



Ninth SAP ICM Meeting Report

1-2 December 2020

Virtual Meeting

In Attendance:

See Annex 1

Meeting Summary

Agenda Item 1: Brief Welcome. Adoption of ICM9 Agenda

The SAP ICM Chair, Dr. Toro, welcomed participants to the Ninth Meeting of the CLME+ SAP ICM. He acknowledged that there were a number of issues on the agenda which needed to be addressed during this session and reiterated the importance of the SAP ICM members undertaking the intersessional work in an attempt to make these virtual meetings productive. He noted his surprise that there were not many responses in the Loomio platform. In light of this, he asked ICM members to outline how the Secretariat could work towards ensuring greater participation of ICM members during the intersessional period.

The discussion which followed was opened by Mr. Haughton who commended the Secretariat on the preparation of documents ahead of the ICM meeting. He went on to indicate that many SAP ICM members are having to juggle many responsibilities. He indicated that it was important that the ICM is strategic when organising meetings and should focus only on priority issues. Lastly, he suggested that ideally, the brunt of the work of the ICM should be done by the Secretariat and only taken to the ICM membership when more strategic decisions are required.

This was supported by Ms. DieiOuadi, who indicated that she is overwhelmed as she is the only one available in the position of WECAFC Secretariat, and like many others has many responsibilities. She also went on to indicate that Loomio was not user friendly. Mr. Sabir who indicated that he shared the same concerns expressed by earlier speakers, indicated that moving towards simpler processes may be more effective. As such, instead of using Loomio, which many of the ICM Members are unfamiliar with, the Secretariat may wish to instead use e-mail communication. Mr. Corbin also expressed his support for the interventions made by the earlier speakers. He noted that Loomio as a platform was fine, but appeared to be more applicable for larger discussions leading up to Project Steering Committee meetings, and not necessarily applicable to the smaller ICM group where decisions can be made very



easily during ICM meetings, once members have had an opportunity to review and comment on documents prior to meetings. Mr. Robin iterated his support in relation to the points made by previous speakers on time availability.

Mr. Morales, however, indicated that he found the Loomio platform to be useful in preparing for meetings and suggested its continued use.

In response to the comments made by ICM members, Mr. Debels acknowledged that ICM members already feel overloaded and committed to take this into consideration in preparing for future meetings. One way to do this, he suggested, is to distribute the work over a longer period of time, however he believed that further clarity was required in relation to the use of the platform.

The Chair, then asked the ICM if there were any comments on the draft Meeting agenda which was shared with them. With no comments received, the Chair stated that he considered that the Meeting Agenda as adopted.

Agenda Item 2: SAP ICM sustainability, rules & procedures/terms of reference, and membership

The Chair gave the floor to the Meeting Facilitator, Yves Renard to present on this issue. Mr. Renard informed the meeting that during the last ICM Meeting, the members asked the Secretariat to provide a rationale for why the ICM Rules and Procedures were to be amended, including suggested sections for amendment. Taking into account responses of ICM members to this communication, the Secretariat revised the ICM Rules and Procedures now rebranded as Terms of References (TORs) for the review and consideration of the ICM members. He went on to ask those members who had not reviewed the draft TORs to do so later that day, with the hope that they would be adopted on the following day.

Agenda Item 3: SAP ICM Work Programme (proposal)

Before presenting the proposed SAP ICM Work Programme, Mr. Debels informed the ICM that based on an ICM decision from ICM 8 where the Secretariat was asked to liaise with UN ECLAC regarding their interest in becoming a ICM member, the Secretariat had informally contacted UN ECLAC. He indicated that one of UN ECLAC's priority is post COVID 19 recovery and that a linkage of such within the ICM work programme would be important as they consider their possible membership. Further, he indicated that UN ECLAC asked the Secretariat to provide formal communication expressing the interest of the ICM in having ECLAC join its membership.



Ms. Nunez expressed her thanks to the ICM for allowing UNDP to participate as an observer. She informed them that UNDP had discussions with their legal office on the draft CM MoU and had already received some suggestions which were shared with the Secretariat.

