

**TERMS OF REFERENCE  
FOR THE SEYCHELLES MARINE SPATIAL PLANNING INITIATIVE  
STEERING COMMITTEE**

**1. INTRODUCTION AND BACKGROUND TO THE MARINE SPATIAL PLANNING INITIATIVE**

The Republic of Seychelles is an island archipelago in the Indian Ocean, consisting of 115 islands with a total land area of 444 Km<sup>2</sup>, spread over 1.3 million km<sup>2</sup> of the western Indian Ocean. With an Exclusive Economic Zone (EEZ) almost 3,000 times bigger than its land mass, and rich in natural resources and biodiversity, the Government of Seychelles identified the importance and need to develop a plan for current and future use of this area.

The Government of Seychelles (GoS) recognizes the need to establish a transparent, scientifically robust and evidence-based participatory process by which to undertake this planning process, working in partnership with both government and non-government stakeholders, harnessing local knowledge and expertise and in full recognition of the important contribution of non-state actors. The Government of Seychelles has chosen to implement a Marine Spatial Planning (MSP) approach and recently launched a Marine Spatial Planning Initiative to prepare a plan that optimises the sustainable use and effective management of the Seychelles EEZ while minimizing conflicts among multiple sectors and users.

MSP is an internationally-recognised and applied process for planning and management of the marine space. Used in countries and regions as disparate and complex as Europe and China, it is defined by UNESCO as *“a practical way to create and establish a more rational organization of the use of marine space and the interactions between its uses, to balance demands for development with the need to protect marine ecosystems, and to achieve social and economic objectives in an open, [participatory] and planned way”* ([http://www.unesco-ioc-marinesp.be/msp\\_guide](http://www.unesco-ioc-marinesp.be/msp_guide)).

As with many planning processes, MSP does not lead to a one-time plan but instead it can be perceived as a continuing, iterative process that learns and adapts over time (Ehler and Douvère 2009<sup>1</sup>). MSP can be thought of as a series of inter-linked activities. Each individual activity consists of a number of iterative steps, which may involve the use of decision-support tools such as MARXAN to help inform the design, the input of local experts and adaptive feedback loops. In anticipation of this fact, the Government of Seychelles has adopted a phased approach and integrated the planning process into a number of different projects to facilitate the sequential progression and to allow time for the refinement of planning outcomes. The Seychelles Marine<sup>2</sup> Spatial Planning Consortium and the associated Steering Committee is being formed partly in response to this decision, and to ensure harmonization of ongoing and planned projects/initiatives thereby avoiding duplication.

The Seychelles Marine Spatial Planning (MSP) Initiative is being facilitated by various partners/projects, in particular:

- GoS-UNDP-GEF Project *"Strengthening Seychelles' Protected Area System through NGO management modalities"*
- GoS-UNDP-GEF Project *"Mainstreaming Biodiversity Management into Production Sector Activities"*.
- GoS-UNDP-GEF *"Expansion and Strengthening of the Protected Area Subsystem of the Outer Islands of Seychelles and its Integration into the broader land and seascape"* project

<sup>1</sup>Ehler, Charles, and Fanny Douvère. Marine Spatial Planning: a step-by-step approach toward ecosystem-based management. Intergovernmental Oceanographic Commission and Man and the Biosphere Programme. IOC Manual and Guides No. 53, ICAM Dossier No. 6. Paris: UNESCO. 2009

<sup>2</sup> The Seychelles Marine Spatial Planning Consortium includes wider coastal and terrestrial planning efforts reflecting the marine-terrestrial continuum inherent to a small-island ecosystem.

- *Debt-for-Climate-Change-Adaptation swap and the Seychelles Marine Multi-use Adaptation Project (SEYMMAP).*

Please refer to Annex I for further details.

