



ROUNDTABLE FOR NATURE CONSERVATION IN THE PACIFIC ISLAND REGION

Monitoring and Evaluation Initiative

PROGRESS REPORT No.1 (INCEPTION REPORT)

Philip Tortell, *Consultant*

September 2005



Philip Tortell, *Consultant*
Environmental Management Limited
PO Box 27433 Wellington, NEW ZEALAND
Tel +64-4-384 4133, Fax +64-4-384 4022, Email <tortell@attglobal.net>

CONTENTS

1	Background	4
	1.1 The Action Strategy for Nature Conservation	4
	1.2 The Roundtable	4
2	The task	5
	2.1 Objectives	6
	2.2 Deliverables	7
	2.3 Timescale	8
3	Methodology and approach	9
	3.1 Organization of work	9
	3.2 Involvement and participation	9
	3.3 Documents review	10
	3.4 Consultation strategy	10
4	Work plan	11
5	Bibliography	14
Annexes		
Annex 1	Terms of Reference	
Annex 2	Data-Gathering Framework	
Annex 3	Presentation to Roundtable 9	

1 BACKGROUND

1.1 The Action Strategy for Nature Conservation

The Action Strategy for Nature Conservation in the Pacific Islands Region for 2003-2007, arose out of the Seventh Conference on Nature Conservation and Protected Areas which was held in Rarotonga, Cook Islands, in July 2002. It was endorsed by all 26 member country representatives of the South Pacific Regional Environment Programme at the 2003 SPREP Meeting and it represents a consensus of the priority concerns for conservation and ways in which these can be addressed.

The **Vision** set by the Action Strategy is

Our people proudly honour our natural heritage and cultural identity,
The waters of our streams, lagoons and ocean are bountiful and crystal clear,
Our mountains are wild, our forests pristine and our beaches unspoiled,
Our societies are vibrant and diverse,
We have equitable relationships with our global partners and our economies thrive,
Our cultures and traditions are widely appreciated, and
The products of our creativity and labour are especially prized.
Islands of Life... Pure Pacific

The **Mission** is

To protect and conserve the rich natural and cultural heritage of the Pacific Islands forever for the benefit of the people of the Pacific and the world

The Strategy has three 30-year **Goals** as follows

- For the **Environment** the goal is -
The biodiversity and natural environment of the Pacific region are conserved
- For the **Economy** the goal is -
Nature conservation and sustainable resource use are integral parts of all island economies
- For **Society** the goal is -
Pacific peoples, their governments, and institutions are leading activities for the sustainable and equitable use of natural resources in the Pacific region

There are 18 **Objectives** for 2003-07 and under each objective there is a handful of 5-year **Targets** making a total of 77 targets in all.

The Action Strategy is considered as a Type II Partnership Initiative for mainstreaming conservation under the World Summit on Sustainable Development which was identified as a priority by Pacific Island leaders in 2002. It is reviewed every five years at the Pacific Regional Nature Conservation Conference.

1.2 The Roundtable

The Roundtable for Nature Conservation in the Pacific island Region is a growing coalition of conservation organizations and donor agencies created to increase effective conservation action in the Pacific Island Region. It was formed in 1997 at the request of Pacific Island countries and territories. It was to serve as a forum whereby organizations working on nature conservation in the Pacific could improve their collaboration and coordination in increase effective conservation action. In particular it is the coordination mechanism for the implementation of the Action Strategy for Nature Conservation in the Pacific Island Region 2003-2007.

The mandate of the Roundtable was updated at the 2002 Pacific Nature Conservation Conference and now centres on increasing effective conservation action in the Pacific by :

- Fostering greater coordination and collaboration among national, regional and international organizations;

- Identifying critical gaps in the Action Strategy and developing new conservation activities in the region;
- Communicating and linking with countries through NBSAPs or alternative processes to promote implementation and monitoring of the Action Strategy;
- Strengthening linkages with –
 - CROP agencies to promote multi-sectoral mainstreaming at the regional level
 - Regional and national NGOs for more effective coordination
 - Countries through NBSAPs or alternative processes to promote the Action Strategy
- The Roundtable reports to the 8th Pacific Islands Conference on Nature Conservation and Protected Areas in 2007 on the implementation of the Action Strategy.

Membership is open to regional and national NGOs, regional and international intergovernmental agencies, public and private donors and national agencies leading or coordinating multi-country efforts or working on issues of regional significance.

A most important tool of the Roundtable is the online database/inventory of conservation activities in the Pacific. The database lists all conservation activities involving Roundtable members in the region. It enables members to identify the extent to which proposed actions in the Action Strategy are being addressed and determine whether this is adequate. Through the geographical distribution of conservation actions, it is also possible to determine whether hotspots are being adequately covered. Also through the database/inventory, members can identify potential partnerships and sources of valuable information and experience. The database/inventory helps achieve real coordination and judicious targeting of conservation resources.

Another important tool of the Roundtable is the system of Working Groups through which it achieves most of its work. Membership is voluntary and provides participants with an excellent opportunity to identify gaps and develop collaborative activities to implement the Action Strategy objectives that are assigned to each Working Group. Each Working Group develops and adopts a charter which guides its action in achieving the Action Strategy objectives that it has been given responsibility for.

The Roundtable wishes to be able to assess the progress it is making towards achieving the goals set out in the Action Strategy and in 2004 developed a list of possible outcome indicators to measure the overall impact of the strategy. These indicators need to be further added to, refined and agreed, based on their measurability and the degree to which they reflect the three overall goals of the Strategy.

It has therefore obtained the support of the World Bank, the Asian Development Bank and NZAID to establish a Monitoring & Evaluation Consultancy Initiative to be managed by the Secretariat of the Pacific Regional Environment Programme (SPREP) on behalf of the Roundtable.