Mr. Debels then went on to inform the ICM that a number of decisions related to the sustainability of the ICM were required before the end of the CLME+ Project, now 31 October 2021 as approved by the PSC in September 2020. Such decisions relate to the continuity of the ICM in the absence of the CLME+ project; the CLME+ PCU serving as the Secretariat; and the existence of an ICM Work Programme. Based on the foregoing, he recommended that the ICM agree to extending the current work programme time-frame until the end of August 2021. This would allow the Secretariat to assist the ICM develop the new work programme for the period September 2021 - August 2022 before the end of the CLME+ Project. He proposed generic dates for the 10th, 11th and 12th ICM meetings to take place in the first quarter of 2021, during the second quarter of 2021 and in the third quarter of 2021 respectively. He went on to inform the Meeting that under the proposed Work Programme, a number of strategic decisions were expected by either ICM 9 or 10.

In the discussion which followed Mr Debels presentation, ICM members expressed their support for the proposed meeting dates, indicating that they align with important regional meetings. In relation to the proposed activities outlined under the Work Programme, the ICM indicated its support for the proposed activities, whilst suggesting the need to incorporate strategic cross-cutting issues that have been identified as priorities by their member states, such as post COVID-19 recovery, impacts of Sargassum and the issue of plastics. More specifically to post COVID 19 recovery other related issues were defined, such as food security, planning and resilience building and the recovery of the important tourism industry. Ms. Lopez suggested the inclusion of the regional strategies and action plans, developed under the CLME+ project, be included as part of the ICM work programme.

Lastly, there was also a suggestion to include a reference to emerging and priority issues in the ICM Work Programme, with the specific activities outlined under the work plan.

Agenda Item 4: SAP implementation planning & progress tracking

Mr. Debels shared the proposed SAP Monitoring and Evaluation Sustainability Strategy with the ICM for their consideration. He indicated that the proposed Sustainability Strategy has 8 steps which he shared with the Meeting.

Mr. Debels provided the ICM with an overview of the SAP ICM Progress Chart. He indicated that assistance is required from ICM organisations to update the status of a number of CLME+ SAP Actions. He also provided a brief overview of the Projects Programmes and Initiatives database and asked for the



assistance of the ICM in creating profiles. Ms. Diei Ouadi asked the PCU to what extent they could assist in uploading the project proposals into the database if the organisations provided the information to the Secretariat. Mr. Debels agreed that the PCU could provide assistance to some extent with input from ICM members.

Mr. Corbin and Mr Sabir both congratulated the PCU on the work done to date with the databases and suggested that a decision by the ICM to further populate it, promote it to donors, countries and partners was needed from the Meeting.

Agenda Item 5: Programmatic approach: new project proposals, complementarities & synergies

Mr. Debels presented the concept of a SAP ICM programmatic approach for the consideration of the ICM. One of the elements of such a programmatic approach he suggested was that all new projects developed by ICM members could contribute a joint knowledge management effort. He also suggested that it may be good for ICM Members to engage each other in the development of new proposals. Another recommendation made for the programmatic approach was that it could consider incorporating elements of ICM sustainability in the absence of a CLME+ Project.

In the discussion which followed, the ICM members suggested that this approach may have to be adopted incrementally. Instead of having formal endorsement of new projects by ICM members, it was instead suggested that the new initiatives be shared to determine where synergies can be generated. It was reiterated that regional bodies do not require endorsement or approval by another IGO of a project that their Members States have prioritised. Sharing of concepts should instead be in the spirit of collaboration and cooperation. It was also suggested that when undertaking a Project Implementation Report to the GEF, ICM members may wish to report on how their projects are assisting CLME+ SAP implementation.

Agenda Item 6: Consultancy: "Building the Marine (Spatial) Data Infrastructure for the Wider Caribbean"

Mr. Debels provided the meeting with an overview of the consultancy "Building the Marine Data Infrastructure for the Wider Caribbean" which seeks to serve the mandate of ICM members.

In the discussion that followed, the ICM indicated its trust in the PCU to advance with the consultancy with updates on its status once the consultancy is underway.