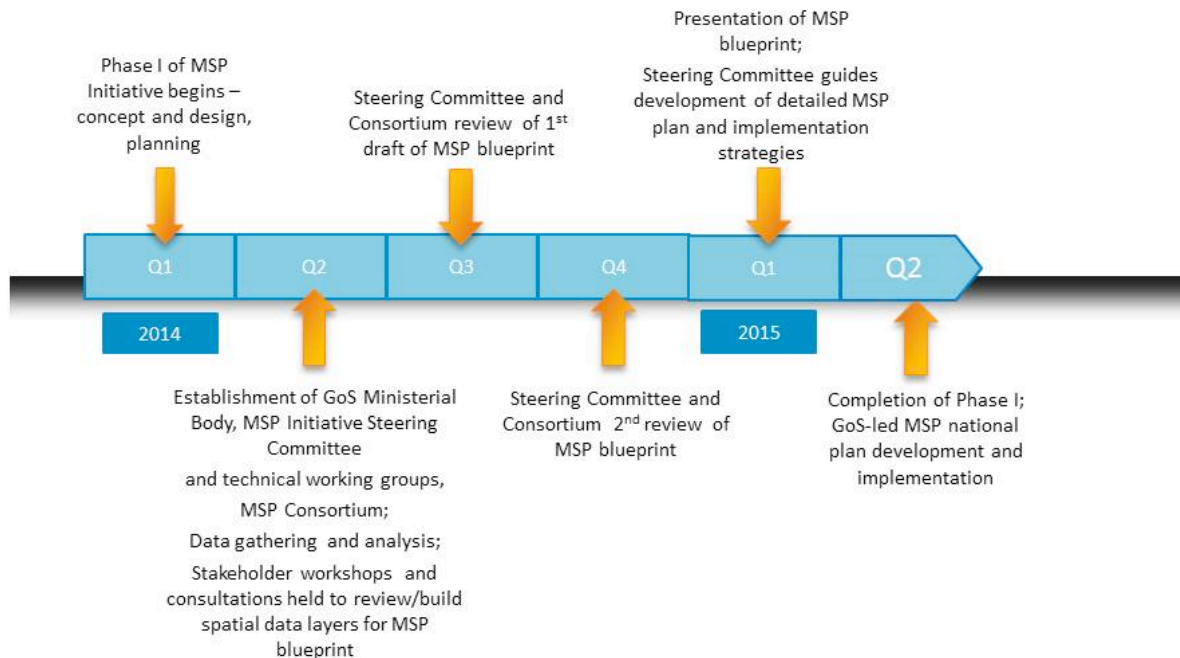
## 2. GOAL, TIMELINE AND PROCESS AND GOVERNANCE STRUCTURE OF THE INITIATIVE

Article 38 of the Seychelles Constitution declares that:

“The State recognises the right of every person to live in and enjoy a clean, healthy and ecologically balanced environment and with a view to ensuring the effective realisation of this right the State undertakes to ensure a sustainable socio-economic development of Seychelles by a judicious use and management of the resources of Seychelles”.

In light of Article 38 and the guiding principles, vision and goals of the Seychelles Sustainable Development Strategy (SSDS)<sup>3</sup>, the MSP Initiative seeks to provide a basis for developing and implementing an integrated multi-use marine zoning and climate change adaptation plan to (1) optimise the sustainable use and effective management of the Seychelles marine environment while (2) ensuring and improving the social, cultural and economic wellbeing of its people. This multi-use plan will serve as the basis for guiding the strategies and decisions of the Seychelles Conservation & Climate Adaptation Trust (SeyCCAT) established as part of the GoS-led Debt-for-Climate-Change-Adaptation swap. Phase I of the MSP Initiative (February 2014 – June 2015) will produce a suite of design options, tools and management strategies (a blueprint) as a basis for further development and implementation of the national multi-use plan.