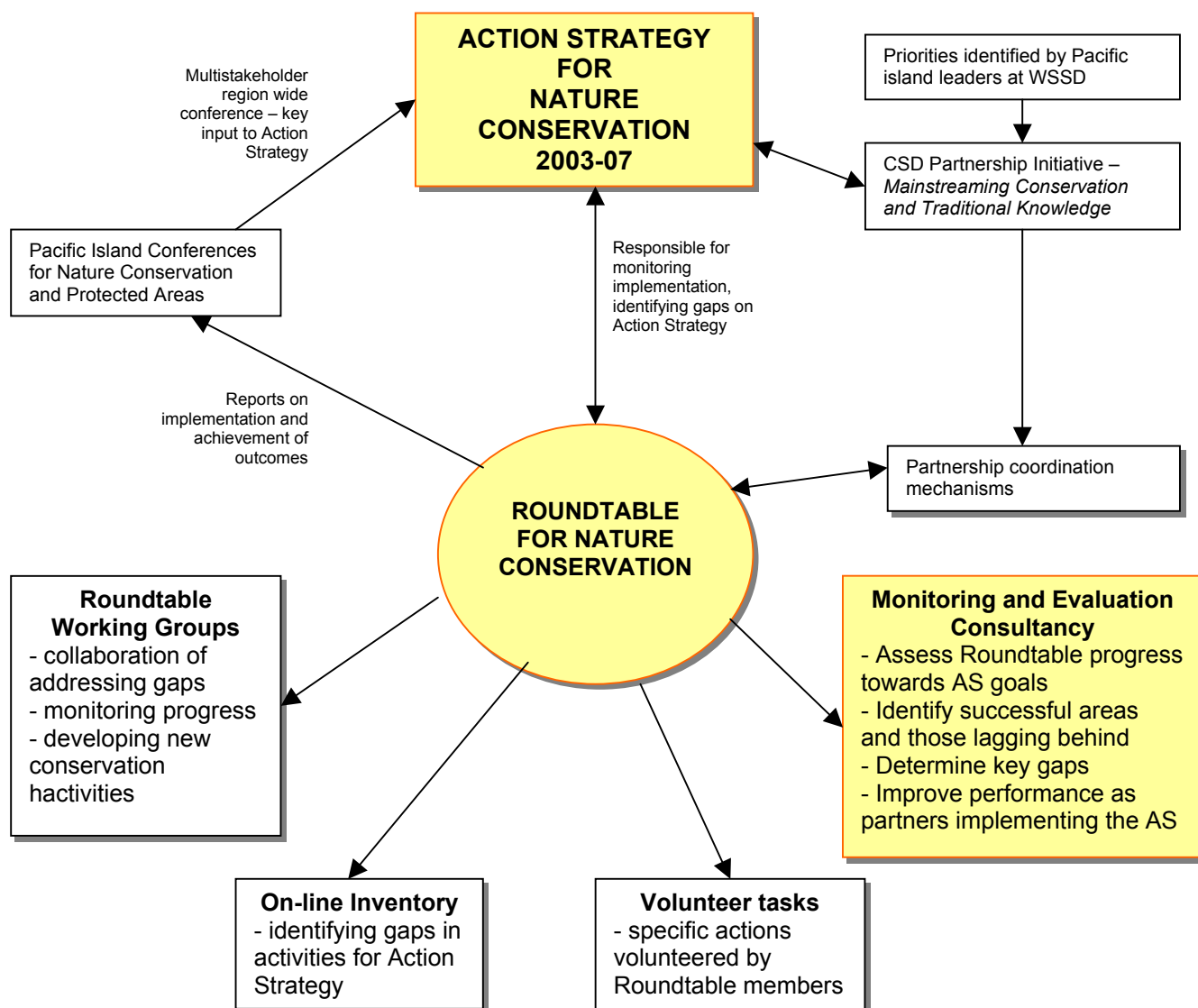
This is the First Progress Report of this consultancy and also serves as the Inception Report.

2 THE TASK

The Secretariat of the South Pacific Environment Programme (SPREP) established this consultancy on behalf of the Roundtable and full Terms of Reference are in Annex 1.

The assignment aims to develop an appropriate monitoring and evaluation process for the Action Strategy for Nature Conservation for the Pacific Islands Region and use it to analyse the achievement of the 2003-07 targets across the region. The assignment involves the review of a number of key documents, extensive consultations (including at country level), and the design of an Environmental Indicators System operationalized at country level. The consultant is also required to assume the lead reporting/facilitating role in a number of regional meetings over the 2.5 years of the consultancy. The legacy of the assignment will be an enduring, simple, but effective monitoring system.

The diagram on the next page illustrates the position that the consultancy initiative occupies within the context of the Roundtable.



The Monitoring and Evaluation Consultancy and its relationship to the broader context of the Roundtable and the Action Strategy

2.1 Objective

The Objective of the consultancy, as given in the Terms of Reference, is :

To develop an appropriate monitoring and evaluation process for the Action Strategy for Nature Conservation and use it to analyse achievement of the 2003-07 targets across the Pacific Islands Region.

In other words, we want to know whether, and to what extent, the Action Strategy is being implemented in terms of its three goals - we want to evaluate progress.

The Terms of Reference go on to say that to achieve the Objective, the consultant will :

- Conduct an initial desktop study on the current monitoring and evaluation systems in the Region such as SOE, EVI, MDG's indicators and PRISM. This includes a review of the M&E approaches of bilateral and multilateral aid donors, the GEF and Pacific regional institutions.

- Review and confirm data sources and data sets around the region – by country – and their accessibility and availability.
- Evaluate the achievement of the Action Strategy targets and outcome indicators across Pacific Island Countries and Territories.
- Promote and advise on the Action Strategy and facilitate engagement of PICT agencies and PIRT members in the regional coordination mechanism represented by the Roundtable and the Action Strategy. Specifically this will involve assisting countries (through NBSAPs) to develop their national M&E systems and data-sets to serve the NBSAPs or similar national plans and to assist Roundtable members with their M&E and data collection.
- Propose adjustments to the 5-year targets and indicators and develop proposed achievable and measurable 5-year target and indicators for possible amendment of the Action Strategy during its review.
- Develop a user friendly sustainable monitoring and evaluation process or mechanism within the Round Table for long term monitoring of progress of the Action Strategy
- Provide important input into the 9th Pacific Islands Roundtable Meeting to be held in July 2005, the Roundtable Management Group Meeting to be held in January 2006 and the 8th Pacific Islands Conference on Nature Conservation and Protected Areas which will take place in July 2007.
- Provide advice on how this process can assist reporting against relevant areas of the Pacific Plan and possibly tailor relevant indicators for Regional MDG monitoring.

