

# NATIONAL ENVIRONMENT AND PLANNING AGENCY

# **Annual Report** 2010-2011



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National Environment and Planning Agency

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Prepared by

National Environment and Planning Agency 10 Caledonia Avenue, Kingston 5, Jamaica

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### **Table of Contents**

LIST OF FIGURES	iii
LIST OF TABLES	iii
LIST OF ACRONYMS	v
PREAMBLE	vii
CHIEF EXECUTIVE OFFICER'S REPORT	viii
ABOUT NEPA	x
ORGANISATION OVERVIEW	x
VISION, MISSION AND VALUES	xi
LEGISLATIVE BASE	xii
ROLE AND FUNCTIONS	xii
ORGANIZATIONAL STRUCTURE	xiii
LEADERSHIP	xiv
PERFORMANCE	1
PERFORMANCE AT A GLANCE	
DEVELOPMENT ASSISTANCE CENTRE	
COMPLIANCE AND ENFORCEMENT	
SPATIAL PLANNING	
NATURAL RESOURCES MANAGEMENT	-
ENVIRONMENTAL MANAGEMENT	
PLANNING & POLICY	
PLANNING & POLICY PROJECTS	
ACHIEVEMENTS 2010 – 2011	
OFFICE OF THE CHIEF EXECUTIVE OFFICER	7
INTERNAL AUDIT UNIT	7
CORPORATE MANAGEMENT	9
FINANCE & ACCOUNTING	9
HUMAN RESOURCES	
PUBLIC EDUCATION AND CORPORATE COMMUNICATION	
DOCUMENTATION CENTRE	
CORPORATE COMMUNICATIONS	
STRATEGIC PLANNING, POLICIES & PROJECTS	
STRATEGIC PLANNING	
PROJECTS	
LEGAL SERVICES AND ENFORCEMENT	
ENFORCEMENT	
DEVELOPMENT ASSISTANCE CENTRE	
DAC SYSTEMS AND PROCESSES	
DAC CUSTOMER SERVICE	
DAC PUBLIC RELATIONS	
APPLICATIONS MANAGEMENT	
APPLICATIONS PROCESSED	
CUSTOMER SERVICE DELIVERY	
EASE OF APPLICATION: ELECTRONIC SUBMISSION OF APPLICATIONS	
PUBLIC AWARENESS AND OUTREACH PROGRAMMES	
	····· • •

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INTEGRATED PLANNING & ENVIRONMENT	
SPATIAL PLANNING	
CONSERVATION & PROTECTION	
ECOSYSTEMS MANAGEMENT	
WATERSHED MANAGEMENT	
ENVIRONMENTAL MANAGEMENT	
POLLUTION PREVENTION AND CONTROL.	
POLLUTION MONITORING	
STRATEGIC PRIORITIES 2011-2012	60
STRATEGIC PRIORITIES 2011-2012	

### LIST OF FIGURES

Figure 1: Number of Post Permit Monitoring Visits during 2010/201123
Figure 2: DAC Services Accessed by Clients
Figure 3: Annual Queen Conch Quotas Approved and Exported 2006-2011
Figure 4: Location of Sites with Chronic and Mild Erosion and Evidence of Accretion
Figure 5: Percentage of Hard Coral Cover Across Selected Sites in Jamaica
Figure 6: Comparison of Turtle Nesting Activities along the Palisadoes-Port Royal
Figure 7: Images of Phyllonycteris aphylla45
Figure 8: Conservation Areas in St. Thomas Identified in the Environmental Sector
Figure 9: Location of Jamaica's Air Quality Monitoring Stations
Figure 10: Average Annual PM <sub>10</sub> Concentration Trend from 2009 to 2010 for Stations Outside of Kingston
and St. Andrew
Figure 11: Average Annual Concentration Trend in TSP from 2009 to 2010 for Stations Outside of Kingston
and St. Andrew
Figure 12: Annual Average SO2 Concentration for Stations Outside of Kingston and St. Andrew for 2009 to
2010
Figure 13: Annual Average NO2 Concentration trend for Stations56
Figure 14: Mean Faecal Coliform Levels
Figure 15: Distribution (improvement as against deterioration) of Mean BOD
Figure 16: NEPA's KPI Performance Trend for period 2006/2007 - 2010/2011

#### LIST OF TABLES

Table 1: NEPA's Website Statistics	13
Table 2: Number of Enforcement Actions Taken by Type during 2010/2011	22
Table 3: Number of Enquiries and Projects received April 2010 - February 2011	25
Table 4: Number of DAC meetings held July 2010 - February 2011	25
Table 5: Number of Applications Processed during 2009-2010 and 2010-2011	28
Table 6: Number of Enquiries Processed during 2009-2010 and 2010-2011	29
Table 7: Number of Uncollected Permits and Licences as at 31 March 2011	31
Table 8: Total Fish Biomass and Total Fish Density of four Commercially Important Fish Species at Thir	teen
Reef Sites in 2010	42
Table 9: Changes in Wetland Areas over time for South Coast Parishes	43
Table 10: Comparison of Watershed Ranking for 2010 and 1999	46
Table 11: NEPA's Key Strategies and Actions FY 2011-2012	60
Table 12: Audited Achievement of Key Performance Indicator Targets for 2010-2011	106

### LIST OF APPENDICES

Appendix I	Audited Financial Statements for the period April 2010 to 31 March 2011	64
Appendix II	Report on the Audited Key Performance Indicators 2010-2011	103
Appendix III	Services and Products	117
Appendix IV	Corporate Strategy 2010-2011	119
Appendix V	Functions of the Scientific Authority	127
Appendix VI	Authority Members, Sub-Committee Members and NEPA Senior Executives Compensation	129

#### LIST OF ACRONYMS

ВСА	Beach Control Act
BRIM	Black River Intensive Monitoring
BRLM	Black River Lower Morass
CBD	Convention on Biological Diversity
CITES	Convention on International Trade in Endangered Species of Wild Flora and Fauna
CPACC	Caribbean Planning for Adaption to Climate Change
CS-MSPA	Coral Spring-Mountain Spring Protected Area
DAC	Development Assistance Centre
DSAS	Digital Shoreline Analysis System
EHU	Environmental Health Unit
EIA	Environmental Impact Assessment
EPA	Environmental Protection Area
ERS	Environmental Risk Surface
FAA	Financial Administration and Audit
FD	Forestry Department
GDP	Gross Domestic Product
GEF	Global Environment Facility
GOJ	Government of Jamaica
HRMIS	Human Resource Management Information System
IAS	Invasive Alien Species
IDB	Inter-American Development Bank
IOCARIBE	Intergovernmental Oceanographic Sub-Commission for the wider Caribbean
IOJ-NHM	Institute of Jamaica-Natural History Museum
ISA	Institutional Self-Assessment
ISO	International Organization for Standardization
IUCN	International Union for the Conservation of Nature
	Integrating Watershed and Coastal Area Management
JAAQS JBI	Jamaica Ambient Air Quality Standard Jamaica Bauxite Institute
JCDT	Jamaica Conservation and Development Trust
JET	Jamaica Environment Trust
JNHT	Jamaica National Heritage Trust
JPPC	Jamaica Private Power Company Limited
КРІ	Key Performance Indicator
LDUC	Land Development and Utilisation Commission
MBMP	Montego Bay Marine Park
MGD	Mines & Geology Division
MIND	Management Institute for National Development
МОН	Ministry of Health
MOU	Memorandum of Understanding
MRPA-RS	Mason River Protected Area Ramsar Site
MWLECC	Ministry of Water, Land, Environment and Climate Change
NCERP	National Chemical Emergency Response Plan
NEPA	National Environment and Planning Agency
NIC	National Irrigation Commission
NMP	Negril Marine Park
NRCA	Natural Resources Conservation Authority
NRV	Natural Resource Valuation
NSWMA	National Solid Waste Management Authority
NWA	National Works Agency
NWC	National Water Commission
OBFS	Oracabessa Bay Fish Sanctuary

ODPEM	Office of Disaster Preparedness and Emergency Management
ODS	Ozone Depleting Substances
ORMP	Ocho Rios Marine Park
PAFEN	Policy, Analysis, Formulation and Evaluation Network
РАНО	Pan American Health Organisation
PAJ	Port Authority of Jamaica
PIOJ	Planning Institute of Jamaica
PIRP	Pollution Incident Response Protocol
Pm10	Particulate Matter with a Diameter of 10 Micrometers or Less
P-PRPA	Palisadoes-Port Royal Protected Area
PRTR	Pollutant Release and Transfer Register
QMS	Quality Management System
RA	Rapid Appraisal
RADA	Rural Agricultural Development Authority
RiVAMP	Risk and Vulnerability Assessment Methodology Development Project
RPPD	Rural Physical Planning Division
SDC	Social Development Commission
SJPC	St. James Parish Council
SML	Special Monitoring List
SOE	State of the Environment
STP	Sewage Treatment Plant
ТСРА	Town & Country Planning Authority
TNC	The Nature Conservancy
TPDCo	Tourism Product Development Company
TSP	Total Suspended Particulate
TWG	Technical Working Group
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
USAID	United States Agency for International Development
UWI	University of the West Indies
VEC	Valued Ecosystem Component
WAMM	Watershed Area Management Mechanism
WLPA	Wild Life Protection Act
WMU	Watershed Management Unit
WRA	Water Resources Authority



# PREAMBLE

This annual report is presented in accordance with the requirements of the Executive Agencies Act for presentation to the Minister of Finance, Portfolio Minister and the Auditor-General. It includes commentary on the Agency's overall performance for the fiscal year 2010-11, including performance measured by the key performance indicators. Also included is a summary of the level of activity undertaken by the Agency during the year; initiatives to improve quality, value for money, customer satisfaction, and income generation; an outline of the organisational and managerial structure of the Agency.



# **CHIEF EXECUTIVE OFFICER'S REPORT**



The year 2010 - 2011 was yet another eventful year for the National Environment and Planning Agency (NEPA). Not only did we make significant progress in building new capabilities and dealing effectively with unexpected crises, we also rolled out new programmes to promote greater ownership of the environment.

The Development Assistance Centre (DAC) was formally launched on 16 March 2011 after one year of operation as a pilot project under a public-private partnership between the Government of Jamaica (GOJ).

The National Air Quality Management Programme currently has 57 air quality monitoring stations spread across the island with 46 located outside of the Kingston and St. Andrew region. At the end of 2010 there were 32 Air Pollutant Discharge licensed facilities under the programme across the Island.

As part of a project on Mitigating the Threats of Invasive Alien Species (IAS) in the Insular Caribbean, a lionfish Mitigation Project was launched in July 2010. An intensive public education campaign has begun, and a database has also been developed to endeavour to monitor the population of the species.

NEPA supports national efforts geared towards building resilience to climate change through the Climate Change Adaptation and Disaster risk reduction Project funded by grant resources from the European Union (EU); the Agency seeks to target specific vulnerable coastal areas for intervention.

There remains an urgent need to develop and finalize new legislation to better empower the Agency to achieve its mandate. NEPA is

There remains an urgent need to develop and finalize new legislation to better empower the Agency to achieve its mandate.



collaborating with the Ministry and the Cabinet Office to work to have the legislation fast tracked during the ensuing year. Tied to this is a priority need to review the protected areas regulations so as to provide improved natural resource management; and to undertake an upward revision of fees charged for services that are provided under the NRCA Act.

A Performance Audit report was issued in December 2010 by the Auditor General's Department on the stewardship of NEPA in managing the Jamaican environment since its inception in 2001. In response to issues highlighted in the report, the Agency has committed itself to implementing a number of performance based initiatives namely: the preparation of a Strategic Plan, undertaking an impact assessment of its operations, obtaining International Standards Organization certification; developing a research Agenda and preparing the State of the Environment report 2010. These are to be pursued over the next year or two given adequate financing.

The environmental issues facing Jamaica are challenging and complex; given our size, location, demographics and economy. While NEPA does its part, it calls upon members of the Jamaican society, its communities and the business sector to play a part in safeguarding the environment for future generations. We all have a role to play in this endeavour.

I would like to thank our staff, senior management, the members of the Authority and our partners for their work, support and valuable contributions during the past year. NEPA will continue to work to help make Jamaica environmentally friendly and liveable through orderly and sustainable development. We look forward to another successful year ahead.

Peter G Knight, JP Chief Executive Officer/ Government Town Planner



# ABOUT NEPA ORGANISATION OVERVIEW

The National Environment and Planning Agency (NEPA) was established in 2001 as an Executive Agency under the Executive Agencies Act. NEPA was founded to carry out the administrative and technical (functional) mandate of three statutory authorities – the Natural Resources and Conservation Authority (NRCA), the Town and Country Planning Authority (TCPA), and the Land Development and Utilisation Commission (LDUC).

NEPA operates administratively under the Office of the Prime Minister and is supported by an Advisory Board. Its corporate offices are situated at 10 and 11 Caledonia Avenue, Kingston 5, St Andrew, Jamaica.

General operations are financed by recurrent budget allocations from the Consolidated Fund through the Ministry of Finance. Projects are financed by budget allocations from the GOJ Consolidated Fund Capital "A" and "B", and from technical assistance grants and project financing from NRCA funds, and various multilateral agencies.

NEPA's work is executed by over 240 professional and non-professional staff members. The organisation is led by an executive team comprising the Chief Executive Officer and six Directors.



# **VISION, MISSION AND VALUES**

# VISION

Jamaica's natural resources are used in a sustainable way and there is broad understanding of environment, planning and development issues, with extensive participation amongst citizens and a high level of compliance with relevant legislation.

# **MISSION**

To promote sustainable development by ensuring the protection of the environment and orderly development in Jamaica through highly motivated staff performing at the highest standard.

# VALUES

- Integrity
- Accountability
- Justice & Fair-play
- Customer Service
- Teamwork
- Health & Safety
- Empowerment
- Respect



# LEGISLATIVE BASE

The mandate of the Agency is derived directly and indirectly through the Authority from the following key laws:

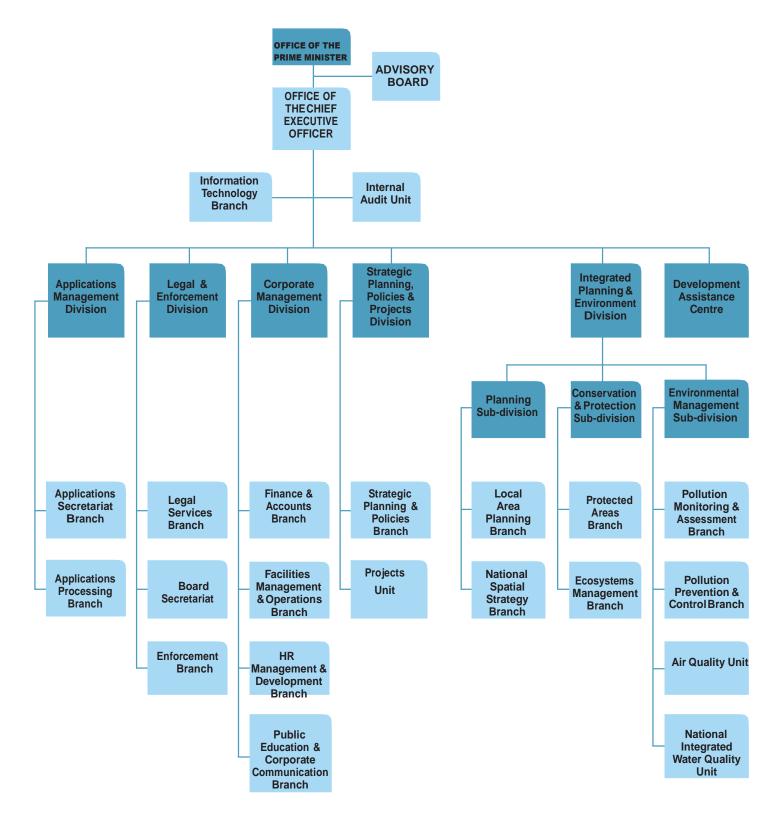
- Executive Agencies Act (2002)
- Natural Resources Conservation Authority Act (1991)
- Town and Country Planning Act (1957)
- Land Development and Utilization Act (1966)
- Beach Control Act (1956)
- Watersheds Protection Act (1963)
- Wild Life Protection Act (1945)
- Endangered Species (Protection, Conservation and Regulation of Trade) Act (2000)

## **ROLE AND FUNCTIONS**

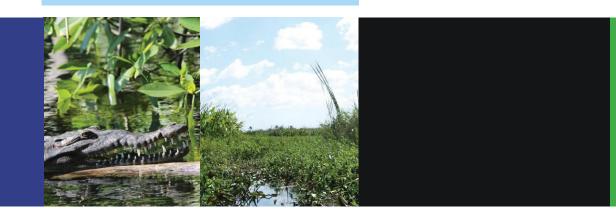
NEPA's functions and the roles that it provides to industry, the general public and other government agencies are extensive and are derived from the laws and regulations. They are encapsulated as:

- · Planning & Policy Development
- Compliance & Enforcement
- Natural Resources Management
- Environmental Management
- Spatial Planning
- Applications Management
- Public Education

**ORGANIZATIONAL STRUCTURE** 



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## LEADERSHIP

#### **EXECUTIVE MANAGEMENT TEAM**

Mr. Peter G Knight - Chief Executive Officer
Ms. Joy Alexander - Director, Integrated Planning & Environment
Mr. Gilroy English - Director, Legal Services & Enforcement
Mr. Hugh B Gordon - Director, Development Assistance Centre
Mr. Ainsley Henry - Director (Acting), Applications Management
Mrs. Winsome Townsend - Director, Strategic Planning, Policies and Projects
Mr. Francis Williams - Director, Corporate Management

### THE AUTHORITY

The Natural Resources and Conservation Authority (NRCA) and the Town and Country Planning Authority (TCPA) are referred to generally as "The Authority". The Authority's mandate and functions are derived from: Natural resources Conservation Authority Act; Town and Country Planning Act; Beach Control Act; Watersheds Protection Act; Wild Life Protection Act; Endangered Species (Protection, Conservation and regulation of Trade) Act. The Authority is broadly responsible for:

- · Being the regulatory Authority for development activities in the natural & built environment
- Determining policies for the protection, conservation, management and orderly development of the natural and built environment
- Advisory capacity to the Ministry for protection, conservation, and management of the environment and for spatial planning and development
- · Approving or refusing applications for various permits and licences under its jurisdiction
- Providing decisions on subdivision and planning applications as submitted by the local Authorities
- The Management Authority (under the Endangered Species Act)



# NATURAL RESOURCES CONSERVATION AUTHORITY & TOWN AND COUNTRY PLANNING AUTHORITY MEMBERS

1.	Shirley Williams	8. Geoffrey Williams
2.	Anthony Chang	9. James Rawle
3.	Blossom Samuels	10. Joy Douglas
4.	Christopher Whyms-Stone	11. Leslie Campbell
5.	Denise Forrest	12. Noel Whyte
6.	Erano Spiro	13. Ruth Potopsingh
7.	Ewart Scott	14. Peter Knight
		-

The Authority is supported by eight standing Sub-Committees

STANDING SUB-COMMITTEES OF THE AUTHORITY	
<ul> <li>Finance And Accounts Committee</li> <li>Technical Review Committee</li> <li>Forward Planning Committee</li> <li>Audit Committee</li> </ul>	<ul> <li>Biodiversity and Game Birds Committee</li> <li>Beaches and Coastal Resources Committee</li> <li>Legal and Enforcement Committee</li> <li>Appeals Committee</li> </ul>

# SCIENTIFIC AUTHORITY

The Authority is the *Management Authority* under the Endangered Species Act and is supported in that regard by the *Scientific Authority* established under the same Act.

SCIENTIFIC AUTHORITY MEMBERS			
1.	Dr. Elaine Fisher, Chair Marine Zoologist	5.	Dr. Mona Webber Marine Ecologist
2.	Mrs. Tracy Commock Botanist	6.	Dr. Wintorph Marsden Veterinary Surgeon
3.	Dr. Karl Aiken Fishery Ecologist and Fish	7.	Mrs. Shelia Harvey Chief Plant Quarantine
	Biologist		Officer
4.	Dr. Jane Cohen Botanist	8.	Miss Yvette Strong Ex Officio, NEPA



# PERFORMANCE

# PERFORMANCE AT A GLANCE KEY PERFORMANCE INDICATORS

The Agency achieved 39 (85%) of the 46 task-based Key Performance Indicators (KPIs) established for 2010-11.

# APPLICATIONS MANAGEMENT

#### **Environmental Permits & Licences Applications**

- Environmental Permit applications: 263 received; 272 processed which includes 104 brought forward from 2009-2010; 127 (47%) processed within 90-day timeline.
- Environmental Licence applications: 75 received; 78 processed which includes 27 brought forward from 2009-2010; 41 (53%) processed within 90-day timeline.

#### **Beach Licences Applications**

79 applications for Beach licences were received during the year; 88 were processed which includes 20 brought forward from 2009-2010; 47 (53%) were processed within the 90 days standard.

#### **Applications from Local Authorities**

- **Planning (TCPA and Non-TCPA) applications:** 423 received (via the local Authorities); 452 processed which includes 71 brought forward from 2009-2010; 357 (79%) processed within 90-day timeline.
- **Subdivision (under 10 lots) applications:** 818 received (via the local Authorities); 899 processed which includes 142 brought forward from 2009-2010; 834 (93%) processed within 90-day timeline.
- **Subdivision (10 lots and over) applications:** 126 received (via the local Authorities); 145 processed which includes 44 brought forward from 2009-2010; 89 (61%) processed within 90-day timeline.



# **DEVELOPMENT ASSISTANCE CENTRE**

The Development Assistance Centre (DAC) was formally launched on 16 March 2011. It operated as a one year pilot project under a public-private partnership between the Government of Jamaica (GOJ), Jamaica Chamber of Commerce (JCC) and the United States Agency for International Development (USAID).

The DAC provides pre-application information to developers to enable them to achieve approval of their applications within the 90 days standard. Sixty seven (67) development proposals (largely at concept stage) were received during the period July 2010 – March 2011. Of those proposals, 17 were subsequently carried through to application at NEPA by the developers; of which 12 achieved approval within 90 days, and one in 123 days due to discretionary changes made by the proponent. The remaining four (4) were withdrawn.

## COMPLIANCE AND ENFORCEMENT

The Agency implemented improved and new strategies to bolster its capability to better monitor and enforce environmental regulations. The following are results of these strategies:

- · The enforcement staff complement was increased
- · Closer working relationships with other law enforcement entities
- · 465 enforcement actions were taken compared to 352 the previous year
- · 13 court actions were initiated
- Proactive management of developments and facilities categorised as high risk to the environment as per the Special Monitoring List
- 1,592 post-permit monitoring site visits were conducted



- · 170 compliance visits were conducted for air emission licenced facilities
- 41 monitoring visits were conducted under the Section 17 programme
- 299 regular monitoring operations for air quality particulate matter were conducted
- 57 pollution incidents were investigated; all were responded to within 24 hours

# **SPATIAL PLANNING**

#### St. Thomas Parish Development Order (draft)

The draft St. Thomas Parish Development Order was completed. land use surveys of nine identified Local Planning Areas (LPAs) in St Thomas were undertaken for inclusion in the St. Thomas Development Order being developed. Information collected was put into a GIS database and land use maps for the nine LPAs created. This brings to nine the number of draft Development Orders done over the last five years.

#### National Spatial Plan Project

NEPA continued its technical support for the National Spatial Plan (NSP) Project which is being led by the Office of the Prime Minister (OPM). The main achievements by NEPA towards the NSP Project included:

- · Completion of an analytical study on industries within Jamaica
- Data collection and analysis on national land use trends related to urbanization, agriculture, forestry and tourism
- Desk audits of growth centres for 10 regional centres, 12 sub-regional centres and 51 district centres



# NATURAL RESOURCES MANAGEMENT

#### Coral Reefs and Fish Stock

Emphasis continued to be placed on monitoring and assessment, and collecting data on the country's natural resources. Islandwide monitoring of 22 coral reef sites was done. Hard coral cover remained relatively unchanged at 13.3 per cent.

Data showed that while countrywide fish abundance remains low, the densities for commercial fish species and lobster were between 2 to 3.4 times more abundant inside marine parks and fish sanctuaries than in unprotected areas.

The surveys showed that fish diversity and coral cover were higher inside the Montego Bay Marine Park and Negril Marine Park than in unprotected areas.

#### **Protected Areas**

The Montego Bay Marine Park (MBMP) Zoning Plan, a draft Negril Marine Park (NMP) Zoning Plan and a revised Palisadoes-Port Royal Protected Area (P-PRPA) Zoning Plan were prepared in support of improving the effectiveness of the management of protected areas. Work commenced on designating the Black River Lower Morass as a protected area.

#### **Beach Profile**

The routine programme of beach profile measurements of 31 benchmark beaches at 7 sites across the island continued. Of the benchmark beaches monitored, 15 showed gains in mean beach width; 11 showed evidence of mild erosion (1%-25% loss); and 5 showed evidence of chronic erosion (>25% loss).

## ENVIRONMENTAL MANAGEMENT

#### Water Quality

There was an increasing trend in the concentrations of both nitrate and phosphate at points along some major rivers. These areas will be targeted for specific intervention by NEPA during the upcoming year.



#### Air Quality

Reporting on air quality measurements by major industry players became mandatory in 2009 and the National Air Quality Management Programme was expanded during that year. At December 2009 a total of 30 facilities across the country were granted NRCA Air Pollutant Discharge licences; and at the end of the calendar year 2010 there were 32 licenced facilities. There are currently 57 air quality monitoring stations spread across the island with 54 of these being maintained by licenced facilities and 3 by NEPA. Forty-six (46) are located outside the Kingston and St. Andrew region.

### **PLANNING & POLICY**

A *Draft Policy and Guidelines on Overwater Structures,* and *Guidelines for Participatory Processes* involving stakeholders as part of site-based planning were prepared. NEPA and University of the West Indies (UWI) finalized and signed a research MOU, and a review of environmental standards from a jurisdictional framework was undertaken.

Tree Preservation Orders, made under the Town and Country Planning Act were reviewed; and Drafting Instructions were prepared for the amendment of the Natural Resources Conservation Permit and Licence Fee Regulations and the Natural Resources (Prohibition of Enterprises, Construction and Development) Order.

## PROJECTS

NEPA began supporting national efforts towards building resilience to climate change through the **Climate Change Adaptation and Disaster Risk Reduction Project** that was approved in late 2010. The project aims to rehabilitate watersheds and forested areas to reduce hillside degradation; rehabilitate coastal ecosystems to increase their resilience to natural hazards; and increase the capacity of Jamaicans at the local and national levels to address climate change issues by raising awareness.