### Seychelles Marine Spatial Planning (MSP) Initiative - Timeline

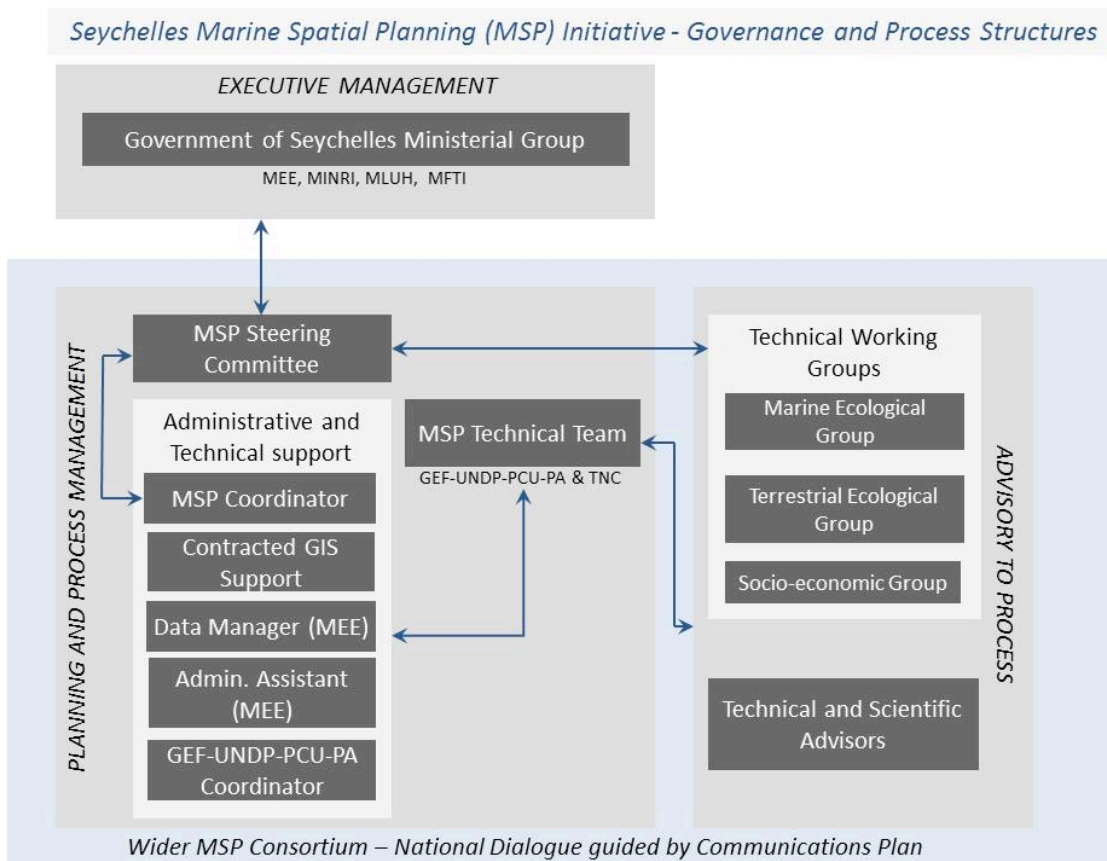


Using the participatory process of Marine Spatial Planning, the MSP Initiative will include the creation of a Seychelles MSP Consortium and an MSP Steering Committee (see below). The Consortium will be the vehicle for national dialogue and public input, its purpose being to provide key stakeholders and the wider public with a means to inform and guide the planning and project execution of the MSP Initiative and other

<sup>3</sup> [http://www.emps.sc/index.php?option=com\\_content&view=article&id=26&Itemid=86](http://www.emps.sc/index.php?option=com_content&view=article&id=26&Itemid=86)

relevant national/large-scale initiatives/projects. The MSP Steering Committee will provide leadership and oversight to the MSP Initiative, and will also direct and manage the Consortium. Executive decisions for the MSP Initiative will be made by a GoS Ministerial Group to which the MSP Steering Committee will report. This Ministerial Group will include the Ministry of Environment and Energy (MEE), Ministry of Investment, Natural Resources and Industry (MINRI), Ministry of Land-Use and Housing (MLUH) and the Ministry of Finance, Trade & Investment (MFTI).

For further details, please refer to Annex II.