2.2 Deliverables

The most salient tangible products of the consultancy will be a series of regular reports on progress to the Roundtable, SPREP and the sponsors of the initiative. These will be interspersed with other reports arising from specific tasks. The schedule of deliverables is planned to be as follows :

September 2005 - Progress Report 01 (Inception Report)
(Dissect ToRs; Identify/Quantify Tasks; Time Plan; Schedule for consultation)

December 2005 - Progress Report 02
(Report on Travel/Consultations; Review of M&E; Discuss data sources; Evaluate achievement of Action Plan Indicators)

January 2006 - Report to Roundtable Management Group Meeting
(Evaluation of existing indicators; Identification of existing data sources and assessment of their reliability and accessibility; Proposals for Indicators)

July 2006 - Progress Report 03 to Roundtable 10 and to Funders
(Report on Travel/Consultations; Development and testing of a suite of indicators; Design of the Monitoring Strategy)

November 2006 - First Draft Report on the Evaluation of the Action Strategy

December 2006 - Progress Report 04

January 2007 - Second Draft Report on the Evaluation of the Action Strategy, to Roundtable Management Group Meeting

March 2007 - Final Draft Report on the Evaluation of the Action Strategy

June 2007 - Progress Report 05

July 2007 - Discuss Final Draft Report at 8th Pacific Islands Conference on Nature Conservation and Protected Areas

September 2007 -
Final Assignment Report

2.3 Timescale

The assignment will be carried out over a period of about 2.5 years and during this time the intensity of work will vary a lot. The following table is a first estimate of the time required for each task.

Analysis of identified tasks and estimate of time required

ORIGINAL TASKS (as in ToRs)	APPROACH (Methodology)	Active work days	LOCALITY
Consult with SPREP and the Roundtable Management Group	Telephone and email contact	1	Homebase
Desktop study on the current monitoring and evaluation systems in the Region such as SOE, EVI, MDGs indicators and PRISM, and analyze results	WWW, document review, email	3	Homebase
Review of the M&E approaches of bilateral and multilateral aid donors, the GEF and Pacific regional institutions	WWW, email	2	Homebase
Consult with countries (tel and email) - collect outcome and target indicators, confirm data sources and data sets around the region – by country – and their accessibility and availability	Telephone and email contact	5	Homebase
Propose adjustments to achievable and measurable 5-year targets and indicators of the Action Strategy (time permitting)	Desk work	1	Homebase
Provide Draft Report on Data Availability and consultancy Workplan (including proposed consultation schedule) to Roundtable 9, Papua New Guinea (25–29 July)	Travel, preparation, delivery	1	Field
Attend NBSAP Coordinators Meeting (29 July – 2 August); ; discussion to assist development of NBSAP monitoring and evaluation	Travel, preparation, delivery	3	Field
First Milestone Report to consultancy funders	Desk work	1	Homebase
Consult with countries and organizations in-country in Melanesia, Micronesia, and Polynesia as well as through electronic and phone contact, on the Action Strategy targets and indicators	Travel, meet up with key people. In 3 trips	15	Field
Draft preliminary report on the targets and indicators and propose improvements	Desk work	1	Homebase
Evaluate Action Strategy targets and indicators across the PICTs in collaboration with NBSAP national coordinators and core Roundtable working group members and propose adjustments to the 5-year targets and indicators; develop achievable and measurable 5-year targets and indicators for possible amendment of the Action Strategy	Email contact and desk work	5	Homebase
Propose amendments to the Inventory to reflect the suggested changes to targets and indicators, to ensure this sustainable monitoring mechanism for the long term and/or suggest opportunities to combine efforts with ongoing M & E regional effort	Desk work	2	Homebase
Report on the evaluation of the Action Strategy (based on assessments in Pacific Island Countries and Territories and Roundtable feedback in consultation with core Roundtable management group)	Desk work	1	Homebase
Assist countries (through NBSAPs) to develop their national M&E systems and data-sets to serve the NBSAPs or similar national plans	Desk work	5	Homebase
Promote and advise on the Action Strategy and facilitate engagement of PICT agencies and PIRT members in the regional coordination mechanism represented by the Roundtable and the Action Strategy	Desk work and email	1	Homebase
Develop a user friendly sustainable monitoring and evaluation process or mechanism within the Round Table for long term monitoring of progress of the Action Strategy	Desk work	2	Homebase
Provide advice on how this process can assist reporting against relevant areas of the Pacific Plan and possibly tailor relevant indicators for Regional MDG monitoring	Desk work	1	Homebase
Second Milestone Report to consultancy funders	Desk work	1	Homebase
Report on the Evaluation to Roundtable Management Group Meeting 10 – Fiji	Travel, preparation, delivery	4	Field
Raise awareness of Round Table members about the indicators to measure targets and in the critical nature of their assistance in updating the Inventory	As opportunity arises	1	Field
Outline opportunities to combine Action Strategy M&E with ongoing M&E regional efforts	Desk work	3	Homebase
Final report on the evaluation of the Action Strategy, incorporating the results of the evaluation and recommendations for target and indicator revision	Desk work	2	Homebase
Attend 8th Pacific Islands Conference on Nature Conservation and Protected Areas, Papua New Guinea; present final reports and serve as resource person	Travel, preparation, delivery	5	Field
Develop a user friendly M&E process for the Roundtable to enable long term monitoring of the Action Strategy	Desk work	2	Homebase
Finalise full report based on further discussion at the conference (including recommendations)	Desk work	2	Homebase
Final report to consultancy funders.	Desk work	1	Homebase
TOTALS		71 work days	

3 METHODOLOGY AND APPROACH

3.1 Organization of work

The Terms of Reference identified two stages for this assignment. The first stage centred around the *“brief desk top review, consult with countries via phone and email and seek to collect outcome and target indicators ... depending on timing ... propose any adjustments to the indicators of the Action Strategy”*. The second stage was seen as focussing on *“collect information on the refined Action Strategy indicators across a significant number of Pacific Island countries and territories (in collaboration with NBSAP national coordinators, or equivalent, and core Round Table working group members) and prepare an evaluation report for submission to a Roundtable Management Group Meeting in January 2007 and the 8th Pacific Islands Conference on Nature Conservation and Protected Areas in Papua New Guinea in mid-2007”*. I was also expected to *“suggest amendments to the Inventory Database to reflect the indicators developed against the targets in the Action Plan”*.