Agenda Item 7: (sustainability of) key ICM KM tools: [CLME+ Hub](#) and [SOMEE](#), [CLME+ Marine Training Portal](#)



Mr. Debels spoke to the issue of the sustainability of the CLME+ Hub and asked ICM members whether they will be willing to secure resources through their own initiatives to upkeep the CLME+ Hub which is ideally supposed to belong to the ICM membership. He also indicated that as part of the ICM Sustainability Strategy it is important that ICM members mainstream their contribution to SOME E into their organisational work plans. He also went on to note that under the CLME+ Project financial support was provided to OECS, FAO, UNEP and IOC/ARIBO for the development of State of Reports. He indicated that a prototype SOME E should be available by June 2021 and that it would ideally be a product of the ICM. He also asked if the ICM was in agreement with the response section of the SOME E report and proposed the addition of a recommendations sub-section.

In the discussion which ensued, Mr. Corbin indicated that it was not realistic for the Secretariat to be solely responsible for populating the CLME+ Hub. He also asked how the pollution chapter will be integrated into SOME E as he was concerned about the effort it will take to reconfigure the information to fit SOME E's structure. In relation to the integration of SOCAR into SOME E, Mr. Debels indicated that there will be links to the individual State of Reports incorporated into SOME E so there will be no need to break up the information.

Mr. Haughton stated that the critical challenge of the CLME+ Hub will be to integrate and strengthen the existing knowledge management platforms that already exist. The CLME+ Hub should be adding value by facilitating easier access to ICM organisations own knowledge management platforms. Mr. Debels responded by indicating that there is a need to progressively move towards the CLME+ Hub being owned by ICM members and he agreed that the CLME+ Hub should seek to integrate and strengthen existing knowledge management platforms of ICM members.

Mr. Toro presented on the CLME+ Training and Capacity Portal defined by IOC with financial support from the CLME+ Project. He went through the elements of the Training and Capacity Portal noting that it has content on short training opportunities as well as access to academic programmes of universities. He indicated that thus far 190 providers have included information into the portal. He noted that the Sustainability Plan was shared with the ICM for their review. The Plan speaks to the issue of financial maintenance. He also informed the Meeting that the launch of the Portal was planned through a webinar to take place 10 December.

In the discussion that followed, ICM members thanked Mr. Toro for his presentation and indicated that the Portal looks like a useful tool which will be used by the region. Mr. Corbin indicated that they did review the Sustainability Plan and provided their comments to IOC. In relation to the issue of training, he suggested that although UNEP CEP did have one individual trained in its use, for continuity ICM members may need to have alternates designated and also undertake periodic training on the use of the



portal. The second point raised was the placement of the pollution profile which was listed under the Climate Change section which he believes was not the best location for it.

Mr. Toro thanked all ICM members who reviewed the documents and submitted comments and informed them that their suggestions were incorporated into the revised versions.

Agenda Items 8 and 9: The “PROCARIBE” long-term Ocean Governance Coordination Mechanism and new PIF

Ms. Walker presented the Meeting with the timeline towards the technical and legal clearance of the Coordination Mechanism draft MoU.

Mr. Debels then went on to provide the ICM with the rationale for the proposed names for the long-term Coordination Mechanism, PROCARIBE, and the next CLME+ project to be called PROCARIBE+. He indicated that the new project will be responsible for putting the mechanism in place. He also reminded ICM members that indicative co-financing information is needed from them to support the specific outputs in the draft PIF. This was followed by Ms. Nunez who indicated that UNDP could provide the ICM with guidelines on what can be presented as potential co financing.

Notwithstanding the explanation provided by Mr. Debels regarding the difference between PROCARIBE and PROCARIBE+, there appeared to be some confusion by the ICM that these were two separate names. Many ICM members stated they were not in agreement with PROCARIBE+ as the name of the new project and Mr. Debels indicated that the project name could be defined at a later date. In relation to the two options but forward for the meaning of PROCARIBE, the ICM expressed a preference for: Partnership for Regional integrated Ocean Governance in the wider Caribbean.

Mr. Haughton suggested that the ICM begin to give consideration to which SAP ICM organisation will be willing to act as ICM Secretariat between the end of CLME+ and the start of the new project. This may take some time to define and work on this should commence soon.