### 3. ROLES AND RESPONSIBILITIES OF THE MSP STEERING COMMITTEE

The MSP Steering Committee will be the coordinating body for Phase I of the MSP Initiative, tasked with overseeing the technical analysis required for executive decisions being made at the level of the Ministerial Group. Specific functions of the Steering Committee (SC) are to:

- Provide technical guidance and oversight to the MSP Initiative
- Report directly to the GoS Ministerial Group on a continual basis, to provide regular updates and table issues requiring executive decision-making and actions
- Provide technical guidance and review of all products and other relevant documents as required, including the MSP Initiative blueprint (a suite of design options and management strategies) produced for Phase I

- Determine the process for the development (how and by whom) of an MSP Initiative Communications plan and strategy, and review and approve all elements and the implementation of the plan
- Review the tasks (workplan) to be undertaken to prepare the MSP Initiative blueprint
- Review the timing associated with the tasks (timeline) necessary to prepare the MSP Initiative blueprint
- Lead and approve all MSP Initiative communications efforts and content
- Guide and inform the coordination, public outreach and consultation process of the MSP Consortium to ensure that the process is collaborative, inclusive, and transparent
- Establish and convene Specialist Technical Working Groups (Biological/Ecological and Human User groups) to ensure that the Steering Committee's recommendations and decisions are informed and guided by these working groups
- Provide oversight to and ensure coordination, collaboration and synergies among the multiple national/large-scale initiatives/projects included within the scope of the MSP Initiative. Carry out ongoing monitoring and evaluation of MSP Initiative activities
- Each SC member will serve as the focal point tasked with ensuring that appropriate information from their respective agencies/organizations is made available to the MSP process through the established data sharing arrangement
- Each SC member will serve as the focal point for dissemination of information on the MSP Initiative, in particular, among their agencies, organizations, departments and stakeholders to ensure efficiency and uniformity of the information disseminated.

Additional information about specific tasks and responsibilities of the Committee Chair and members can be found in Annex III.

#### 4. MSP STEERING COMMITTEE COMPOSITION

Committee members are invited to join the Steering Committee to represent the numerous sectors and user groups involved in such broad scale and multi-sector planning processes. The Committee must reflect these sectors of interest, with representatives from Government, Non-Government, Private Sector and User groups. Each Steering Committee member reserves the right to reconsider their involvement in the process at any time.

The Steering Committees should be no larger than 13 people and will be representatives from the following stakeholders/sectors:

- **Government (4 representatives):**
  - Ministry of Environment and Energy (MEE),
  - Ministry of Investment, Natural Resources and Industry (MINRI),
  - Ministry of Land-Use and Housing (MLUH),
  - Ministry of Finance, Trade & Investment (MFTI)
- **Parastatal agencies (2):**
  - Seychelles Fishing Authority
  - Seychelles National Parks Authority (SNPA)
- **Technical Working Groups<sup>4</sup> (Non-Government Organizations & Private Sector 6 in total; breakdown below):**

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<sup>4</sup> Technical Working Groups: **Ecological User Groups** representing both marine and terrestrial biodiversity and **Socio-economic User Groups** will be established to provide expert guidance to the MSP Initiative. One member from each working group will be nominated by the group to sit on the Steering Committee. The 6 Working Group representatives will be nominated by the User Groups.

- **Socio-economic working group (3)** : Fisheries (1), Tourism (1) and Petroleum (1)
- **Marine and Terrestrial Ecological working groups (3)**: Members of the Steering Committee from the Marine and Terrestrial working groups will include representation from both the Liaison Unit of Non-Governmental Organisations of Seychelles (LUNGOS) and non-LUNGOS.

The Steering Committee will also include observers tasked with the technical development of the MSP blueprint including The Nature Conservancy (TNC), GOS-UNDP-GEF PCU and others. The MSP local coordinator will be the secretary to the SC.

## 5. STEERING COMMITTEE PROCEDURES

- The Committee will meet every other month during the term of the project. The Chair may also convene special (extraordinary) meetings if the need arises.
- Project documents, such as terms of reference, reports, etc, can be reviewed for approval and responses provided by members via email correspondence. Members will be given a deadline of 5 working days, unless otherwise agreed; a member's agreement will be assumed if s/he does not respond by the deadline date.
- The Technical Working Groups will report to the Steering Committee and the Chairs of the Working Groups should be members of the Steering Committee, thus providing a direct link of communication.
- The quorum for meetings will be six members. Decisions will be made by majority vote, with the Chair having the casting vote in the event there is a split vote. All efforts will be made, however, to reach consensus on issues.
- SC members agree to follow a set of specific ground rules and a code of conduct outlined in Annex IV
- One alternate for each member may be appointed and approved by the Committee. The alternate members must have voting authority.
- Meetings will be led by the Chair, according to an approved agenda. Minutes of all meetings will be produced, confirmed, signed and filed for the record.

