

Darwin Initiative/D+ Project
Half Year Report
 (due 31st October 2019)

Project reference	DPLUS94
Project title	Developing Marine Spatial Planning (MSP) Tools for the Turks and Caicos
Country(ies)/territory(ies)	Turks and Caicos Islands
Lead organisation	South Atlantic Environmental Research Institute (SAERI)
Partner(s)	Turks and Caicos Government (TCIG) Department of Environment and Coastal Resources (DECR), Economics for the Environment Consultancy (eftec),
Project leader	Tara Pelembe – Project leader; Dr Julian Tyne – Project Manager
Report date and number (e.g. HYR3)	HYR1
Project website/blog/social media etc.	www.south-atlantic-research.org https://www.south-atlantic-research.org/research/marine-science/developing-marine-spatial-planning-msp-tools-for-turks-and-caicos/ @SAERI_FI

1. Outline progress over the last 6 months (April – Sept) against the agreed baseline timetable for the project (if your project has started less than 6 months ago, please report on the period since start up to end September).

Activities that were scheduled for the period (Q1 and Q2) are outlined below. The project was designed so that the first 6 months were focussed on 'project start up' activities set out in Work package 1. None of the other work packages have deliverables in the first 6 months.

Output 1: WP1. Project Management structure, monitoring, evaluation and communications tools established (1.1 – 1.6)

The memorandum of understanding (MOU) between SAERI and the TCIG was drafted and shared between both organisations legal teams with the final version being signed in October 2019 (1.1). The Project Manager and GIS specialist were recruited in May, and arrived on TCI in October 2019 after an induction in London where they met with SAERI deputy directors and UK-based project partner eftec. Start-up computer hardware for both staff has been purchased and accompanied them to TCI. The preliminary work for purchasing the project vehicle is under way with quotations being sought, and a car has been hired for a month to assist with project start-up prior to the vehicle purchase. (1.2).



Figure 1: Project Manager Dr Julian Tyne and Project Officer - Marcin Gorny at the Department of Environment and Coastal Resources in the Turks and Caicos Islands where they will be based for 2 years.

The terms of reference (TORs) for the Project Management Group (PMG) have been agreed and the PMG has met more frequently than once a quarter during the first six months to progress the project start up i.e. 4 times (1.3). The Project stakeholder group (PSG) will be formally convened in the next 2 months; however meetings were held with a number of the key stakeholders to discuss the project in detail during SAERI's (Dr Paul Brickle) visit to TCI in July 2019 – see Annex 1 for detailed itinerary (1.4). A project webpage has been created on the [SAERI website](#) (1.5). The monitoring and Evaluation plan will be prepared and presented to the PMG in November 2019 (1.6);

Output 2: WP2. Development (and extensive analyses where appropriate and feasible) of GIS baseline data maps.

No deliverables for this output due during the first 6 months. However work has started on the collation of existing data sets into GIS database.