Agenda Item 10: ICM Branding Guidelines

Mr. Renard informed the meeting that the proposed ICM Branding Guidelines, aimed at increasing the ICM’s visibility, were shared with the SAP ICM via the Loomio Platform for their review prior to the ICM meeting. He indicated that there were 3 pre-approvals received via the Loomio platform and asked whether ICM members required more time to review the document.

Mr. Haughton indicated he had reviewed the document and had some comments on it. He indicated he is happy that they are defined as guidelines which should be incorporated whenever feasible. He



recommended the inclusion of a paragraph, to be included at the beginning of the guidelines, that recognises that ICM organisations have their own visions and goals which require promotion. He indicated that there needs to be caution when using specific taglines as many donors are very specific about their own branding for initiatives which they fund. These points was supported by other ICM members.

Mr. Renard indicated that the guidelines are indeed meant to be voluntary and beneficial to both the ICM and the individual organisations. He stated that the inclusion of a chapeau outlining the things described by Mr. Haughton would be a good idea. It was thus agreed that the ICM Branding Guidelines with the inclusion of the introductory chapeau would be shared with the Meeting by the end of the week for their further review and no objection.

Agenda Item 12: Any Other Business

The Meeting expressed their support for the continuation of the shortened SAP ICM meetings. When concern was expressed in relation to the need to advance with a number of activities intersessionally, before the actual SAP ICM Meeting, the ICM agreed to having very short focused meetings to discuss and advance with certain agenda items before the SAP ICM meeting.

Agenda Item 13: Review and Adoption of ICM Work Plan

Mr. Debels presented the Meeting with proposed activities for inclusion in the SAP ICM Work Plan for the period until March 2021.

In response to the inclusion of an activity listed under emerging and priority issues Mr. Haughton suggested the inclusion of post COVID 19 recovery as a topic under this item. He went on to suggest that the Secretariat and ICM organisations should consider how they can tweak their existing work plans to consider aspects of post COVID-19 recovery. This was endorsed by many ICM members who indicated that their Member States had already identified priority areas of focus for post COVID 19 recovery. Mr. Corbin indicated that many ICM organisations are already getting requests from their Member States to refocus and reorient their work to support their countries. Issues which have come up as important are the issues of water and sanitation, economic resuscitation of the tourism sector and food security. Mr. Sabir indicated that countries are also requesting that aspects of resilience are considered in the recovery.

Agenda Item 14: Review and Adoption of Meeting Recommendations and Decisions

Due to the time constraint, the meeting agreed to a quick review of the Meeting Decisions with the understanding that a more thorough review will take place individually, once the decisions are shared by



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the Secretariat after the Meeting. In light of the foregoing, the ICM adopted in principle the Recommendations and Decisions of the Ninth SAP ICM Meeting. Please refer to Annex 2 for the full Meeting Decisions.

Meeting Closure.

With no other matters down for discussion, the Chair thanked everyone for their participation and continued commitment to the ICM and adjourned the Meeting.





Annex 1 - Meeting Participants

Name	Designation	Organization
Kareem Jamal Sabir	CARICOM Secretariat	CARICOM
Maren Headley	Programme Manager, Fisheries Management and Development	CRFM
Milton Houghton	Executive Director	CRFM
Yvette DieiOuadi	Secretary	FAO/WECAFC
Jeremy Mendoza	WECAFC consultant	FAO/WECAFC
Terrence Phillips	WECAFC consultant	FAO/WECAFC
Reinaldo Morales	General Director	OSPESCA
Christopher Corbin	LBS Programme officer (SAP ICM Vice-chair)	UNEP-CEP
Ileana Lopez	SPAW Programme officer	UNEP-CEP
Cesar Toro	(Chair SAP ICM)	UNESCO-IOC
David Robin	Oceans Governance & Fisheries Coordinator	OECS
Ana María Nuñez	Observer	UNDP
Artie Dubrie	Observer	ECLAC
Patrick Debels	Regional Project Coordinator	CLME+ PCU
Laverne Walker	Deputy Project Coordinator	CLME+ PCU
Ivan Pavletich	Operation & Finance Manager	CLME+ PCU
John Knowles	Monitoring specialist	CLME+ PCU
Sonia Gautreau	Technical Specialist, Marine Ecosystems	CLME+ PCU
Martha Prada	Technical Specialist, Marine Ecosystems	CLME+ PCU
Vladimir Puentes	Technical Specialist, Marine Ecosystems	CLME+ PCU
Camilo Martelo	Data Assistance Clerk	CLME+ PCU
Yves Renard	Facilitator	CLME+ PCU
Claudia Beltran	Technical Specialist, Marine Ecosystems	CLME+ PCU
Angelica Carrillo	Project Management Support Associate	CLME+ PCU
Samuel Sotomayor	Intern	CLME+ PCU
Sofia Serrano	Intern	CLME+ PCU