## 6. COMMUNICATIONS

The Steering Committee is responsible for determining the process for the development (how and by whom<sup>5</sup>) of an MSP Initiative Communications plan and strategy. This Communications Plan will outline communications objectives, key messages, methods of outreach and dissemination and products and will also speak to guidelines for general information dissemination and public release of documents.

No communications materials will be circulated to external audiences until all Steering Committee members have had an opportunity to review and approve their content (**which may also have to be vetted at ministerial level**).

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<sup>5</sup> Presumably by the local coordinator

## ANNEXES

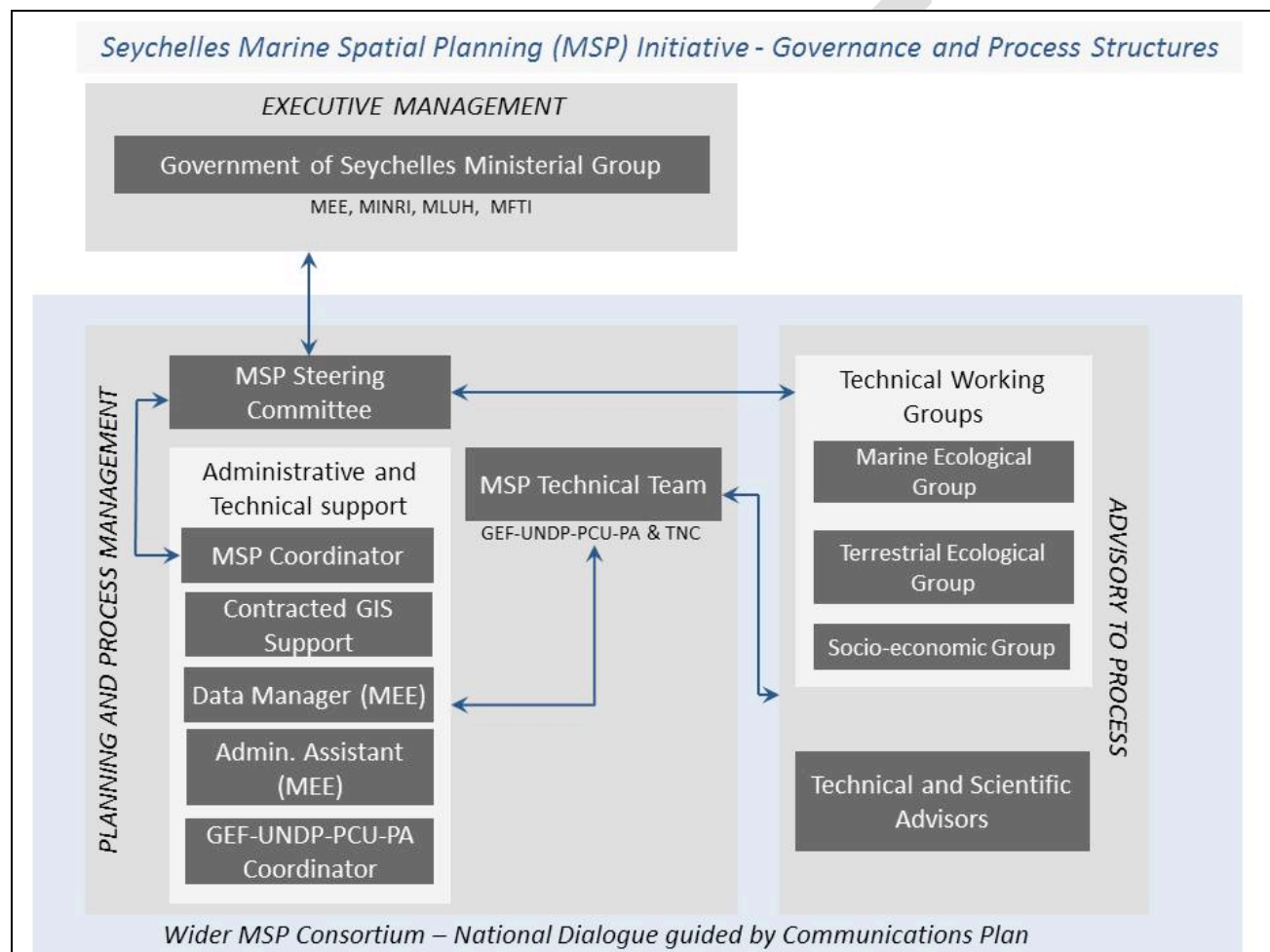
**Annex I - Seychelles Marine Spatial Planning (MSP) Initiative partners/projects**