Through the **Economic Valuation of Protected Areas Project**, economic valuations were produced for three protected areas: Montego Bay Marine Park, Black River Lower Morass and Dolphin Head Forest Reserve.

In July 2010 the **Mitigating the Threats of Invasive Alien Species (IAS) in the Insular Caribbean: Lionfish Mitigation Project** was launched. Public education is the major thrust of the project and 70 persons representing Government and Non-Governmental Entities were trained in the safe handling and preparation of the lionfish for consumption.



# **ACHIEVEMENTS 2010 – 2011**

# OFFICE OF THE CHIEF EXECUTIVE OFFICER INTERNAL AUDIT UNIT

Internal Audit operations are achieved through a programme of planned audits which include financial, operational, compliance, performance and special investigations. The operations served to investigate and highlight issues identified, corrective actions taken, indicate the level of compliance with applicable laws and regulations, and report on progress towards improvement.

No major deficiencies were identified that would cause significant financial impact, neither was any fraud uncovered. Based on the audit work done in 2010-11 we assert that:

- 1. Cooperation was generally received from officers and audits were carried out without interference
- 2. Management recognised its responsibility for controls and accountability
- 3. Management worked in taking appropriate corrective action for issues identified

#### Highlights

During the year in review the Internal Audit Unit:

- Completed 14 planned audits: 6 Financial Audits, 7 Operational Audits and 1
   Compliance Audit
- Issued 14 Audit reports
- Did follow-up reviews of 7 Audit Reports with 36 corrective actions to be taken by Management to strengthen controls
- · Verified the Agency's Key Performance Indicators
- Carried out verification checks on Performance Appraisals, Gratuity Payments and Incentive Calculations



The Unit also participated in or supported initiatives related to:

- The Agency's strategic planning process for the preparation of Operational, Corporate and Business Plans.
- Reporting of audit findings and recommendations to the Finance and Audit Sub Committee of the NRCA Board
- · Provision of advisory services to the Human Resources and Administration Committee
- Review of policies submitted to the Policies Analysis and Formulation Network (PAFEN)
- Inter-Disciplinary Transformation Team (IDTT) activities
- Cost Containment Committee cost-saving initiatives
- Preparation of Quarterly Reports to the Executive Agencies Monitoring Unit of the Ministry of Finance (EAMU)
- Preparation of Quarterly Reports to the NEPA Audit Committee
- Recognition of staff through the Employee of the Quarter (EOQ) Committee
- Preparation of Quarterly Reports on the work of the Unit, progress on major activities and current topics of note; to the Agency's Parent Ministry
- Training in internal processes by the Information Technology Branch
- · Provision of 'on the job' training to assigned interns

#### **Continuous Improvement**

Continuous improvement of the internal audit processes and programmes and quality of audits were gained through:

- · Feedback provided by the External Auditors
- Feedback to team members on working paper files and reports
- · Review and improvement of internal audit procedures/programmes
- Maintenance of IA staff membership in the Institute of Internal Auditors and the Institute of Chartered Accountants of Jamaica
- Participation in an internship programme with the National Housing Trust



# **CORPORATE MANAGEMENT**

### FINANCE & ACCOUNTING

The expenditure for the year was \$616,231,529 which was \$10,358,742.00 or 1.65% less than the previous year due largely to decreases in *Goods and Services* and *Premises* related expenses. The expenditure was funded by \$572,807,210 from the GOJ Consolidated Fund; \$22,700,000 from Appropriations in Aid (AIA) (50% of NRCA fees) and Fees reserve Transfer (special funding as approved by NRCA for support towards the recurrent operations); \$3,990,714 from interest income; \$355,826 from Other income and \$4,000 from Materials Transfer Agreements. Assets depreciation totalled \$17,031,818. There was a net surplus of \$329,020 for the period.

#### FINANCIAL STATEMENTS

Draft Financial Statements for the year ended March 31 2011 were prepared and submitted to the Auditor General's Department - the Agency's external auditor. The Audited Financial Statements for the period are provided in Appendix 1. The financial statements were generally affected by changes in the Jamaican accounting standards as the new International Financial Reporting Standards (IFRS) were adopted by the Ministry of Finance. The Agency implemented most of the required changes and has set implementation dates for the remaining standards.

#### FINANCIAL REPORTING

Twelve (12) monthly Management Accounts reports were prepared. There were preparation delays during the earlier months of the year due to the impact from process of converting a new programme for the Financial Management Information System (FMIS); which was not completed until June 2010. All outstanding reports were completed and made current by November 2010.

Four quarterly reports were submitted to the Executive Agencies Monitoring Unit.

#### NEW METHOD OF PAYMENT - ELECTRONIC POINT-OF-SALE SYSTEM

On 11 May 2010, the Agency implemented an electronic Point-of-Sale (POS) System as a



payment option to provide added convenience to clients. At March 2011 there were 77 POS transactions: 43 credit cards and 34 debit cards. It is expected that the use of the POS service will increase as more clients become aware of the service.

### **HUMAN RESOURCES**

#### STAFF RESOURCES

Total number of staff on record at the end of the year was 240: 204 full time tenure; 23 full time contract; 13 temporary.

#### TRAINING & DEVELOPMENT

Staff participated in seven major training courses during the year:

- 1. Visual Emission Observer (VEO) Training
- 2. GEF-IWCAMGeoNetworkOpensourceandMetadataTraining
- 3. Water Bird Monitoring Training Workshop
- 4. ACCA Professional Development Forum
- 5. 2nd United Nations / Argentina International Conference on the Use of Space Technology for Water Management
- 6. Regional Training Workshop on Environmental Impact Assessment for Senior National Planning/ Physical and Environmental Officers
- 7. Integrated Coastal Area Management (ICAM) Training Workshop for the English Speaking Caribbean States

### PUBLIC EDUCATION AND CORPORATE COMMUNICATION

#### PUBLIC EDUCATION

NEPA actively sought to enhance its public education activities during the year under review by planning and hosting eight (8) major events; taking part in 34 events held by other entities islandwide, and making presentations to four (4) schools. Brochures and posters on key



environmental issues such as protected species, ecosystems, and sustainable practices for the protection of coral reefs were produced and distributed. The "Alien E-Newsletter", a quarterly publication which informs readers about the impacts of non-native plants and animals of Jamaica, was produced and widely distributed.

Recognizing that the youth are the future of the nation, a specific thrust of the awareness building activities was on school and community presentations throughout the parishes of St. Andrew, Hanover, Portland, St. Ann, St. James, St. Catherine and Westmoreland. Presentations and interviews about issues such as the environmental laws of Jamaica, NEPA's roles and functions, endemic and endangered species and the effects of human actions on the environment were conducted. Sustainable farming and soil conservation techniques were also taught through farmer training workshops in collaboration with the Rural Agricultural Development Authority (RADA).

Signature days such as International Day of Biological Diversity, Earth Day, International Coastal Clean-up Day, World Wetlands Day, National Tree Planting/National Wood & Water Day and International Ozone Day involving mounted displays and exhibitions, radio broadcasts and interviews were also used to engage the public's interest.

#### STUDENT RESOURCE CENTRE ON THE NEPA WEBSITE

NEPA established a Student Resource Centre (SRC) which is an online portal on the NEPA website that provides environment and planning resources not available elsewhere. The webpage was tailored for the young, and loaded with planning and environment information. The SRC utilises animated pictures and images, as well as audio and video files for easy learning. These files afford easy access to interactive and informative presentations. The information is also promoted across a wide range of platforms, including the Agency's social media portals (Twitter and Facebook). Hits received at the SRC have indicated that it is providing a critical support service for students who are completing assignments and School Based Assessments for CXC and CAPE examinations.



### **DOCUMENTATION CENTRE**

NEPA's Documentation Centre continued to provide access to material on the environment and related subject areas to internal and external clients throughout the period.

Two hundred and ninety-one (291) external clients utilized the library; of these 196 were tertiary students. The main subjects researched were Pollution and Waste; Environment and Development; Environmental Management; Ocean and Coastal Areas; Terrestrial Ecosystems and Environmental Impact Assessments.

Over 1540 documents were issued/used; Telephone and email queries processed were 457and 2880 respectively.

#### **ACCESS TO INFORMATION (ATI)**

Twenty seven (27) ATI requests were received and 25 were processed and issued. Two (2) processed documents were not collected.

#### DATA MANAGEMENT

The population of the newly acquired Newspaper Clippings Database continued. This database was also web-enabled to provide access to staff from the Intranet. The Documentation Centre now has five (5) databases: NEPA General, Audio Visuals, Newspaper Clippings, Environmental Impact Assessments and Monitoring reports. Three hundred and ninety-four (394) documents (books, reports, articles, periodical and journals) were acquired mainly by donations.



### **CORPORATE COMMUNICATIONS**

#### **MEDIA RELATIONS**

During the year 52 media releases were dispatched and 91 interviews were conducted with various media houses.

#### NEPA's WEBSITE

NEPA's website: www.nepa.gov.jm continued to be a vehicle to communicate with customers, stakeholders and the general public. Information including reports, publications, current events, flyers, fact sheets, audio-visual materials and newsletters, Press releases and online tracking of applications were supported via the website. In order to determine the website's traffic, a statistical feature was enabled during the year to quantify the number of hits to the website. Table 1 summarises the information gleaned:

DATE RANGE: JANUARY – DEC	CEMBER 2010
Total Sessions	526,892
Total Page views	2,208,507
Total Hits	3,641,817
Total Bytes Transferred	450.79GB
Average Sessions per Day	1,455
Average Page views per Day	6,100
Average Hits per Day	10,060
Average Bytes Transferred per Day	1.25GB
Average Page views per Session	4.19
Average Hits per Session	6.91
Average Bytes per Session	897 KB
Average length of Session	7:12 minutes

#### Table 1: NEPA's Website Statistics



#### SOCIAL MEDIA

The Agency kept in tune with current social networking trends by using tools which include:

- Facebook (http://facebook.com/nepajamaica)
- **Twitter** (http://twitter.com/nepajamaica)
- **Online Chat** (http://www.nepa.gov.jm/chat.asp)

At March 2011 NEPA had 282 Facebook fans and 79 Twitter followers.

There is now an interactive chat service on the NEPA's website homepage which is available between 8:30 am to 4:30 pm, from Monday to Friday.

Additionally, there is a Real Simple Syndication (RSS) feature which allows users of the NEPA's website to subscribe to its feed. This facilitates real-time uploading of current events, for example, if a new Press release is added to the site, subscribers are immediately notified.



# STRATEGIC PLANNING, POLICIES & PROJECTS STRATEGIC PLANNING

The Agency's Corporate Strategy (2010-2013) was completed during fiscal year 2009-2010. The Strategy seeks to provide a proactive response to local, regional and global challenges such as climate change, the trans-boundary movement of non-indigenous biological material, and hazardous waste management. It recognizes the opportunities that are available through the use of new technologies, enhanced systems and processes and a responsible cadre of competent professionals. Specific strategies are intended to build on past accomplishments and are geared towards achieving NEPA's vision while contributing to the achievement of Jamaica's Vision 2030 National Development Plan. The relationship between Vision 2030 and NEPA's Key Strategies 2010- 2011 is highlighted in Appendix IV.

The Operational Plan was aligned with Vision 2030 (Goal #4) National Outcome #13: Sustainable Use and Management of Natural Resources; National Outcome #14: Hazard Reduction and Climate Change Adaptation; and National Outcome #15: Sustainable Urban and Rural Development.

The Agency has sought to focus not only on the mission to achieve environmental and planning results but also on how business is done within the organization to accomplish those results. NEPA is therefore placing an increased focus on how it works to achieve results.

#### PROJECTS

#### DONOR FUNDED PROJECTS

The work of the Agency has been significantly enhanced through the continued support of donor funding such as that provided by the Global Environment Facility (GEF), the Inter-American Development Bank (IDB), the United Nations Environment Programme (UNEP), the



Organization of American States (OAS), and the United Nations Development Programme (UNDP). NEPA projectizes activities within its operations in a bid to enhance capacity building of the Agency and other affiliated Agencies and Ministries, as well as to enhance natural resource conservation and protection. The various projects have additionally contributed significantly to physical planning, enforcement, education and training.

#### Piloting Natural Resource Valuation into Environmental Impact Assessments

The objective of the Piloting Natural Resource Valuation into Environmental Impact Assessments Project is to develop a set of natural resource valuation tools, and incorporate these into policies and procedures governing the preparation and use of Environmental Impact Assessments (EIA). The project, funded by the United Nations Development Programme/Global Environment Facility, will undertake a strategy of targeted capacity development activities, and demonstrate the use of these techniques in improving the decision-making process for development projects that may have a negative impact on the environment. At the end of the project, the Government of Jamaica will be better enabled to make more informed decisions, by placing greater value on ecosystem functions within the framework of Environmental Impact Assessments of development projects.

The main achievements for fiscal year 2010-2011 included the completion of a Sourcebook and literature review on Natural Resource Valuation. The project will also support a pilot project to value the ecosystem services in the Cockpit Country. To this end, a report outlining the data gathering methods and a proposal for implementation of the pilot were submitted. In 2011/2012, capacity building in resource valuation will be undertaken through sensitisation sessions and training of individuals in the private and public sector, as well as the NGO community. Those to be trained will include NEPA staff and EIA practitioners. The integration of Natural Resource Valuation within the National Environment and Planning Agency's EIA process will also be advanced during the year.



# Institutional Strengthening for the Implementation of the Montreal Protocol in Jamaica (National Ozone Unit)

The project addressing institutional strengthening of the National Ozone Unit to effectively phase out Ozone Depleting Substances (ODS) is an initiative funded through UNEP by the Multilateral Fund for implementation of the Montreal Protocol (US\$60,000 for two years). The major project objectives include:

- Development of measures to address illegal trade of Ozone Depleting Substances (ODS)
- · Gathering of data on ODS consumption and analyzing consumption trend
- Raising awareness among the general public and policy decision-makers, in order to keep
   ozone layer protection issues a priority
- Reporting ODS consumption data to the Multilateral Fund and Ozone Secretariats

#### Major Achievements 2010 - 2011:

- 1,300 posters on Montreal Protocol related issues printed and distributed to twelve English speaking Caribbean countries
- Two tents purchased and delivered to Haiti to temporarily house its National Ozone unit which was destroyed by an earthquake in January 2010.
- International Ozone Day celebrated on September 16
- 27x30 sec radio commercials on RJR, Irie and Power 106 FM
- Radio interview
- Placement of Gleaner article and advertorial
- Display at the Kingston and St. Andrew Library
- Showing of "Ozzy Ozone" video feature on television
- Montreal Protocol related information placed on NEPA's Web Site, Facebook page and Twitter
- General public awareness and education raising activities undertaken mainly during the celebration of environmental signature days such as World Environment Day



- · Continued implementation of ODS phase-out actions identified in the Country Programme·
- Continued liaison between the Government and responsible international organizations (Multilateral Fund Secretariat, implementing Agencies, etc.).
- reporting of progress on Country Programme implementation to the Multilateral Fund Secretariat
- Reporting of ODS consumption and production data, exports and cases of illegal trade in ODS to the Ozone Secretariat

#### Mitigating the Threat of Invasive Alien Species

The Mitigating the Threat of Invasive Alien Species (IAS) in the Insular Caribbean Project is a Regional UNEP/GEF 4-year project which began in October 2009. The Project is sponsored to the amount of US\$1,738,975; with US\$749,020 donated in cash by the GEF; US\$664,930 donated in cash by the GOJ; and US\$325,025 donated in kind by the GOJ and local project partners. The objective of the project is to mitigate the threat of IAS to local biodiversity and economy in terrestrial, freshwater, and marine ecosystems.

The project has a 23 member inter-Agency Steering Committee which meets quarterly. The inter Agency National Invasive Alien Species Working Group (WG) which is mandated by the CBD was revived by the project; which offers secretariat support to the WG, the membership of which now stands at 26. Jamaica plays a very integral role in the regional activities through support of the development of the Caribbean Invasive Species Strategy. Jamaica is currently chairing the Freshwater and Marine IAS Working Groups at the regional level, and has developed the Freshwater and Marine IAS Components of the Caribbean Strategy which is nearing completion. The Caribbean IAS Network (www.ciasnet.org) website was launched and features a country page for Jamaica.

Efforts to safeguard the endangered **Jamaican Iguana** from invasive predators and competitors has seen the trapping and removal of over 18 mongoose, 1 feral cat and 2 feral pigs from the core Iguana nesting area in the Hellshire Hills. Nine (9) camera traps were deployed over a



43-day period in a bid to capture the feral animals within the area. As a part of forest regeneration activities, over 5000 seedlings and trees were enumerated and tagged for measuring regeneration in the Hellshire Hills.

A walking survey of Goat Island was conducted as part of pre-eradication activities to support an initiative to use the island as a reserve for iguana and other species through collaboration with UDC which has management responsibility for the island.



Invasive Alien Species <u>Pterios volitans</u> known as the lionfish established itself in the Caribbean and Jamaican waters as a colourful but unwelcomed visitor. The lionfish has emerged as having one of the most immediate impacts on the country's fishing industry and its supporting economy.

The **Lionfish** is the target marine IAS to be controlled under the project. The **National Lionfish Pilot** takes a research based approach to managing the lionfish in Jamaica's waters. A 2 day Train-the Trainer programme for safe handling of the lionfish from sea to plate was developed for the project by the Discovery Bay Marine Laboratory and administered to representatives from Government entities (NEPA, UDC & Fisheries Division), Environmental NGOs (JET, NCRPS, CCAM, TNC, PEPA, WHROMP & MMPT) and hotel staff (Half Moon). Fishers and other interest groups have been trained through demonstrations in Parottee,



Pedro Cays and at the St. Elizabeth 4H Parish Achievement Day. Three (3) television airings were conducted including a live demonstration of its safe handling and preparation for consumption. The Pilot conducts monthly distribution surveys at its established sub-pilot sites in Port Royal and Discovery Bay. Surveys were completed for additional sites in the Pedro Cays (2) and Portland (3). The National Lionfish Database was created and currently has over 188 datasets. Integration has been achieved with the National Oceanic and Atmospheric Administration (NOAA) regarding Lionfish research in Jamaica. Project personnel were invited by NOAA to assist in developing a manual for Lionfish Management for the wider Caribbean.

The public education component was fulfilled by participation in displays at 6 expos, 3 radio interviews and interviews for publications in the print media. Project personnel represented the country regionally and internationally through participation in IAS related workshops in Trinidad, St. Lucia, the Bahamas, United States of America, Puerto Rico and New Zealand.

In the upcoming year, the project aims to strengthen the capacity of its partners by purchasing much needed equipment and providing financial support to conduct research aimed at identifying control methods for two (2) freshwater plant IAS (Wild Ginger and Australian Paper Bark Tree) in the Black river lower Morass Ramsar Site. Equipment will also be purchased to expand the trapping grid for predators of the Jamaican Iguana in the Hellshire Hills. The Lionfish Pilot will receive equipment to assist in storing and editing data generated through the pilot activities. The Pilot will explore active capture and pursuit of Lionfish in fish sanctuaries, where they pose the greatest danger. A training video will be developed for the Train-the-Trainer Programme of the Lionfish Pilot and is to be used by stakeholders to increase awareness.

Public Service Announcements will be aired on local television stations to increase the awareness of the threat that target IAS cause to the environment and livelihood. A baseline survey will be conducted to capture the country's general knowledge of, and attitude towards



IAS related issues, and its willingness to assist in remedying the effects of IAS. Information gathered from the survey will be used to develop a comprehensive Public Awareness Campaign for execution, which will target schools and community groups in the Pilot Project Areas.

# Strengthening the Operational & Financial Sustainability of the National Protected Areas System

Jamaica is in the process of completing a Protected Area System Master Plan (PASMP) in accordance with the Convention on Biological Diversity guidelines and national needs. This Plan will provide a framework for the proper use, effective management and financial sustainability of the country's protected areas.

The Global Environment Facility (GEF) has provided support for the implementation of activities to support the PASMP through a six year's project, *"Strengthening the Operational and Financial Sustainability of the National Protected Area System".* The project is being executed by the United Nations Development Programme (UNDP) and implemented by the Agency. The project's goal is to safeguard Jamaica's globally significant biodiversity, with an objective to consolidate the operational and financial sustainability of the country's national system of protected areas. The objective will be achieved through three components:

- 1. Strengthening of planning and revenue generation
- 2. Rationalizing and integrating the National System of Protected Areas (NSPA)
- 3. Increasing the effectiveness of protected area management

The Project Budget is US\$7,820,585 with co-financing by the Government of Jamaica, The Nature Conservancy (TNC) and the German National Bank (KfW).

#### Achievements for 2010/2011:

- Formation of the Project Management Unit, and establishment of the Project Steering Committee, which consists of Government and Non-Governmental Organizations.



# LEGAL SERVICES AND ENFORCEMENT

# ENFORCEMENT

Monitoring and compliance strategies were enhanced during 2010-2011. These included the strengthening of enforcement coordination internally by re-establishing an internal Enforcement Committee, and externally by working more closely with law enforcement agencies. The Agency continued to give priority to post approval monitoring. The use of AMANDA (Applications Management and Data Analysis) to aid in monitoring commenced.

Four hundred and sixty-five (465) enforcement actions were recorded for the year, compared to 352 the previous year. 13 court cases were actioned throughout the year (Table 2).

	Enforcement Action	Number
1.	Enforcement Notice (NRCA)	38
2.	Cessation Order (NRCA)	8
3.	Stop Notices (TCPA)	8
4.	Notice of Intention to Suspend	1
5.	On site Breach Notice	342
6.	Warning letter served	55
7.	Court Case (Prosecution)	13
	TOTAL	465

### Table 2: Number of Enforcement Actions Taken by Type during 2010/2011



The number of post permit monitoring visits averaged between 300 and 500 per quarter during the year (Figure 1.)

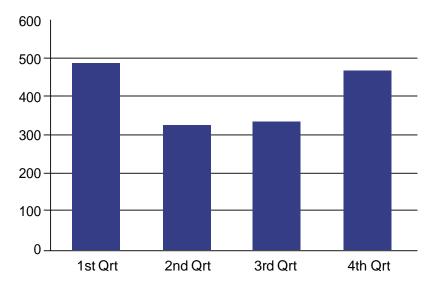


Figure 1: Number of Post Permit Monitoring Visits during 2010/2011

# DEVELOPMENT ASSISTANCE CENTRE

The Development Assistance Centre (DAC) was formally launched on 16 March 2011 after operation as a pilot project under a public-private partnership between the Government of Jamaica (GOJ) and the Private Sector. Ministry Paper 22/2010 established the Guidelines for the pilot operation. Preparation work at the DAC officially began in March 2010, with the actual receiving of customer enquiries beginning in July 2010.

The DAC pilot was supported by the Office of the Prime Minister (OPM), the Cabinet Office, and the Jamaica Chamber of Commerce's (JCCs) legislations and regulations Committee, with funding by the United States Agency for International Development (USAID) through the Promote, Renew, Invigorate, Develop, and Energize (PRIDE) Jamaica Project and the Government of Jamaica.

23



# DAC SYSTEMS AND PROCESSES

The DAC systems and processes were established to support a quality management system. The systems in place are:

- Pre-consultation & Facilitation: Workflow processes for pre-consultation (with clients and NEPA technical officers only) and facilitation (with clients and officers from pertinent agencies) meetings are defined and stream lined. These assist with customer focus and are critical for information gathering and decision making.
- Forms and Templates: The main working forms and templates are: the Development Project Brief, Client Cover letter, Technical Information Document, Meeting Summary Template and Meeting Schedule Template. These support the DAC processes for documentation, analysis and reporting.
- **AMANDA:** The use of AMANDA for internal tracking of proposals received was rolled out in November 2010.
- Enterprise Geographic Information System Portal: The Enterprise Geographic Information System Portal (EGISP) was launched by NEPA during the 2010-11 fiscal year. The EGISP supports the work of the DAC by providing geographic mapping and location data during assessments of client proposals.

# DAC CUSTOMER SERVICE

As a part of its thrust for quality the DAC evaluates its customer service delivery through a customer service evaluation tool which is issued to clients attending the DAC on an ongoing basis since October 2010. The results of 84 respondents up to February 2011 revealed a 99% satisfaction level with the service of the DAC. It is noted that the 1% below expectation was the result of one customer not getting a "desired" response which was outside the purview of the DAC.

# DAC PUBLIC RELATIONS

The following initiatives were used to support good public relations:

- Web site: A DAC website (dac.nepa.gov.jm) was launched in September 2010 for publishing information relevant to the DAC operations and improved communication with clients. The site is also accessed from NEPA's main website. It provides links to application documents and to other GOJ agencies.
- **GOJ Agency Orientation:** Various GOJ Ministries, Departments and Agencies were given orientation and sensitization tours.



- **Presentation to Industry & Professional Organisations:** Presentations were planned and made to various industry professional groups to inform of the work of the DAC.
- Sector meetings. The DAC supported the GOJ at various Ministry and Agency events with information on the development approval process as required.

Tables 3 and 4 show respectively the number and categories of Enquiries and Projects received and meetings held with clients up to February 2011.

#### Table 3: Number of Enquiries and Projects received April 2010 - February 2011

Category	Number
1. Phone/Email Enquiries	955
2. Walk-in Enquiries	191
3. Pre-consultation briefs: soft idea stage projects (66); hard concept stage projects (30)	96

#### Table 4: Number of DAC meetings held July 2010 - February 2011

Meeting Category	Number
1. Pre-consultation (with clients)	63
2. Facilitation (with clients & agencies)	4
Total	67

Figure 2 is a graphical representation of the services accessed by DAC clients for the period July 2010 to February 2011.



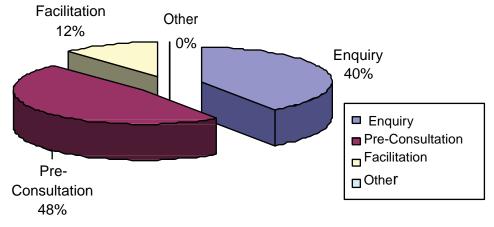


Figure 2: DAC Services Accessed by Clients

The sixty seven (67) proposed developments received at the DAC were either at the idea, preliminary design or hard concept stage. Of the 67 projects, five (5) were subsequently carried through for application by the developers. Four of the five achieved approval within 90 days and one in 123 days due to discretionary changes made by the proponent.



