



**MINUTES OF MEETING
TUESDAY 3 DECEMBER 2008**

WILDFOWL & WETLANDS TRUST, PENCLACWYDD, LLANELLI

Present

Jane Hodges (JH) Chair	Pembrokeshire Coast National Park Authority (PCNPA)
Blaise Bullimore (BB)	EMS Officer
Phil Coates (PC)	South Wales Sea Fisheries Committee (SWSFC)
Simeon Jones (SJ)	Carmarthenshire County Council (CCC)
Mark Liley (ML)	CCC
Rebecca Wright (RW)	Countryside Council for Wales (CCW)
Ziggy Otto (ZO)	CCW

1 Welcome, apologies & personnel matters

Apologies:

Anne Bunker (AB)	Countryside Council for Wales
Kate Collins (KC)	Environment Agency Wales
Deb Hill (DH)	City & County of Swansea
Isabel Macho	Carmarthenshire County Council
Trevor Theobald	Pembrokeshire County Council
Dusi Thomas (DT)	Dwr Cymru-Welsh Water

2 Minutes of meeting 17 September 2008

Minutes received without amendment.

3 Matters arising from minutes of 17 September 2008 & not on the agenda

Outstanding APs

DT: acquire and forward consent data in GIS format – *carried forward*

ALL advise colleagues of value of SW Wales Recreation Audit and maintain awareness of SMP2 issues – *ongoing*.

Noted:

- (BB) CCW marine policy proposing to let contract for an all Wales recreation audit which would replicate the SW Wales recreation audit but at a lower level of resolution. BB to advise CCW rep on audit partnership (Andrea McConnell) **ACTION: BB**

- (PC) WAG taking SWSFC functions in house planned for April 2010 but may be subject to a year delay. WAG likely to proceed regardless of progress of Marine Bill; will adopt Marine Bill IFCA provisions for own function. Sea fisheries management will commence with a ‘blank sheet; SFC officers will be absorbed into WAG Fisheries to provide continuity and expertise; and will be seconded prior to SFCs being dissolved to aid transition. A “project delivery board” is to establish a stakeholder advisory mechanism. New WAG Fisheries management structure may include a Swansea base. PC advised that the appropriate time for writing to WAG Fisheries regarding their future role in EMS working is now. JH and BB to write to Graham Rees, head WAG Fisheries; and BB to advise other RAGs *via* GEMS re WAG not being a Relevant Authority and gap in RAGs this creates. **ACTIONS: JH / BB**
- (ZO) Scoter monitoring has now been funded for the current financial year.
- (BB) CCW’s site monitoring budget will be cut further next FY to approximately one third of the level in 2007-08 (as advised by Andrew Peterken, CCW)
- No further information on “PITs” gap filling received from members except Anne Bunker.
- No further news on the c£1500 discrepancy between BB’s records and CCoS reserves value. CCoS requested to determine reason for the difference in order that budget needs can be finalised. **ACTION: DH / Julian Atkins (JA)**

4 Report from Work Programme sub group meeting 27 November 2008

Noted:

- Sub group meeting was single issue review of current work programme priorities; MS development confirmed as BB’s sole priority; but spending time on essential administrative tasks had been unavoidable;
- Development of monthly milestones proved unworkable due to interrelatedness of component tasks; BW reported a better understanding of this interrelatedness;
- Members disappointed that CCoS had not been present so as to progress backfill.

5 Budget & finance

Noted: Budget update previously circulated. Assumptions underlying additional columns accounting for expenditure during BB’s period of reduced hours working explained, and budget capacity for recruitment of backfill noted.