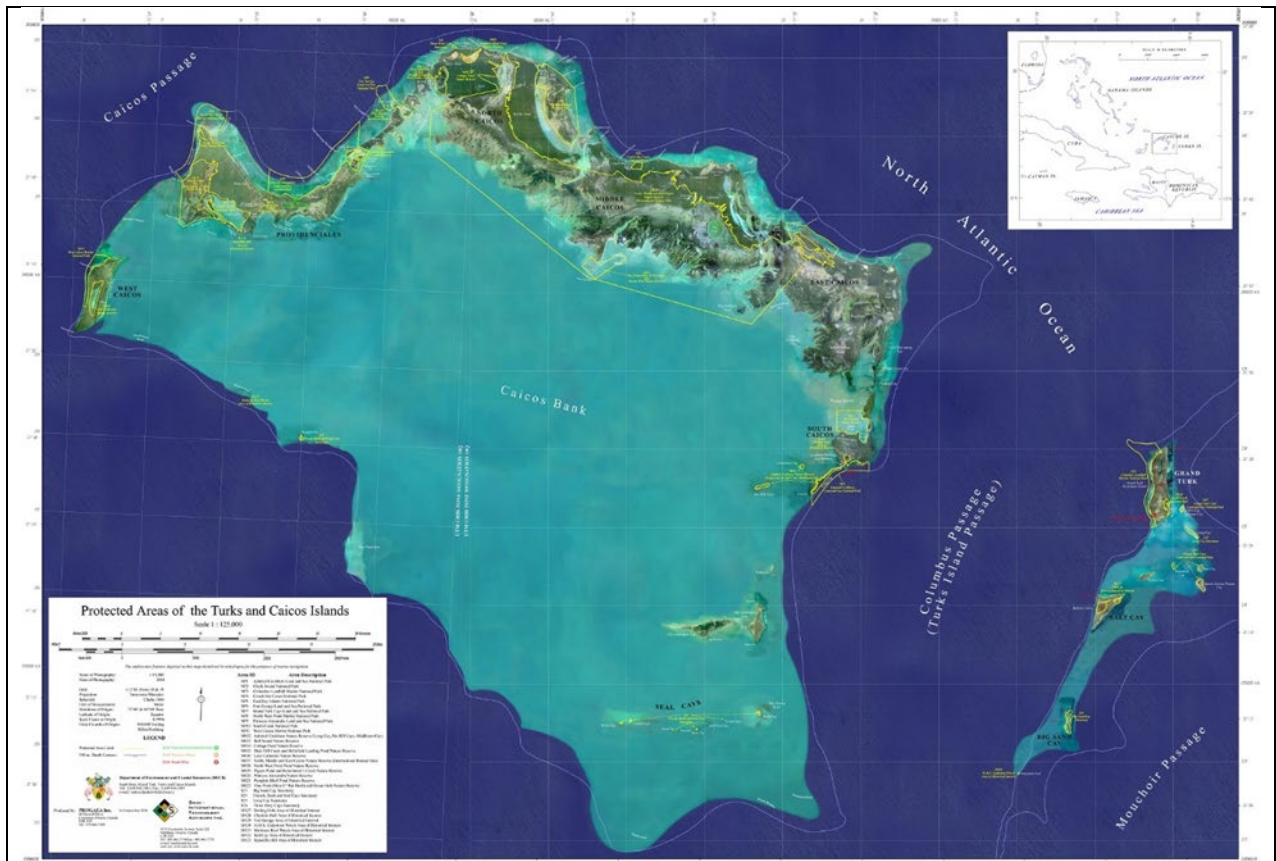


Figure 2: Map showing protected areas of the Turks and Caicos Islands with 100m contour

Output 3: Work Package 3: Stakeholder engagement

No deliverables for this output due during the first 6 months, however, as mentioned, meetings were held with a number of the key stakeholders on island to discuss the project in detail in July 2019 (see itinerary in Annex 1).

Output 4: WP4: provide advice on appropriate policies, practices and frameworks for MSP.

No deliverables for this output due during the first 6 months.

2a. Give details of any notable problems or unexpected developments/lessons learnt that the project has encountered over the last 6 months. Explain what impact these could have on the project and whether the changes will affect the budget and timetable of project activities.

Problems/unexpected developments: Based on prior experience, the project was designed so that the first 6 months focussed on project start up activities, building in a long lead in time for recruitment. Nevertheless, as the posts are based in TCI, there were additional requirements for employment documentation, which meant that the recruited staff arrived later than originally planned.

Solutions: The staff are on island now, and there is detailed effort going into revisiting the project timeline and planning.

Lessons learnt: When recruiting for work on a new territory, anticipate a longer lead in time – i.e. suggest 9 months rather than 6 month (the latter still valid/appropriate for home territory recruitment)

2b. Have any of these issues been discussed with LTS International and if so, have changes been made to the original agreement?	
Discussed with LTS:	Yes/No
Formal change request submitted:	Yes/No
Received confirmation of change acceptance	Yes/No

3a. Do you currently expect to have any significant (e.g., more than £5,000) underspend in your budget for this year?	
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> Estimated underspend: £
<p>3b. If yes, then you need to consider your project budget needs carefully. Please remember that any funds agreed for this financial year are only available to the project in this financial year.</p> <p>If you anticipate a significant underspend because of justifiable changes within the project, please submit a rebudget Change Request as soon as possible. There is no guarantee that Defra will agree a rebudget so please ensure you have enough time to make appropriate changes if necessary.</p>	

4. Are there any other issues you wish to raise relating to the project or to Darwin's management, monitoring, or financial procedures?
<p><u>Change request</u></p> <p>As a consequence of the longer lead in time for getting the project started in the TCI, some activities might be delivered later than originally planned however we still currently anticipate that all project activities scheduled for this calendar year will be delivered within the calendar year. However, there are likely to be some budget changes associated with the delay in recruitment and the associated impact on project start-up. We will be submitting a change request to reflect this.</p>

If you were asked to provide a response to this year's annual report review with your next half year report, please attach your response to this document. Additionally, if you were funded under R25 and asked to provide further information by your first half year report, please attach your response as a separate document.

Please note: Any planned modifications to your project schedule/workplan can be discussed in this report but **should also** be raised with LTS International through a Change Request. **Please DO NOT send these in the same email.**

Please send your **completed report by email** to Darwin-Projects@ltsi.co.uk. The report should be between 2-3 pages maximum. **Please state your project reference number in the header of your email message e.g. Subject: 25-035 Darwin Half Year Report**