# **APPLICATIONS MANAGEMENT**

A variety of approaches were undertaken and measures implemented to achieve improvement in the turn-around time for the processing of applications. These include:

- **Improvement** in customer service by seeking to establish a more interactive relationship with clients. This in an effort to seek additional information, clarifications and to address issues directly related to technical elements of the proposal.
- **Improvement in quality control** via the revision and updating of checklists and more detailed assessment of the documents submitted with the applications, particularly at the receiving stage.
- Improvement in the quality of submissions to the respective Committees and Authorities: [Internal Review Committee (IRC), Technical Review Committee (TRC) and Subdivision Committee (SDC); Natural Resources Conservation Authority (NRCA) and Town and Country Planning Authority (TCPA)].
- Requesting special meetings of the Committees and Authorities when necessary.
- **Periodic review of existing procedural guidelines** to determine their effectiveness and efficiency; and where prudent updating and improving them.

# **APPLICATIONS PROCESSED**

Over the period, 418 applications were submitted directly to NEPA while 1,367 applications were submitted for comments through the Local Authorities, resulting in 1,785 applications being received. Applications brought forward from the previous period and those received resulted in a total of 1,944 applications across all categories of developments being processed. Of the 1,944 applications, 1,495 or 77% were processed within the 90-day timeline. A breakout of the numbers by application type shows:

- Environmental Permit applications: 263 received; 272 processed which includes 104 brought forward from 2009-2010; 127 (47%) processed within 90-day timeline.
- Environmental Licence applications: 75 received; 78 processed which includes 27 brought forward from 2009-2010; 41 (53%) processed within 90-day timeline.
- Beach Licences Applications: 79 applications for Beach licences were received during the



year; 88 were processed which includes 20 brought forward from 2009-2010; 47 (53%) were processed within the 90 days standard.

- Planning (TCPA and Non-TCPA) applications: 423 received (via the local Authorities); 452 processed which includes 71 brought forward from 2009-2010; 357 (79%) processed within 90-day timeline.
- Subdivision (under 10 lots) applications: 818 received (via the local Authorities); 899 processed which includes 142 brought forward from 2009-2010; 834 (93%) processed within 90-day timeline.
- Subdivision (10 lots and over) applications: 126 received (via the local Authorities); 145 processed which includes 44 brought forward from 2009-2010; 89 (61%) processed within 90-day timeline.

The total number of applications processed decreased by 1% between the period 2009-10 and 2010-11. A 1% decrease was also observed when the 90-day timeline was considered over the same periods (Table 5).

Table 5: Number of Applications Processed during	g 2009-2010 and 2010-2011
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	2010	2010-2011			2009-2010		
Applications by type	Processed Total Within 90 Processed Days		Total Processed	With	Processed Within 90 Days		
		#	%		#	%	
Via NEPA							
1. Air Quality (AQ)	10	0	0	22	1	5	
2. Beach Licence (BL)	88	47	53	74	37	50	
3. Environmental Licence (EL)	78	41	53	92	69	75	
4. Environmental Permit (EP)	272	127	47	319	225	71	
Via Local Authorities							
5. Planning (TCPA)	236	171	72	168	116	69	
6. Planning (PA)	216	186	86	193	149	77	
7. Subdivision 10 lots & over (ST)	145	89	61	191	123	64	
8. Subdivision under 10 lots (SA)	899	834	93	910	818	90	
Total	1944	1495	77	1969	1538	78	



It is noteworthy that approximately 77% of major applications were processed in the 90-day timeline. Analysis of the reasons for the remaining 23% exceeding the timeline reveals that the most prevalent were:

- 1) tardiness of external Agencies in responding to applications circulated to them and
- 2) failure of applicants to provide additional/requested information in a timely manner

The Agency, having recognised these factors, plans to actively explore measures to address same.

The Agency also routinely responded to Enquiries regarding proposed developments. Over the period, 105 Enquiries were received and these combined with Enquiries brought forward from the previous period resulted in 115 Enquiries processed with 95 (83%) being processed within the established 2-week turnaround time. (Table 6)

There was a 34% decrease in the total number of Enquiries processed in 2010-11 when compared to 2009-10. A comparison of the Enquiries processed within the established 2-week timeline for the two periods revealed slight decrease from 89% to 83%.

	2010-2011			2009 - 2010		
Applications by type	Total Processed	Processed Within 2 Weeks		total Processed	Proces Within 2	
	110063360	#	%	110063360	#	%
Enquiries	115	95	83	174	154	89

Table 6: Number	of Enquiries	Processed durin	a 2009-2010 and	2010-2011
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# **CUSTOMER SERVICE DELIVERY**

In August 2010, the Applications Secretariat coordinated NEPA's participation in the Public Sector Customer Service Competition and officially launched an internal Customer Service Competition. As a part of this initiative, Branches were encouraged to improve in the following areas and were subsequently judged on them:

- **Time taken to answer telephone calls.** The standard established was a maximum of five rings;
- **Telephone greeting.** The standard established was that the greeting should include the identification of the officer's name, and how they may be of assistance; additionally callers should not be transferred unless a suitable officer to assist the caller is available.
- **Professionalism, courteousness and helpfulness.** The standard established was to at all times display professionalism, courteousness and helpfulness to any and all customers.

The internal competition served the dual purpose of reaffirming the Agency's commitment to providing quality service to both internal and external customers, as well as utilizing the competitive impulse to motivate staff to improve their performance. This served to help with entrenching a culture of professionalism and service in our interactions with our clients.

The guidelines, flow charts and checklists for the application processes for a number of application types were updated some of which include: *General Guidelines for Project Proponents* submitting beach licence applications, environmental permit applications and environmental licence applications.

# EASE OF APPLICATION: ELECTRONIC SUBMISSION OF APPLICATIONS

The Agency, as a part of its long term strategy to make the applications process simpler and more accessible, embarked on a project which resulted in the coding and internal testing of online submission of applications using the AMANDA system. It is envisaged that once this



process is complete and the system implemented, this feature will result in a reduction of the application submission time and increased savings for clients. The work on this project will continue in the next period.

# PUBLIC AWARENESS AND OUTREACH PROGRAMMES

Recognising that a knowledge and understanding of the requirements and processes involved with applications will lead to greater levels of compliance, the Agency made presentations on the guidelines and procedures for applications to several industry groups including Land Surveyors Association, Jamaica Social Investment Foundation's Annual Contractor's Conference and the National Competitiveness Council.

### **Uncollected Permits and Licences**

Since the inception of the Permit and Licence System in 1997, the Agency has grappled with the issue of non-collection of approved Permits and Licences by applicants. As at 31 March 2011, there were 139 approved Environmental Permits and Licences valued at \$2,195,225; and 98 approved Beach Licences valued at \$13,103,000 making a total of \$15,298,225 (see Table 7).

APPLICATION TYPE	#of EP/EL uncollected	Value of uncollected EP/EL (\$)
Environmental Permit (EP)/ Environmental Licence (EL)	139	2,195,225
Beach Licence	59	13,103,000
TOTAL	198	15,298,225

#### Table 7: Number of Uncollected Permits and Licences as at 31 March 2011



This represents a significant amount of potential revenue for the NRCA. It was also highlighted that resources expended during the processing of the applications had no returns given that the present fee for each Application was a token \$2,500. Recognizing that, in law, there was no control over applicants who do not attend to collect approved permits and licences, a review of the matter will be done in FY 2011-12 with a view to developing and implementing mechanisms to address this issue.

### Training

Over the period, 14 members of the Division benefitted from both local and international training in various disciplines including; HAZWOPER Inspector Training, Presentation Skills, Introduction to Supervisory Management, Industrial Wastewater Treatment Techniques, GIS Portal Sensitization, Procurement Procedures, Coastal Aquifer Management in Small Island Developing States of the Caribbean: Challenges and New Directions, GEF/IWCAM Training Workshop on Proposal Writing and Visual Emission Observer Training.



# **INTEGRATED PLANNING & ENVIRONMENT**

# **SPATIAL PLANNING**

### St Thomas Development Order

The draft St Thomas Development Order (StTDO) document was completed during the year. Land use surveys to facilitate preparation of the StTDO were undertaken for 9 Local Planning Areas (LPAs), namely: Seaforth, Yallahs, Morant Bay, Port Morant, Llandewey, Bath, Trinity Ville, Golden Grove/Duckenfield/Dalvey and Cedar Valley. Stakeholder consultations were done in 8 of the 9 LPAs in collaboration with the St Thomas Parish Council and the Social Development Commission; and direct consultations were undertaken with selected landowners. Existing and proposed land use maps as well as local Area Plans for the 9 LPAs were updated or prepared.

### **New Kingston Local Area Plan Revised**

The zoning and development strategy for New Kingston (as included in the draft Kingston and St Andrew Development Order 2008) was reviewed. Consultations were undertaken with the New Kingston Citizens Association; and technical input was received from the TCPA based on presentations made by the Agency. The information gleaned was incorporated into a revised *Proposed* Zoning Map and Local Area Plan for New Kingston.

### **National Spatial Plan**

NEPA's effort in support of the preparation work toward the National Spatial Plan (NSP) resulted in desk audits of 73 growth-centres representing all parishes being undertaken. The 73 centres included: 10 regional centres, 12 sub-regional centres and 51 district centres. In addition, one of the background research papers **The Analytical Study on Industry within Jamaica** was finalized during the year.

The Agency participated with other Government Departments and Agencies regarding selection of the International Consultants for the NSP Project; and was represented on the Project Advisory Committee (PAC) for the NSP Project.



### National Atlas of Jamaica

Digital maps towards the update of the National Atlas of Jamaica were completed for Geology, Relief, Spatial location, Natural Resources, Climate, Water Resources, Mining, Forestry, selected manufacturing activities, Agriculture, Fisheries and Tourism. The draft script on Economy: mining, forestry, manufacturing and services, agriculture, fishing and tourism was also prepared.

### **Technical Support & Stakeholder Collaboration**

The Agency provided technical support for a number of functions, operations and initiatives under various government and para-government institutions:

- National Land Divestment Committee
- · National Land Policy
- Urban and Regional Planning Advisory Committee (University of Technology)
- Land Administration and Management Programme (LAMP)
- Greater Falmouth Development Plan
- Port Royal Brotherhood
- Parish Visioning Symposia (Department of Local Government)
- World Town Planning Day 2010 (St Thomas Parish Council, Department of Local Government, Social Development Commission, National Works Agency)

### **Post Disaster Assessment**

The Agency carried out post disaster environmental assessment in the parishes of Clarendon, St. Catherine, Kingston, St. Andrew, Portland and Westmoreland following Tropical Storm Nicole and Tropical Depression #16.

The Agency's ECLAC (Economic Commission for Latin America and Caribbean) report on the damage assessment was also prepared for the Planning Institute of Jamaica (PIOJ).



### Training

There was participation in training opportunities locally and internationally in Climate Change, Urban Design, Disaster Vulnerability, Supervisory Management and Human Resource Development, CEDEMA 5 Comprehensive Disaster Management Conference, and Caribbean Risk Atlas.

# **CONSERVATION & PROTECTION**

### Strategy to Mitigate Illegal Trade in Wildlife

Jamaica acceded to the CITES Convention on 22 July 1997 and despite having both international and national legislations against the illegal importation of animals there has been a noted increase in the illegal importation of animals. Intelligence revealed that animals were predominantly from Central American countries; and they entered the country through poorly protected seaports and fishing beaches, for example, Black River in St. Elizabeth and Whitehouse in Westmoreland. Monkeys, birds and snakes are the most commonly traded species.

The presence of these illegal animals in the country poses a threat to biodiversity and human health since they can carry and may introduce exotic diseases and viruses. Monkeys have been known to carry diseases including herpes, hepatitis, rabies and HIV. Birds such as parrots are frequently traded and are usually sold by pet shops island wide. If they escape they can threaten the existence of our local bird species as they compete for food and habitat.

NEPA having recognised the issue of illicit animal trade and its implications for Jamaica held a meeting on 23 February 2010 to examine strategies to halt/mitigate the impacts of the illicit trade on the country. The meeting was attended by representatives from various pertinent Ministries, Departments and Agencies including:

- · Environmental Management Division Office of the Prime Minister
- Jamaica Defence Force



- · Jamaica Constabulary Force
- Ministry of Agriculture and Fisheries
- Veterinary Services Division
- · Ministry of Health
- Ministry of Foreign Affairs and Foreign Trade

A consensus was reached with respect to a proposed 10-point strategy to tackle the issue and is summarized as:

- 1. Implementation of a Public Awareness Programme
- 2. Publication of information on seizures and confiscations, and procedures for handling specimens
- 3. Sensitization of Customs Officers, the security forces and private veterinarians
- 4. Amendment of the Natural Resources Conservation (Permits and Licences) Regulations to include "Pet Stores" as a category
- 5. review offences and penalties under the law
- 6. Increase enforcement and monitoring of ports and Jamaica's territorial waters
- 7. Inform CITES Secretariat about the illicit trade in Jamaica and request that an "Illegal Trade Alert" notification be sent to all countries in Central and South America
- 8. undertake comprehensive veterinary and behavioural screening tests of all confiscated animals
- 9. Improve coordination of efforts by the relevant Agencies: establish a Task Force to work exclusively on the illicit animal trade
- 10. Provision of emergency and medical support by the relevant health services to combat exotic diseases introduced by illegal animals

The following were undertaken during the year:

- · Launch of a public awareness campaign
- · Establishment of a Task Force of regulatory agencies and government stakeholders



- Completed proposed amendment of NRCA (Permit and licences) regulation to include "Pet Store" as a category
- · CITES Secretariat was informed.

### **Convention on International Trade in Endangered Species**

Sixty-eight (68) applications were received and 86 permits & certificates were issued under the Convention on International Trade in Endangered Species (CITES). (**Note**: Some applications required more than one permits/certificates).

The 2010 Annual CITES report was submitted to the CITES Secretariat.

### **Species Research Applications**

Twenty-five (25) applications for research having to do with species were received from various local and international institutions; and 21 permission letters were issued.

### **Game Bird Hunting Season**

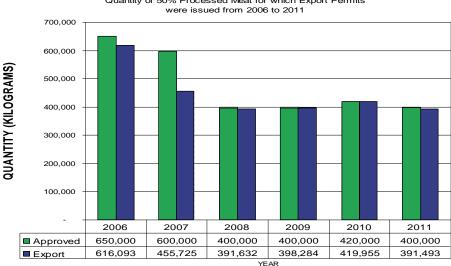
The 2010 Game Bird Hunting season ran from August 14 to September 19 2010. 1295 licences were issued by NEPA and 13 commercial vendors. Each licence cost \$12,000 and a commission of \$600 was paid for each licence sold by commercial vendors.

Hunters' returns showed that a total of 182,202 birds were hunted.

### **Queen Conch Quota**

The 2011 quota approved for Queen Conch was 400,000kg of which 391,493kg were exported. This was down from 420,000kg and 419,955kg respectively for the previous year.





Annual Strombus gigas (Queen Conch) Approved Quota and Quantity of 50% Processed Meat for which Export Permits were issued from 2006 to 2011

Figure 3: Annual Queen Conch Quotas Approved and Exported 2006-2011

#### **Scientific Authority**

Eight (8) regular meetings of the Scientific Authority were held during the year. A special meeting was held with directors of companies that export Queen Conch to address issues raised by the companies.

The 2010 Annual report of the Scientific Authority was prepared and submitted to the Minister responsible for the Environment.

#### **Technical Support & Stakeholder Collaboration**

The Agency provided technical support for a number of functions, operations and initiatives under various government and para-government, educational and non-government institutions such as:

- Environmental Management Division, Ministry of Water and Environment
- Ministry of Foreign Affairs and Foreign Trade



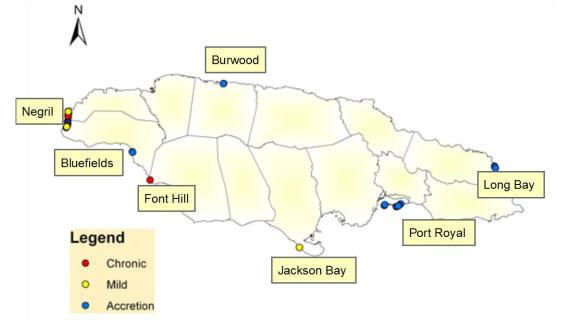
- Fisheries Division
- · Veterinary Services Division
- Plant Quarantine/Produce Inspection Branch Ministry of Agriculture
- Petroleum Corporation of Jamaica
- · Jamaica Customs Department
- · Department of Life Sciences University of the West Indies
- · Institute of Jamaica
- · Jamaica Forest Conservation Fund
- · Protected Areas Committee for Head of Agencies
- · Jamaica Kids Steering Committee
- · US Fish and Wildlife Service

# **ECOSYSTEMS MANAGEMENT**

### **Beach Erosion Status**

NEPA carried out routine beach profile measurements at 36 sites in 7 coastal areas across the island. The areas were: i) Burwood Beach, Trelawny, ii) Negril, Westmoreland/Hanover, iii) Bluefields St. Elizabeth, iv) Font Hill, St. Elizabeth, v) Jackson Bay, Clarendon, vi) Port royal-Palisadoes, Kingston and vii) long Bay, Portland. Of the 36 sites monitored, 5 showed chronic erosion (> 25% loss), 11 sites show mild erosion (1 – 25% loss) and 20 sites show a gain in mean beach width. Negril was determined to have a significant erosion problem, while Palisadoes, Bluefields, Jackson Bay and Burwood all showed patterns of accretion. Long Bay, Portland showed both erosion and accretion, and so it was postulated that this beach was dynamic and that the sediment (sand, pebbles, silt, mud and dead algal matter) transport process at this location was the prominent driver of the trends observed (Figure 4).



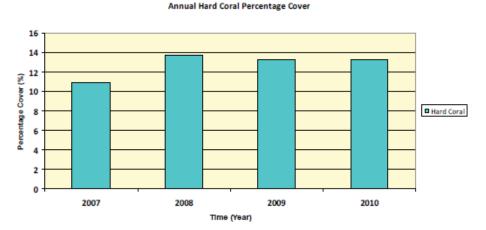


## Figure 4: Location of Sites with Chronic and Mild Erosion and Evidence of Accretion

(Map Source: Coastal Atlas of Jamaica, 1991)

### **Coral Reef Status**

Since 2007, the coral reef system appears stable, with no drastic change in annual average coral cover. Hard coral coverage in 2010 was 13.3% compared to 13.2% in 2009 and 13.7% the previous year (Figure 5).







In 2010, mean percentage cover (average area covered by the reef building coral) for hard corals ranged from a low of 1.4% in the Oracabessa Bay Fish Sanctuary, to a high of 30.6% within the Palisadoes-Port Royal Protected Area (NEPA - Reef Status and Trends 2010). In contrast, fleshy algae composition ranged from 0.57% to 81.6% with the Oracabessa Bay Fish Sanctuary site recording both the lowest coral coverage and the lowest algal coverage. Of 22 sites assessed, only Drapers and Drunkenman's Cay recorded coral cover over 20%, while eight sites recorded lessthan10%.

### Action Plan for Corals and Reefs

The Action Plan for Corals and Reefs prepared by the Agency provides clear and targeted actions to build resilience in coral reef ecosystems in a phased approach over the five year period 2010-2015. The plan purports strategies and actions that are formulated based on guiding principles which integrate both biological and social resilience. The Plan lays out measures to better understand coral reef ecosystems, and address and reduce impacts of human activities, through research, monitoring, regulations, policies and implementation. It provides a framework for smart investment in coral reefs and associated coastal ecosystems, by adopting an approach that encompasses both social and ecological aspects of the coastal environment. If fully implemented, these actions will help to ensure that coral reefs continue to provide valuable ecological, social and economic services to future generations and that their beauty, diversity and power to inspire will remain undiminished.

#### **Fish Biomass Assessment**

The 2010 Fish Biomass assessment data was collected from reef Check monitoring sites primarily located in marine protected areas. These monitoring sites were located at: Oracabessa Bay Fish Sanctuary, Ocho Rios Marine Park, Discovery Bay Fish Sanctuary, Montego Bay Marine Park, Negril Marine Park, Palisadoes-Port Royal Protected Area, Bowden Fish Sanctuary, Rocky Point, St. Thomas and Drapers, Portland. Table 8 gives a summary of fish biomass and density of four commercially important fish species at 13 reef sites in 2010. The fish stock at sites assessed is comprised primarily of juveniles and low densities of commercially important species which correlates to the findings as reported by Newman et. al. (2011) in their studies of Jamaica's coral reef c o m m u n i t y.



# Table 8: Total Fish Biomass and Total Fish Density of four Commercially Important FishSpecies at Thirteen Reef Sites in 2010

	Parrot		Parrot Grunt		Snapper		Grouper	
	Biomass (g/100m <sup>2</sup> )	Density (#/100m <sup>2</sup> )	Biomass (g/100 m <sup>2</sup> )	Density (#/100 m <sup>2</sup> )	Biomass (g/100 m <sup>2</sup> )	Density (#/100 m <sup>2</sup> )	Biomass (g/100 m <sup>2</sup> )	Density (#/100 m <sup>2</sup> )
Total	2,122.64	77.86	473.92	13.54	323.59	5.34	180.51	7.28
Average*	163.28	5.99	36.46	1.04	24.89	0.41	13.89	0.56

Note: Average biomass is per fish; Average density is average number of fish for a site

The highest overall average biomass was recorded at 163.3g/100m<sup>2</sup> for parrotfish, with an average density of approximately 6 fish/100m<sup>2</sup>. The overall highest fish abundance according to location recorded was the Oracabessa Bay Fish Sanctuary where a biomass of 551.7g/100m<sup>2</sup> was calculated for parrotfish at the Goldeneye Beach Bar site. The Bowden site located just outside the Bowden Fish Sanctuary recorded the second highest values of 277.9/100m<sup>2</sup> for parrotfish. The diversity of fish species on the reefs assessed varied from site to site. The number of species encountered and counted ranged from 27 species at Drunkenman's Cay shallow to 49 species at Ireland Pen.



### **South Coast Wetlands**

Coastal wetlands were assessed in 8 south coast parishes: Westmoreland, St. Elizabeth, Manchester, Clarendon, St. Catherine, St. Thomas, and Kingston & St. Andrew (Kingston and St. Andrew were done collectively). A Desktop analysis was used to compare data for the total area of mangrove forests in each parish over two time periods to determine change over time. The parish with the largest expanse of mangrove is St. Elizabeth with over 7,000 hectares. Manchester has the least wetland coverage on the south coast with just over 200 hectares. Of the south coast parishes, five (5) showed an increase in wetland area from 2005 to 2011. St. Catherine and Clarendon showed a decrease over time in wetland area (Table 9).

**Note:** The desktop study was based on imaging data. No on-site measurements were done to verify data accuracy.

	WETLAN	ND AREA IN	%CHANGE	RANKING	
PARISHES	TNC (2005)	NEPA (2011)	CHANGE		
ST. THOMAS	1964.166	2030.218	66.052	3	4
ST. ELIZABETH	1637.322	7039.019	5401.697	330	3
ST. CATHERINE	3138.672	1584.596	-1554.076	-50	1
MANCHESTER	168.899	212.045	43.146	26	5
KGN & ST. ANDREW	64.612	250.566	185.954	288	2
WESTMORELAND	1815.470	2584.787	769.317	42	2
CLARENDON	3860.235	2334.007	-1526.228	-40	1
TOTAL	12649.37	16035.23			



### Sea Turtle Management

The management of the Jamaican sea turtle population is undertaken through the monitoring of nesting sites, collection of data, interventions and public education. The programme is divided into two main activities: the index beach monitoring of the Hope Bay beach in Portland and the Palisadoes-Port Royal tombolo in Kingston. Nesting beach reconfirmation exercise for other beaches across the island are also used. Both exercises were conducted during the peak nesting period (August to December 2010) by teams from the National Environment and Planning Agency along with public volunteers. The level of activity observed for 2010 was similar to that of 2007, but was very low when compared to 2008 and 2009. Considering that turtles nest every 2-3 years, it is possible that the 2010 nesters are on the same cycle as 2007. Figure 6 shows a comparison of nesting activities over the four year period.

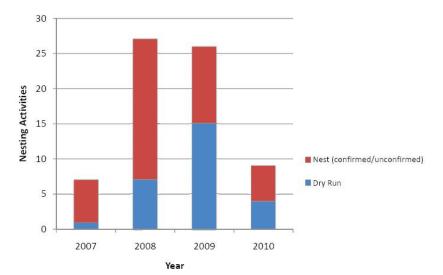


Figure 6: Comparison of Turtle Nesting Activities along the Palisadoes-Port Royal Tombolo over the period 2007 to 2010

### **Bat Species Census and Bat Cave Roost Reconfirmation**

NEPA continued to implement its programme to reconfirm known bat caves and assess the distribution and status of Jamaica's bat species which it started in 2006. Assessments were conducted during 2010-11 in the parishes of Manchester, Clarendon, St. Catherine, St.



Ann, St. Elizabeth and St. James. The programme, with the assistance of the Jamaican Caves Organization, has confirmed to date (up to 2011) 172 caves as active bat roosts.

Caves which had a bat species composition of five or more included Ewart Town Cave and Mount Plenty Cave in St. Ann, Swansea Cave in St. Catherine, and the Pedro Great Cave in Clarendon. These caves are located in areas with relatively undisturbed vegetation stands. A significant find was the reconfirmed presence of the species Phyllonycteris aphylla (Jamaican Flower Bat). Figure 7 shows a picture of P. aphylla. It was believed up until the 1960's that this specie was extinct. This belief was later reversed as the species was rediscovered in St. Clair's Cave, St. Catherine. Since the last recorded sighting in 1997 it was not recorded again until 2010.



Figure 7: Images of Phyllonycteris aphylla

The bat cave census findings continues to highlight the need for the protection of caves (which have high species richness and species evenness), and the forest cover of the area surrounding the caves. Acknowledging that the greatest threat to any species population is habitat destruction, NEPA's Bat Census Programme aims to provide further biodiversity information that will inform the implementation of conservation areas in order to prevent habitat fragmentation and so maintain viable bat species populations.



# WATERSHED MANAGEMENT WATERSHED STATE

During the year, the Agency undertook a re-ranking exercise of 17 of the 26 designated Watershed Management Units (WMUs) in Jamaica using eight parameters - soil erosion, land use, rainfall, landslide, stream density, road density, downstream interest and population density - in order to determine the present state of the watersheds. As a background, in 1999, 26 WMUs were ranked under a United Nations Development Programme Watershed Project: *Environmental Management of Watersheds and Development of Institutional Capabilities* (UNDP JA/96/001). The ranking process used both physical and social parameters, and resulted in a watershed state classification map amongst other things. Comparison of the 2010 and 1999 rankings of 17 of the 26 watershed units shows that the 17 WMUs are [still] under stress (Table 10). The Agency has planned, designed and implemented management tools in an effort to mitigate the degradation trends.

