

# SEVERN ESTUARY PARTNERSHIP

## Management Group Meeting

Monday 10<sup>th</sup> October

10:00, Cardiff University, Cardiff



## Minutes

**Chair: George Ashworth, Monmouthshire County Council (GA)**

**ACTION**

### Attendees:

Rhoda Ballinger, Cardiff University (RB)  
Rhys Morgan, Environment Agency (RM)  
Rob Niblett, Gloucestershire County Council (RN)  
Paul Parker, Severn Estuary Partnership (PP)  
Martin Quaile, SEP Chair (MQ)  
Representative from Cardiff Council

### 1. Apologies for absence

Rebecca Seaman, Somerset County Council (RS)

### 2. Minutes from previous Management Group Meeting (21<sup>st</sup> July 2011)

The Minutes from the 21<sup>st</sup> July 2011 were accepted as a true and accurate record.

### 3. Matters Arising

All

Action Number	ACTIONS from 11/04/11	Progress
11/19	RM to research definitive definition on RBMP – overarching plan? RB to ask IMCORE for European perspective	Complete
11/20	RM to send copy of response regarding RBMP to SEP to file	Complete
11/27	PP & RB to organise payment of £400 to Peter Tyzack for his contribution to the Development of SEP as Chair	Complete
11/28	GA to write to John Parkes, Head of School, Earth and Ocean Sciences to support an upgrade of Paul Parker's contract.	Agenda Item
11/29	RB to re-organise financial accounts within the School in light of recent financial system changes	Agenda Item
11/30	PP to compile a list of LA members/officers who have been engaged with SEP	Ongoing
11/31	PP to compile a list of SEP benefits etc (obligation to look at ICZM, promoting cross border working) and to circulate around SEP MG for comment	Outstanding
11/32	PP to visit SEP LA partners to renew acquaintances and revitalise SEP's image	Outstanding
11/33	PP to compile a list of the JAC attendees over last	Outstanding

	2 years and circulate to MG members	
11/34	RN to meet with Cllr Quaile to explore the possibility of Cllr Quaile becoming SEP Chair – RN to feedback on the meeting to the SEP MG	Complete
11/35	PP to confirm all forum speakers and update the forum programme as necessary	Complete
11/36	RM to pass Severn Estuary Energy provider contacts to PP	Complete
11/37	RB to liaise with BT regarding the forward and introduction of the SOSER	Complete
11/38	SEP and PCF to meet to discuss the utilisation of coastal partnerships for effective stakeholder engagement through the Marine Spatial Planning process in Wales	Meeting scheduled – Weds 12 <sup>th</sup> Oct
11/39	PP to enquire whether Somerset County Council would be willing to host the next Management Group meeting on Monday 10 <sup>th</sup> October 2011	Complete

#### 4. SEP Financial Position & Financial Business Plan

RB

RB offered a brief financial report indicating that the financial situation had not changed significantly. Staff contracts have therefore been extended until the end of SEP financial year (April 2012). RB suggested that the staffing subgroup meet to discuss forward staffing situation in 2012.

##### **Action 11/40: SEP staff subgroup to meet and discuss future staffing for 2012/13**

RB informed the MG that IMCORE have bid for a 2 year extension which would be able to support some SEP outputs. RB will inform SEP MG of progress in December. There is an opportunity in the extension to explore Marine Planning.

##### **Action 11/41: RB to circulate draft IMCORE extension bid to SEP MG members**

DeltaNet actions are also subsidising some relevant SEP outputs. Currently £15,000 to cover staff costs for 2012/13

#### 5. Priority SEP Tasks

All

- **Severn Tidings (winter 2011) content**
- Articles on DeltaNet –
- Boris – reflection on SEP
- IMCORE
- Marine Planning Update
- Forum Report
- State of the Severn Estuary Report Launch
- Community Article – possibly ‘Severn Barge’

Severn Tidings to be printed and distributed January 2012

Rhys Morgan informed the Group of a Conference in Cardiff (Okeanos - an international group, largely lead by Dutch engineers and academics interested in tidal civil engineering projects), which included a session on the latest Severn Barrage (Cardiff - Weston) proposal. A speaker representing the private

consortium Corlan Hafren stated that they were confident that its revised proposal (*to be submitted to DECC in November*) would need no public funding and would receive approval (as a Hybrid Bill) before the end of this Government. Corlan Hafren - <http://www.corlanhafren.co.uk/>

- **Partner/Potential Partner meetings**

**ACTION 11/42: PP to meet with interested and engaged SEP partners to discuss development of partnership in Spring 2012**

- **Engagement with Marine Planning (MMO/WG)**

A brief discussion regarding Marine planning and possible work with the WG ensued. PP stressed the importance of cross border alignment, especially in terms of scale and timing. Concerns were voiced regarding the change in the regional planning system. 'Duty to cooperate'. PCF and SEP are currently working up a joint paper to send to the minister in January 2012. This paper will request a meeting and discussions regarding Coastal Partnership utilisation (and associated support) throughout the marine planning process and beyond.