On reviewing the ToRs, my first impression was that there were three phases in the assignment and I explored these in the presentation I made at the Roundtable 9 meeting in Alotau in July (see Annex 3). These were:

- Stage One (2005) - Data gathering and review
- Stage Two (2006) - Analyse, discuss, propose
- Stage Three (2007) - Develop, adopt, report

I have now looked at the tasks required from this assignment and I feel that the work can be divided into four distinct phases as follows :

PHASE	TIMESCALE	WORK ENVISAGED
ONE	July 2005 to January 2006	<ul style="list-style-type: none"> • Review indicator sets, M&E strategies • Consult - email/phone, visits • Collect outcome and target Indicators • Collect information on Action Strategy Indicators across selected PICTs
TWO	February 2006 to August 2006	<ul style="list-style-type: none"> • Suggest amendments to the Inventory Database to reflect the indicators developed against the targets in the Action Plan • Assist countries develop National M&E systems and data-sets for NBSAPs • Propose adjustments to the 5-year targets and indicators
THREE	September 2006 to January 2007	<ul style="list-style-type: none"> • Advise on how this process can assist reporting against relevant areas of the Pacific Plan • Tailor relevant indicators for Regional MDG monitoring • Report to the stakeholders
FOUR	February 2007 to September 2007	<ul style="list-style-type: none"> • Develop a user-friendly and sustainable M&E process for monitoring of Action Strategy progress • Outline opportunities to combine Action Strategy M&E with ongoing regional efforts • Draft final report on evaluation • Finalize full terminal report

3.2 Involvement and participation

The work will be undertaken in a close partnership with members of the Roundtable and Country Coordinators of the various NBSAPs, each of whom will serve as a “gateway” for the information contribution required from his/her country. A lot of the work will be undertaken from homebase with telephone and/or electronic communication with the Coordinators and Roundtable Members.

However, it is necessary to meet face to face, probably on more than one occasion, with as many of the key stakeholders as possible. Opportunities for such meetings will be presented by various regional gatherings and I will do my best to attend these. I also plan to travel to participating countries to meet stakeholders as a group, within each country.

I plan my work to be undertaken in a collaborative and participatory manner and I see myself as a facilitator and coordinator of this region-wide effort. I will therefore be keeping in close contact with relevant organizations and individuals such as NBSAP Coordinators and Environment Protection agencies, and through them, with data and information gathering organizations, planners and managers involved with protected areas, research and academic establishments with an interest in biodiversity and nature conservation, as well as central and local government and community groups with initiatives in nature conservation. I will undertake the literature reviews and the research; I will propose the course of action and facilitate discussion; I will advise on the most effective and desirable options. However, the stakeholders will always remain a real part of this process and ultimately you make the final decisions.

In searching for a systems to monitor and evaluate progress, and particularly in selecting a portfolio of environmental indicators, I will utilize and build on existing mechanisms for monitoring and evaluation after assessing reliability, accessibility, measurability and effectiveness. In this respect, it has to be recognized that the stakeholders are more aware than I can ever be of the programmes, systems and other initiatives that have been or still are in place in the region – I rely on this knowledge. The most important tool for this initiative is therefore contact and communication. And, in a region which is so fragmented geographically, this is best achieved electronically.

I have had a good response to my suggestion that the NBSAP Coordinators or their equivalents in each country/territory will serve as my “gateway” for the particular country/territory. They will be my first, and often the only, point of contact. However, this does not mean that they are expected to supply all the required data and information, comments on drafts and other responses, personally. My expectation is that they will spearhead a wide group of colleagues, from a number of organizations and collate the country/territory response. The positive initial reaction at the NBSAP Coordinators Working Group meeting at Roundtable 9, augurs well for this approach.

3.3 Documents Review

A lot of information already exists in the Pacific Region and a great deal more is being generated continuously. Most of this is documented in formal and other publications. I will endeavour to access and review or consult as appropriate a wide spectrum of these documents in hardcopy or electronically through various relevant websites.

The Bibliography section at the end of this report indicates documents and websites which have already been useful as well as others that have been identified for review and reference.

3.4 Consultation strategy

The preferred method of consultation is face-to-face and in-country, and ideally I would like to visit all countries and territories in the region and meet with as many people as possible. Even if I am able to achieve this by the end of the assignment, it is most unlikely that I will be able to visit each country/territory, each time I travel. I therefore plan to visit a number of countries/territories at each phase of the assignment when seeking specific information, or particular reactions to proposals, or to discuss options. Those countries/territories that cannot be visited at the time, will be reached electronically through a Data-Gathering Framework sent by email. It may also be necessary to supplement this through telephone contact. Annex 2 is an example of a data-gathering framework.

I will also make use of the excellent opportunity provided by regional events and gatherings attended by my “constituents”. I will attempt to use these occasions to organize breakout meetings particularly to discuss issues that require consensus. These events will include the annual Roundtable meetings, the 8th Pacific Islands Conference on Nature Conservation and Protected Areas, and annual meetings of some key stakeholders.

During the country/territory visits, the aim is to meet with SPREP Focal Points; in-country representative offices of the consultancy funders; Roundtable members; Coordinators for National Biodiversity Strategy and Action Plan (NBSAP), or equivalents; Ministries and Departments of Environment, Nature Protection, Conservation and related organizations; international, multilateral and bilateral aid organizations; environmental NGOs; research and technical regional organizations; any other potential sources of data/information; and repositories/managers of data and information.

The first country visits will take place in September/October 2005 and will take in Samoa, Fiji and New Caledonia. The visits will focus on existing monitoring and evaluation systems; the identification of data sources and data sets and an assessment of their accessibility and availability as well as their relevance to the system that I am trying to develop; a discussion of outcome indicators and opinions on the extent to which the Action Strategy targets have been achieved.