Watershed Ranked	Watershed Ranked Scores obtained in		Ranking 2010
	2010		
1. Wagwater River	85.87	Most degraded	Most degraded
2. Rio Grande	85.00	Less degraded	Most degraded
3. Montego River	84.37	Least degraded	Most degraded
4. Black River	81.50	Least degraded	Most degraded
5.Pencar–Buff Bay River	80.62	Less degraded	Most degraded
6. Lucea River	79.37	Least degraded	Less degraded
7. Great River	78.12	Degraded	Less degraded
8. South Negril-Orange River	75.62	Degraded	Less degraded
9. Spanish River	75.37	Degraded	Less degraded
10. Plantain Garden River	73.50	Degraded	Less degraded
11. Cabarita River	73.12	Degraded	Less degraded
12. Swift River	72.50	Less degraded	Less degraded
13. Deans Valley River	71.25	Least degraded	Degraded
14. Oracabessa-Pagee River	67.12	Less degraded	Degraded
15. New Savannah River	64.37	Degraded	Degraded
16. Rio Nuevo	58.75	Degraded	Least degraded
17. Drivers River	57.00	Least degraded	Least degraded

#### Table 10: Comparison of Watershed Ranking for 2010 and 1999



#### Farmer Training days - Portland

Eight (8) **Farmer Training days** (FTD) were conducted at Burnt Side, Darliston, Ducketts, Tangle River, Bangor Ridge, Swift River, Devon Pen and Muirton Pen. FTD is a management tool employed to achieve improvement in the quality of watersheds. It is aimed at heightening the awareness of farmers and other community stakeholders about agricultural practices, the linkages and impact on the watershed environment and how these affect income.

#### Watershed Area Management Model - St Elizabeth & St James

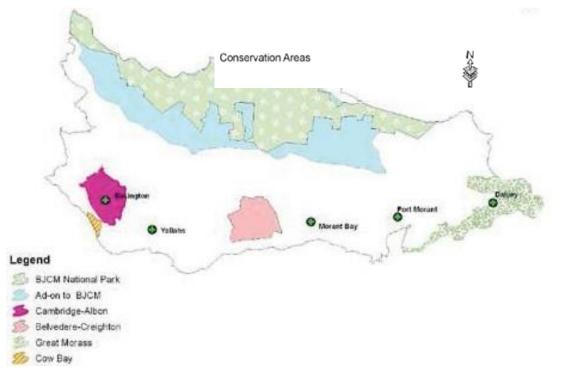
Implementation of the Watershed Area Management Mechanism (WAMM) began in the Black River Watershed Management Unit and Great River and Montego River Watershed Units in St. James during the year. One hundred and forty-nine (149) persons between the ages of 15 and 72 attended meetings held in Black River and Fullerswood (Black River WMU) and Catherine Hall (Montego River WMU) and Cambridge (Great River WMU). The WAMM which consists of 10 components was developed to provide simple, practical and flexible method for achieving sustainable watershed management.

The Integrated Watershed and Coastal Area Management (GEF/IWCAM) Project which was successfully implemented in the Driver's River Watershed Management Unit in Portland led to the development of the WAMM.

#### Environmental Sector Report for St Thomas Development Order

The Environmental Sector Report for St Thomas was prepared and the findings were incorporated into the draft St Thomas Development Order. Six (6) conservation areas were identified for St Thomas (Figure 8).

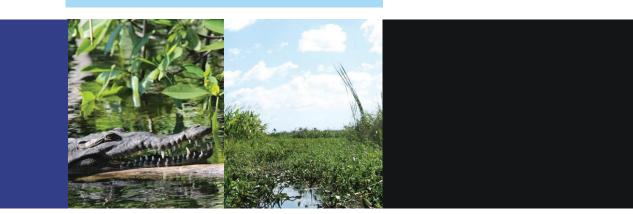




#### Figure 8: Conservation Areas in St. Thomas Identified in the Environmental Sector Report for the St. Thomas Development Order

### **Oil Spill Vulnerability Map - Kingston Harbour**

Recognizing the high vulnerability of Kingston Harbour to an oil spill, the development of an area specific Oil Spill Contingency Plan is a high priority for oil spill responders. The objective of the contingency plan is to provide information to responders on where oil might be spilled, the resources that might be affected, the equipment, dispersants and other mitigating substances available to ensure effective and timely cleanup or prevention of a spill. Having all this information in an easily accessible format can help make planning for spill events more effective. It will help planners to visualize where spills are most likely to happen, the potential impacts of the spill, and identify the priority actions to protect the most sensitive resources. As a first step to the development of an Oil Spill Contingency Plan for the Kingston Harbour, the Agency undertook the task of developing an Oil Spill Vulnerability Map for the harbour.



### **Technical Support & Stakeholder Collaboration**

The Agency provided technical support for and collaborated with various government, paragovernment, and non-government institutions in a number of functions, operations and initiatives:

- Coastal Zone Management Lecture to final year students Life Sciences Department, University of the West Indies
- Farmer Training days Consortium including: Forestry Department, Pesticide Control Authority, Jamaica Agricultural Society and the Office of Disaster Preparedness and Emergency Management, and the Rural Agricultural Development Authority
- Review drafting Instructions for a Wildlife Act Ministry of Environment
- Review drafting Instructions Protected Areas Act Ministry of Environment
- Member of Fish Sanctuary Technical Committee Fisheries Division
- National Ramsar Committee Ministry of Environment
- Cays Committee NCOCZM (National Council of Ocean and Coastal Zone Management), Ministry of Foreign Affairs & Foreign Trade
- Watersports Committee TPDCo Ministry of Tourism
- International year of biodiversity Celebration Ministry of Environment
- Identify caves used as bat roosts Jamaica Caves Organisation

# Training

Staff participated in training opportunities both locally and internationally in

- Wildlife Radio Tracking
- Reef Resilience
- Management & Control of Invasive Species
- · Management of Coastal Aquifers
- Public Speaking and Presentation Skills
- Visual Emission Evaluation
- Integrated Coastal Area Management
- Invasive Alien Species legal Training
- GeoNetwork Opensource and Metadata Training



# ENVIRONMENTAL MANAGEMENT

# POLLUTION PREVENTION AND CONTROL

### **Kingston Harbour Environmental Management Programme**

Under the Kingston Harbour Environmental Management Programme (KHEMP) the Agency conducted assessments of 30 industrial facilities identified as potential polluters of the Kingston Harbour through their impact on the Rio Cobre and the Hope River. Forty two (42) formal communications were dispatched to facilities, including letters outlining the requirements for compliance. The compliance strategy focused on facilitation (working with industry players who showed clear intent with actions to comply) and enforcement action, as necessary. The level of compliance by facilities continued to improve throughout the year. The compliance rate was greater in Kingston and St. Andrew due to the extended period of correspondence between the organisations and Agency.

### Hazardous Waste Management

During the period, matters handled with respect to the management of hazardous wastes included:

- Implementation of the Natural Resources (Hazardous Wastes) (Control of Transboundary Movements) (Change of Name and Amendment) regulations, 2009
- Participation in sensitization sessions for Natural Resources (Hazardous Wastes) (Control of Transboundary Movements) (Change of Name and Amendment) regulations, 2009 in collaboration with the Environmental Management Division (EMD-OPM)
- Processing of NRCA Permits for Transboundary Movements (export and transit) of Hazardous Wastes from Jamaica, as well as through areas under Jamaica's jurisdiction
- · Inspection of hazardous waste consignments destined for exports
- Oversight for the multi-Agency team of hazardous waste Inspectors gazetted under the regulations.
- · Response to incidents involving hazardous wastes or hazardous material
- · Overseeing disposal of hazardous wastes in an environmentally sound manner
- Review Work Plans for asbestos removal, in collaboration with the Environmental Health Unit (EHU-MoH)
- · Conduct inspections prior to the disposal of the asbestos containing material
- Responding to client requests for information on storage, treatment, removal and disposal of hazardous waste material

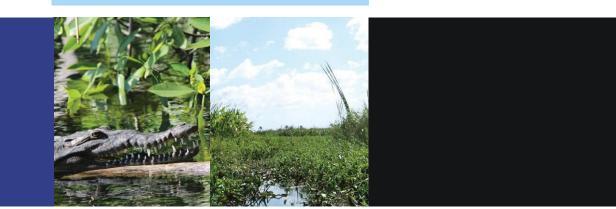


# **POLLUTION MONITORING**

## **Pollution Incidents**

57 pollution incidents were responded to within 24 hours. Some of the incidents included:

- Soot spill in Kingston Harbour December 3 2010
- 3 Fish kills in Kingston Harbour September 4 2010, November 5 2010; January 19 2011
- Sewage odour problems at Barbican Mews and Dillsbury Gully July 27 2010 & December 8 2010
- Discharges from WINDALCO-Ewarton to the Rio Cobre Watershed May 26 2010 October 27 2010; January 17 2011; March 23 2011
- Dust pollution from WINDALCO Ewarton December 1 2010; January 7 2011
- Dusting from Jamaica Gypsum Quarry Port August 4 2010
- Caribbean Cement Company Limited April 15 2010; July 6 2010; July 9 2010
- Caribbean Products untreated effluent discharge to the environment April 21 2010



#### **Air Quality Monitoring**

Jamaica currently has 57 ambient air quality monitoring units across the island. Forty-six (80%) are located outside of the Kingston and St. Andrew region of which 41 (72%) are owned and operated by bauxite companies. Sixteen (16) of the stations are multi-stations that monitor more than one pollutant. Figure 9 shows the location of the monitoring stations.



Figure 9: Location of Jamaica's Air Quality Monitoring Stations

#### Particulate Matter (PM)

Ambient concentration levels of particulate matter in the Kingston and St. Andrew area appear to be trending upwards and at some of the sites they are well above the ambient limit for human exposure.

Particulate matter levels outside of the Kingston and St. Andrew area are driven by the bauxite sector. The downturn experienced by the sector in this period has impacted the levels both negatively and positively. The positive aspect is that fugitive dust from mining, stack emissions and refinery operations have been reduced, leading to a reduction in ambient levels. On the negative side, however, the vast open red mud disposal (mud lakes) areas have dried up and become dust-bowls. These areas can only be managed by continued wetting, because



during dry seasons they become increasingly difficult to manage, thus leading to the high levels of particular matter reported during 2010.

In general, the ambient air in the Kingston and St. Andrew area with respect to particulate matter is medium to poor. This however improves further inland from the Kingston Harbour, where most of the industries are located. There are also impacts from the major traffic roadways and these impacts compromise the ambient air for some of the areas further inland.



Figure 10 shows the average annual  $PM_{10}$  concentration for stations outside of Kingston and St. Andrew. The conditions improve as the radii around the bauxite refineries and mining areas increases; however, the monitoring network in the rest of the country needs to be improved to incorporate impacts from sugar cane harvesting and refining, other industrial activities and traffic. Figure 11 shows the average annual total suspended particulate concentration for stations outside of Kingston and St. Andrew.

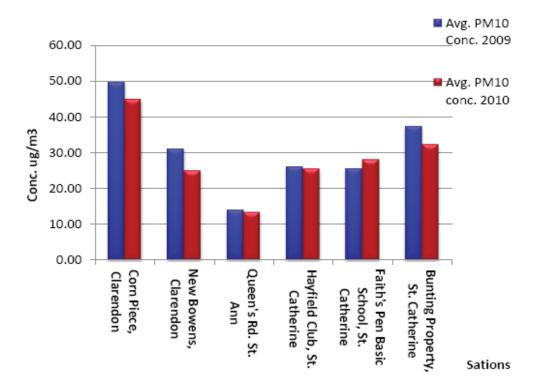
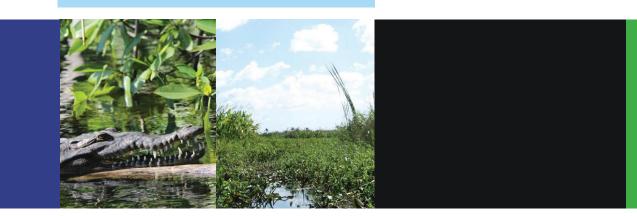
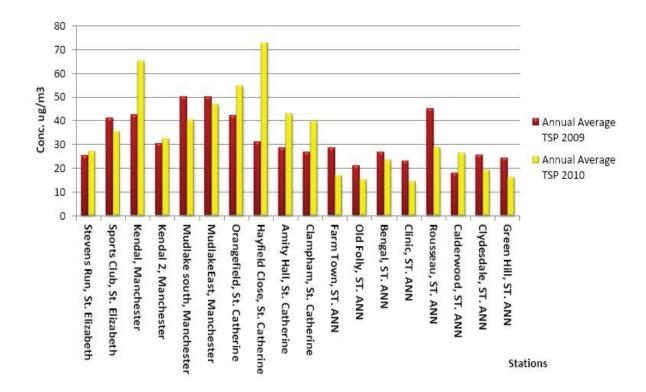


Figure 10: Average Annual PM<sub>10</sub> Concentration Trend from 2009 to 2010 for Stations Outside of Kingston and St. Andrew



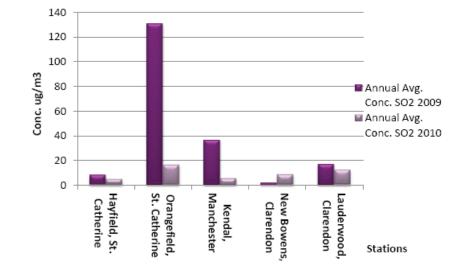


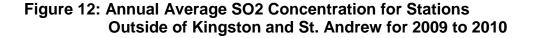
# Figure 11: Average Annual Concentration Trend in TSP from 2009 to 2010 for Stations Outside of Kingston and St. Andrew

# Sulphur dioxide and Nitrogen dioxide

The entire island recorded on average good ambient air quality for Sulphur Dioxide (SO<sub>2</sub>) and Nitrogen Dioxide (NO<sub>2</sub>) (Figures 12 & 13). There is however an increasing trend for both Nitrogen Dioxide and Sulphur Dioxide in the Kingston and St. Andrew area.







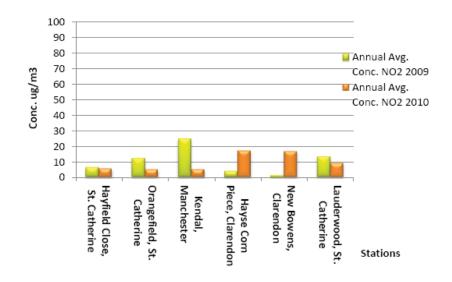


Figure 13: Annual Average NO2 Concentration trend for Stations Outside of Kingston and St. Andrew 2009 to 2010



Reporting on air quality measurements by industry became mandatory in 2009. In December 2009 the NRCA granted Air Pollutant Discharge licences to 30 facilities across the country. By the end of 2010 there were 32 licenced facilities. The licences stipulate specific conditions which require these facilities to conduct air quality monitoring in areas designated by the NRCA. The licences also provide the industry with emission limits. Limits of fuel characteristics for sulphur content are also given to industry effectively capping the release of sulphur emissions from fuel oils. This licencing system is expected to improve the efficiency of operations and eventually reduce emissions. This system enforces the Polluter Pays Principle and includes the verification of the reported emissions and discharge fees.

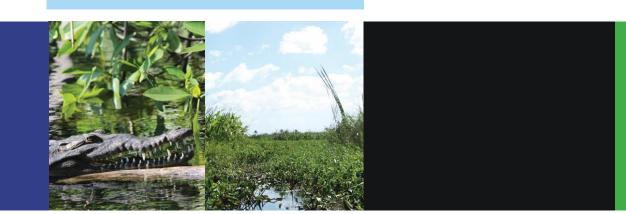
# Water Quality Monitoring

The number of sites monitored by NEPA increased significantly over the last 2 years (2009-2010). Over 200 coastal water quality stations are presently monitored by NEPA. The following biochemical and chemical parameters are used to determine the quality of the waters around Jamaica.

# Phosphate

The marine waters in the Ocho Rios area are seeing increased levels of phosphates. It is assumed to be due in part to poor domestic sanitation practices and the inflow of fresh water into the coastal environment. The trend is constant across the northern coastal area, which has seen extensive development over the last decade.

Data shows that the Great River and Montego River (St. James) as well as the Martha Brae (Trelawny) are delivering large quantities of phosphates into the marine environment. The level of phosphates present in the marine environment around the town of Falmouth is a cause for concern. The absence of sewage treatment solutions and the fact that effluent from activities at the municipal market flow directly into the sea, is assumed to have contributed to the high nutrient (phosphate) levels in this area.



# **Faecal Coliform**

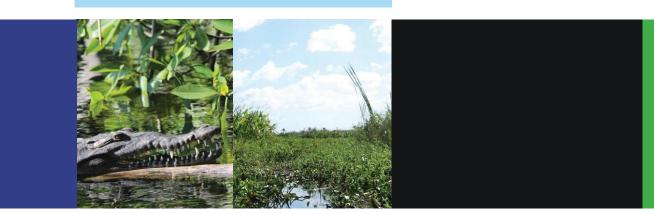
The potential for faecal matter to enter coastal areas is very high. The absence of centralized or formal sewage treatment systems (especially in rural areas), and the waste discharge pattern for waste from domestic and municipal activities increases this problem in several areas. The coastline of the Parishes of St. Elizabeth and St Thomas are returning high levels of faecal coliform (Figure 14), and these can be attributed to the absence of proper waste treatment facilities.



Figure 14: Mean Faecal Coliform Levels

# Nitrate

Similar to phosphates, the introduction of nitrogen from human sources in the marine environment disturbs the nutrient balance in aquatic systems, resulting in the over production of plant material. From the data collected, it appears that much of Jamaica's coastal area is threatened by nitrogen pollution, and is showing signs of stress. In the Ocho Rios Bay and Kingston Harbour, all the marine sites return results that trend toward the general conclusion that the coastal environment is under threat form nitrogen pollution. The Negril area, Montego Bay (and Bogue Lagoon) and the Lucea Harbour all exhibit similar results.



# **Dissolved Oxygen/Biochemical Oxygen Demand**

In most cases a minimum level of oxygen is required to sustain life; below this level, generally taken to be 4 mg/L, organisms will experience difficulty breathing and will eventually die if the level persists or decreases. Biochemical Oxygen Demand (BOD) is a standard measure of the amount of organic matter in a system. A high BOD is indicative of pollution inflow from facilities such as waste processing, animal husbandry and abattoirs. The absence of waste treatment facilities in many residential and commercial areas compounds this problem of coastal pollution. Figure 15 shows distribution (improvement as against deterioration) of mean BOD across the island.

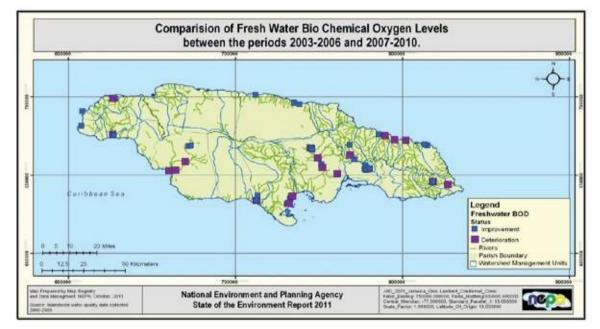


Figure 15: Distribution (improvement as against deterioration) of Mean BOD Bauxite Industry Monitoring

# Quality Certification Programme: Laboratory Quality Management System to ISO/IEC 17025

Work began on designing a project for implementing a quality management system at the NEPA laboratory to achieve laboratory accreditation to ISO/IEC 17025 standard. A project charter was signed off and the Terms of Reference for the procurement of a quality consultant was drafted. Documentation for a Quality Laboratory Procedure Manual continues to be progressed.



# **STRATEGIC PRIORITIES 2011-2012**

Key strategies to be undertaken by NEPA during the 2011-2012 operational period are outlined in the table below. These strategies support the Agency goals as defined in the Business Plan 2011-2014, and are in line with the national and sector strategies defined in Vision 2030 Jamaica National Development Plan. Key findings and recommendations from the Auditor General's Report on NEPA's performance (2010) have also been programmed for implementation.

NEPA's Operational Plan 2011-2012 defines the specific performance targets and the expected outputs.

Key Agency Strategy	Specific Action/Measure	Outcome
Adopt measures to improve the institutional, legislative and governance Framework	<ul> <li>Lobby the Office of the Prime Minister (OPM) and the Cabinet Office for the completion of drafting instructions and the promulgation of recommended new/revised legislation: <ul> <li>NEPA Act</li> <li>Town and Country Planning Authority Act (new)</li> <li>Environmental Protection Act (revised NRCA Act)</li> </ul> </li> <li>Prepare a position paper on Development Orders and Development Plans to inform decisions regarding development planning at the local level</li> <li>Finalize Protected Areas Regulations including zoning plans (drafting Instructions)</li> <li>Promulgate (conclude drafting instructions) the <i>Wildlife and Protected Areas Act</i> (to meet the obligations of <i>the Protocol Concerning Specially</i> <i>Protected Areas and Wildlife (SPAW Protocol</i>)</li> <li>Prepare National Strategy on Invasive Alien Species (IAS)</li> <li>Prepare issues paper on access to genetic resources and benefits sharing</li> </ul>	An environment and planning agency with the required legislation and making appropriate environment and planning decisions

# Table 11: NEPA's Key Strategies and Actions FY 2011-2012



Key Agency Strategy	Specific Action/Measure	Outcome
Establish and pursue mechanisms to increase the revenue earning capacity of the Agency	Promulgate the revised permit and licence regulations to increase the applicable fees Negotiate with the Ministry of Finance and Planning to obtain the 20% of the environmental levy Apply administrative charges to applications for changes to restrictive covenants Apply administrative charges to services provided to customers (preparation of location maps etc.)	The Agency is generating revenue to effectively supports its operation
Provide an accountable and effective enforcement and compliance system	Develop a programme to ensure that facilities on the Special Monitoring List are specifically targeted, monitored and reported on Develop and implement in collaboration with the Ministry of Health (Environmental Health Unit) and the local health authorities a sewage treatment plant monitoring and reporting regime Review and revise all emergency response/investigative procedures Establish multi-agency enforcement secretariat and implement the multi-agency enforcement strategy Review the fines of the NRCA Act and make them punitive Develop and implement a tracking tool for breach investigations, follow-up and outcome Establish a system for decals at permitted facilities	Environment and planning breaches are prosecuted and there is a high level of compliance
Ensure the implementatio n of waste management best practices across sectors	Prepare in collaboration with the JBI an environmental compliance strategy/best code of practice for the bauxite and aluminum industry Prepare in collaboration with the sugar cane sector an environmental compliance strategy/best code of practice for the sugar cane industry (both sugar cane and distillery) Collaborate with the NSWMA to ensure that all landfills (Riverton Landfill) and solid waste disposal sites have compliance plans and are permitted	Waste generated by the various sectors is minimized, managed and disposed of in an effective manner



Key Agency Strategy	Specific Action/Measure	Outcome
	Develop a strategy to regulate/manage the use of plastics used for packaging and containment Implement the phase-out programme for phosphate in detergents	
	Implement a regime to regulate chemicals used in manufacturing. (including Globally Harmonised System of Classification (GHS) and Labelling of Chemicals)	
Strengthen capacity for performance	Review and revise the criteria for performance standards and performance evaluation of the Agency	NEPA's operations, processes and
monitoring at the institutional and national	Review the criteria for determining KPIs Establish mechanism to monitor the link between the Agencies performance targets and key national outcomes (environmental indicators)	services are efficient and the Agency is achieving its
levels	Develop and implement a framework for closer collaboration with key entities such as OPM- EMD, MOH, Parish Councils and the NSWMA	mandate and mission
Promote the use of new and clean	Identify and use the best available technology in carrying out the Agency's management and regulatory functions	The best available and most appropriate
technology	Through the permitting and development control process encourage the use of clean technologies and processes	technology is being applied in environmental management
Promote and coordinate research and	Adopt a set of valuation tools to value natural resources and to aid in decision making Review the EIA process and incorporate	The Jamaican public is environmentally
environmenta I monitoring to enhance scientific	economic valuation Review the status of Watersheds and their classification and update the watershed database	aware and has a positive attitude towards the protection of the
understandin g of ecosystems	Implement an integrated water quality monitoring (freshwater, marine) programme, analyse and provide regular reports on the data and trends	environment.
including their economic contribution	Establish and/or enhance the protocol for the sharing of data (GIS) and linkages with data bases of other relevant agencies (WRA, NWC etc.)	public is aware of the role of NEPA and has a positive



Key Agency Strategy	Specific Action/Measure	Outcome
	Sign MOUs for joint collaboration on initiatives including research with UTECH, ODPEM, MAJ, PAJ	view of the Agency.
Build the Agency's capacity, systems and processes to lead the environment and planning mandate	Implement a risk management strategy Strengthen the customer service strategy Develop and implement a De-concentration Strategy Develop and implement a Change Management Plan Provide training to staff in GIS and technical report writing Review the roles and functions of the Agency committees and task forces to ensure harmonization of operation	The Agency's work environment is comfortable and the staff are technically equip and carrying out their functions efficiently
Adopt policies	Implement an occupational health and safety programme within the Agency Review and re -structure NEPA's regional offices to ensure greater efficiencies and effectiveness Examine the impact (cumulative) of the housing	A national spatial
and programmes which will ensure that development proceeds in an orderly and balanced manner	<ul> <li>(construction activities including squatting) sector on the environment</li> <li>Establish and implement a national spatial planning framework</li> <li>Prepare and implement a management regime for the San San – Blue Hole Area</li> <li>Implement a coastal erosion abatement programme for Long Bay Beach - Negril</li> <li>Improve the Agency's capacity to undertake</li> </ul>	planning framework is in place, ensuring the proper and adequate use of land
	(hurricane) damage impact assessments	

# APPENDIX 1 AUDITED FINANCIAL STATEMENTS FOR THE PERIOD 01 APRIL 2010 TO 31 MARCH 2011

VISION STATEMENT

"Promoting a Better Country Through Effective Audit Scrutiny of Gavernment Operations"



# AUDITOR GENERAL'S DEPARTMENT

NATIONAL ENVIRONMENT AND PLANNING AGENCY

# FINANCIAL STATEMENTS

MARCH 31, 2011

# VISION STATEMENT

\*Promoting a Better Country Through Effective Audit Scrutiny of Gavernment Operations\*

# National Environment and Planning Agency Financial Statements March 31, 2011

### Index

Page Independent Auditor's Report **Financial Statements** Statement of Financial Position 1 Statement of comprehensive income 2 Statement of Changes in Equity 3 Statement of Cash Flows 4 Notes to the Financial Statements 5 - 26 27 - 30 Supplementary and budgetary information Statement of Internal Control 31



ANY REPLY OR SUBSEQUENT REFERENCE TO THIS COMMUNICATION SHOULD BE ADDRESSED TO THE AUDITOR GENERAL AND NOT TO ANY OFFICER BY NAME AND THE FOLLOWING REFERENCE QUOTED:- AUDITOR GENERAL'S DEPARTMENT 8 WATERLOO ROAD P.O. BOX 455 KINGSTON 10 JAMAICA

> Tel. No.: 926-8309/926-5963/926-5846 Fax Number: 968-4690 audgen@auditorgeneral.gov.im.

