI**

Notes of meeting of the T2T Marine Spatial Planning and Data Management Groups

23 September 2016, 4 10:00 – 11:00am (Montserrat)

Present:

Mrs Tara Pelembe	SAERI (Chair)
Mr Dyonne Duberry	Information Systems & Technology
Mr George Ryan	Sargent Royal Montserrat Police Service
Mr Roland Irish	Technician DITES
Mr Jerome Clement Meade	Chief Physical Planner
Mrs Lavern Ryan	GIS Manager Physical Planning Unit
Mr Thomas Christopher	Acting Director MVO
Mr Alwyn Ponteen	Chief fisheries Officer
Dr Katie Metcalf	Environment Systems
Ms Amanda Gregory	JNCC

Apologies:

Miss Melissa O'Garro	Director of Agriculture
Mr Stephen Mendes	Environmental Officer
Ms Siobhan Tuitt	Senior Statistician, Statistics Department
Mr Manish Valechha	

Actions

- Action 1:** TP to present the research cruise licencing process at the next meeting
- Action 2:** TP/AG to request a list of ongoing projects within the Ministry relevant to the T2T project, these to include research cruises and NGO research project at the Planning meeting on 27 September
- Action 3:** LR to forward to TP the GIS unit metadata catalogue and metadata request which is sent when authorisation is given to research cruises
- Action 4:** All to complete the Data and MSP questionnaires by 7 October and send to AP cc TP/KM/AG
- Action 5:** LR and TP to develop the conference data programme and GIS day and bring the proposal back to the group for the next meeting
- Action 6:** TP to liaise with LR and AP on their Conference presentations
- Action 7:** Once TP/LR have agreed timings for the GIS day, timings to be added to the programme ready for the next meeting
- Action 8:** AG to invite all to the SharePoint file sharing site
- Action 9:** AG to liaise with AP/TP/KM for date of next meeting

1. Introductions/round table

Round table introduction we carried out and apologies received as above

2. Consolidation of the recent correspondence

2.1. Project concept (Territory to Territory Partnership FAM)

AG briefly presented the Territory to Territory (T2T) partnership project between the Government of Montserrat and Falkland Island Government. This project will look at developing an integrated data management system for all environmental data and to use the data to formulate the framework for a marine spatial plan for Montserrat.

2.2. Notes from the last 2 meetings

Two meetings were held in August; the Marine Spatial Planning Group meeting and Data Management and Infrastructure Group meeting. Both meetings scoped the project work for each area and looked at project requirements.

A query was raised whether the project would be scoping for new data requirements for Montserrat. TP advised that the project is currently scoping, through the questionnaires, what

data exists and where it is held. Sometimes data exists but people don't know about it. Therefore, scoping existing data is the first step. From here the project will help identify Montserrat's priorities, how the existing systems can be enhanced and if there are gaps (new data sets being required).

i. T2T Data Management Group meeting notes (+ actions)

- Ms Lavern Ryan is the Head of the Data Group, and the group includes individuals from the MVO, Airport, Department of the Environment, Department of Agriculture and Police. AP advised that the Department of the Environment will be responsible for the NGOs.
- DD advised that electronic waste and disposal is a growing issue. Legislation is coming but there are concerns over import and disposal. It is an issue which should be raised at the workshop. TP advised that if electronic waste is identified as a priority from the workshop then this is something that could be built into the project scope.
- TC advised that the MVO has digital elevation models and data on island topography is available. Some data is held off-island. He advised that the MVO would complete the questionnaire and review what data is held and where.
- The group felt that there is more data existing in the terrestrial environment than the marine. The coastline is changing rapidly and there is a need to assess the rate of sedimentation and the impacts on the coastline.
- TC suggested that the MVO may have some useful data: ocean flood and elevation data. Research cruise data in the marine environment should also be available. If it is not, then collection of this data should be part of the project. TP advised that all research cruises require a licence from UK Government. Part of this licence is that all data must be provided to island governments. Therefore, there is a secondary route to access and chase this data. Some bathymetric data is held by the UK Hydrographic Office. AP stated that a research cruise would be coming into Montserrat waters later in the year – this vessel coming from St Kitts. TC asked why there was the need to chase for the data from the research vessels. TP advised that it often take a long time from licence application to data collection, personnel changes and then the addition time to centralise the data means that it requires chasing. The data may also arrive in an unsuitable format. TP advised that at the next meeting we will follow up and show the process for issuing licences for research cruises (**Action 1**).
- LR highlighted the need for staff trained to manage and undertake data analysis.
- TP advised that on 27 September there would be a Planning meeting with the Permanent Secretary, Mrs Cassell. We would make a request to ask stakeholders for ongoing projects, including research cruises and NGO research (**Action 2**).
- LR agreed to forward the GIS unit metadata catalogue and metadata request which is sent when authorisation is given to research cruises to ensure data comes through in the right format (**Action 3**).