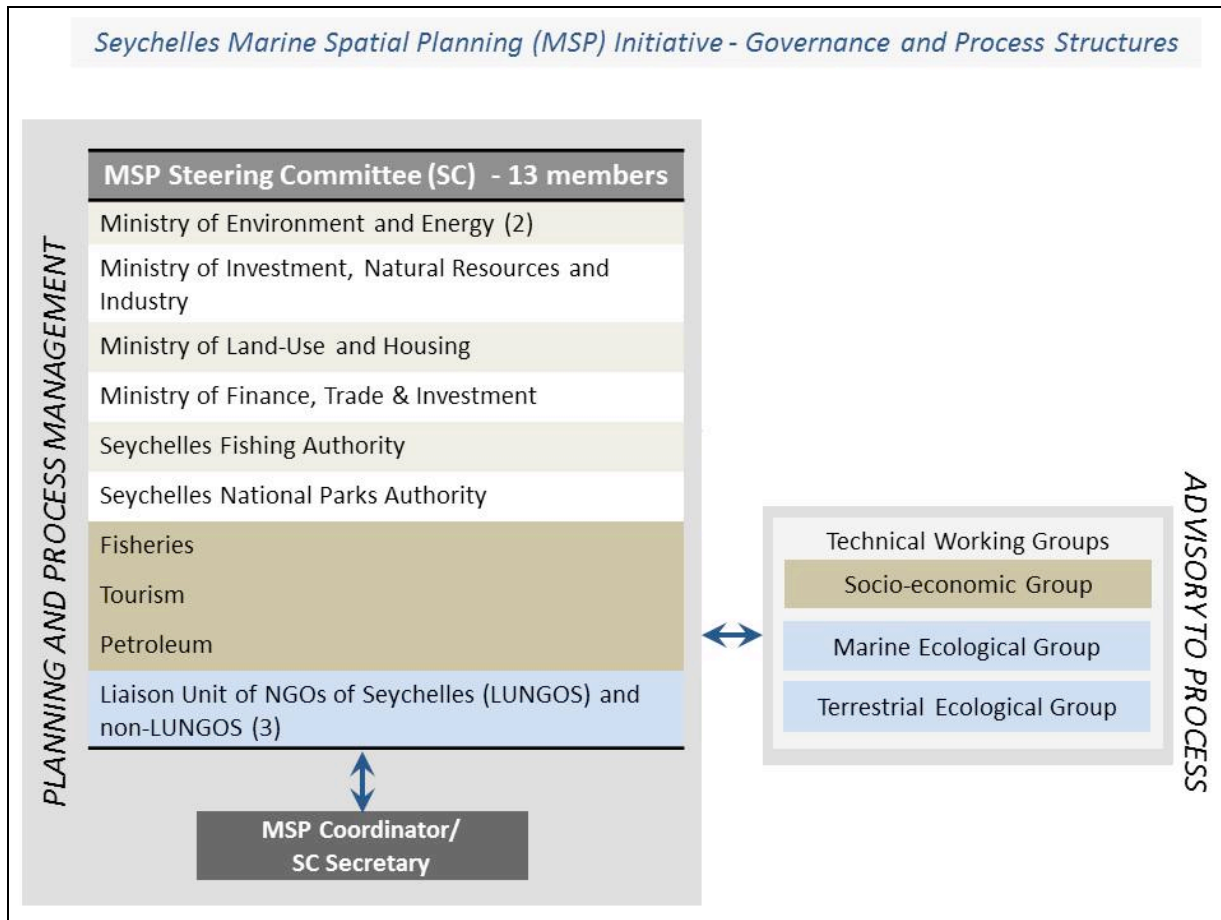
- GoS-UNDP-GEF Project "*Strengthening Seychelles' Protected Area System through NGO management modalities*" (hereafter referred to simply as the Protected Areas (PA) project) implemented by the Government of Seychelles through the Environment Department (MEE) and UNDP. The Protected Areas project is supporting the initial phase of the Seychelles planning process, which is appropriate given that the project development goal is "*to facilitate working partnerships between diverse government and non-government partners in the planning and management of the protected area system in Seychelles*". The project terminates in March 2015.
- GoS-UNDP-GEF Project "*Mainstreaming Biodiversity Management into Production Sector Activities*" aims to incorporate biodiversity conservation into the day-to-day operations of the key economic sectors, with the following outcomes: (1) strengthening the systemic and institutional capacities for mainstreaming biodiversity management within and across sector; (2) having in place methods and means for integrating biodiversity and artisanal fisheries management and; (3) addressing biodiversity conservation needs as part of good practice in business operations by the tourism industry. The Mainstreaming project is producing various outputs that will contribute towards the Seychelles planning process. The project terminates in March 2015.
- GoS-UNDP-GEF "*Expansion and Strengthening of the Protected Area Subsystem of the Outer Islands of Seychelles and its Integration into the broader land and seascape*" project seeks to promote the conservation and sustainable use of terrestrial and marine biodiversity in the Seychelles' Outer Islands by expanding the protected areas system and strengthening protected area management, supported by broad-scale ecosystem planning and