Annex 2 - Meeting Decisions and Recommendations

Cluster 1: ICM Governance

Agenda Item 2: SAP ICM sustainability, rules & procedures/terms of reference, and membership

The ICM adopts the revised ICM Rules & Procedures, now rebranded as ICM Terms of Reference and contained in document "[ICM9D1.1. ICM Terms of Reference](#)"

Agenda Items 3: SAP ICM Work Programme

The ICM acknowledges the Secretariat's work on the [draft ICM Work Programme and Work Plan and associated progress monitoring tools](#).

The ICM (a) approves the expansion of the current Work Programme & Plan timeline, to cover a period of 1 year, from September 2020 to August 2021; (b) approves a total of 5 regular ICM meetings during this period; and (c) agrees to consider the week of 15 February 2021 for the next ICM meeting (ICM10).

The ICM adopts the content of the ICM Work Programme as currently contained in document [ICM Sep20-Aug21 Work Programme & Plan & Meetings](#) (tab: "Work Programme Overview"), with the understanding that the Work Programme is a living document and that further modifications may be introduced by the ICM throughout its implementation period.

The ICM adopts the ICM Work Plan content as contained in document [ICM Sep20-Aug21 Work Programme & Plan & Meetings](#), and agrees to periodically revise and update the plan, as desired or deemed necessary, throughout its implementation period.

The ICM (a) acknowledges the debriefing by the Secretariat on the prospective ICM membership of UN ECLAC and UNDP; (b) requests the Secretariat to issue a formal invitation on behalf of the ICM to UNDP and UN ECLAC, to consider submitting an Expression of Interest for ICM membership; and (c) to debrief the ICM on further progress at ICM10 QQQ11.

Cluster 2: CLME+ Vision: SAP implementation planning & progress tracking

Agenda Item 4: SAP implementation planning & progress tracking (incl. sustainability) + towards next SAP iteration



The ICM acknowledges the work undertaken by the Secretariat to facilitate the creation and updating of SAP Actions Progress Records, as well as the Project and Pipeline Project Profiles, and to visualize and query related information, progress and statistics through the online CLME+ Hub ([SAP Portal](#) and [Projects Database](#)).

The ICM (a) endorses the SAP M&E Sustainability Strategy as described in the document "[ICM9 Cluster2 SAP MnE](#)", and (b) agrees to further fine tune/consolidate the Strategy by either ICM11 or 12.

The ICM requests the Secretariat to collaborate with ICM member organisations in the development of profiles on the CLME+ Hub and in the update of SAP implementation status progress.

Agenda Item 5: Programmatic approach: new project proposals, complementarities & synergies

The ICM members (a) acknowledge the existence of several ongoing and planned efforts by multiple parties to leverage financial/donor resources to advance priority actions under the CLME+ SAP and/or complementary/additional regional priorities including "blue" post-covid recovery, sargassum and plastics; and (b) commit to, with the assistance of the Secretariat, further complete and update the inventory contained in document "[ICM Programmatic Approach towards CLME+ Vision/SAP implementation](#)" with a view of facilitating activities under the ICM Work Plan that will support enhanced coordination, collaboration, synergies and complementarities among these different initiatives and objectives.

Cluster 3: Knowledge Management, Regional Data Infrastructure and SOME Reporting

Agenda Item 6: "Building the Marine (Spatial) Data Infrastructure for the Wider Caribbean" Consultancy

The ICM (a) acknowledges the objective and value to the ICM, its Members and their Constituencies of the proposed CLME+ Project consultancy "*Building the Marine (Spatial) Data Infrastructure for Healthy Seas and Ocean-Based Sustainable Development ("Blue Economies") in the Wider Caribbean: Baseline and SWOT Analysis, and Development of a Blueprint*", and (b) commits to actively support its execution.