In the next bout of visits, planned for February 2006, I plan to visit Honolulu, Marshall Islands, Guam, Federated States of Micronesia and Northern Marianas. These visits will continue the data gathering effort and will strive to meet as many people as possible – supplementing the information obtained through the Data-Gathering Framework described below. I will also commence the process of assisting countries/territories to develop National M&E systems for NBSAP.

Further visits are likely to take place in mid-2006 to French Polynesia, Cook Islands, Niue and Tonga to continue the process of assisting countries/territories to develop National M&E systems for NBSAP.

If possible, I wish to have two further bouts of visits. The first to Vanuatu, Papua New Guinea and Solomon Islands; and the other to Kiribati, Tuvalu and Nauru.

4 WORK PLAN

The work which has been outlined above, divided into four phase, together with the deliverables expected during the 2.5 years of this assignment, is summarized in the Workplan that follows on the next page.

This Workplan is based on the Terms of Reference but with minor adjustments to reflect the current situation. It will kept under constant review and updated as necessary, and it will form part of future progress reports.

Workplan

TASKS (based on ToRs with minor adjustments)		2005						2006						2007														
		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S
PHASE ONE	Consult with SPREP and the Roundtable Management Group	x																										
	Attend Roundtable 9 and NBSAP Coordinators Meeting; consult Coordinators on available national information	x																										
	Desktop study on the current monitoring and evaluation systems in the Region such as SOE, EVI, MDGs indicators and PRISM, and analyze results		x	x	x																							
	Review of the M&E approaches of bilateral and multilateral aid donors, the GEF and Pacific regional institutions		x	x	x																							
	Consult with countries (tel and email) - collect outcome and target indicators, confirm data sources and data sets around the region – by country – and their accessibility and availability		x	x	x																							
	Progress Report 01 (Inception Report) to Roundtable and consultancy funders including Workplan and proposed consultation schedule			x																								
	Propose adjustments to achievable and measurable 5-year targets and indicators of the Action Strategy				x	x	x																					
	Progress Report 02 and report on Data Availability, M&E, and Action Strategy Indicators						x																					
	Consult with countries and organizations in-country in Melanesia, Micronesia, and Polynesia as well as through electronic and phone contact, on the Action Strategy targets and indicators			x	x	x	x																					
	Draft preliminary report on the targets and indicators and propose improvements							x																				
PHASE TWO	Evaluate Action Strategy targets and indicators across the PICTs in collaboration with NBSAP national coordinators and core Roundtable working group members and propose adjustments to the 5-year targets and indicators; develop achievable and measurable 5-year targets and indicators for possible amendment of the Action Strategy							x	x	x	x	x	x															
	Propose amendments to the Inventory to reflect the suggested changes to targets and indicators, to ensure this sustainable monitoring mechanism for the long term and/or suggest opportunities to combine efforts with ongoing M & E regional effort												x	x														
	Progress Report 03												x															
	Report on the evaluation of the Action Strategy (based on assessments in Pacific Island Countries and Territories and Roundtable feedback in consultation with core Roundtable management group)														x													

TASKS		2005						2006						2007															
		J	A	S	C	N	C	J	F	N	A	N	J	J	A	S	C	N	I	J	F	N	A	N	J	J	A	S	C
PHASE THREE	Assist countries (through NBSAPs) to develop their national M&E systems and data-sets to serve the NBSAPs or similar national plans															X	X	X	;										
	Promote and advise on the Action Strategy and facilitate engagement of PICT agencies and PIRT members in the regional coordination mechanism represented by the Roundtable and the Action Strategy																	X	X	;									
	Develop a user friendly sustainable monitoring and evaluation process or mechanism within the Round Table for long term monitoring of progress of the Action Strategy																	X	X	;									
	Provide advice on how this process can assist reporting against relevant areas of the Pacific Plan and possibly tailor relevant indicators for Regional MDG monitoring																			X	;								
	First Draft Report on the Evaluation																			X									
	Progress Report 04																					;							
	Second Draft Report on the Evaluation to Roundtable Management Group Meeting 10 – Fiji																						X						
PHASE FOUR	Raise awareness of Round Table members about the indicators to measure targets and in the critical nature of their assistance in updating the Inventory																X	X	X	;	X	X	X						
	Outline opportunities to combine Action Strategy M&E with ongoing M&E regional efforts																					X	X						
	Revise Draft Report on the Evaluation of the Action Strategy, incorporating the results of the evaluation and recommendations for target and indicator revision																						X						
	Develop a user friendly M&E process for the Roundtable to enable long term monitoring of the Action Strategy																							X	X	X			
	Progress Report 05																								X				
	Attend 8th Pacific Islands Conference on Nature Conservation and Protected Areas, Papua New Guinea; present final draft reports and serve as resource person																									X			
	Finalise the Evaluation Report based on further discussion at the conference (including recommendations)																										X	X	
Terminal Report																											X		

5 BIBLIOGRAPHY

Publications reviewed and consulted

- Anon (1998) *Guidelines for Monitoring and Evaluation for Biodiversity Projects*. Global Environment Division. Informal World Bank publication.
- Anon (2004) *Action Strategy for Nature Conservation in the Pacific Islands Region, 2003-2007*. SPREP, Apia.
- Bubb, P, Martin Jenkins and Valeria Kapos (2005) *Biodiversity Indicators for National Use – Experience and Guidance*. UNEP, Nairobi.
- UNDP, UNEP, World Bank & World Resources Institute (2004) *World Resources 2002-2004*. World Resources Institute, Washington, D.C.
- Yetter, Carl (undated) *Development of Delaware's Coastal Zone Environmental Indicators Decision Support System*. From – <http://gis.esri.com/library>

Websites reviewed and consulted

- Reference website <http://gis.esri.com/library>
- United Nations Statistical Division, Environment Statistics <http://unstats.un.org/unsd/environment>
- South Pacific Regional Environment Programme www.sprep.org.ws
- European 2010 Biodiversity Indicators <http://biodiversity-chm.eea.eu.int/information/indicator>
- IUCN Evaluation Office – Methods and Tools <http://www.iucn.org/themes/eval/methods.htm>
- ESCAP, MDG <http://www.unescap.org/publications>