sustainable land management activities to conserve ecosystem functions. The project which will run over a period of five years from April 2014, will aim to achieve both biodiversity conservation and sustainable land management goals. The project will specifically support various planning related initiatives including the creation of land use plans (for specific PA units) and an Ecosystem-Wide Zoning and Master Strategy.
- GoS-UNDP-GEF "*Protected areas finance*" project aims to build capacity of PA managing entities to manage conservation finance and to diversify revenue generation for PA management. This includes investigation of innovative financing mechanisms including blue carbon and biodiversity offset mechanisms linked to the expanding oil and gas industry. The 5 year project is under design during 2015 and will commence at the end of 2015 or early 2016.
- *Debt-for-Climate-Change-Adaptation swap and the Seychelles Marine Multi-use Adaptation Project (SEYMMAP)* - The Nature Conservancy (TNC), an international conservation organization, through a grant from the Oceans 5 Foundation, is providing conservation finance and marine spatial planning expertise to the Government of the Seychelles (GoS) as part of a major Debt-for-Climate-Change-Adaptation swap. Through this Debt-for-Adaptation swap, some \$1.9 million of national debt payments will be used annually to finance environmental and climate change adaptation projects in the Seychelles through a trust fund, the Seychelles Conservation & Climate Adaptation Trust (SeyCCAT). As part of this Debt Swap TNC is working with the GoS on *the Seychelles Marine Multi-use Adaptation Project (SEYMMAP)* and developing a number of design options for a multi-use marine zoning and adaptation plan for the Seychelles EEZ. Phase I of the SEYMMAP project runs from February 2014 to February 2015.

