



**MINUTES OF MEETING
THURSDAY 26 APRIL 2007
WILDFOWL & WETLANDS TRUST, PENCLACWYDD, LLANELLI**

Present

Deb Hill (DH) Chair	City & County of Swansea (CCoS)
Blaise Bullimore (BB)	EMS Officer
Anne Bunker (AB)	Countryside Council for Wales (CCW)
Phil Coates (PC)	South Wales Sea Fisheries Committee (SWSFC)
Gareth Dockerty (GD)	Countryside Council for Wales
Jill Howells (JH)	Environment Agency Wales (EAW)
Jane Hodges (JH)	Pembrokeshire Coast National Park Authority (PCNPA)
Dusi Thomas (DT)	Dwr Cymru-Welsh Water (DCWW)
Trevor Theobald (TT)	Pembrokeshire County Council (PCC)
Rebecca Wright (RW)	Countryside Council for Wales

1 Welcomes & apologies

DH welcomed members.

Apologies: Isabel Macho Carmarthenshire County Council
Simeon Jones CCC. Apologies subsequently received from IM on SJ's behalf

2 Minutes of meeting 23 January 2007

Received without amendment.

3 Matters arising from minutes of 23 January 2007 & not on the agenda

Item 3: Item 5, bullet 1 Noted: (RW) CCW will be running further "roadshows" on the technical implementation of appropriate assessment, provided by David Tyldesly, with the first on 17 May in Carmarthen (Nantgaredig). Invitations were in the process of being issued. NB: these are not general HSD introductory or "hearts & minds" sessions aimed at senior managers or members as had been previously discussed.

Agreed: BB to seek clarification of scope and invitees.

Item 3, a) bullet 1 Agreed: BB to provide RW with list of outstanding data / information required from CCW.

Item 7, bullet 1 Incomplete. Carry forward.

Penultimate bullet BB had not attended as it would have taken up a full day for uncertain benefit; had instead met with NT's officer leading on *Shifting Shores* project (see below)

Item 8a, bullet 3 CEFAS samples had proved clear

bullet 6 MSC accreditation has been confirmed for the next five years

bullet 7 based on media reports, it is understood that WAG have appointed CEFAS as consultants to undertake assessment.

4 Budget

The revised draft budget to 14 March circulated with the agenda was scrutinised and discussed.

Noted:

- It was stressed that the figures were the best available to BB, but had been compiled in the absence of confirmation from CCoS Finance section, were entirely based on historical documents plus BB's estimates and records of actual spend, and should therefore be considered indicative until confirmed or amended.
- The actual spend was significantly less than projected for a number of reasons, noted on the second page (expenditure breakdown), therefore the carry forward to the current FY was greater.
- The projected year-on-year income is less than projected year-on-year expenditure; the healthy projected budget is a legacy of limited spend during period between EMSOs in post.
- BB was unable to confirm receipt and credit of all RA contributions for last FY.
- There is no planned allowance for monitoring in the budget (zeroes to be added to sheet to clarify this), although it was noted that there are a number of issues that fall under a broad heading of monitoring, surveillance or long-term information collection that do not neatly fall to any individual authority, which are likely to need resourcing in the future.
- The spend record for 2005-06 could not be detailed without data from CCoS Finance.
- BB & DH to meet to progress obtaining the required records from CCoS Finance as soon as possible. **ACTION: BB & DH**

5 Work programme

a) The revised work programme, dated April 2007, circulated with the agenda, was scrutinised and discussed.

Noted:

- The only material amendments were to the production of activities and issues reports for RAG information and consultation.
- BB had had many meetings, but had mixed success for gathering information; exercise likened to pulling teeth. Although there were noticeable exceptions (*eg* Jane Hodges, PCNP; Richard Ellis, National Trust; DCWW, discharges; EA GIS datasets), many initially promising approaches to obtain data had been ultimately unfruitful to date (*eg* "drop-in" session arranged by TT in PCC resulted in a single attendee; many individuals had not followed up meetings by providing any information; hard data in Pembs Coastal Forum managed waterborne recreation audit transpired to be very thin). Many requests for information had been met with queries and requests for detailed clarification as to *precisely* what was required; a difficult query to answer in the context of broad scoping.
- Apparent reasons for poor success included: lack of staff time; EMS an insufficient priority; information request simply too broad and off-putting; paucity of formal or systematic records for many activities and operations; modesty about information holdings; presumption that others held better information.
- A planned presentation to Carmarthenshire County Council Heads of Service meeting had had to postponed following a late change of meeting date.
- JEH had not circulated BB's *pro-formae* but had met with and quizzed colleagues individually and thereby obtained substantial, often unrecorded, information.

- Specific detail will not be included in any activities report; specific detail *is* required to build an understanding and appreciation of activities and operations, and / or as a surrogate for activities and operations for which information is particularly poor.
- GIS datasets have been provided by CCW and EA. BB yet to determine whether all requested information has been provided.
- A document detailing information holdings and sources was requested to help members identify what further information could be provided¹.
- PC will arrange for direct meetings between BB and SWSFC's SFOs to collect their non-fisheries observations in addition to their professional knowledge.
- Top-down, corporate encouragement for staff to find time to cooperate is important (x-ref to senior officer awareness raising strategy at item 6)

Agreed:

- although implicit, the task of RAG consultation on conservation issues was not included in the WP; insert as a task after *Issues id & report*. **ACTION: BB**
- progress with the information / activities and issues reports remain the highest priority.

b) Website

Noted:

- Requirement for updated web presence has increased / become more apparent after recent liaison
- Existing *candidate* SAC (*nb*: SAC only – no SPA content) website still carries useful, relevant information but is several years out of date and therefore misleading.
- Cost of hosting web site with commercial ISP are no greater than current arrangements; management and maintenance would be easier. There are no problem issues as long as EMS officer has broadband internet access and access to web-authoring software.
- Requirement for website to be fully bilingual.