Publications identified to be reviewed

- Dudley, Nigel *et al* (2005) *Towards Effective Protected Area Systems – An Action Guide to Implement the Convention of Biological Diversity Programme of Work on Protected Areas*. Secretariat of the Convention on Biological Diversity, Montreal, Technical Series No.18.
- Anon (2005) *Draft Guidelines for Implementing Ecoregional Status Measures*. The Nature Conservancy.
- Anon (1998) *Environmental Performance Indicators – Proposals for the Marine Environment*. New Zealand Ministry for the Environment, Wellington.
- Anon (1998) *Environmental Performance Indicators – Proposals for Terrestrial and Freshwater Biodiversity*. New Zealand Ministry for the Environment, Wellington.

Websites identified to be reviewed

- Global Environment Facility (GEF)
- UNDP
- UNEP
- World Bank
- ADB
- SPREP
- Forum Secretariat
- SPC
- IUCN
- EVI
- MDGs
- IUCN
- SOPAC
- EU
- Bishop Museum
- USGS

ANNEX 1 TERMS OF REFERENCE

BACKGROUND

In 2002, the Pacific Region adopted its 2003-2007 Action Strategy for Nature Conservation. This strategy – a product of the Rarotonga 7th Conference on Nature Conservation and Protected Areas – received broad acceptance of all key stakeholders in the region (national Governments, regional organizations, NGOs, church groups, and donors).

The strategy centers around three 30-year goals, as follows:

- *Environmental Goal:* The biodiversity and natural environment of the Pacific region are conserved.
- *Economic Goal:* Nature conservation and sustainable resource use are integral parts of all island economies.
- *Social Goal:* Pacific peoples, their governments, and institutions are leading activities for the sustainable and equitable use of natural resources in the Pacific region.

Within each of these 30-year goals, the strategy identifies a number of 5-year objectives and 5-year targets (output indicators). This is the first Regional Strategy to clearly outline the 3 pillars of Sustainable Development and how they relate to the core focus of the policy. The strategy does not, however, include outcome or impact indicators to measure the goals. In addition, it has proven difficult to measure the 5-year output targets in a homogeneous and objective fashion across all Pacific Island Countries and Territories.

At the 8th Roundtable for Nature Conservation in Suva (June 2004) a small working group discussed a list of possible outcome indicators to measure the overall impact of the strategy. These include:

1. The total area under conservation (in hectares)
2. A threat reduction index, measured at a sample of conservation sites
3. The amount of long-term funding commitments to nature conservation
4. The degree to which nature conservation has been mainstreamed into national development plans, budgets and sectoral plans.

These indicators need to be further added to, refined and agreed, based on their measurability and the degree to which they reflect the three overall goals of the strategy. No indicator, for example, has been envisaged yet for the social goal, and it may be intrinsically difficult to measure higher capacity and/or awareness except through verified actions (e.g. impact on conservation).

This consultancy will be managed by the Secretariat of the Pacific Regional Environment Programme on behalf of the Roundtable.

The goals and targets of the Action Strategy need to be measured. Only then can the region assess its net progress towards its conservation goals, assess which areas are moving forward and which are falling behind, determine key gaps and improve on our performance as partners implementing this strategy.

At the same time, the measurement needs to be objective, independent, and consistent across countries. This requires the involvement of a professional Monitoring and Evaluation (M&E) specialist familiar with the region, and with a good knowledge of conservation and economic mainstreaming as well as current Monitoring, Evaluation and vulnerability indices efforts in the Region e.g. SOE, EVI, and PRISM and efforts to tailor the MDG's in the Pacific. Considerable effort should focus on the sustainability of measuring and where possible using or building on mechanisms for monitoring and evaluation that are already in existence in the Region. At the same time, this specialist should assess the measurability of the Action Strategy indicators and recommend any needed changes.

It is proposed that this input be done in two stages: in the initial stage (2005), the M&E specialist would conduct a brief desk top review, consult with countries via phone and email and seek to collect outcome and target indicators. This may enable, depending on timing, the specialist to propose any adjustments to the indicators of the Action Strategy. The approach and outline of work to be conducted by the consultant should be presented at Roundtable 9 in July 2005.

During the second stage (2006) the evaluator would collect information on the refined Action Strategy indicators across a significant number of Pacific Island countries and territories (in collaboration with NBSAP national coordinators, or equivalent, and core Round Table working group members) and prepare an evaluation report for submission to a Roundtable Management Group Meeting in January 2007 and the 8th Pacific Islands Conference on Nature Conservation and Protected Areas in Papua New Guinea in mid-2007. The evaluator will also suggest amendments to the Inventory Database to reflect the indicators developed against the targets in the Action Plan.

This work also includes assisting countries (through NBSAPs) to develop their national M&E systems and data-sets to serve the NBSAPs or similar national plans and to assist Roundtable members with their M&E and data collection.

OBJECTIVE OF THE ASSIGNMENT

To develop an appropriate monitoring and evaluation process for the Action Strategy for Nature Conservation and use it to analyse achievement of the 2003-07 targets across the Pacific islands region.

To do this the Monitoring and Evaluation Specialist would:

- Conduct an initial desktop study on the current monitoring and evaluation systems in the Region such as SOE, EVI, MDG's indicators and PRISM. This includes a review of the M&E approaches of bilateral and multilateral aid donors, the GEF and Pacific regional institutions.