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors National Environment and Planning Agency

#### Report on the Financial Statements

I have audited the accompanying Financial Statements of the National Environment and Planning Agency, set out on pages 1 to 26, which comprise the Statement of Financial Position as at March 31, 2011, Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these Financial Statements in accordance with generally accepted accounting principles. This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### Auditor's Responsibility

My responsibility is to express an opinion on these Financial Statements based on my audit. I conducted my audit in accordance with the auditing standards issued by the International Organization of Supreme Audit Institutions (INTOSAI). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Financial Statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the Financial Statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

4

#### Opinion

In my opinion the Financial Statements give a true and fair view of the financial position of the National Environment and Planning Agency as at March 31, 2011, and of its statement of comprehensive income, and its cash flows for the year then ended in accordance with generally accepted accounting principles.

### Report on Additional Requirements of the Executive Agencies' Act

I have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purpose of the audit. In my opinion, proper accounting records have been maintained and the Financial Statements are in agreement therewith and give the information required in the manner so required.

Pamela Monroe Ellis (Mrs.)

Auditor General

2013 09 23 Date

Statement of Financial Position 31 March 2011

	NOTE	2011 \$	2010 \$
Non-current assets		÷	φ
Property, plant and equipment	5	74,317,184	87,112,678
Retirement benefit asset	6	33,586,491	15,710,491
	-	107,903,675	102,823,169
Current assets			
Irade and other receivables	7	33,306,439	39,628,827
Prepayments	8	6,310,379	3,954,834
Cash and cash equivalents	9	281,169,835	265,806,043
NRCA resolution fund		17,119	2,296,843
Total current assets		320,803,772	311,686,547
Current liabilities			
Payables and accruals	10	60,293,599	75,905,405
Employee benefits	11	65,913,278	45,080,240
Special project fund	12	31,545,064	36,368,772
Total current liabilities	-	157,751,941	157,354,417
Net current assets		163,051,831	154,332,130
Net assets	-	270,955,506	257,155,299
Non-current Liabilities			
Payables and accruals	10	6,000,000	-
Employee benefits	11	41,515,949	-
	_	47,515,949	171
FINANCED BY:			
Capital - (GOJ) Investments	13	43,384,417	43,384,417
Donated assets reserve	14	53,976,711	66,656,050
Fees reserve	15	77,712,107	99,077,529
Staff loan fund	16	6,400,000	6,400,000
General reserve		41,966,322	41,637,303
Total equity and reserves		223,439,557	257,155,299
Total equity and reserves and libilities		270,955,506	257,155,299

Approved for issue on behalf of the Agency on July 25, 2013 and signed on its behalf by:

Mr. Peter Knight - Chief Executive Officer Hrs. Heather Clarke - Manager Finance & Accounts

Statement of Comprehensive Income

Period ended 31 March 2011

	NOTE	2011 \$	2010 \$
Revenues			
NRCA funding	17	22,700,000	22,700,000
Sample analyses		8	187,200
Material transfer agreement	_	4,000	2,000
Total revenues	_	22,704,000	22,889,200
Expenditures			
Staff costs	18	520,749,904	519,190,374
Goods and services		25,847,870	37,666,113
Premises related expenses		48,956,708	50,771,650
Other costs		3,406,297	1,643,647
Depreciation		17,147,972	17,165,748
Interest and charges	-	122,778	152,739
Total expenditures	_	616,231,529	626,590,271
Operating deficit		(593,527,529)	(603,701,071)
Profit/(Loss) on disposal of fixed assets			1,801,202
Amortisation of donated assets reserve	14	17,031,818	17,200,313
Interest income		3,990,714	6,441,346
Other income/(expenses)	19	355,826	428,930
Net deficit before GOJ Financing		(572,149,171)	(577,829,281)
GOJ financing from Consolidated Fund	20	572,807,210	538,166,204
Net surplus/(deficit) after GOJ Financing		658,039	(39,663,077)
GOJ 50% of Net Profits	21	(329,020)	
Net surplus/(deficit) for the period	_	329,019	(39,663,077)

Statement of Changes in Equity Period ended 31 March 2011

	NOTE	Capital GOJ Investments	General Reserve	Donated Assets Reserve	Fees Reserve	Staff Loan Fund	Total
		\$	\$	\$	\$	\$	\$
Balance as at 31 March 2	009	43,384,417	81,300,380	63,010,425	89,218,604	6,400,000	283,313,826
Changes in accounting pol	licy	12		121	-		2
Restated balance		43,384,417	81,300,380	63,010,425	89,218,604	6,400,000	283,313,826
recognized in the statement of financial performance	14,15 ,16	-	-	3,645,625	9,858,925		13,504,550
Net deficit for the period			(39,663,077)				(39,663,077)
Balance as at 31 March 2	2010	43,384,417	41,637,303	66,656,050	99,077,529	6,400,000	257,155,299
Surplus/(Deficit) on revaluation of property revaluation of investments				-	-	-	
Net gains and losses not recognized in the statement of revenue and	14,15			(12,679,339)	(21,365,422)	-	(34,044,761)
Net surplus for the period		-	329,019				329,019
Balance as at 31 March 2	2011	43,384,417	41,966,322	53,976,711	77,712,107	6,400,000	223,439,557

# National Environment & Planning Agency

Statement of Cash Flows

Period ended 31 March 2011

	2011	2010
	\$	\$
Surplus/(Deficit) before GOJ financing	(572,149,171)	(577,829,281)
Financing from Consolidated Fund	572,807,210	538,166,204
GOJ 50% of Net Profits	(329,020)	-
Adjustments		
Depreciation	17,147,972	17,165,748
Donated assets reserve	(12,679,339)	3,645,626
Revenue reserves	(21,365,422)	9,858,925
Retirement benefit asset	(17,876,000)	20,962,509
(Increase)/decrease in provision for doubtful accounts	(6,349,854)	
Increase/(decrease) in provision for employee cost	(1,568,449)	(3,062,581
(Gain)/Loss on sale of fixed assets	-	(1,801,202
(Increase)/decrease in current assets	12,596,420	9,250,585
Increase/(decrease) in current liabilities	1,965,975	7,971,791
Increase/(decrease) in non-current liabilities	47,515,949	-
Net cash flow from operating activities	19,716,271	24,328,324
Investing Activities:		
Capital expenditure	(4,352,478)	(21,675,011)
Proceeds from sale of fixed assets	-	1,801,202
Adjustments to capital expenditure	-	829,071
Net cash flow used in investing activities	(4,352,478)	(19,044,739)
Financing Activities		
50% Appropriation of Net Surplus to Consolidated Fund		
Net cash flows used in financing activities	-	
Net Increase/(Decrease) in cash and cash equivalents	15,363,793	5,283,586
Cash and cash equivalents at beginning of period	265,806,042	260,522,456
Cash and cash equivalents at end of period	281,169,835	265,806,042

Notes to the Financial Statements **31 March 2011** 

#### 1. Identification and Activities

The National Environment and Planning Agency (NEPA) is an executive agency established by the Government of Jamaica. The Agency is incorporated in Jamaica as a body corporate by the enactment of the Executive Agency Act of 2001. The Agency's registered office is located at 10 Caledonia Avenue, Kingston 5. The Agency acquired the assets of Natural Resources and Conservation Authority, the Town Planning Department and the Land Development and Utilization Commission.

The Agency also operates under the following Acts:

- (i) The Endangered Species (Protection, Conservation and Regulation of Trade) Act
- (ii) The Watersheds Protection Act
- (iii) The Beach Control Act
- (iv) The Wildlife Protection Act
- (v) The Natural Resources Conservation Authority Act
- (vi) The Land Development and Utilization Act
- (vii) The Town and Country Planning Act

The main functions of the Agency are as follows:

- (i) Monitoring the natural resources assets and the state of the Jamaican environment;
- Processing of environmental permits and licenses, planning and developmental applications and change of agricultural land use application;
- (iii) Granting permits and licence for beach use, construction and operation of industrial facilities listed on the prescribed categories, sewage discharge, industrial waste discharge, control of transboundary movements of hazardous waste, control of air quality discharges from industries and other facilities and export of wildlife species, e.g. conch, orchid;
- (iv) Preparing town and parish development plans and advising on land use planning and development; and
- (v) Enforcing planning approvals in the areas covered by the development; and
- (vi) Protection, conservation and management of endangered species of wild fauna and flora of Jamaica and other countries.

#### 2. Summary of Significant Accounting Policies

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### (a) Basis of Preparation

The financial statements have been prepared in accordance with the requirements of the Financial Instructions to Executive Agencies (FIEA). These instructions require the application of Generally Accepted Accounting Principles (GAAP) which are based on International Public Sector Accounting Standards (IPSAS). IPSAS's are developed by the International Public Sector Accounting Standards Board (IPSASB). IPSASs are based on the International Financial Reporting Standards (IFRS), issued by the International Accounting Standards Board (IASB) where the requirements of those Standards are applicable to the public sector.

Notes to the Financial Statements 31 March 2011

# 2. Summary of Significant Accounting Policies (Continued)

#### (a) Basis of Preparation (Continued)

The preparation of the financial statements to conform to IPSAS accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, contingent assets and contingent liabilities at the statement of financial position and the revenue and expenses during the reporting period. Actual results could differ from those estimates. The estimates and the underlying assumptions are reviewed on an ongoing basis and any adjustments that may be necessary would be reflected in the year in which actual results are known.

#### (b) Foreign currency translation

(i) Functional and presentation currency

Items included in the financial statements are measured using the currency of the primary economic environment in which the Agency operates ("the functional currency"). The financial statements are presented in Jamaican dollars, which is the Agency's functional and presentation currency.

(ii) Foreign currency transactions are accounted for at the exchange rates prevailing at the dates of the transactions. At the statement of financial position date, monetary assets and liabilities denominated in foreign currencies are translated using the closing exchange rate.

Exchange differences resulting from the settlement of transactions at rates different from those at the dates of the transactions, and unrealized foreign exchange differences on unsettled foreign currency monetary assets and liabilities are recognized in the profit and loss account.

#### (c) Revenue recognition

Revenue is defined by IPSAS 9 as the gross inflows of economic benefits or service potential received and receivable by the agency on its own account.

Revenue is measured at the fair value of the consideration received or receivable.

Revenue is recognised only when it is probable that the economic benefits or service potential associated with the transaction will flow to the agency. However, when an uncertainty arises about the uncollectability of an amount already included in revenue, the uncollectability of an amount, or the amount in respect of which recovery has ceased to be probable, is recognised as an expense, rather than as an adjustment of the amount of revenue originally recognised.

#### (d) Financial instruments

A financial instrument is any contract that gives rise to both a financial asset in one entity and a financial liability or equity of another entity. The Agency's financial instruments at March 31, 2011 were receivables and payables.

Notes to the Financial Statements 31 March 2011

#### 2. Summary of Significant Accounting Policies (Continued)

#### (e) Property, plant and equipment

Property, plant and equipment are tangible assets that:

- (1) are held by the Agency for use in the production or supply of goods and services, for rental
- to others, or for administrative purposes; and
- (2) are expected to be used during more than one reporting period.

Land is shown at deemed cost. All other property, plant and equipment are stated at historical cost less accumulated depreciation.

Land is not depreciated. Depreciation on other assets is calculated on the straight-line basis to allocate their cost to their residual values over their estimated useful lives, as follows:

Plant, machinery and equipment	10 years
Computers	5 years
Furniture, office equipment, fixtures and fittings	10 years
Vehicles	5 years
Specialist assets	20 years
Leasehold improvements	duration of lease

The fixed assets of, Land Development Utilization Commission, Town Planning Department as per book balance, and Natural Resources Conservation Authority as per book and management valuation, were combined at April 1st 2001.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each statement of financial position date. Where the carrying amount of an asset is greater than its estimated recoverable amount it is written down immediately to its recoverable amount.

Gains and losses on disposal of property, plant and equipment are determined by comparing the proceeds with the carrying amount and are recognised in the statement of income account.

Repairs and maintenance are charged to the income and expenditure account during the financial period in which they are incurred.

#### (f) Intangible assets

#### Computer Software

Costs that are directly associated with acquiring and developing identifiable and unique software products which are expected to generate economic benefits exceeding costs beyond one year, are recognised as intangible assets. These costs are amortised using the straight-line method over their useful lives, not exceeding a period of five years. Costs associated with maintaining computer software programs are recognised as an expense as incurred.

Page 7

Notes to the Financial Statements 31 March 2011

#### 2. Summary of Significant Accounting Policies (Continued)

#### (g) Employee benefits

#### (i) Pension obligations

The Agency operates various pension plans. These schemes are generally funded through payments to trustee-administered funds as determined by periodic actuarial calculations. The Agency has both defined benefit and defined contribution plans. The employees contribute at a compulsory rate of 5% of salary with an additional maximum optional contribution of 5%. The Agency contributes at a rate of 5% or such other amounts as are necessary to provide the stipulated benefits under its defined benefit plan.

A defined benefit plan is a pension plan that determines an amount of pension to be provided, usually as a function of one or more factors such as age, year of service or compensation. A defined contribution plan is a pension plan under which the Agency pays fixed contributions into a separate entity. The Agency has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

The asset or liability in respect of defined benefit pension plans is the difference between the present value of the defined benefit obligation at the statement of financial position date and the fair value of plan assets, adjusted for actuarial gains/losses and past service cost. Where a pension asset arises, the amount recognised is limited to the net total of any cumulative unrecognised actuarial losses and past service cost and the present value of any economic benefits available in the form of refunds from the plan or reduction in future contributions to the plan.

#### (ii) Termination benefits

Termination benefits are payable when employment is terminated by the Agency before the normal retirement date, or where an employee accepts voluntary redundancy in exchange for these benefits. The Agency recognises termination benefits when it is demonstrably committed to either: terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal; or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the statement of financial position date are discounted to present value.

#### (iii) Leave entitlements

Employee entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated liability for annual leave as a result of services rendered by employees up to the statement of financial position date.

#### (iv) Gratuity plan

The Agency recognises a liability and an expense for gratuity, based on the employment contracts of employees. The Agency recognises a provision where contractually obliged or where there is a past practice that has created a constructive obligation.

Page 8

#### National Environment & Planning Agency

Notes to the Financial Statements 31 March 2011

#### 2. Summary of Significant Accounting Policies (Continued)

#### (e) Property, plant and equipment

- Property, plant and equipment are tangible assets that:
- (1) are held by the Agency for use in the production or supply of goods and services, for rental to others, or for administrative purposes; and
- (2) are expected to be used during more than one reporting period.

Land is shown at deemed cost. All other property, plant and equipment are stated at historical cost less accumulated depreciation.

Land is not depreciated. Depreciation on other assets is calculated on the straight-line basis to allocate their cost to their residual values over their estimated useful lives, as follows:

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Furniture, office equipment, fixtures and fittings	10 years
Vehicles	5 years
Specialist assets	20 years
Leasehold improvements	duration of lease

The fixed assets of, Land Development Utilization Commission, Town Planning Department as per book balance, and Natural Resources Conservation Authority as per book and management valuation, were combined at April 1st 2001.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each statement of financial position date. Where the carrying amount of an asset is greater than its estimated recoverable amount it is written down immediately to its recoverable amount.

Gains and losses on disposal of property, plant and equipment are determined by comparing the proceeds with the carrying amount and are recognised in the statement of income account.

Repairs and maintenance are charged to the income and expenditure account during the financial period in which they are incurred.

#### (f) Intangible assets

#### Computer Software

Costs that are directly associated with acquiring and developing identifiable and unique software products which are expected to generate economic benefits exceeding costs beyond one year, are recognised as intangible assets. These costs are amortised using the straight-line method over their useful lives, not exceeding a period of five years. Costs associated with maintaining computer software programs are recognised as an expense as incurred.

#### National Environment & Planning Agency Notes to the Financial Statements 31 March 2011

# 2. Summary of Significant Accounting Policies (Continued)

#### (g) Employee benefits

(i) Pension obligations

The Agency operates various pension plans. These schemes are generally funded through payments to trustee-administered funds as determined by periodic actuarial calculations. The Agency has both defined benefit and defined contribution plans. The employees contribute at a compulsory rate of 5% of salary with an additional maximum optional contribution of 5%. The Agency contributes at a rate of 5% or such other amounts as are necessary to provide the stipulated benefits under its defined benefit plan.

A defined benefit plan is a pension plan that determines an amount of pension to be provided, usually as a function of one or more factors such as age, year of service or compensation. A defined contribution plan is a pension plan under which the Agency pays fixed contributions into a separate entity. The Agency has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

The asset or liability in respect of defined benefit pension plans is the difference between the present value of the defined benefit obligation at the statement of financial position date and the fair value of plan assets, adjusted for actuarial gains/losses and past service cost. Where a pension asset arises, the amount recognised is limited to the net total of any cumulative unrecognised actuarial losses and past service cost and the present value of any economic benefits available in the form of refunds from the plan or reduction in future contributions to the plan.

#### (ii) Termination benefits

Termination benefits are payable when employment is terminated by the Agency before the normal retirement date, or where an employee accepts voluntary redundancy in exchange for these benefits. The Agency recognises termination benefits when it is demonstrably committed to either: terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal; or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the statement of financial position date are discounted to present value.

#### (iii) Leave entitlements

Employee entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated liability for annual leave as a result of services rendered by employees up to the statement of financial position date.

#### (iv) Gratuity plan

The Agency recognises a liability and an expense for gratuity, based on the employment contracts of employees. The Agency recognises a provision where contractually obliged or where there is a past practice that has created a constructive obligation.

Page 8

Notes to the Financial Statements **31 March 2011** 

#### 2. Summary of Significant Accounting Policies (Continued)

#### (h) Trade receivables

Trade receivables are carried at anticipated realisable value less provision made for impairment of these receivables. A provision for impairment of these receivables is established when there is objective evidence that the Agency will not be able to collect all amounts due according to the original terms of the receivables. The amount of the provision is recognised in the income and expenditure statement.

#### (i) Cash and cash equivalents

Cash and cash equivalents are carried in the balance sheet at fair value. For the purposes of the cash flow statement, cash and cash equivalents comprise balances with less than 90 days maturity from the date of acquisition including cash at bank and in hand, and short term highly liquid investments.

#### (j) Payables

Payables are initially recognised at fair value and subsequently at amortised cost.

#### (k) Provisions

Provisions are recognised when the Agency has a present legal or constructive obligation as a result of past events, when it is probable that an outflow of resources will be required to settle the obligation, and when a reliable estimate of the amount can be made. Where the Agency expects a provision to be reimbursed for example under an insurance contract, the reimbursement is recognised as a separate asset but only when reimbursement is virtually certain.

#### (1) Special project fund account

Unexpended project balances are treated as current liabilities and are credited to the Special Project Fund Account.

#### (m Donated asset reserve

The cost of assets wholly or partly funded by an external donor agency (including Government of Jamaica) with no loan attached is credited to the Donated Assets Reserve and written off to the income and expenditure over the expected useful lives of the related assets.

#### (n) Fees Reserve

Fees charged by the Agency are reflected in a Fees Reserve and released for use on specific projects. The amount released is based on assessed needs as approved by the Board of Directors of the NRCA.

#### National Environment & Planning Agency Notes to the Financial Statements

31 March 2011

#### 3. Financial Risk Management

The Agency's activities expose it to a variety of financial risks: credit risk, liquidity risk and market risk (including currency and price risk). The Agency's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the Agency's financial performance.

Management seeks to minimise potential adverse effects on the financial performance of the Agency by applying procedures to identify, evaluate and manage these risks, based on guidelines set by the Ministry of Finance and The Public Service and the management team of the Agency.

The Chief Executive Officer is ultimately responsible for the establishment and oversight of the Agency's risk management framework. The Ministry of Finance and The Public Service, The Executive Agency Monitoring Unit and the management team provide written principles for overall risk management, as well as written policies covering specific areas, such as foreign exchange risk, interest rate risk, credit risk, use of derivative financial instruments and non-derivative financial instruments, and investment of excess liquidity.

The Agency has established committees/departments for managing risks, as follows:

#### (i) Audit Committee

The Audit Committee oversees how management monitors compliance with the Agency's risk management policies and procedures and reviews the adequacy of the risk management framework in relation to the risks faced by the Agency. The Audit Committee is assisted in its oversight role by Internal Audit. Internal Audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the result of which are reported to the Audit Committee.

#### (ii) Finance and Accounts Department

The Finance and Accounts Branch is responsible for managing the Agency's assets and liabilities and the overall financial structure. It is also primarily responsible for monitoring funding and liquidity risks of the Agency and ensuring that policies and procedures for risk management are adhered to.

#### (a) Credit risk

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the Agency to incur a financial loss. The Agency has no significant concentrations of risk attaching to accounts receivable as these amounts are not concentrated in any given sector or institution and are carried net provisions for impairment. Cash transactions are limited to high credit quality financial institutions. The Agency has policies that limit the amount of credit exposure to any financial institution.

## National Environment & Planning Agency

Notes to the Financial Statements **31 March 2011** 

#### 3. Financial Risk Management (Continued)

#### Credit review process

The Agency has a Risk Officer operating from the Finance and Accounts Branch who ensures that the policies and guidelines set by the Ministry of Finance are adhered to

#### (i) Trade and other receivables

The Agency's exposure to credit risk is limited as the Agency operates as a regulatory Agency providing a service in regulating the natural and built environment. The Agency is funded by the Ministry of Finance and Public Service and from regulatory fees charged; hence, fully sustained to carry out the mandate to protect Jamaica's environment. Trade Receivables arise substantially from invoices generated for Beach and Environmental permits and licences

The Agency's receivables are due and payable upon generation of an invoice. The Agency has provided for all receivables over one year based on historical experience which indicates that amounts past due beyond a year are generally not recoverable.

#### (ii) Investments

The Agency limits its exposure to credit risk by investing only in liquid securities. Accordingly, management does not expect any counterparty to fail to meet its obligations.

The Agency has documented investment policy in place, which provides a guide to managing the credit risk on deposits and other investments.

#### Maximum exposure to credit risk

Credit risk exposures are as follows:

	2011	2010
	\$	\$
Receivables and prepayments	39,616,818	43,583,661
Cash and cash equivalents	281,169,835	265,806,043
	320,786,653	309,389,704

The above table represents a worst case scenario of credit risk exposure to the Agency at 31 March 2011 and 2010. No impairment loss was recognized (2010 - no instances).

# National Environment & Planning Agency

Notes to the Financial Statements **31 March 2011** 

# 3. Financial Risk Management (Continued)

#### (a) Credit risk (cont'd)

#### Trade and other receivables/Investments

(i) Ageing analysis of trade receivables

Trade receivables that are less than twelve months past due are not considered impaired. As of 31 March 2011, trade receivables of \$7,283,523 (2009 - \$17,336,476) were past due but not impaired. The ageing analysis of these trade receivables is as follows:

	2011	2010
	\$	\$
0 to 3 months	6,875,823	16,398,250
3 to 6 months	15,475	490,600
Over 6 months	392,225	447,626
	7,283,523	17,336,476

As of 31 March 2011, trade receivables of \$0.00 (2010 - \$6,349,854) were impaired. The amount of the provision was \$0.00 (2010 - 6,349,854).

The aging of these receivables is as follows:

	2011	2010
	\$	\$
Over 12 months	-	6,349,854

Movement on the provision for impairment of trade receivables are as follows:

	2011 \$	2010 \$
At 1st April	6,349,854	3,780,629
Provision for receivable impairment	(6,349,854)	2,569,225
At 31, March	-	6,349,854

The creation and release of provision for impaired receivables have been included in expenses in the fees reserve account.

There are no financial assets other than those listed above the were individually impaired

Notes to the Financial Statements **31 March 2011** 

#### 3. Financial Risk Management (Continued)

#### (a) Credit risk (cont'd)

#### (ii) Trade receivables

The following table summarizes the Agency's credit exposure for trade receivables at their carrying amounts as categorized by the type of fees due:

	2011 \$	2010 \$
Beach Licence and renewals	6,048,465	18,778,525
Environment permits and licences	978,438	4,693,866
Other	256,620	213,939
	7,283,523	23,686,330
Less: Provision for impairment	-	(6,349,854)
	7,283,523	17,336,476

#### (iii) Investments

The following table summarises the Agency's credit exposure for reverse repurchase agreements at their carrying amounts, as categorised by the issuer of the underlying security:

	2011 \$	2010 \$
Government of Jamaica	174,058,300	158,522,871

#### (b) Liquidity risk

Liquidity risk is the risk that the Agency is unable to meet its payment obligations associated with its financial liabilities when they fall due. Prudent liquidity risk management implies maintaining sufficient cash and cash equivalents and the availability of funding through an adequate amount of committed credit facilities. The Agency is funded by the Government of Jamaica through the Ministry of Finance and Public Service. The Agency's liquidity is therefore highly dependent on the ability of the Ministry of Finance and Public Service to meet the Agency's funding demands.

#### Liquidity risk management process

The Agency's liquidity management process, as carried out within the Agency and monitored by the Finance and Accounts Branch, includes:

(i) Monitoring future cash flows and liquidity on a monthly and weekly basis. This incorporates the
preparation and submission of a monthly cash flow statement (allocated weekly) to the Ministry of Finance
and Public Service. Cash requests are based on projected cash requirements as well as accrued payables
(ii) Maintaining a portfolio of highly marketable and diverse assets that can easily be liquidated as
protection against any unforeseen interruption to cash flow

### National Environment & Planning Agency Notes to the Financial Statements 31 March 2011

# 3. Financial Risk Management (Continued)

### (b) Liquidity risk (Continued)

#### Liquidity risk management process (Continued)

- (iii) Maintaining committed lines of credit;
- (iv) Optimising cash returns on investment:
- (v) Managing the concentration and profile of debt maturities.

The maturities of assets and liabilities and the ability to replace, at an acceptable cost, interest-bearing liabilities as they mature, are important factors in assessing the liquidity of the Agency and its exposure to changes in interest rates and exchange rates.

