

Falkland Islands Marine Spatial Planning

STEERING COMMITTEE - MEETING MINUTES

Thursday 13 October 2016 10am
SAERI, Stanley Cottage

Marine Spatial Planning Steering Committee members:

Role in FIG	Name	Contact details
Directory of Natural Resources	John Barton	JBarton@fisheries.gov.fk
Head of Policy	Diane Simsovic	dsimsovic@sec.gov.fk
Environmental Officer	Nick Rendell	nrendell@planning.gov.fk
Director of SAERI	Paul Brickle	pbrickle@env.institute.ac.fk

Apologies

Nick Rendell

Facilitator and minute taker:

Amélie Augé (Marine Spatial Planning project manager)

Also attending:

Tara Pelembe (SAERI Deputy Director) on phone

Meeting items:

1. Brief overview of where MSP is at and recommendations from the Darwin Plus project that was completed end of June
 2. Role, responsibilities and operations of the MSP Board
 3. Members of the MSP Board
 4. Responsibility for organising meetings of the Board and minutes
 5. Stakeholder engagement strategy
 6. Proposal for the start of Phase 2 of MSP (including budget, staff in the light of changes – Amélie last day in office 18 Nov.)
 7. Long-term MSP process in the Falklands (including policies/legislation/funding)
 8. Update on AFCAS project progress
 9. Actions needed and plan for next month
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Minutes of the meeting

1. The MSP Board meeting was renamed to MSP Steering Committee because it seemed more appropriate for the level of responsibility
2. Diane suggested to add an LMA on the steering committee, seconded by John, and Michael Poole as the MLA with the environment portfolio is to be invited to join the MSP steering committee
3. Short MSP steering committee Terms of Reference are to be written to define the role, operations and responsibilities of the committee. The meetings will be organised by SAERI (project manager or Tara Pelembe in their absence), every month until further notice
4. Due to changes the budget in the proposal document can be edited to 11 months for the project with the same end date
5. Proposal approved by members with minor changes (adding the need for options for the strategy and some re-wording). A second document similar to the proposal but edited to remove budget etc and called "Scope of Work" will be circulated to stakeholders as soon as Michael has advised on his decision to join the committee
6. It was agreed that the possibility of having an FIG person in the long-term for MSP will be dependent on funding availability and this discussion led to the idea of producing different options for the long-term MSP strategy (added in proposal)
7. Stakeholder engagement can now resume with proposal accepted and agreement of meetings to take place every 3 months to be organised by project manager. At the meetings, stakeholders will be updated and consulted but no MSP Forum will be form for the moment. Stakeholder engagement is in particular required for Work Package 1 and 4
8. Amélie advised SAERI management in early Sept. that she will not be continuing passed her current 5-month contract ending 4 Dec. and her last day in the office will be 18 Nov. (2 weeks annual leave taken at end). She will deliver Work Package 1. Paul and Tara explained that SAERI will be seconding a person from JNCC to carry out the rest of the work but there will be at least 6 weeks with no project manager and no hand-over possible
9. The AFCAS project will be completed by end of October and a report sent for review by the Steering Committee 1 Nov.
10. Next MSP Steering Committee meeting will be 15 Nov.

Actions arising

<i>Person responsible</i>	<i>Action</i>	<i>Timeframe</i>
Paul Brickle	Invite Michael Poole to join the MSP steering committee	13-10-2016
Amélie Augé	Draft Terms of Reference and circulate to members for approval	13-10-2016
Amélie Augé	Organise next meeting	around mid-Nov.
Amélie Augé	Email the "Scope of work" document to stakeholders	Week of the 17-10-2016
Amélie Augé	Email the "Scope of work" to Nick Rendell for the Enviro. Committee next week	13-10-2016
Amélie Augé	Send list of stakeholders to steering committee	13-10-2016