- Review and confirm data sources and data sets around the region – by country – and their accessibility and availability.
- Evaluate the achievement of the Action Strategy targets and outcome indicators across Pacific Island Countries and Territories.
- Promote and advise on the Action Strategy and facilitate engagement of PICT agencies and PIRT members in the regional coordination mechanism represented by the Roundtable and the Action Strategy. Specifically this will involve assisting countries (through NBSAPs) to develop their national M&E systems and data-sets to serve the NBSAPs or similar national plans and to assist Roundtable members with their M&E and data collection.
- Propose adjustments to the 5-year targets and indicators and develop proposed achievable and measurable 5-year target and indicators for possible amendment of the Action Strategy during its review.
- Develop a user friendly sustainable monitoring and evaluation process or mechanism within the Round Table for long term monitoring of progress of the Action Strategy
- Provide important input into the 9th Pacific Islands Roundtable Meeting to be held in July 2005, the Roundtable Management Group Meeting to be held in January 2006 and the 8th Pacific Islands Conference on Nature Conservation and Protected Areas which will take place in July 2007.
- Provide advice on how this process can assist reporting against relevant areas of the Pacific Plan and possibly tailor relevant indicators for Regional MDG monitoring.

TIMELINE AND DELIVERABLES:

The following milestones and deliverables will be used to track progress on this contract.

End of July 2005

- Complete initial consultation with SPREP and the Roundtable Management Group.
- Undertake preliminary discussions with Roundtable members at the Roundtable meeting (July 25 – 26, 2005).
- Undertake initial consultations with NBSAP Coordinators to scope available national information at Roundtable for Nature Conservation (July 25 – 26, 2005).

August 2005

- Complete detailed work plan for completing assignment, including determining proposed consultations to be done by consultant
- Write draft report and prepare presentation on what data is available which is relevant to the Action Strategy for the Roundtable Meeting in Papua New Guinea (25th – 29th of July) as well as consultancy work plan.
- Undertake desktop review of current monitoring and evaluation systems in the region and analyse results.
- Finalize full consultation schedule
- Begin consultations with countries and organizations listed above. A minimum of one trip to each region in Melanesia, Micronesia, and Polynesia may be required and a combination of electronic and phone contact and travel.

December 2005

- Draft the preliminary report on the measurability, and proposed revisions to the current targets and indicators of the Action Strategy

July 2006

- Develop presentation and report on progress to Roundtable 10 – Fiji. (late July 2006)
- Second milestone reporting to consultancy funders.
- Start to raise awareness of Round Table members about the indicators to measure targets and in the critical nature of their assistance in updating the Inventory.
- Propose adjustments to the 5 year targets and indicators and develop proposed achievable and measurable 5 year target and indicators for possible amendment of the Action Strategy during its review.
- Propose amendments to the Inventory to reflect the suggested changes to targets and indicators, to ensure this sustainable monitoring mechanism for the long term and/or suggest opportunities to combine efforts with ongoing M & E regional efforts.

November 2006

- Draft report on the evaluation of the Action Strategy (based on assessments in Pacific Island Countries and Territories and Roundtable feedback in consultation with core Roundtable management group).
- Outline opportunities to combine Action Strategy M&E with ongoing M&E regional efforts.

January 2007

- Draft report presented to Roundtable Management Group Meeting in PNG.

March 2007

- Final report on the evaluation of the Action Strategy, incorporating the results of the evaluation and recommendations for target and indicator revision.

July 2007

- Presentation of the final results at the 8th Pacific Islands Conference on Nature Conservation and Protected Areas.
- Assist in 8th Pacific Islands Conference as a resource person on Action Strategy M&E..
- Develop a user-friendly M&E process for the Roundtable to enable long term monitoring of the Action Strategy.

September 2007

- Finalise full report based on further discussion at the conference. (including recommendations).

ANNEX 2 DATA-GATHERING FRAMEWORK

The Data-Gathering Framework on the following pages is still being developed in consultation with information management experts. When finalized, it will be used as the initial vehicle for data gathering on the area of land and water that is protected in each country/territory, on-going Monitoring Programmes, and existing Databases and Datasets.

It will be distributed widely by the middle of September and respondents are being given until 21 October to send in their responses.

It is being targeted particularly to the NBSAP Coordinators in each of :

American Samoa	Northern Mariana Islands
Cook islands	Palau
Federated State of Micronesia	Papua New Guinea
French Polynesia	Samoa
Guam	Solomon Islands
Kiribati	Tokelau
Marshall Islands	Tonga
Nauru	Tuvalu
New Caledonia	Vanuatu
Niue	

Similar information will be sought from Australia, France, New Zealand and USA, as well as from multilateral and bilateral organizations, NGOs and specialized initiatives active in the Pacific Region, such as :

SPREP	IUCN
ADB	FSPI
World Bank	NZAID
GEF	AusAID
UNDP	EVI
UNEP	MDGs
Forum Secretariat	PRISM
Conservation International	Birdlife International
The Nature Conservancy	World Council of Churches
SPC	Wetlands International
WWF	Bishop Museum
Pacific Science Association	Pacific Biodiversity Info Forum / USGS
University of the South Pacific	SOPAC



**ROUNDTABLE FOR NATURE CONSERVATION
IN THE PACIFIC ISLAND REGION**

Monitoring and Evaluation Initiative

**PHASE ONE (JULY – DECEMBER 2005) :
DATA GATHERING AND REVIEW PHASE**

**FRAMEWORK FOR
DATA-GATHERING**

Philip Tortell, *Consultant*

INTRODUCTION AND BACKGROUND

As many of you may know, I have been engaged by SPREP on behalf of the Pacific Nature Conservation RoundTable, to develop a monitoring and evaluation system which will be able to assess progress towards the goals of the Action Strategy for Nature Conservation in the Pacific Islands Region.

The Action Strategy was adopted in October 2002 at the Seventh Pacific Islands Conference on Nature Conservation and Protected Areas, and endorsed by all 26 member country representatives of the South Pacific Regional Environment Programme at the 2003 SPREP Meeting. It has the following three goals :

- (for the Environment) The biodiversity and natural environment of the Pacific region are conserved
- (for the Economy) Nature conservation and sustainable resource use are integral parts of all island economies
- (for Society) Pacific peoples, their governments and institutions are leading activities for the sustainable and equitable use of natural resources in the Pacific region

The above goals establish the scope of my work and will guide me to stay within the boundaries of my task.