Recruitment of temporary backfill to cover BB reduction in working hours

Agreed:

- JD to focus on admin and liaison, but to include provision for some technical assistance. BB to draft JD and person spec and circulate; all to comment to BW within 24 hrs. **ACTION: BB / ALL**
- *Start and duration of post:* from asap to 30 September 2009 (*ie* exact period dependent on time of recruitment)
- *Hours:* 3 days / week
- *Grading:* dependent on skills and experience of appointee

- *Advertising:* RA members' websites, CMS jobs service, and CJS jobs if deemed cost effective (comments on the latter requested) **ACTION: ALL**
- *Recruitment panel:* work prog sub group; BB involved in sift

Outstanding actions:

- All to confirm proposed line management / technical management arrangements in draft JD asap. **ACTION: ALL**
- CCoS to confirm approval for recruitment to proceed, or advise any problems with delivery of any aspect of the recruitment, hosting or management asap. **ACTION: DH / JA**

Noted:

- Invoices for RAG contributions 2008-09 to be sent out asap. **ACTION: DH / JA**
- Delete future contributions from SWSFC from 2010-11 assuming WAG takeover functions

Agreed: raise issue of financial contribution to RAG working in letter to WAG Fisheries

ACTION: BB

Noted: Approval for single tender contract for otter survey approved and to be let.

6 Generic management option assignment

Agreed: the need to assign multiple generic management ('F') options to some activities / operations; otherwise:

Postponed to next, single issue, meeting.

7 Review liaison structure

Postponed to next full business meeting.

8 EMS officer report

Noted:

- MS development has been focus of work since last meeting but essential administrative tasks, providing budgetary information to CCoS, responding to enquiries and fulfilling a few prior commitments had been unavoidable
- Information gap filling meetings held (SWSFC FPV Cranogwen crew; MoD Pendine; Anne Bunker) but otherwise nil response from members on priorities for gap filling with respect to identifying or refining likely management issues.
- Information on activity at Pendine acquired from MoD by BB and from QinetiQ by ZO appears to have differed in detail. ZO to provide briefing to BB on information obtained from QinetiQ and details of CCW concerns regarding coastal defence issues at Pendine (and elsewhere within site). **ACTION: ZO**
- Well attended presentation to Carmarthenshire Bird Club yielded useful information.

GEMS meeting attended by Andrew Peterken (CCW Special Sites Project leader) useful and bi-directionally informative (notes of meeting appended).

9 Relevant authority updates

Noted:

(PC) **Cockle mortality:** no report yet from second, science-focussed, EA-led workshop; workshop agreed need for resources to be in place by beginning January 2009 to begin work before any mortalities commence; neither CCW nor SWSFC have resources to meet requirements though SFC may be able to contribute £20 – 30k; EA bidding for resources to WAG; EA's WFD monitoring is insufficient to provide required water quality data.

(ZO) EA LIDAR data unable to provide indication of variation in intertidal drying heights over time to inform cockle mortality research.

(SJ) PWC use developing as a concern, mostly recently in vicinity of Pembrey Burrows; PWC season lasting longer, operators travelling further. Specifically relevant to bird disturbance but potentially also to salt-marsh erosion and modification of *Salicornia* habitat. SJ to determine support for action within and undertaking PWC surveys by CCC. **ACTION: SJ**

(ZO) Salt-marsh monitoring: EA had acquired aerial salt-marsh imagery during 2007; Swansea University undergraduate project on *Spartina* in progress; CCW student placement had mapped salt-marsh boundaries from 1992, 2001 and 2006 aerial photographs.

(PC) Cockle mortality: most had died during 2007; CEFAS autumn survey reported low spatfall; industry reported high spatfall; discrepancy possible if spatfall outside CEFAS sampling grid.¹

(ZO) Student project to investigate effects of boulder turning for bait is preparation.

10 Other business

None raised.

11 Dates of next meetings

1) Single issue meeting: generic management option allocation, plus brief report on progress with backfill; either Thursday 8 or 15 January or Monday 1 February.

2) Next business meeting Thursday 19 or 26 March. _____

All at 10.00 hrs.

BB to confirm room and member availability.

ACTION: BB

Meeting closed at 13.30

¹ Note on Jon Moore poster presented at CCW Workshop reports lowest cockle biomass in annual surveys since current series began in 2004. _____