Financial liabilities cash flows

The tables below summarises the maturity profile of the Agency's financial liabilities at 31 March based on contractual undiscounted payments.

	Within 1 Month \$	1 to 3 Months \$	3 to 12 Months \$	1 to 5 Years \$	Over 5 Years \$	Total \$
As at 31 March 2011 Liabilities						
Payables	113,513,503	3,058,818	8,819,856	48,330,649	-	173,722,826
Total financial liabilities	113,513,503	3,058,818	8,819,856	48,330,649	-	173,722,826
	Within 1 Month \$	1 to 3 Months \$	3 to 12 Months \$	1 to 5 Years \$	Over 5 Years \$	Total \$
As at 31 March 2010 Liabilities						
Payables	6,285,137	18,294,484	96,405,533		-	120,985,154
Total financial liabilities	6,285,137	18,294,484	96,405,533	-	-	120,985,154

Assets available to meet all of the liabilities and to cover financial liabilities include cash and short term investments.

Notes to the Financial Statements **31 March 2011** 

#### 3. Financial Risk Management (Continued)

#### (c) Market risk

The Agency is exposed to market risks, which is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risks mainly arise from changes foreign currency exchange rates and interest rates. Market risk is monitored by the Finance and Accounts Branch through a Risk Officer who carries out extensive research and monitors the price movement of financial assets on the local and international markets.

There has been no change to the Agency's exposure to market risks or the manner in which it. manages and measures the risk

#### (i) Currency risk

Currency risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

The Agency is primarily exposed to foreign exchange risk arising from US dollar and Canadian dollar denominated cash and cash equivalents. The Agency manages this risk by monitoring its net foreign exchange exposure and keeping it to an acceptable level.

The table below summarizes the Agency's exposure to foreign currency exchange rate risk at 31 March.

	US\$ J\$	CAN\$ J\$	Total J\$
At March 31, 2011:			
Financial Assets			
Receivables	-	-	-
Cash and Cash equivalent	13,582,263	-	13,582,263
Total Financial Assets	13,582,263	-	13,582,263
Financial Liabilities			-
Payables	-	-	-
Total Financial Liabilities	-	-	-
Net Financial position	13,582,263	-	13,582,263
	US\$ J\$	CAN\$ J\$	Total J\$
At March 31, 2010:			
Financial Assets			
Receivables	-	-	-
Cash and Cash equivalent	16,672,492	171,860	16,844,352
Total Financial Assets	16,672,492	171,860	16,844,352
Financial Liabilities			-
Payables	3,218,342	-	3,218,342
Total Financial Liabilities	3,218,342	-	3,218,342
Net Financial position	13,454,150	171,860	13,626,009

Notes to the Financial Statements 31 March 2011

# 3 Financial Risk Management (Continued)

#### (c) Market risk (Continued)

#### (i) Currency risk (Continued)

# Foreign currency sensitivity

The Agency has no significant exposure to foreign currency risk. The Agency establishes United States Dollars and Canadian Dollar accounts where the respective project foreign currency is held and funds used as the need arises. The fluctuation in exchange rates therefore does not affect the amount of foreign currency available under the project. A 5% increase or decrease in the exchange rate at year end would not have a significant effect on the Agency's net assets.

#### (ii) Interest rate risk

Interest rate risk is the risk that the value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

Floating rate instruments expose the Agency to cash flow interest rate risk, whereas, fixed interest rate instruments expose the Agency to fair value interest risk.

The following table summarises the Agency's exposure to interest rate risk. It includes the Agency's financial instruments at carrying amounts, categorised by the earlier of contractual repricing or Maturity dates.

4 21 W - 1 2011	Within 1 Month \$	1-3 Months \$	3 -12 Months \$	1 - 5 Years \$	Non- Interest Bearing \$	Total \$
At 31 March 2011:						
Assets						
Receivables	-	-	-	-	39,616,818	39,616,818
Cash and Bank	184,556,008	11,426,660	35,567,196	-	49,619,971	281,169,835
Total Financing assets	184,556,008	11,426,660	35,567,196	-	89,236,789	320,786,653
Liabilities					1	-
Payables	113,513,503	3,058,818	8,819,856	48,330,649	/ -	173,722,826
Total Financing liabilities	113,513,503	3,058,818	8,819,856	48,330,649	-	173,722,826
Total interest repricing gap	71,042,505	8,367,841	26,747,340	(48,330,649)	89,236,789	147,063,827

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# National Environment & Planning Agency

Notes to the Financial Statements

# 31 March 2011

#### 3. Financial Risk Management (Continued)

#### (c) Market risk (Continued)

# (ii) Interest rate risk (Continued)

	Within 1 Month \$	1 - 3 Months \$	3 - 12 Months \$	1 - 5 Years \$	Non- Interest Bearing \$	Total \$
At 31 March 2010:						
Assets						
Receivables	-	-	7	-	43,583,661	43,583,661
Cash and Bank	159,775,431	33,100,300	4,356,974	-	68,573,338	265,806,043
Total Financing assets	159,775,431	33,100,300	4,356,974	-	112,156,999	309,389,704
Liabilities						-
Payables	-	-	-	-	120,985,645	120,985,645
Total Financing liabilities	-	-	-	-	120,985,645	120,985,645
Total interest repricing gap	159,775,431	33,100,300	4,356,974	-	(8,828,646)	188,404,059

#### Interest rates sensitivity

The Agency's interest rate risk arises from investments. The rates of these investments are fixed and are of a short term nature, therefore the effect of changes in interest rates is considered to be minimal.

#### 4. Critical Accounting Judgements and Key sources of Estimation Uncertainty

Judgements and estimates are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### (a) Critical judgements in applying the Agency's accounting policies

In the process of applying the Agency's accounting policies, management has made the determination that there are no judgements that would have significant impact on the amounts recognised in the financial statements.

#### (b) Key sources of estimation uncertainty

The Agency makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Notes to the Financial Statements 31 March 2011

#### 4. Critical Accounting Judgements and Key Sources of Estimation Uncertainty (continued)

#### Pension plan assets

The cost of these benefits and the present value of the pension liabilities depend on a number of factors that are determined on an actuarial basis using a number of assumptions. The assumptions used in determining the net periodic cost (income) for pension benefits include the expected long-term rate of plan assets and the discount rate. Any changes in these assumptions will impact the net periodic cost (income) recorded for pension benefits and may affect planned funding of the pension plan. The expected return on plan assets assumption is determined on a uniform basis, considering long-term historical returns, asset allocation and future estimates of long-term investment returns. The Agency determines the appropriate discount rate at the end of each year, which represents the interest rate that should be used to determine the present value of estimated future cash outflows expected to be required to settle the pension benefit obligations. In determining the appropriate discount rate, the Agency considered interest rates that reflect the time value of money.

#### 5. Non-Current Assets

	Land \$	Leasehold Improvement \$	Fixtures & Fittings \$	Furniture & Office Equipment \$	Computer \$	Computer Software	Vehicles \$	Plant, Machinery & Equipment	Specialist Assets \$	Total \$
At Cost or Valuation		4	Ŷ	Ψ	4		9		ð	Φ
At 31 March 2009	20,052,630	10,219,116	18,987,628	15,756,166	53,545,576	8,403,509	29,318,997	15,865,513	4,350,610	176,499,745
Additions	-	1,485,716	825,588	1,240,413	7,865,838	900,718		8,726,775	629,963	21,675,011
Disposals							(4,378,569)	-	(829,072)	(5,207,641)
At 31 April 2010	20,052,630	11,704,832	19,813,216	16,996,579	61,411,414	9,304,227	24,940,428	24,592,288	4,151,501	192,967,115
Additions	-		1,395,535	1,520,903	599,383	571,135		-	265,522	4,352,478
Disposals			-	-	-	-		-		-
At 31 March 11	20,052,630	11,704,832	21,208,751	18,517,482	62,010,797	9,875,362	24,940,428	24,592,288	4,417,023	197,319,593
Depreciation										
At 31 March 2009		9,736,454	13,057,443	7,402,803	36,010,472	1,427,858	18,588,966	6,388,493	454,769	93,067,258
Charge for the year	-	619,210	1,312,719	1,414,396	6,590,820	1,664,085	3,350,561	1,842,677	398,916	17,193,384
Relieved on disposa	12	-	-	-			(4,378,569)		-	(4,378,569)
Adjustment									(27,636)	(27,636)
At 31 March 2010		10,355,664	14,370,162	8,817,199	42,601,292	3,091,943	17,560,958	8,231,170	826,049	105,854,437
Charge for the year		645,141	1,204,576	1,449,630	6,253,594	1,844,229	3,313,871	2,004,485	432,446	17,147,972
Relieved on dispos:	-	-	-		-					

31 March 10	20,052,630	1,349,168	5,443,054	8,179,380	18,810,122	6,212,284	7,379,469	16,361,118	3,325,452	87,112,678
31 March 11	20,052,630	704,027	5,634,013	8,250,653	13,155,911	4,939,190	4,065,599	14,356,633	3,158,528	74,317,184

At 1 April 2001, the Agency acquired the assets of the Natural Resources and Conservation Authority, the Town Planning Department and the Land Development and Utilization Commission. These assets are included at directors' valuation which is treated as deemed cost. The acquisition of these assets was financed by the Government of Jamaica as contributed capital in the Agency and is represented in Capital - GoJ Investments in the statement of financial position. (Note 13). Page 18

### National Environment & Planning Agency

Notes to the Financial Statements **31 March 2011** 

### 6. Post-employment Benefits

The Agency operates two pension schemes in addition to central government non contributory scheme covering all permanent employees and administered by independent trustees. The agency has both defined benefit and defined contribution plans, which are funded by employee contributions of 5% of salary with the option to contribute an additional 5%. The Agency contribution ranges from 5 -10% depending on the number of years the employee is enrolled in the scheme.

Defined benefit plans are valued by independent actuaries every year using the projected unit credit method. The latest actuarial valuations were carried out as at 31 March 2011. Normal retirement benefit is calculated on the basis of 2% of final pensionable salary for each year of pensionable service to that date.

The defined benefit asset recognised in the balance sheet was determined as follows:

	2011	2010
	\$	\$
Present value of funded obligations	141,026,000	163,332,000
Fair value of plan assets	(211,986,491)	(179,042,491)
Fund status	(70,960,491)	(15,710,491)
Unrecognised actuarial gain/(loss)	37,374,000	(25,515,000)
Unrecognised asset	-	25,515,000
Asset in the statement of financial position	(33,586,491)	(15,710,491)
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The movement in the amounts recognised in the statement of financial position is as follows:

	2011	2010
	\$	\$
At beginning of year	(15,710,491)	(36,673,000)
Total income, recognised in the income and expenditure account (Note 18)	(15,480,000)	23,357,004
Contributions paid	(2,396,000)	(2,394,495)
At end of year	(33,586,491)	(15,710,491)

The movement in the fair value of plan assets during the year was as follows:

	2011	2010
	\$	\$
At beginning of year	179,042,491	134,099,000
Expected return on plan assets	16,268,000	19,657,000
Actuarial gains on plan assets	10,210,000	22,249,000
Employer contributions	2,396,000	2,394,495
Employee contributions	2,550,000	2,555,000
Purchased annuities	2,964,000	-
Benefits paid	(1,444,000)	(1,912,004)
At end of year	211,986,491	179,042,491

#### Page 20

### National Environment & Planning Agency

Notes to the Financial Statements **31 March 2011** 

#### 6. Post-employment Benefits (Continued)

The movement in present value of the defined obligation during the year was as follows:

	2011	2010
	\$	\$
At the beginning of year	163,332,000	97,426,000
Current service cost	8,826,000	4,921,000
Interest cost	17,076,000	14,475,000
Employee contributions	2,551,000	2,555,000
Actuarial (gains)/losses on obligations	(52,278,000)	45,867,000
Purchased Annuities	2,963,000	-
Benefits paid	(1,444,000)	(1,912,000)
At the end of year	141,026,000	163,332,000

The amounts recognised in the statement of comprehensive income are as follows:

	2011	2010
	\$	\$
Current service cost	8,826,000	4,921,000
Interest cost	17,076,000	14,475,000
Expected return on plan assets	(16,268,000)	(19,657,000)
Recognised gain	401,000	-
Change in unrecognised asset	(25,515,000)	23,618,000
Total, included in staff costs (Note 18)	(15,480,000)	23,357,000

Expected contributions to the plan for the year ended 31 March 2012 is \$5,262,000 for both employer and employees.

The distribution of plan assets was as follows:

	2011		2010		
	\$	%	\$	%	
Invested Assets					
Equity	38,724,000	18	37,208,000	21	
Mortgage and real estate	6,196,000	3	1,329,000	1	
Fixed Income	163,723,000	78	140,093,000	78	
Purchased Annuities	2,963,000	1	-	0	
Cash	380,491	0	412,000	0	
Total assets	211,986,491	100	179,042,000	100	

#### ational Environment & Planning Agency

otes to the Financial Statements

### 1 March 2011

#### Post-employment Benefits (Continued)

The expected return on plan assets was determined based on market expectation of inflation (9%) plus a margin for real returns (4%) on a balanced portfolio or equities and bonds.

The five-year trend for the fair value of plan assets, the defined benefit obligations, the surplus in the plan, and experience adjustments for plan assets and liabilities is as follows:

	2011 \$	2010 \$	2009 \$	2008 \$	2007 \$
Fair value of plan assets	(211,986,491)	(179,042,000)	(134,099,000)	(132,614,000)	(114,549,000)
Present value of defined benefit obligations	141,026,000	163,332,000	97,426,000	85,105,000	81,503,000
Surplus	(70,960,491)	(15,710,000)	(36,673,000)	(47,509,000)	(33,046,000)
Experience adjustments -					
Fair value of plan assets	(10,210,000)	(22,249,000)	20,238,000	(67,000)	(1,687,000)
Defined benefit obligations	52,278,000	45,867,000	(4,220,000)	(12,037,000)	12,984,000

#### Principal actuarial assumptions used in valuing post-employment benefits

The principal actuarial assumptions used in valuing post-employment benefits were as follows:

	2011	2010
	\$	\$
Discount rate	10.5%	11.5%
Expected return on plan assets	8.5%	9.0%
Future salary increases	6.5%	8.0%
Future pension increases	4.5%	7.5%

The average expected remaining service life of the employees is 16 years (2010 - 15).

At normal retirement age, 100% of males and females are assumed to be married. The age difference between husband and wife is assumed to average 3 years.

Post-employment mortality for active members and mortality for pensioners and deferred pensioners is based on the American 1994 Group Annuitant Mortality (GAM94) table.

#### National Environment & Planning Agency Notes to the Financial Statements

#### 31 March 2011

### 7. Trade and Other Receivables

Trade and other receivables comprise:

Transfer and a later	2011 \$	2010 \$
Trade receivables	7,283,523	23,686,330
Less: Provision for impairment of trade receivables		(6,349,854)
	7,283,523	17,336,476
Staff loans (Note 16)	7,092,676	5,516,047
G.C.T recoverable	1,529,051	724,185
Interest receivable	614,907	488,816
Other	18,146,590	16,923,611
	34,666,747	40,989,135
Less: Provision for doubtful debts	(1,360,308)	(1,360,308)
	33,306,439	39,628,827

#### 8. Prepayments

	2011 \$	2010 \$
Trade advances	2,761,306	2,289,700
Staff advances	1,473,199	68,144
Other	2,232,912	1,754,028
Less: Provision for doubtful debts	(157,038)	(157,038)
	6,310,379	3,954,834

#### 9. Cash and Cash Equivalent

For the purpose of the statements of cash flows, cash and cash equivalents comprise the following:

	201	1	2010 \$
Cash at bank and in hand	107,111	1,535 107	7,283,172
Short-term deposits	174,058	3,300 158	8,522,871
	281,169	9,835 265	5,806,043

The weighted average effective interest rates on short-term deposits during the year were 8.03% and 1.92% (2010 - 15.19% and 3.35%) on Jamaican dollar and United States dollar denominated deposits, respectively.

#### National Environment & Planning Agency

Notes to the Financial Statements 31 March 2011

	2011	2010
Current	\$	\$
Trade Payables	4,243,118	5,900,310
Payroll taxes payable	12,091,484	12,578,287
Accrued charges	-	200,000
Contingency advances	25,859,995	25,859,995
Accountant General's 50% of net surplus	13,401,348	13,072,328
Other	4,697,654	18,294,485
	60,293,599	75,905,405
Non-Current		0
Performance Bonds	6,000,000	-
1. Employee Benefits	2011	2010
Current	\$	\$
Accrued gratuity	20,314,512	14,586,259
Accrued vacation leave	18,392,197	25,688,899
Other *	27,206,569	4,805,082
	65,913,278	45,080,240
Non-Current		
GOJ MOU - salary arrears	41,515,949	

\* Includes accruals for incentive and pension amounts payable to employees.

#### 12. Special Project Fund

Certain bank accounts are funded by allocations used for specific project purposes. Unexpended balances in these accounts are recognised as current liabilities.

2011	2010
\$	\$
36,368,772	30,784,447
(4,823,708)	5,584,325
31,545,064	36,368,772
	<b>\$</b> 36,368,772 (4,823,708)

#### 13. Capital - (GOJ) Investments

This represents amount invested by the Government of Jamaica for the acquisition of property, plant and equipment on the formation of the Executive Agency (Note 5).

#### 14. Donated Asset Reserve

The Donated Asset Reserve reflects the net book value of assets which have been donated to the Agency either by the Government or by an external funding agency. An amount equal to the depreciation charge is transferred from the Donated Asset Reserve to the income and expenditure account over the useful life of the asset.

	\$
Fund balance at 31 March 2009	63,010,424
Additions during the year	21,675,012
Adjustment *	(829,073)
Disposal	27.0
Transfer to income and expenditure account	(17,200,313)
Fund balance at 31 March 2010	66,656,050
Additions during the year	4,352,479
Transfer to income and expenditure account	(17,031,818)
	(12,679,339)
Fund balance at 31 March 2011	53,976,711
	× ×

#### National Environment & Planning Agency

Notes to the Financial Statements 31 March 2011

#### 15. Fees Reserve

This represents fees collected by the Agency on behalf of the NRCA according to statue, which are used for specific projects. The presentation of the schedule was revised to be more concise and relevant. The amount is comprised as follows:

	Fund Balance as at March 31, 2001	Fund Balance April 2001 - March 2010	Current Year Fees	Receivables Write Off	Fund Balance Accumulated March 2011
NRCA Fees Reserve					
	\$	\$	\$		\$
Beach & Dredging	13,134,000	185,658,253	22,984,984	(10,754,180)	211,023,057
Hunters Licence Sewage/Trade Effluent	11,434,000	74,998,006	15,124,900	-	101,556,906
Permit & Licence	21,276,000	39,909,113	6,677,561	(1,366,975)	66,495,699
Air Quality Licence		24,391,922	12,656,758	(78,113)	36,970,567
Lifeguard	863,000	6,027,118	1,045,550	-	7,935,668
CITIES	4,791,015	3,776,379	282,360	459	8,850,213
Hazardous Waste		335,036	303,587	-	638,623
Other Fees	-	-	298,926	-	298,926
	51,498,015	335,095,827	59,374,626	(12,198,809)	433,769,659
Interest Income		62,007,817	7,303,537	-	69,311,354
	51,498,015	397,103,644	66,678,163	(12,198,809)	503,081,013
Transfers from Reserves					
(NEPA period)	-	(349,524,131)	(75,844,775)	-	(425,368,906)
Fees Reserve Fund Balance	51,498,015	47,579,513	(9,166,612)	(12,198,809)	77,712,107

#### 16. Staff Loan Fund

This represent funds allocated from fees reserve and set aside to be issued as loans to employees.

#### 17. NRCA Funding

This represents funding to the Agency from the Natural Resources Authority (NRCA) through board approval in the form of:

#### (i) Appropriations in Aid (AIA)

Appropriations in Aid (AIA) generally represent revenue internally generated from fees. However in case of NEPA fees are collected under statute by the Natural Resources Conservation Authority (NRCA). Fifty percent (50%) of the budgeted revenue is pledged to NEPA and indicated as AIA for the year.

#### (ii) Fees Reserve Transfer

This comprise special funding from the Natural Resources Authority (NRCA) through board approval for special support towards the recurrent operations of the Agency.

2010

### National Environment & Planning Agency

Notes to the Financial Statements **31 March 2011** 

#### 18. Staff Costs

	2011	2010
	\$	\$
Salaries, travel and allowances	512,471,725	473,165,080
Statutory contributions	15,149,618	13,997,300
Pension costs - defined contribution plans	8,608,561	8,670,990
Pension costs - defined benefit plans (Note 6)	(15,480,000)	23,357,004
Other	-	-
	520,749,904	519,190,374

The number of persons employed by the Agency during the year was 251 (2010 - 245)

Gross emoluments received during the year:

	2011	2010
Emoluments bands (\$)	No.	No.
2,000,000 - 2,249000	18	25
2,250,000 - 2,499,000	7	6
2,500,000 - 2,749,000	6	8
2,750,000 - 2,999,999	9	6
3,000,000 - 3,249,000	2	1
3,250,000 - 3,499,000	1	0
3,500,000 - 3,749,000	1	2
3,750,000 and over	1	1

#### 19. Other Income / (Expenses) This comprises:

	\$	\$
Photocopy services	45,456	29,668
Other miscellaneous income	13,161	360,344
Printing service	650	6,549
Foreign exchange gain	5,064	55,862
Foreign exchange loss	(188,655)	(23,493)
Bad debt adjustments	480,150	-
	355,826	428,930

2011

#### National Environment & Planning Agency

Notes to the Financial Statements 31 March 2011

#### 20. Government of Jamaica (GOJ) Financing from Consolidated Fund

GOJ financing from consolidated fund represents subvention received from the Ministry of Finance and the Public Service (MoFPS) and the Office of the Prime Minister (OPM) and is comprised as follows:

Recurrent <b>\$</b> 541,669,000	Capital A \$ 15,758,000	Capital B <b>\$</b> 18,865,000	Total <b>\$</b> 576,292,000
(3,404,166)	(80,624)	-	(3,484,790)
538,264,834	15,677,376	18,865,000	572,807,210
537,777,000	12,126,000	3,053,000	552,956,000
(10,613,172)	(4,176,624)	-	(14,789,796)
527,163,828	7,949,376	3,053,000	538,166,204
	\$ 541,669,000 (3,404,166) 538,264,834 537,777,000 (10,613,172)	\$         \$           541,669,000         15,758,000           (3,404,166)         (80,624)           538,264,834         15,677,376           537,777,000         12,126,000           (10,613,172)         (4,176,624)	\$         \$         \$           541,669,000         15,758,000         18,865,000           (3,404,166)         (80,624)         -           538,264,834         15,677,376         18,865,000           537,777,000         12,126,000         3,053,000           (10,613,172)         (4,176,624)         -

#### 21. GOJ (50%) of Net Profits

GOJ (50%) of Net Profits is calculated on the annual net surplus earned for the period and is paid over to the Consolidated Fund in accordance with the Financial Instructions to Executive Agencies (FIEA).

#### 22. Related Party Transactions and Balances

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial or operational decisions.

Key Management Compensation		
	2011	2010
	\$	\$
Salaries and other short-term employee benefits	78,065,186	79,467,662
Statutory contributions	2,800,287	325,006
	80,865,473	79,792,668
Directors' emoluments -		
Fees *	-	-
Management remuneration (included above)	7,201,614	8,288,423

\* Directors emoluments are payable to members of the Natural Resources Conservation Authority (NRCA) directly from the inflows to the NRCA fees reserve. This amount is not included in the recurrent expenditure of the Agency. Director emoluments totalled \$2,804,870 For the financial year 2010/2011.

#### 23. Taxation

The Agency is exempt from income taxes under Section 12(h) of the Income Tax Act.

#### 24. Litigation and Contingent Liabilities

At the 31 March 2011 the Agency had the following contingent liability:

A suit was filed by a former landlord who is claiming amounts of approximately \$14,000,000, inclusive of interest. The Agency is contending that the claim is excessive and based on legal advice has made a counter offer of \$1,000,000 as full and final settlement, without prejudice. No provision has been made in the accounts as the likelihood of the outcome could not be ascertained.