My work has only just commenced, and in this First Phase I wish to review existing monitoring and evaluation systems in the Pacific for nature conservation; understand what data and information are being collected regularly through these monitoring efforts; and determine which of these datasets may be useful and available for the system that I am trying to develop. I plan my work to be undertaken in a collaborative and participatory manner and I see myself as a facilitator and coordinator of this region-wide effort. I will therefore be keeping in close contact with relevant organizations and individuals such as NBSAP Coordinators and Environment Protection agencies, and through them, with data and information gathering organizations, planners and managers involved with protected areas, research and academic establishments with an interest in biodiversity and nature conservation, as well as central and local government and community groups with initiatives in nature conservation.

I hope to be able to visit all countries and territories in the region and meet with as many people as possible. However, this will be a gradual process and for this first exercise I must rely on email.

I therefore hope that you do not mind to serve as the "gateway", as we discussed at Round Table 9, and help me by collating the necessary information for your country or territory. I believe that the Framework on the following pages is self-explanatory, however, if you have any questions please do not hesitate to write to – email is best.

I would really appreciate it if you could let me have your reply **before 21 October 2005**, at the latest. It is best if you could reply by email, but if this is not possible, you can fax me at +64-4-384 4022.

My most sincere thanks, in advance, for your help with this task. My analysis of your responses will be contained in my Second Progress Report which I expect to deliver in early December 2005.



Philip Tortell

INSTRUCTIONS FOR FILLING OUT THIS DATA-GATHERING FRAMEWORK

There are five parts to this Data-Gathering Framework as follows –

- 1 Personal details of the person filing the response and his/her organization
- 2 Information on the area of land and water that is protected in the country/territory
- 3 Information on Monitoring Programmes
- 4 Information on Databases and Datasets
- 5 Any additional information

The Framework is in MS-Word format and as simple and as user-friendly as I could make it. Please answer all questions indicating your answers either by entering the appropriate text or figures, or by using a “X” or “✓” in the spaces provided. It is very likely that you will need to consult with colleagues from within your organization or from other ministries, departments or organizations. If you do, please enter their details in the space provided in Part 5. You may also enter any other comments you may have in Part 5.

It would be most helpful if you could fill out the Framework electronically and then return it to me as an email attachment to tortell@attglobal.net. Please remember that it would be most helpful if your responses could reach me before 21 October 2005.

In Part 2 – Protected Areas, there is space for adding your own categories of protected areas, if these are not among those listed.

You will need to copy Part 3 – Monitoring Programme, before you start filling in the Framework, if you are going to report on more than one Monitoring Programme. Likewise, for Part 4 – Natural Resources Databases and Datasets, if you are going to report on more than one Database or Dataset.

If you are unsure about anything or require any clarification when you are filling in this Framework, please do not hesitate to write to me by email. I will reply with 48 hours.

1. THE PERSON FILING THIS RESPONSE AND HIS/HER ORGANIZATION

NAME :		TITLE : Dr Prof Mrs Ms Mr	
ORGANIZATION :		POSITION :	
OFFICE ADDRESS :			
TEL :	FAX :	MOBILE :	
WEBSITE :		EMAIL :	
PLEASE INDICATE WHICH OF THE FOLLOWING ROLES, RESPONSIBILITIES, CAPABILITIES, ETC, YOUR ORGANIZATION HAS :			
Biodiversity protection and species management		Sustainable development planning	
Nature conservation, protected areas management		Land use planning and management	
Nature conservation monitoring		Coastal zone planning and management	
Data/Information and Databases management		Other :	

2. PROTECTED AREAS

What is the total area of land that is protected? (in hectares or square kilometres)		What is the total area of sea and seabed that is protected? (in hectares or square kilometres)	
How many of each of the following types of protected areas exist in your country/territory?			
National Park (free public access, tourism activities, no other exploitation, no damage)			
Maritime/Marine Park (free public access, tourism activities, traditional/recreational fishing, no damage)			
Nature Reserve, on land (public access by permit, recreational activities, no exploitation, no damage)			
Marine Reserve (public access by permit, recreational boating, no fishing, no free anchoring, no exploitation)			
Scientific Reserve, on land or underwater (strict control over access, no exploitation)			
Recreational Reserve on land or underwater (free public access, hunting/spearfishing allowed but managed)			
Other ...			
Other ...			
Other ...			
Other ...			
Other ...			

Only one Monitoring Programme at a time; copy this table as often as necessary for different Monitoring Programmes

3. NATURE CONSERVATION MONITORING PROGRAMMES

NAME OF MONITORING PROGRAMME	OWNER/MANAGER	GEOGRAPHICAL SCOPE	LAT/LONG REFERENCED YES / NO	YEAR STARTED	EXPECTED DURATION	YEAR COMPLETED (if not current)

Only one Database/Dataset at a time; copy this table as often as necessary for different Databases

4. NATURAL RESOURCES DATABASES AND DATASETS						
NAME OF DATABASE/.DATASET	GEOGRAPHICAL SCOPE	GEOGRAPHICAL SCALE	LAT/LONG REFERENCED YES / NO	YEAR STARTED	EXPECTED DURATION	YEAR COMPLETED (if not current)
SOFTWARE USED	UPDATES FREQUENCY (if any)	CATEGORY OF DATA (<i>circle as appropriate</i>) Ecological Physical/Geomorphology Socio-economic Chemical Hydrology/Oceanography Other				
ROLE OF YOUR ORGANIZATION			AVAILABILITY / ACCESSIBILITY OF DATABASE/DATASET (delete what is not applicable or add alternative)			
Data Generator/Provider	Data Manager	Data End User	AVAILABILITY	ACCESS	PAYMENT	
			Not available Client data (private) Proprietary product Public domain Other	On-line Web based On request Hardcopy printout Other	Free On Contract One-off cost Subscription Other	
Who are the most frequent users of the Database/Dataset?			How often is the Database/Dataset accessed?			

5. ADDITIONAL INFORMATION

ANY OTHER PERSONS INVOLVED IN PROVIDING INFORMATION

NAME	ORGANIZATION AND ADDRESS	AREA OF EXPERTISE	EMAIL

ANY OTHER COMMENTS

ANNEX 3 PRESENTATION TO ROUNDTABLE 9

Slides from the MS-PowerPoint presentation to Roundtable 9 are attached to the electronic version of this report. Hardcopies are available on request.