Agreed:

- Create new web site using a commercial ISP.
- Format of website 'banner'.
- Create a minimal site for time being, reusing existing material where possible.
- Priority but not at expense of information collection and issues identification.

c) Leaflet

Noted: requirement for an up to date leaflet has also increased / become more apparent from recent liaison.

Agreed:

- Leaflet focus should be basic, general, non-time-limited, information

¹ Note: the production of a detailed information document to meet this request will take up time that should arguably be employed in information collection. Members are asked to consider the urgency and actual need for such a document.

- Should share text from website wherever possible
- Lower priority than website
- BB prepare text; contract out design. Recommendations for designer invited. **ACTION: ALL**

6 MPA 'score-card'

No more completed score-cards received. Discussion postponed.

7 EMS Officer report

a) *R&CA awareness strategy*

The strategy paper circulated with the agenda was scrutinised and discussed.

Noted: members were repeatedly reminded that the document is as described in the title – a strategy; it is not an action plan.

Agreed: strategy accepted subject to moving the final bullet list to follow the introductory paragraphs.

Agreed: an EMS presentation to Wales BAP would be welcome; DH to investigate opportunity.

ACTION: DH

b) *Liaison with AMs & WAG*

BB referred to draft GEMS document (scope and purpose of meeting between EMSOs and AMs) which had not been circulated prior to meeting as intended (BB to circulate with minutes), and to planned Wales RAG Chairs' letter to the Minister seeking secure long-term RAG resourcing.

ACTION: BB

Noted:

- Requirement to ensure that any meeting with AMs is reasonably low key.
- Concern had been expressed that presence of the EMSOs plus several representatives from each RAG would risk swamping the AMs. GEMS officers had suggested that RAGs be represented by Chairs only or a few "champions" that could represent several RAGs.
- Important and clear distinction between the "hearts and minds" intent of (EMSOs) meeting with AMs and the (RAG joint Chairs) bid to the Assembly Government for resources.

Agreed:

- A consensus view of all Welsh RAGs on scope and purpose, and representation is required.
- Postpone decision on RAG representation, though members to determine their view, pending consensus on scope and purpose.
- Continue to develop proposals for both meeting with AMs and an integrated RAG resource bid to WAG.

c) *Welsh GEMS*

Second meeting held 6 March. Key points:

- Cardigan Bay and Pen Llyn focus on awareness raising/education/interpretation. CB&E to take back seat but hopefully gain from involvement in all-Wales initiatives

- EA contributions to RAGs have been from Review of Consents budgets to date. This now drying up. Contributions ceased in N Wales. Kate Collins' efforts to identify alternative sources in S Wales appear not to have been reflected in N Wales.
- Meeting with AMs etc discussed above
- Agreements to seek integration with and use of existing codes of conduct, and harmonisation of EMS management planning and 'F-codes' (strategic management options).

(Notes of meeting circulated with these minutes)

d) *Liaison surgeries*

Penclacwydd surgery held 29 March 2007. Ten 'stakeholders' plus two relevant authority attendees (85 invitations issued; six apologies received).

Next planned surgeries during Pembrokeshire Fish Week: Milford Haven, Saturday 23 June (in partnership with Pembrokeshire Marine SAC); Saundersfoot, Sunday 1 July (in partnership with Pembrokeshire BAP seashore activities). Volunteers for 23 June: AB; for 1 July: JEH and TT.

e) *Other*

Noted:

- BB did not attend National Trust's *Shifting Shores* launch, but met with Richard Ellis, NT's south Wales project lead, instead.
- A home for the CB&E EMS display panels in one of WWT's public areas when they are not required elsewhere has been agreed with Nigel Williams.
- Sarah Bevan, oceanography graduate in secretarial post in CCoS planning department, some of whose time had been made available to CB&E work, has changed jobs and will soon be moving on.
- A new, UK, web delivered, "virtual MPA centre" is being created by Natural England and the Marine Biological Association: www.ukmpas.org. Expected to be live in near future, precise timetable unknown. As no representation from Wales has been included to date, BB has volunteered to be contact point (to GEMS) for time being.

8 Relevant authority updates

- (RW) Still no news on Helwick Bank public inquiry.

9 Other business

Noted:

- (BB) DEFRA Marine Bill white paper consultation; deadline 8 June 2007.
- (BB) Change in aquatic ecosystems conference, Plymouth, July 2007. Decision on BB attendance deferred to Work Programme sub-group.
- (BB) Possible Wales EMS RAG Chairs / members meeting.

Agreed: Chairs meeting to establish networking between RAGs (to complement GEMS between officers) would be welcome. An all RAG members meeting logistically complex to organise; would need particularly important reason to convene.

Noted: (DH) Swansea to be host city and launch venue for BBC *Spring-watch Breathing Cities*. Four biodiversity themes, including marine and coastal.

10 Date(s) of next meeting(s)

Confirm as 10.30 hrs, 10 July 2007; subsequent meeting 10.30, 19 Sept 2007. WWT Penclacwydd (unless someone wants to suggest an alternative venue for the September mtg for a change?)

Liaison surgeries 23 June & 1 July

Meeting closed at 12.45