#### Page 27

# National Environment & Planning Agency

Supplementary Information Statement of Revenue and Expenditure - Recurrent

Year ended 31 March 2011

	NOTE	2011 \$	2010 \$
Revenues			
General Reserve Transfer		-	-
Fees Reserve Transfer		-	-
Appropriation in Aid - Recurrent		22,700,000	22,700,000
NRCA Funding	17	22,700,000	22,700,000
Sample Analyses		-	187,200
Material Transfer Agreement		4,000	2,000
Total Revenues	_	22,704,000	22,889,200
Expenditures			
Staff Costs	18	509,573,870	505,097,532
Goods and Services		24,870,919	36,390,466
Premises related expenses		48,900,753	50,530,681
Other Costs		3,406,297	1,643,647
Depreciation		17,147,972	17,165,748
Interest and Charges		118,205	138,819
Total Expenditures		604,018,016	610,966,893
Operating Surplus/(Deficit)	10000	(581,314,016)	(588,077,693)
Profit/(Loss) on Disposal of Fixed Assets		-	1,801,202
Amortisation of Donated Assets Reserve	14	17,031,818	17,200,313
Interest Expense		-	
Interest Income		3,075,393	6,041,185
Other Income/(Expenses)	19	355,826	428,930
Net Surplus/(Deficit) before GOJ Financing		(560,850,979)	(562,606,063)
GOJ Financing from Consolidated Fund	20	538,184,210	527,163,828
Net Surplus/(Deficit) after GOJ Financing	and the second second	(22,666,769)	(35,442,235)
GOJ 50% of Net Profits	21	-	-
Net Surplus/(Deficit) for the period		(22,666,769)	(35,442,235)
	-		

#### Page 28

## National Environment & Planning Agency

Supplementary Information Statement of Revenue and Expenditure - Capital A & B Year ended 31 March 2011

	NOTE	2011 \$	2010 \$
Revenues			
General Reserve Transfer		-	-
Fees Reserve Transfer		-	-
Appropriation in Aid - Recurrent		-	-
NRCA Funding	17	-	-
Sample Analyses		-	-
Material Transfer Agreement		-	-
Total Revenues			-
Expenditures			
Staff Costs	18	11,176,034	14,092,841
Goods and Services		976,951	1,275,647
Premises related expenses		55,955	240,970
Other Costs		-	-
Depreciation		-	-
Interest and Charges		4,573	13,920
Total Expenditures		12,213,513	15,623,378
Operating Surplus/(Deficit)		(12,213,513)	(15,623,378)
Profit/(Loss) on Disposal of Fixed Assets Amortisation of Donated Assets Reserve	14	-	-
Amortisation of Government Grant Reserve		-	
Interest Expense		-	-
Interest Income		915,321	400,161
Other Income/(Expenses)	19	-	-
Net Surplus/(Deficit) before GOJ Financing		(11,298,192)	(15,223,217)
GOJ Financing from Consolidated Fund	20	34,623,000	11,002,376
Net Surplus/(Deficit) after GOJ Financing		23,324,808	(4,220,841)
GOJ 50% of Net Profits	21	-	-
Net Surplus/(Deficit) for the period		23,324,808	(4,220,841)

National Environment & Planning Agency Statement of Comparison of Budget and Actual Amounts (Both Budget and Financial Statements Adopt Accrual Basis) Year ended 31 March 2011

	BUDGETED .	AMOUNTS	ACTUAL	BUDGET	%
Revenue	ORIGINAL	FINAL	AMOUNTS ON COMPARABLE BASIS I	VARIANCE FINAL & ACTUAL	arian
Fees Reserve Transfer					
Appropriation in Aid - Recurrent	22,700,000	22,700,000	-	-	-
Other Revenue	50,000	50,000	22,700,000	-	100
Total Revenue	22,750,000	22,750,000	4,000	46,000 46,000	8
Expenditures					-
Compensation of Employees	405,963,000	405,963,000	443,177,904	(27.014.004)	100
Travel Expenses and Subsistence	83,935,000	83,935,000	77,572,000	(37,214,904)	
Rental of Property, Machinery and Equipment	29,476,000	29,476,000	23,000,555	6,363,000 6,475,445	92 78
Public Utility Services	22,955,000	22,955,000	25,956,153	(3,001,153)	
Purchases of Other Goods and Services	21,322,000	21,322,000	25,970,648	(4,648,648)	
Grants and Contributions	-		3,406,297	(3,406,297)	
-	563,651,000	563,651,000	599,083,557	(35,432,557)	-
Depreciation	16,632,575	16,632,575	17,147,972	(515,396)	
Bad Debt and Provisions	-	-		(010,050)	
Total Expenditures	580,283,575	580,283,575	616,231,529	(35,947,954)	- 106
Operating Surplus/(Deficit)	(557,533,575)	(557,533,575)	(593,527,529)	35,993,954	106
Profit/(Loss) on Disposal of Fixed Assets	-	-	-		
Amortisation of Donated Assets Reserves	16,516,422	16,516,422	17,031,818	(515,396)	103
Gain/(Loss) on Foreign Exchange	20,000	20,000	(183,591)	203,591	(918)
Bad Debt Recovered	-	-	480,150	(480,150)	
Interest Expense	-	-	-	-	-
Interest Income	4,014,922	4,014,922	3,990,714	24,208	99
Other Income/(Expenses)	6,042,254	6,042,254	59,267	5,982,986.42	1
Net Surplus/(Deficit) before GOJ Financing	(530,939,977)	(530,939,977)	(572,149,171)	41,209,193	108
GOJ Financing from Consolidated Fund	594,913,000	594,913,000	572,807,210	22,105,790	96
Net Surplus/(Deficit) after GOJ Financing GOJ 50% of Net Profits	63,973,023	63,973,023	658,039 (329,020)	63,314,982	1
Net Surplus/(Deficit) for the period	63,973,023	63,973,023	329,019	63,314,982	1

#### Page 29

National Environment & Planning Agency Statement of Comparison of Budgeted Revenue/Fees and Actual Amounts Year ended 31 March 2011

	-	YTD Budgeted/Projected	Over/(Shortfall)
	YTD ACTUAL \$	Budgeted/Projected REVENUE \$	on Projected Revenu \$
REVENUE	024-1		
Funding from GOJ			
Recurrent	541,669,000	564,571,000	(22,902,000)
Capital A	15,758,000	14,271,000	1,487,000
Capital B	18,865,000	16,071,000	2,794,000
	576,292,000	594,913,000	(18,621,000)
Appropriation in Aid - Recurrent	22,700,000	22,700,000	
Retained Earnings	1,428,402		1,428,402
Interest Income			
Bank	493,283	493,283	
Staff Loan	105,443	105,443	
	598,727	598,727	-
Other Revenue			
Sample Analyses	(44,100)	(44,100)	
Material Transfer Agreement	4,000	4,000	151
Photocopy Services	45,454	45,454	
Printing Service	650	650	
	6,004	6,004	-
Other Income			
Leases			
Miscellaneous	13,161	13,161	-
	13,161	13,161	-
Interest Income on NEPA Investments	3,391,852	3,416,060	(24,208)
TOTAL REVENUE	603,001,745	621,646,952	(18,645,207)

### FEES (NRCA)

Beach & Dredging Licence			
Beach	20,684,136	16,000,000	4,684,136

Dredging	2,300,848	4	2,300,848
	22,984,984	16,000,000	6,984,984
Lifeguard Examinations	1,045,550	1,000,000	45,550
Hunters Licences	15,124,900	14,400,000	724,900
Environment Permits & Licences	6,677,561	7,000,000	(322,439)
CITIES Permits & Certificates	282,360	100,000	182,360
Hazardous Waste Fees	303,587	-	303,587
Air Discharge Licences	12,656,758	15,000,000	(2,343,242)
	59,075,701	53,500,000	5,575,701
NRCA Admin & Misc Fee	298,926	8 <b>2</b> 2	
Interest Income on Fees Investments	7,303,537	7,290,166	13,371.00
	66,678,164	60,790,166	5,589,072

Page 30

### National Environment and Planning Agency

Statement of Internal Control for Financial Year 2010/2011

#### Responsibility

The Management of the Agency is responsible for establishing and maintaining a system of effective internal control. These control measures are designed to provide reasonable assurance that financial and other operational transactions are executed with management's general authorisation.

#### Limitation of Internal Control

Internal control can provide reasonable, not absolute, assurance that the objectives of the Agency will be met. The concept of reasonable assurance implies a high degree of assurance, constrained by the costs and benefits of establishing incremental control procedures. Effective internal control implies that the Agency generates reliable financial and operational reporting, and substantially complies with the laws and regulations that apply to it, however, whether or not the Agency achieves operational and strategic objectives may depend on factors outside its control, such as legislative and financial deficiency as well technology. Effective internal control provides only timely information or feedback on progress towards the achievement of operational and strategic objectives, but cannot guarantee their achievement.

#### **Key Procedure**

In order to establish and maintain a system of effective internal control, functionary units are required to establish and continuously update respective operational manuals outlining the policies and procedures that govern the unit's operations. This is in addition to overarching and enabling policies of the government. The Agency established an internal policy analysis, formulation and evaluation committee that ensures that each manual is put through internal rigors for consistency and congruency with overall government policy as well as internal requirements.

#### **Review of Effectiveness**

Ongoing review of internal control effectiveness and performance are features of the management of the Agency. Unit leaders are required to present monthly and quarterly reports on the management of its operation and internal control system. The internal Audit Unit is required to check and verify for compliance with policies and procedures and produce periodic reports to the Audit Committee of the Agency as well as he senior management.

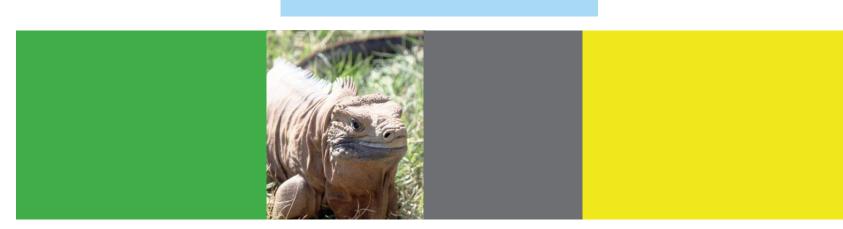
During the Financial Year 2010/2011 the management of the Agency ensured that:

The Agency kept proper accounting and operational records that disclosed with reasonable accuracy and at any time, the position of the Agency.

The records were drawn up in accordance with the established standards and guidelines that govern Executive Agencies.

Continuous review of internal control effectiveness was undertaken and reported for the appropriate action to be taken.





# APPENDIX II REPORT ON THE AUDITED KEY PERFORMANCE INDICATORS 2010-2011



### SUMMARY

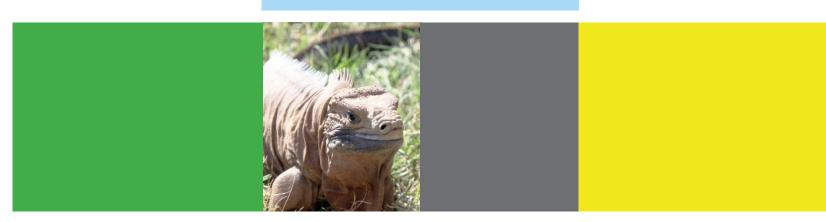
Forty-six Key Performance targets were tied to 15 operational areas for fiscal year 2010-11. Thirty-nine (39) or 85% of the targets were achieved. The achievement was generally in keeping with the trend of prior years and shows that the Agency has maintained a steady performance path.

### INTRODUCTION

The Key Performance Indicators (KPIs) review is mandated by the Ministry of Finance (MOF) Circular No. 18 - file #463/132 dated 7 September 2009 which requires that KPIs be established by the Agency and that they are audited and certified by the Chief Internal Auditor annually.

Over the past five years the Agency has used a suite of Key Performance Indicators and their related targets in various operational areas in an effort to arrive at outcomes that can measure its performance. In 2010-11 the decision was taken to focus on the operational areas of:

- 1. Strategic Planning
- 2. Policies and Standards
- 3. Legislation
- 4. Financial Reporting
- 5. Human Resource Management
- 6. Facilities Management
- 7. Development Assistance And Applications Management
- 8. Public Awareness/Promotion
- 9. Monitoring For Enforcement
- 10. Response To Reported Pollution Incidents
- 11. Spatial Planning
- 12. Ecosystems Management
- 13. Protected Areas Management
- 14. Pollution Prevention
- 15. Project Management and Support for the Agency's Business Processes

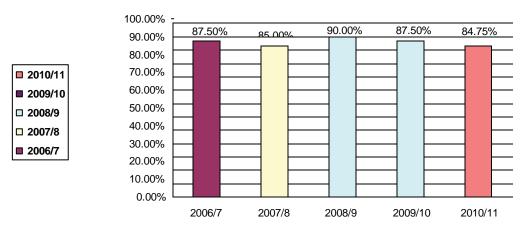


Accordingly, a total of forty-six (46) performance targets were established in these areas. The KPIs were assessed between April and May 2011. This report contains the findings of the review and indicates KPIs that were achieved, those that were not achieved together with possible reason(s) for the non-achievement and the effects on the Agency's overall performance.

### **CALCULATION OF KPI %**

Total No of KPIs	= 46
No of KPIs met	= 39
<b>KPI %</b> (39/46x100)	= 84.78% (approx. 85%)

Based on the criteria set by the Ministry of Finance the Agency achieved approximately 85% of its targets for the fiscal year 2010/11. This exceeded the minimum target of 80% set under the Performance Appraisal System that would afford funding for payment of incentives to staff.



### Figure 16: NEPA's KPI Performance Trend for period 2006/2007 - 2010/2011

The Agency's performance has fluctuated over the five-year period since 2006/7; with 2008/9 having the highest percentage and 2010/11 having the lowest percentage. Despite this picture however, there is much more room for improvement and it is now up to Senior Management to ensure that there is improvement in the results while the Agency maintains its focus and achieves its objectives.

Chief Internal Auditor July 2011



Table 12: Audited Achievement of Key Performance Indicator Targets for 2010-2011

KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT ACHIEVED (X)		
	STRATEGIC PLANNING					
Monitoring System of NEPA's Performance	1	4 NEPA Quarterly Reports prepared	4 Quarterly Reports were completed for the year	V		
	2	The (2009-10)Annual Report completed	NEPA's Annual Report for 2009-10 was prepared	V		
NEPA's Corporate and Operational Plans	3	Draft 2011-2014     Corporate Plan     completed	NEPA's Draft 2011-2014 Corporate Plan was prepared	1		
		<ul> <li>Draft 2011-2012 Operational Plan completed</li> </ul>	NEPA's Draft 2011-2012 Operational Plan was prepared	V		
		POLICIES AND ST	ANDARDS			
New or updated Policies and standards related to planning and the environment	4	Revised EIA procedures and standards completed	The Revised EIA Procedures and standards were not completed	X		
Reporting system on the state of the environment	5	Draft State of the Environment Report 2010 prepared	The Draft State of the Environment Report 2010 was prepared	$\checkmark$		
	1	LEGISLATI	ON			
New or updated legislation related to planning and the environment	6	Drafting instructions to amend the Natural Resources Conservation Permit and Licence fee Regulations completed	The Drafting Instructions were seen	V		



		and the state of the state		
KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT ACHIEVED (X)
	7	Drafting instructions to amend the Natural Resources (Prohibition of enterprises, construction and Development) Order completed	The Drafting Instructions were seen	
Efficient response to the Courts regarding Restrictive Covenants.	8	85 % of all new RC matters received by the Agency are reviewed and presented to the Court and ratified by the TCPA.	331 Restrictive Covenants were received and 1467 were presented to the Courts during the year	$\checkmark$
The development of educational and awareness building documents in relation to Environment and Planning Laws	9	2 Papers prepared, one each on the environment and planning	2 Environment and Planning Papers were prepared	V
FINANCIALS				
Timely and accurate financial	10	Draft Financial Report (2009/2010) prepared	The Draft Financial Report for (2009/2010) was seen	V

Timely and accurate financial reports including statements of	10	Draft Financial Report (2009/2010) prepared	The Draft Financial Report for (2009/2010) was seen	
revenue, expenditure and balance sheets	11	12 Monthly draft financial reports prepared	12 Monthly Financial Reports were seen	
The establishment and maintenance of Financial Policies and Procedures	12	Accounting Procedures Manual revised	The Revised Accounting procedures Manual dated 2011 March 11 was seen	



KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT ACHIEVED (X)	
		HUMAN RESOURCES	MANAGEMENT		
Staff Welfare Programme in place	13	5 Staff Welfare activities implemented, including Wellness programmes	A list of nine (9) staff welfare activities held during the Financial year was presented	N	
Training Programme implemented for staff	14	10 training courses (technical and non- technical) offered to staff	Reports and Database on twenty-eight training courses that were offered and attended by staff were seen	V	
		FACILITIES MAN	AGEMENT		
Promotion of Energy Efficiency and Conservation within the Agency	15	58 Offices at 10 & 11 Caledonia Avenue outfitted with individual light switches	58 locations at 10 & 11 Caledonia Avenue were confirmed outfitted with individual light switches	N	
Systems to improve the Management of Fixed Assets	16	New fixed asset database established	The fixed assets database was established, but it has not been populated	V	
DEVE	LOP	MENT ASSISTANCE and A	<b>APPLICATIONS PROCESSIN</b>	<u>1G</u>	
An efficient facilitation mechanism through the Development Assistance Centre (DAC)	17	Processing of pre- application consultation. 85% of development applications assessed and appointments set within five (5) days of the request	86 applications were received of which 63 (73%) were done on time	X	
		request <u>Assumption</u> : 108 client			

requests received.



KPI		ANNUAL TARGET FOR	ACTUAL	ACHIEVED (√)
		KPI	ACCOMPLISHMENT	NOT ACHIEVED (X)
The Number of Applications	18	1200 applications are assessed within 3 days	1568 applications were assessed within 3 days	
processed 1500 applications processed for the	19	1200 applications are mapped and verified within 3 days	1247 applications were mapped and verified within 3 days	
year of which 70% or 1050 are processed within 60 days	20	1050 new applications are processed within 50 days	1230 new applications were processed within 50 days	
	21	All Authority approvals to be signed off within 4 days of receipt by LSB.	62 of 69 <b>(90%)</b> Beach Licences were signed off on within 4 days of receipt by the LSB	X
Digital Archiving and Conversion of existing maps into	22	96 Old TPD 1:12500 Sheets digitized	Over 200 maps were seen (50%)	
digital format		60 Old TPD 1:2500 Sheets for Spanish Town and Linstead digitized	61 maps were seen (50%)	$\checkmark$
		PUBLIC AWARENESS	/ PROMOTION	
Enhancement of the Public Image of the Agency by maximizing the use of media in the dissemination of planned, structured messages as well as for impromptu events)	23	National Environmental Awareness (NEA) Day, World Water Day (WWD) and Ozone Day promoted	Report on World Water Day submitted Activity Report and media release submitted for International Ozone Day and World Water Day Photographic collages submitted for world Water Day and national Environment Awareness Day	



KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT
Schools' Outreach Programme	24	24 presentations on the environment and planning conducted at schools and communities located in Kingston, St. Andrew and St. Catherine	More than 24 Presentations were done at schools and communities in Kingston, St. Andrew and St. Catherine	ACHIEVED (X) √
		MONITORING FOR E	NFORCEMENT	
The number of planned monitoring and inspection visits completed.	25	355 Routine Monitoring Visits conducted (including investigations and STP monitoring).	Approximately 817 of 1420 <b>(57%)</b> Monitoring Visits (including investigations and STP monitoring) were conducted	x
	26	Facilities on the special monitoring list designated by the NRCA/TCPA/NEPA monitored/evaluated for compliance	Reports on 26 of the 68 (38%) Special Monitoring activities were seen	x
The level of responsiveness to reported breaches	27	75 % of environmental breaches related to the NRCA Act investigated and reported on	Results of incidences logged in the investigations log book did not corroborate with the case reports presented (0%)	X
		70% of reported environmental breaches (NRCA Act) *responded to within 72 hours (*Responded to means; investigation has been initiated.)	48 of 117 <b>(41%)</b> investigations reported for the period were responded to within 72 hours.	



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KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT ACHIEVED (X)
Enforcement (of legislation administered by NEPA) actions undertaken	28	Approximately 70 enforcement actions taken (including warning letters, Enforcement Notices, Prosecution, etc.)	153 enforcement actions were taken	$\checkmark$
An air quality monitoring programme focusing on compliance and routine assessment	29	Compliance monitoring for licensed air discharge facilities 270 monitoring exercises for three air quality monitoring stations in the KMA	Compliance monitoring data records were seen (50%) 295 monitoring exercises were conducted for the 3 Air Quality Monitoring Stations (50%)	$\checkmark$
	RES	PONSE TO REPORTED P	OLLUTION INCIDENTS	I
<ul> <li>The level of responsiveness to Pollution Incidents</li> <li>Efficiency of response to</li> </ul>	30	All (100%) Pollution Incidents reported, responded to (oil/chemical/industrial spills, river poisoning, air emissions)	55 of 55 (100%) pollution incidents were responded to	N
pollution incidents		Response to reported pollution incidents are all (100%) initiated within 24 hours (Initiated means: for example contact with complainant, assembly of response team, site	55 of 55 (100%) pollution incidents were responded to within 24 hours	V

visit)



**SPATIAL PLANNING** 

The progress towards preparing development orders (St Thomas)	31	Land use survey completed for 6 local planning areas in the St. Thomas Development Order Area One Consultation in each of the 6 local planning areas	Nine (9) land use surveys were completed for nine (9) Local Planning Areas in the St. Thomas Development Order	V
	32	Environmental Sector Report prepared for St. Thomas to guide the Parish Development Order (Focus will be on gaps identified from the NEGAR inclusive of freshwater, marine, avifauna, botany, bats)	The Environmental Sector Report prepared for St. Thomas was seen	V
Progress towards the preparation of the National Spatial Plan	33	Desk audit of growth centres within the island undertaken • 10 regional centres • 12 sub-regional centres • 51 district centres	Document on the desk audit of growth centres within the island was seen	V
Progress towards the update of the National Atlas of Jamaica	34	Digital maps prepared for Geology, Relief, Spatial Location, Natural Resources, Climate, Water Resources Mining, Forestry, selected Manufacturing activities, Agriculture, fisheries, Tourism	The Digital maps were seen	V



ECOSYSTEMS MANAGEMENT						
Towards the improved Management of the Kingston Harbour ecosystem	35	Oil Spill Vulnerability Map for Kingston Harbour prepared	The Oil Spill Vulnerability Map was seen	V		
Application of the Watershed Area Management Model (WAMM) developed by the IWCAM Project.	36	5 components (Engaging the community, Establish governance a structure, Reconnaissance of resources, Capacity building through training, Develop indicators) of the WAMM implemented in Black River	Report on the implementation of the Global environment Facility – integrated Watershed and Coastal Areas Management (GEF_ IWCAM) Watershed Model in St. Elizabeth and other areas of Jamaica was seen.	V		
	37	An integrated water quality monitoring programme developed and administered in four watersheds (Montego River, Rio Cobre, Hope River and Black River Watersheds)	An Integrated Water Quality Monitoring Programme and Water Quality Report was prepared	V		
		<ul> <li>Integrated Water Quality Monitoring Program Document prepared</li> <li>Water quality data for pesticides and metals (twice yearly), for bacteriological biochemical and physical parameters in Black River, Rio Cobre and Hope River and Watersheds</li> </ul>				



## PROTECTED AREAS

Improved site- based management of protected areas	38	Montego Bay Marine Park Zoning Plan prepared to inform the process for gazetting	The Montego Bay Marine Park Zoning Plan was prepared	V
	39	Guidelines for Participatory Processes involving Stakeholders as part of Site-Based Planning prepared	The Guidelines for Participatory Processes involving Stakeholders were prepared	V
		POLLUTION PRI	EVENTION	
Promote the implementation of environmental stewardship practices in the private & public sector	40	Facilitate the completion of Initial Environmental Reviews (IERs) in 5 selected industrial facilities assessed under the NEPA Kingston Harbour Environmental Management Programme	The Report confirming the facilitation was seen	V
Progress towards the development of a comprehensive environmental management database	41	<ul> <li>(a) Database for sewage effluent, trade effluent, water quality and air quality created</li> <li>(b) At least 20 sites digitized, geo-referenced and mapped based on PPB records. The 20 sites will include:</li> <li>remediated sites</li> <li>hazardous waste/material contaminated sites</li> <li>sites from which asbestos has been removed</li> </ul>	Database for sewage effluent, trade effluent, water quality and air quality seen (50%) Google Earth geo- referenced map seen with remediated sites, hazardous waste/ material contaminated sites and sites from which asbestos has been removed (50%)	V



KPI		ANNUAL TARGET FOR KPI	ACTUAL ACCOMPLISHMENT	ACHIEVED (√) NOT ACHIEVED (X)
Promote the environmental management of vulnerable coastal areas	42	Conduct assessment of 30 industrial facilities identified as potential polluters of the Kingston Harbour <sup>1</sup> as well as reconnaissance exercises conducted by NEPA) through their impact on the • Rio Cobre • The Hope River	Assessment Reports of 36 industrial facilities seen	
Environmentally Sound Management (ESM) of hazardous wastes	43	Draft National Chemical Emergency Response Plan developed	Draft National Chemical Emergency Response Plan was seen	

## PROJECT CYCLE MANAGEMENT AND SUPPORT TO NEPA'S BUSINESS PROCESSES

Institutionalization of NEPA's Projects for Sustainability	44	Sustainability Report and Plan of Action completed (follow up actions on project outputs)	Sustainability Report and Plan of Action were seen	$\checkmark$
Improved quality and efficiency of NEPA's Management Processes	45	QMS for the Applications Management Process	QMS not done as the Agency's objective shifted toward being ISO Certified	X
The existence of current information on projects implemented by NEPA	46	Project Inventory Document prepared semi-annually	2 Project Inventory Documents dated 2010 September 30 and 2011 March 31 were seen	$\checkmark$

<sup>&</sup>lt;sup>1</sup> Based on the project Institutional Strengthening to Support Environmental Management of Kingston Harbour (Project No: ATN/SF-8164-JA)



# APPENDIX III SERVICES AND PRODUCTS

NEPA provides an extensive number of services and products to industry, other government agencies and the general public. Some of these are:

### **Products**

- Environmental Permits
- Environmental Licences
- Beach Licences
- Air Discharge Licences
- Life Guard Licences
- Hazardous Waste (Transboundary Movement) Permits
- Hazardous waste (Transport, Storage, Treatment, Disposal) Permits

- Wild life Exemptions
- Watershed Development Management Project permits
- Eco-tourism Project Permits
- · Industrial Project Permits
- Solid Waste Treatment & Disposal Facilities
   Permits
- Permits for Construction of New Highways
   & Arterial roads
- Port and Harbour Developments Permits

### Services

- Comments to local Authorities for Planning and Subdivision Applications
- Comments on restrictive Covenants
   Application
- Closure Plan review & Closure Implementation Monitoring
- Remediation Plan review & remediation Implementation Monitoring
- Laboratory Assessments
- Development Assistance for development proposals

- · Pollution Incident response
- · Wild life Incident response
- Community Awareness & Training
- Information and resource materials on Environmental, Spatial Planning, and Natural resources matters
- Advice on land-use, set-back from side boundaries, parking, distance and heights of buildings

# APPENDIX IV CORPORATE STRATEGY 2010-2011

The relationship between Vision 2030 and NEPA's Key Strategies 2010-2011 is highlighted below. NEPA strategies relate primarily to the National and Sectoral strategies of National Outcomes 6, 9, 10, 12, 13, 14 and 15.