ii. T2T Marine Spatial Planning Group meeting notes (+ actions)

- This work links to the work of the GoM Ocean Government Committee (appointed by Cabinet) but the MSP group is wider and crosses over with the data group. The group comprises of the Minister (chair), fisheries, physical planning unit, police, port authority, customs and excise, airport authority. The actions from the previous meeting have been progressed. However, only one questionnaire has been received.

2.3. The questionnaires

i. Ocean governance and Marine spatial planning questionnaire

ii. Data Management for Montserrat Background completed questionnaire

- TP advised the questionnaires are the foundation for developing the conference programme. To date 5 Data management questionnaires and 1 MSP questionnaire had been received. She requested additional questionnaires be completed by those not yet

having done so by 7 October (**Action 4**). This will ensure that ideas and thinking is taken on board ahead of the workshop and that all the relevant information is available. This will help shape and make the conference as productive as possible.

3. How the groups fit/link (see Annex 1)

TP presented an outline of how each of the meetings and groups fit within the project concept.

4. The Questionnaire - foundation for developing the Conference Programme

TP advised that the draft Conference programmes presented have been drafted from the questionnaires already received and the notes of the meetings. As above, please can those who have not yet completed the questionnaires do so and send to AP, cc TP/KM/AG.

4.1. Marine Spatial Planning Conference programme

The MSP programme looks at examples on Montserrat to build a vision and identify priorities. These will be discussed at the conference: how to reach the vision and develop the project.

- AP advised that the Port Authority was not present at the meeting but shipping lanes are a major concern with respect to the direction and speed of ships in Carrs Bay. The iVMS project will be launched next Wednesday, 28 September and the data provided by this project will be used to shape future Marine Spatial Planning.
- Coastal development is another issue, including the port development and building of breakwaters – from a physical planning standpoint there is a need to know where these will go.
- GR advised that submarine cables, fibre optic and the geothermal pipes need to be considered, also where these will come to land and the development impacts.
- Landfill and waste is a problem with no evidence of the impacts of leachate and chemicals into the marine environment. What data needs collecting?

4.2. Data management Conference programme

KM outlined the two-day data management programme. The outcomes from the questionnaire highlight what data is used where and why. This information will be discussed further at the conference and used to build into the 2-5 year project plan.

- LR advised that Montserrat GIS day coincides with the Conference being held on Wednesday, 16 November. This is an interactive event presenting how data/GIS are important in all aspects of life in Montserrat. Attendees at previous GIS days range from school children, the press, health, education, statistics, etc. All agreed this presents a good opportunity to run parallel sessions at the Montserrat Cultural Centre to raise the profile of both events. LP and TP agreed to work together to develop the data programme and data event to complement one another and bring back to the group (**Action 5**).
- TC advised that there would be an MVO display at the GIS day looking at sediment data.

4.3. Comments/thoughts/feedback

LR agreed to present case studies from Montserrat for the Data programme and AP agreed to present case studies for the MSP

TP agreed to liaise directly with both LR and AP regarding presentations at the conference (**Action 6**).

4.4. Next Steps

The draft programmes will be presented to Mrs Cassell at the planning meeting on 27 September. These programmes will need to be developed in light of today's discussion and have timings added (**Action 7**). There is the need for one more meeting to agree the final programme to be signed off by Mrs Cassell.

The invitation to the conference will be sent out by the Ministry. The current aim is to send the invitations out in early October with a two-week response time. This will enable catering arrangements to be made. This timetable will be finalised at the Planning meeting with Mrs Cassell on 27 November.

5. Next steps/details to confirm

- 5.1. Metadata catalogue** – as agreed above LR to send TP a copy of the GIS metadata catalogue
- 5.2. Dates: Workshop, JNCC/SAERI arrivals** – AG advised that her and TP will be arriving in Montserrat on Thursday, 11 November.
- 5.3. Follow up from this meeting**
KM and TP will follow up directly with LR

6. AOB

SharePoint - AG advised that a cloud based file sharing site has now been set up. All will be invited to this site over the next week (**Action 8**). Please go on and upload any useful documents/reports.

7. Date of the next meeting

AG to liaise with TP/KM/AP regarding date of next meeting. (**Action 9**).

Annex 1: How the groups fit/link