Agenda Item 7: (sustainability of) key ICM KM tools: CLME+ Hub, SOME and CLME+ Marine Training Portal

The ICM notes that the CLME+ Hub seeks to build upon existing knowledge platforms that have already been developed by ICM member organizations.

The ICM agrees (a) to adopt the CLME+ HUB as the ICM's collaborative online knowledge management platform; and (b) to ensure that, to the best possible extent, its further development and consolidation as a regional platform of reference is duly considered in any (new) programme, project or activity in which they may be involved.



The ICM members acknowledge the debriefing by the Secretariat on the advances with the development of the first prototype (partial) SOME E report.

The ICM supports the Secretariat's proposal to use the "Response" sections under the SOME E report to describe both existing responses as well as response gaps, and recommend additional action.

The ICM (a) endorses the CLME+ SOME E and CLME+ Hub Sustainability Strategy as described in the document "[ICM9_Cluster3_HUB and SOME E](#)", and (b) agrees to further fine tune the Strategy by either ICM11 or 12.

The ICM welcomes and acknowledges the work of IOCARIBE towards the creation of the [CLME+ Marine Training and Capacity Development Portal](#), as well as its value and potential as a collaborative platform enabling the exchange of information on marine training, and endorses the associated [Sustainability Plan](#).

Cluster 4: Continuity of the CLME+ Initiative: PROCARIBE and PROCARIBE+

Agenda Item 8: The "PROCARIBE" long-term Ocean Governance Coordination Mechanism: debriefing by ICM members on MOU clearance + next steps + proposed naming

The ICM endorses the Secretariat's proposal to brand the long-term ocean coordination mechanism as the Partnership for Regional integrated Ocean Governance in the wider Caribbean ("PROCARIBE"/"the PROCARIBE Coordination Mechanism"), and requests the Secretariat to formally present this proposal to the CLME+ Project Steering Committee for their consideration.

Agenda Item 9: Towards successful submission of the UNDP/GEF PROCARIBE+ PIF as the key financing mechanism for the (I)CM(s). Role of ICM members. PIF co-financing and interim ICM financing options

The ICM (a) supports the request for renewed GEF funding, through a new UNDP/GEF Project, in particular to facilitate the operationalization and functioning of the proposed "PROCARIBE" Oceans Coordination Mechanism and to give continuity to the cyclical, knowledge-based TDA/SAP approach through PROCARIBE, SOME E and the CLME+/PROCARIBE Hub, and (b) ICM members commit to provide further support towards successful submission of the concept note to the GEF Secretariat by March 2021.

Cluster 5: Communications, Advocacy and Branding

Agenda Item 10: ICM Branding Guidelines

The ICM welcomes and acknowledges the value and usefulness of the Branding Guidelines prepared by



the Secretariat.

The ICM requests the Secretariat to include an introductory chapeau into the Branding Guidelines, recognising that the Guidelines are voluntary in nature, and that ICM Members and Secretariat will apply them whenever possible, taking into account the organizations' own branding policies and requirements, and ensuring that the application of these Guidelines remains fully compatible with such policies and requirements.; (b) the revised Branding Guidelines will be shared via email with the ICM by 4 December, with no objections submitted by 18 December 2020 to the Secretariat.

The ICM members (a) commit to inform the ICM of any new initiatives, instruments and emerging/priority issues that are of relevance to the ICM's mandate and objectives and those of its members; and (b) requests the Secretariat to facilitate the related knowledge sharing.

Remaining Matters

The ICM Members (a) acknowledge the importance of post COVID-19 recovery to their Member States; and (b) seek to determine how they can work more closely to support their Member States towards economic recovery in a post COVID-19 environment.

The ICM agrees to undertake short focused meetings on specific issues articulated either under the ICM's work programme or work plan, in advance of ICM Meetings where necessary, in an attempt to define recommendations for consideration at ICM meetings.