## Annex II – Seychelles Marine Spatial Planning Initiative Governance and Structure

A diagram illustrating the governance framework for the MSP Initiative and the Seychelles MSP Consortium is provided below. Key elements in the framework include the Steering Committee, the MSP Technical Team, Technical Working Groups, and Data Sharing and other formal agreements all occurring within a national dialogue that is the Consortium.

Technical Working Groups (Marine and Terrestrial Ecological and Socioeconomic) will be established to guide the recommendations and decisions made by the Steering Committee. The Steering Committee then serves as the link between the Consortium and the Government of Seychelles Ministerial Group.





It is important to note that this schematic represents the framework for the planning design phase (Phase I, expected to last from February 2014 to June 2015). The governance framework for the implementation of any resulting plan will be determined by the MSP Steering Committee and Ministerial Group during the consultation process.



### **Annex III – Additional information on the roles, responsibilities and specific tasks of the Steering Committee**

The responsibilities of the **Steering Committee Team Chair** are the following:

- Serve as the primary Steering Committee representative to the Ministerial Group to provide continuous updates and report major issues or concerns which arise during the project, and matters requiring GoS authority or decisions;
- Work closely with the MSP Coordinator/Steering Committee Secretary to facilitate smooth and effective Committee and project operations and processes
- Provide effective facilitation and leadership to the Committee.

Specific tasks for all **Steering Committee Members and Alternates** are the following:

- Participate in Steering Committee meetings;
- Read and respond promptly to communications about the project in between meetings;
- Collaborate with other Steering Committee members and the MSP Coordinator during meetings and in between meetings as required;
- Assist with the project outreach and/or networking with individuals, groups, organizations and government agencies involved in integrated marine management and marine spatial planning processes in the Seychelles;
- Serve as an active and effective liaison between the Steering Committee, the Marine Spatial Planning (MSP) Coordinator/Committee Secretary and, the sector/agency/organization that they represent;
- Disseminate collectively agreed information about the process and derived products to their own networks, according to the processes outlined within the MSP Initiative Communications Plan and Strategy;
- Consult and liaise with their sector/agency/organization on planning related issues; and
- Communicate any concerns or questions to the Steering Committee.

## Annex IV – Steering Committee Ground Rules and Code of Conduct

### GROUND RULES

The Steering Committee, consultants and project staff will adhere to following principles:

- i. use the best available knowledge and information to inform design and implementation, including the latest in marine conservation planning theory for specific MARXAN scenarios if applicable;
- ii. assemble and use the best available biological, ecological, oceanographic, socio-economic and human use data to inform the analysis;
- iii. comprehensively and transparently reflect the accuracy, scale and completeness of the data;
- iv. draw on the knowledge and expertise of government, other resource managers, user groups, the conservation community, academics, and other scientists to develop sound, scientifically defensible methods and products;
- v. utilize methods which are transparent in their application;
- vi. provide guidance for preparation of additional products consistent with comments and caveats provided during review of the MARXAN scenario results;
- vii. work cooperatively to achieve project goals; and
- viii. create products which are widely supported by the (Steering) Committee.

### CODE OF CONDUCT

Participation in the Steering Committee entails responsibilities for each member to their sector's interests, the broader public and the Steering Committee itself. To ensure that Steering Committee interactions are effective and efficient, a code of conduct is outlined below. Steering Committee members should ensure that they adhere to the following:

- i. demonstrate a commitment to the Steering Committee by working cooperatively and in good faith to move the process towards its goals and products, respecting the principles and objectives described above;
- ii. demonstrate a commitment to the Steering Committee by planning for the continuity of their membership in the group until the end of the process ;
- iii. demonstrate respect for other members by: respecting their values and interests, avoiding inflammatory language, listening to others without interrupting, and being punctual;
- iv. ensure honest and open communication and the timely sharing of information or concerns relevant to the Steering Committee;
- v. ensure appropriate communication with external audiences that: accurately describes the Seychelles Marine Spatial Planning Consortium and the Steering Committee and is consistent with this Terms of Reference;
- vi. Promotes the planning process above individual interests
- vii. ensure accountability to the interests of their sector and the Steering Committee by:
  - attempting to fulfill all of the responsibilities outlined in these Terms of Reference,
  - communicating the Steering Committee's progress to these and other audiences, and
  - communicating their sectors issues and information to the Steering Committee; and
- viii. upon request of a Steering Committee member, the Terms of Reference may be reviewed for accountability and amendments may be considered.