Vision 2030 Jamaica		NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's Development Is in Harmony with Its Natural Environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
National Outcome # 13: Sustainable Use and Management of Natural Resources		
NATIONAL STRATEGY 13-1 - issues into economic and socia and processes.	Integrate environmental al decision-making policies	
Create a framework that will enable the integrated management and sustainable use of Jamaica's natural resources (e.g. guidelines for resource use, phased mining etc.)	Promulgate the Environmental StewardshipPolicy Adopt Natural Resource Valuation (NRV) as a key tool for the management of natural resources	<ol> <li>Support the Office of the Prime Minister (OPM) and the Cabinet Office in promoting Environmental Stewardship programmes within the GOJ</li> <li>Conduct 4 Seminars promoting the use of Environmental Management Systems in the Tourism sector</li> <li>Conduct 3 seminars to facilitate the development of EMS/EMPs in the entities identified as potential polluters of the Kingston Harbour in the Kingston Harbour Project report</li> <li>Incorporate NRV tools into the EIA process</li> <li>Integrate/incorporate the use of Economic Valuation and Natural Resource Accounting tools into protected area national planning process</li> </ol>
<b>NATIONAL STRATEGY</b> 13-2 - Develop and Implement mechanisms for biodiversity and ecosystem management		

Visior	2030 Jamaica	NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's development is in harmony with its Natural environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
Adopt an ecosystems management approach which takes into account: access to biological resource for benefit sharing, sustainable use of biological resources, safe handling of IMOs, implementation of forestry management initiatives, establishment of protected areas and researc to understand ecosystems services including their contribution to national development.	al	<ul> <li>2. Support for Resources Assessments (Research) <ul> <li>Conduct Avifaunal Assessments in Protected Areas</li> <li>Assess bird population (Game Bird Management)</li> <li>Monitor Sea Turtle [island wide confirmation of nesting beaches and sighting cards] [index beaches, PPRPA and Reggae Beach St. Ann]</li> <li>Finalize Bat Surveys (Reconfirmation of bat caves in 6 parishes – Hanover, St. Elizabeth, St. Andrew, Westmoreland, Trelawny &amp; Clarendon) &amp; species assessment in Portland</li> <li>Conduct coral reef assessment at 20 selected sites</li> </ul> </li> <li>3. Strategic Actions and Management Plans <ul> <li>Develop plan and commence implementation of WCAM Mechanism in the Black River Watershed, Great rive and Montego RiverWatershedWMUs</li> <li>Develop Strategic Action plan to address Wildlife poaching</li> <li>Revise Bat Management Plan</li> </ul> </li> </ul>
Develop a comprehensive framework to reverse loss of ecosystems and biological resources throug restoration initiatives and protection from invasive species	<ul> <li>Finalize and promulgate draft environmental policies and legislation:</li> <li>h 1. Environmental Management Systems Policy</li> <li>2. Orchid Policy</li> <li>3. Beach Policy</li> <li>4. Watershed Policy</li> </ul>	
NATIONAL STRATEGY 13 effective governance struct management		
Establish institutional mechanism to foster coordination and collaboration of resource protection issues among resource management Agencies	Strengthen partnerships with the NGOs community (both locally and internationally), the private sector and key public sector entities	strengthened partnership with

Vision 20	30 Jamaica	NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's Development Is in Harmony with Its Natural Environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
Create a dynamic and responsive regulatory environment including review and strengthening of relevant environmental legislation	Create mechanism to improve the capacity and effectiveness of environmental enforcement (for example, increasing fines under various pieces of legislation, increasing the frequency of monitoring)	<ul> <li>6. Develop an effective enforcement and compliance management system</li> <li>Revise the NRCA Act to increase fines for infractions and create strict liability offences</li> <li>Develop Training Programme for Enforcement Officers (air quality, hazardous material response)</li> <li>Review and improve the internal procedures to carry out enforcement actions.</li> <li>Expand AMANDA's functionality to include post permit monitoring.</li> <li>Continue providing support to the in-house Enforcement Committee to monitor enforcement actions</li> <li>Establish a regional multi-Agency Enforcement Task Force</li> </ul>
	Create a new governance structure to support existing protected areas.	<ul> <li>7. Build capacity for improved Protected Areas Management</li> <li>Implement a revised programme for the management of protected areas under NRCA's jurisdiction.</li> </ul>
NATIONAL STRATEGY 13-4 - waste effectively	Manage all forms of	
Create an appropriate institutional framework for the integrated management of all types of waste, including the development of a comprehensive waste management policy and associated standards and regulations	Develop a national programme for the environmentally sound management waste including hazardous waste	<ul> <li>8. Develop an integrated framework for the management of waste including hazardous waste</li> <li>Conduct training in the detection of illegal hazardous waste Shipments for gazetted inspectors of hazardous wastes</li> <li>Gather preliminary data on the generation of selected categories of hazardous wastes identified in the first schedule of the Natural resources (Hazardous Waste) (Control of Transboundary Movement) regulations, 2002</li> <li>Map known contaminated sites in Jamaica using GPS coordinates</li> <li>Create database for transboundary movement of hazardous wastes (export &amp; transit)</li> <li>Implement and administer revised Air Quality and Water Quality programmes</li> </ul>

Vision 2030 Jamaica		NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's Development Is in Harmony with Its Natural Environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
National Outcome # 14: Haza Adaptation to Climate Chang		
NATIONAL STRATEGY 14-2 to climate change	- Develop measures to adapt	
Create mechanisms to fully consider the impacts of climate change and 'climate proof' all national policies and plans	Create mechanisms to infuse climate change considerations into planning and legislative frameworks	<ul> <li>9. Integrate climate change adaptation and hazard risk reduction strategies into planning and resources management processes</li> <li>Develop guidelines for set back limits <ul> <li>Apply energy conservation strategies as conditions of approval in the approval process</li> <li>Identify areas for resource rehabilitation (reforestation, slope stabilization, reef regeneration)</li> <li>Promote an environmental/stamp and energy conservation label.</li> <li>Incorporate disaster risk management in environmental and natural resources management – specifically related to the EIA process.</li> <li>Rank watershed areas for rehabilitation in coastal and inland regions; and develop restoration Plan for St. James &amp; St. Elizabeth.</li> </ul> </li> <li>Undertake Vulnerability Assessment of areas adversely affected by extreme climatic conditions as necessary</li> <li>Build on the climate change public awareness programme with PANOS Caribbean</li> </ul>
Adopt best practices for climate change adaptation	Develop sector-specific action plans (including those relating to land use) to assist with the mitigation and adaptation of climate change in all sectors	
	Develop public awareness programmes on climate change	
National Outcome #15: Sustainable Urban and Rural Development		
NATIONAL STRATEGY 15-1 and efficient planning system	Create a comprehensive	
Rationalize the roles and responsibilities of Agencies and Entities involved in planning	Streamline the development approval process	<ul> <li>10. Apply a more judicious process for the review of development applications.</li> <li>Develop and implement a work programme for the DAC</li> </ul>
	Develop Environment and Planning legislation	<ul> <li>11. Collaborate with the Office of the Prime Minister (OPM) in the development of a more effective legislative framework -</li> <li>• New Environment and Planning Act</li> <li>- an integrative legislation for spatial planning and environment. (The New ERA)</li> </ul>

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Vision 20	30 Jamaica	NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's development is in harmony with its Natural environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
Develop and adopt mechanisms for better integration of spatial models and tools for decision-making	Streamline applications processing and reduce the processing time of planning applications	<ul> <li>12. Improve the Agency's internal systems and work flow processes.</li> <li>Create a shorter time-line for application processing - Tier 1 applications and Tier 2 applications</li> </ul>
<b>NATIONAL STRATEGY</b> 15-2 - Create an appropriate framework for sustainability planning		
Ensure that development decisions are guided by a spatial planning framework	Prepare a National Spatial Strategy	<ul> <li>13. Commence and complete the preparation of a National Spatial Strategy (National Physical Plan)</li> <li>Complete National Settlement Strategy</li> <li>Draft National Atlas</li> </ul>
Accelerate development of strategic regional centers to ensure that they play a key role in balancing development	Create new parish Development Orders – St. James, Hanover, Westmoreland, St. Elizabeth, St. Thomas, Clarendon, Kingston & St. Andrew	<ul> <li>14. Implement a Schedule for updating/ preparing new Development Orders for the whole island:</li> <li>Complete preparation of St. Thomas Development Order.</li> </ul>
Review existing land use patterns, zoning regulations, building codes and standards in the context of housing and urban development needs and formulate forward looking land use and development policies for efficient and optimum utilization of land		
National Outcome # 6: Effective Governance		
<b>NATIONAL STRATEGY</b> 6-1 - Strengthen the process of citizen participation in governance		

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Vision 2	030 Jamaica	NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's development is in harmony with its Natural environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
Create a framework to ensure that public information is accurate and accessible to all to enable citizens' participation	Develop a framework for community development planning and integrate with national planning processes.	<ul> <li>15. Use of Information Technology for better management, communication and public participation</li> <li>Rollout of AMANDA to 8 of 11 remaining local Authority and associated reviewing Agencies.</li> <li>Facilitate application submissions online</li> <li>Integrate AMANDA with Enterprise GIS Database.</li> <li>Facilitate GIS search for information contained in the applications process online</li> </ul>
National Outcome #9 Strong Economic infrastructure		
NATIONAL STRATEGY 9-7 Ensure adequate and safe water supply and sanitation services		
Use participatory approaches to design, manage, maintain and protect watershed areas, catchments and networks and promote effective programmes for water conservation and prevention of contamination	Improve education and training to ensure effective community participation in sustainable water management	16. Consolidate the lessons learnt and finalize the design of the Watershed Management Model under the Integrating Watershed and Coastal Areas Project and replicate in the critical watersheds
National Outcome # 10: Ene	rgy Security and Efficiency	
NATIONAL STRATEGY 10-1 energy efficiency and conser		
Update, apply and enforce building codes to support efficient use of energy	Promulgate the energy- efficient Building Code	17. Support the local authorities in monitoring compliance with the new building code
National Outcome # 12: Inte	ernationally Competitive dustry Structures	
NATIONAL STRATEGY 12-1 Promote eco- efficiency and the green economy		

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Vision 2030 Jamaica		NEPA's Key Strategies 2010-2011
Goal # 4: Jamaica's Development Is in Harmony with Its Natural Environment		NEPA's Strategies and output indicators
PRIORITY SECTOR STRATEGY FOR YEARS 1-3	KEY ACTIONS FOR YEARS 1-3	
Encourage adoption of Environmental Management Systems (EMS) by tourism entities	Assist companies in undertaking environmental audits and accessing advice on implementing environmental improvements	<ol> <li>Promote and support the use of Environmental Management Systems (EMS) in the tourism industry including voluntary compliance programmes such as ISO14001</li> </ol>

## APPENDIX V FUNCTIONS OF THE SCIENTIFIC AUTHORITY



The general functions of the Scientific Authority are as follows:

- (1) The Scientific Authority shall -
  - (a) Advise the Management Authority on
    - (i) whether any species is vulnerable, threatened, at risk, endangered, extirpated or extinct;
    - (ii) matters in respect of which advice is sought by the Management Authority;
    - (iii) policy relating to trade in endangered species of wild fauna and flora;
    - (iv) recommend, initiate, carry out or support, by financial means or otherwise, research which, in its opinion, is relevant to any of its functions; and
    - (v) perform such other functions pertaining to trade in endangered species of wild fauna and flora as may be assigned to it, from time to time, by the Management Authority.
    - (vi) whether a proposed import, export, re-export or introduction from the sea of a specimen specified in the First, Second, Third or Fourth Schedule will be detrimental to the survival of that species;
    - (vii) whether it is satisfied that the proposed recipient of a living specimen is suitably equipped to house and care for it;
  - (b) Monitor the grant of export permits and the actual export of specimens specified in the First, Second, Third or Fourth Schedule;
  - (c) Advise the Management Authority on suitable measures to be taken to limit the grant of export permits for that species when it determines that the limitation is necessary to maintain the species throughout its range at a level consistent with its role in the ecosystems and above the level at which that species might become eligible for inclusion in the First Schedule.
  - (d) Cause to be prepared and transmitted to the Management Authority and the Minister an annual report on
    - (i) any specimen or species which is vulnerable, threatened, at risk, endangered, extirpated or extinct;
    - (ii) the status of the endangered species of wild fauna or flora specified in the First, Second, Third or Fourth Schedule.

Reference: Endangered Species Act

APPENDIX VI AUTHORITY MEMBERS, SUB-COMMITTEE MEMBERS AND NEPA SENIOR EXECUTIVES COMPENSATION

#### **DIRECTORS COMPENSATION**

#### NATURAL RESOURCES CONSERVATION AUTHORITY, TOWN AND COUNTRY PLANNING AUTHORITY

		& INLEA ADVISOI			
Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling Or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman	162,500.00	-	-	-	162,500.00
Shirley Williams					
Anthony Chang	7,500.00	-	-	-	7,500.00
Blossom Samuels	82,500.00	-	-	-	82,500.00
Denise Forrest	67,500.00	-	-	-	67,500.00
Erano Spiro	67,500.00	-	-	-	67,500.00
Ewart Scott	97,000.00	-	-	-	97,000.00
Geoffrey Williams	120,000.00	41,160.00	-	-	161,160.00
James Rawle	35,000.00	-	-	-	35,000.00
Joy Douglas	119,500.00	-	-	-	119,500.00
Leslie Campbell	86,000.00	-	-	-	86,000.00
Noel Whyte	78,500.00	41,160.00	-	-	119,660.00
Ruth Potopsingh	30,000.00	-	-	-	30,000.00
Christopher Whyms-Stone	136,500.00	-	-	-	136,500.00
Peter Knight <sup>2</sup>	-	-	-	-	-
Gilroy English <sup>3</sup>	-	-	-	-	-
TOTAL	1,090,000	82,320.00			1,172,320.00

#### & NEPA ADVISORY BOARD

 <sup>&</sup>lt;sup>2</sup> Ex Officio member and is not entitled to compensation
 <sup>3</sup> Gilroy English functions as the Corporate Secretary to the Authorities and is not entitled to compensation

#### LAND DEVELOPMENT AND UTILISATION COMMISSION

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Shirley Williams	50,000.00	-	-	-	50,000.00
Basil Fernandez	30,000.00	-	-	-	30,000.00
Joy Douglas	7,500.00	-	-	-	7,500.00
Leslie Campbell	22,500.00	-	-	-	22,500.00
Marc Panton	30,000.00	-	-	-	30,000.00
Derrick Hamilton	37,500.00	-	-	-	37,500.00
Denise Forrest	37500.00		-	-	37500.00
Elizabeth Stair	30,000.00		-		30,000.00
TOTAL	245,000.00				245,000.00

#### FINANCE AND ACCOUNTS COMMITTEE

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Ewart Scott	28,000.00	-	-	-	28,000.00
Christopher Whyms- Stone	7,000.00	-	-	-	7,000.00
Denise Forrest	17,500.00	-	-	-	17,500.00
TOTAL	52,500.00				52,500.00

#### **TECHNICAL REVIEW COMMITTEE**

Names of Members (Technical Review Committee)	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman Christopher Whyms- Stone	105,000.00	-	-	-	105,000.00
Avian Johnson	45,500.00	-	-	-	45,500.00
Blossom Samuels	42,000.00	-	-	-	42,000.00
Carl Chen	28,000.00	-	-	-	28,000.00
Carol Shaw	10,500.00	-	-	-	10,500.00
Denise Haiduk	35,000.00	-	-	-	35,000.00
Donnalee Mitchell	28,000.00	-	-	-	28,000.00
Earl Patterson	38,500.00	-	-	-	38,500.00
Elizabeth Stair	42,000.00	-	-	-	42,000.00
Erano Spiro	24,500.00	-	-	-	24,500.00
Errol Alberga	31,500.00	-	-	-	31,500.00
Ewart Scott	3,500.00	-	-	-	3,500.00

Names of Members (Technical Review Committee)	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Geoffrey Williams	10,500.00	-	-	-	10,500.00
Marsha Downswell	3,500.00	-	-	-	3,500.00
Noel Whyte	21,000.00	-	-	-	21,000.00
Norman Harris	38,500.00	-	-	-	38,500.00
Rollin Alveranga	45,500.00	-	-	-	45,500.00
Shanti Persaud	38,500.00	-	-	-	38,500.00
William Broughton	17,500.00	-	-	-	17,500.00
Winston Hartley	52,500.00	-	-	-	52,500.00
Worrel Lyew-You	3,500.00	-	-	-	3,500.00
TOTAL	665,000.00				665,000.00

#### **BEACHES AND COASTAL RESOURCES COMMITTEE**

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Leonie Barnaby	49,000.00	-	-	-	49,000.00
Denise Forrest	77,500.00	-	-	-	77,500.00
Althea Heron	21,000.00	-	-	-	21,000.00
Eran Spiro	3,500.00	-	-	-	3,500.00
Farrah Hansel	3,500.00	-	-	-	3,500.00
Geoffrey Williams	3,500.00	-	-	-	3,500.00
Jaquiann Lawton	28,000.00	-	-	-	28,000.00
Jerome Smith	31,500.00	-	-	-	31,500.00
Joy Douglas	14,000.00	-	-	-	14,000.00
Noel Whyte	17,500.00	-	-	-	17,500.00
Richard Russell	3,500.00	-	-	-	3,500.00
Richard Thompson	35,000.00	-	-	-	35,000.00
Sean Townsend	42,000.00	-	-	-	42,000.00
TOTAL	329,500.00				329,500.00

#### **BIODIVERSITY AND GAME BIRDS COMMITTEE**

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Joy Douglas	7,000.00	-	-	-	7,000.00
Denise Forrest	3,500.00	-	-	-	3,500.00
Elaine Fisher	3,500.00	-	-	-	3,500.00
Ewart Scott	3,500.00	-	-	-	3,500.00
Jerome Smith	3,500.00	-	-	-	3,500.00
Laleta Davis-Mattis	3,500.00	-	-	-	3,500.00
Kimberlee Cooke	3,500.00	-	-	-	3,500.00
Suzan Davis	3,500.00	-	-	-	3,500.00
Betsy Bandy	7,000.00	-	-	-	7,000.00
TOTAL	38,500.00	-	-	-	38,500.00

#### **LEGAL & ENFORCEMENT COMMITTEE**

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman Christopher Whyms- Stone	35,000.00	-	-	-	35,000.00
Leslie Campbell	42,000.00	-	-	-	42,000.00
Blossom Samuels	24,500.00	-	-	-	24,500.00
Daimian Masters	28,000.00	-	-	-	28,000.00
Ewart Scott	14,000.00	-	-	-	14,000.00
Nicole Foga	28,000.00	-	-	-	28,000.00
TOTAL	171,500.00	-	-	-	171,500.00

#### FORWARD PLANNING COMMITTEE

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Joy Douglas	14,000.00	-	-	-	14,000.00
Blossom Samuels	17,500.00	-	-	-	17,500.00
Carl Chen	3,500.00	-	-	-	3,500.00
Christopher Whyms- Stone	10,500.00	-	-	-	10,500.00
Colin Powell	10,500.00	-	-	-	10,500.00
Elizabeth Stair	7,000.00	-	-	-	7,000.00
Leslie Campbell	7,000.00	-	-	-	7,000.00
TOTAL	70,000.00	-	-	-	70,000.00

#### **SCIENTIFIC AUTHORITY**

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Chairman					
Elaine Fisher	87,500.00	-	-	-	87,500.00
Jane Cohen	45,000.00	-	-	-	45,000.00
Karl Aiken	37,500.00	-	-	-	37,500.00
Shelia Harvey	37,500.00	-	-	-	37,500.00
Tracey Commock	45,000.00	-	-	-	45,000.00
Wintorph Marsden	22,500.00	-	-	-	22,500.00
Yvette Strong <sup>4</sup>	-	-	-	-	-
Mona Webber⁵	-	-	-	-	-
TOTAL	275,000.00	-	-	-	275,000.00

 <sup>&</sup>lt;sup>4</sup> Ex Officio member and is not entitled to compensation
 <sup>5</sup> Mona Webber declined compensation

### DIAMOND QUARRIE<sup>6</sup>

Names of Members	2010-2011 Fees (\$)	Motor Vehicle Upkeep/Travelling or Value of Assignment of Motor Vehicle (\$)	Gratuity (\$)	All Other Compensation including Non-Cash Benefits as applicable (\$)	Total (\$)
Ewart Scott	3,500.00	-	-	-	3,500.00
Blossom Samuels	3,500.00	-	-	-	3,500.00
Christopher Whyms- Stone	3,500.00	-	-	-	3,500.00
Erano Spiro	3,500.00	-	-	-	3,500.00
Noel Whyte	3,500.00	-	-	-	3,500.00
TOTAL	17,500.00	-	-	-	17,500.00

There is no record of compensation for members of the Audit and Appeals Committees

<sup>&</sup>lt;sup>6</sup> Not a standing sub-committee of the Authority, one off meeting to discuss an application

#### SENIOR EXECUTIVE COMPENSATION

Name and Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Peter Knight Chief Executive Officer	5,356,413.00	-	-	796,500.00	-	141,000.00	-	6,293,913.00
Francis Williams Director Corporate Management Services Division (1 April 2010 – 1 January 2011)	2,972,082.03	670,445.51	-	597,375.00	-	-	-	4,239,902.54
David Coombs Director Corporate Management Services Division (1 March 2011 – 31 March 2011)	202,105.37	-	-	66,375.00	-	-	-	268,480.37
Joy Alexander Director Integrated Planning and Environment Division (1 April 2010 – 2 December 2010)	2,681,782.47	-	995,835.24	531,000.00	-	-	-	4,208,617.71

Name and Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Marc Rammelaere Director Application Management Division	3,126,850.94	-	-	796,500.00	-	-	-	3,923,350.94
Gilroy English Director Legal and Enforcement Division	3,010,377.00	-	-	796,500.00	-	-	-	3,806,877.00
Winsome Townsend Director Strategic Planning, Projects and Policies Division	3,575,710.00	893,927.50	-	796,500.00	_	-	-	5,266,137.50
Cynthia Vaughan Chief Internal Auditor	2,965,156.00	670,445.50	286,280.23	420,000.00	-	-	-	4,341,881.73
Karlton Hylton Manager, Information Technology Branch(Actg)	2,603,050.00	-	174,607.00	420,000.00	-	-	-	3,197,657.00
Gervaise McLeod Manager, Human Resources	2,827,780.00	706,945.00	-	420,000.00	-	-	-	3,954,725.00

Name and Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Management Branch								
Shawn Demetrius Manager, Finance and Accounts Branch (Actg)	2,295,606.04	429,085.25	228,171.79	420,000.00	-	-	-	3,372,863.08
Roger Gouldbourne Manager, Facilities and Operation Management	2,391,255.00	-	-	420,000.00	-	-	-	2,811,255.00
Natalie Fearon Manager, Public Education and Communication	2,678,205.96	625,749.25	-	420,000.00	-	-	-	3,723,954.34
Anthony McKenzie Manager, Strategic Planning	2,930,073.00	684,596.50	214,278.70	420,000.00	-	-	-	4,248,948.20
Sheries Simpson Manager, Projects Branch	2,502,997.00	662,064.95	271,575.17	420,000.00	-	-	-	3,856,637.12
Yvette Strong Senior Manager- Conservation and Protection Sub Division	1,735,549.34	1,460,689.74	241,619.53	420,000.00	-	120,000.00	-	3,977,858.61

Name and Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Paulette Kolbusch Senior Manager- Integrated Planning & Environmental Management Sub Division	3,312,676.00	-	-	420,000.00	-	120,000.00	-	3,852,676.00
Janet Hyde Senior Manager- Planning Sub Division	2,930,073.00	684,596.50	214,278.70	420,000.00	-	120,000.00	-	4,368,948.20
Beatrice Elvey Manager, Local Area Planning	2,486,907.00	-	136,402.19	420,000.00	-	-	-	3,043,309.19
Carla Gordon Manager, Protected Area	3,121,372.00	-	-	420,000.00	-	-	-	3,541,372.00
Ainsley Henry Manager, Ecosystems Management Branch	2,681,782.00	671,292.02	-	420,000.00	-	-	-	3,773,074.02
Sharleane Williams Manager, Pollution Monitoring and Assessment Branch (Actg)	2,486,907.00	-	-	420,000.00	-	-	-	2,906,907.00
Marvette Brown Manager, National Spatial	2,324,212.00	1,162,106	241,137	420,000.00	-	-	-	4,147,455.00

Name and Position of Senior Executive	Salary (\$)	Gratuity (\$)	Performance Incentive (\$)	Travelling Allowance or Value of Assignment of Motor Vehicle (\$)	Pension or Other Retirement Benefits (\$)	Other Allowances (\$)	Non-Cash Benefits (\$)	Total (\$)
Strategy Branch								
Frances Blair Manager, Applications Secretariat	2,965,156.00	670,445.50	-	420,000.00	-	-	-	4,055,601.50
Leonard Francis Manager, Applications Processing	1,753,586.85	-	-	420,000.00	-	-	-	2,173,586.85
Keisha McDonald Manager, Legal Services	2,979,758.00	715,142	-	420,000.00	-	-	-	4,114,900.00
Roger Williams Manager, Enforcement Branch (1 April 2010 to September 5, 2010)	1,386,942.02	-	-	175,000.00	-	-	-	1,561,942.02
Richard Nelson Manager, Enforcement Branch (6 September 2010 to 31 March 2011	1,422,537.13	-	173,475.63	280,000.00	-	-	-	1,876,012.76

## NOTES

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## NOTES

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Jamaica is reducing the importation of HCFCs

Target year	HCFC reduction target			
1 January 2013	Starting point for reduction in importation (baseline)			
1 January 2015	10% reduction of baseline importation			
1 January 2020	35% reduction of baseline importation			
1 January 2025	67.5% reduction of baseline importation			
1 January 2030	2.5% of baseline importation			
1 January 2040	Zero importation			

# • Only companies which have an HCFC import quota are allowed to import HCFCs

- The total import quota has been allocated to companies
- Reducing the importation of HCFCs is important to comply with Jamaica's obligation under the Montreal Protocol on Substances that Deplete the Ozone layer
- NEPA is encouraging you to import ozone and climate friendly alternatives to HCFCs such as Hydrocarbons
- Hydrocarbons are more energy efficient and there are no restrictions on importation

#### For more information contact:

The National Environment and Planning Agency Tel: 754-7540 | Fax: 754-7595/6 | Toll Free: 1-888-991-5005 Website: www.nepa.gov.jm

*Managing and protecting Jamaica's land, wood, air and water* An Agency of the Ministry of Water, Land, Environment and Climate Change

This message is supported by the Montreal Protocol Multilateral Fund and the United Nations Environment Programme.



# THE JAMAICAN IGUANA

#### Scientific Name: **Cyclura Collei** Common Name: **Jamaican Iguana** Habitat: **Hellshire Hills, St. Catherine – Jamaica** Native Land: **Jamaica**

The Jamaican Iguana (Cyclura collei) is endemic to Jamaica and was fairly well distributed throughout the country until the mid-1800s.

The introduction of the mongoose in this period resulted in the near extinction of the Jamaican Iguana. So complete was its disappearance, the Jamaican Iguana was declared extinct in 1948. It was officially "rediscovered" in the Hellshire Hills in the 1990s.

Predators and threats of the Jamaican Iguana: Wild Cats Goats eat the young Iguana compete with the Iguana when they hatch for food by eating the vegetation in its habitat Mongooses **Wild Pigs** eat Iguana eggs and destroy the Iguana's hatchlings nesting sites which are situated on the ground For information on the MTIASIC Project in Jamaica and Invasive Alien Species, contact: GEF/UNEP/CABI/MTIASIC Project Dogs The National Environment & Planning Agency 10 Caledonia Avenue, Kingston 5 hunt and eat the Tel : (876) 754-7540 www.nepa.gov.jm/projects 1 www.ciasnet.org mature Iguana URBAN DEVELOPMENT CORPORATION

guana hatchling

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