- **Website development (incl. NDASCG)**

PP offered a short update on website development and proposed NDASCG website hosting.

**Action 11/43: GO to liaise with NDASCG regarding website hosting and associated costs**

- **E-News**

Discussions ensued regarding partner and member inputs and how to engage with all groups and sectors of the partnership. Funding and support on a regular basis was also discussed. PP offered to talk to partners and report back to the MG in the Spring. GA felt support had been widened but at what level?

Discussions regarding engaging with the energy sector ensued.

- **SOSER completion**

RM presented a draft SOSER report and requested comments and feedback from all members of the Management Group. It is planned to give a final consultation draft of the document to all JAC members on the 8<sup>th</sup> November 2011. The report will then be finalised taking these comments into consideration and published in early 2012.

- **DeltaNet Activities**

PP offered a short update on DeltaNet and directed people towards the website. DeltaNet will continue until February 2013 and it is hoped that some tangible outcomes will follow. <http://www.severnestuary.net/sep/partnership/deltanet.html>

- **IMCORE web development**

RB offered an update on the IMCORE project and associated outputs. All output material from the IMCORE project can be accessed via: <http://www.severnestuary.net/sep/imcore/index.html>

- **ASERA Secretariat**

A brief discussion regarding implementation and future staffing and capacity ensued. RB offered to take a lead in these discussions with ASERA at the next MG meeting

(8<sup>th</sup> November).

**Action 11/44: RB to liaise with ASERA regarding future staffing arrangements**

## 6. Review of the State of the Severn Estuary Report

PP

RM offered a brief update on the State of the Severn Estuary Report. He passed around a draft copy for comment with the following emissions: Acknowledgements, Executive Summary, Water quality and references.

All comments on the draft should be forwarded to Beth Taylor ([TaylorBA@cardiff.ac.uk](mailto:TaylorBA@cardiff.ac.uk)) by **Wednesday 19<sup>th</sup> October**.

The SEP Management group formally thanked Beth Taylor for all her efforts in the development of the State of the Severn Estuary Report.

**Action 11/45: PP to circulate draft State of the Severn Estuary Report to all SEP Members for comment**

Rhys Morgan discussed the possible use of Severn Tidings to promote and update the State of the Severn Estuary Report in the future.

A short discussion regarding the development of indicators and 'status' was discussed. Rhoda suggested that this document could act as a baseline to aid the development of indicators to help identify 'trends'. A suggestion of a technical report to address data sources and data gaps was discussed.

The need for a short conclusion, drawing together its status and purpose and all other SEP documents that feed into the report / future reporting was discussed. GA suggested that we referred to the work of ongoing organisations and potential impacts.

The MG was asked what they would like to see in terms of future reporting and updates.

Cllr Quaille suggested the need for a online Forum to allow members to input data/information. A discussion regarding this ensued. The MG felt that we should look into the use of social networking websites to aid development of reports etc.

**Action 11/46: PP/GO to look into potential uses of Social Networking sites and internal members forums**

**Action 11/47: RM to organise an internal meeting to discuss future reporting of SOSER and develop a short paper for the SEP MG for discussion**

## 7. Events

All

### Severn Estuary Forum:

A brief discussion regarding the 2011 Severn Estuary Forum was had, with members being pleased with the event and its outputs. The Management Group thanked Paul and all SEP staff for their efforts in the organisation of the event.

A discussion regarding the 2012 Forum ensued. It was proposed to host the Forum in either Gloucester or Bristol in September and to focus around Marine Planning with

specific emphasis on cross border relationships.

Cllr Quaille suggested asking delegates to write questions down and have Q&A after coffee break to aid time management and remove duplication.

**ACTION 11/48: SEP to contact RTPI regarding a joint conference/Forum event**

**JAC (8<sup>th</sup> November 2011):**

PP suggested holding short workshops at the forthcoming JAC meeting to help develop the future direction for the Partnership. This approach was agreed by the Management Group.

Rob Niblett suggested inviting Planning spectrum Bristol PINs to the JAC meeting –  
**Action 11/49: RN to send PP contact details for Planning Spectrum Bristol PINs**

**8. Progress On Projects**

All

**A ASERA**

RM

PP offered s short update on the progress of ASERA, highlighting that ASERA will be hosting their MG meeting on the 8<sup>th</sup> of November and the AGM on the 28<sup>th</sup> November. The Management Scheme for the European Marine Site has been drafted and has undergone Relevant Authority Consultation. A copy of the Draft Management Scheme can be viewed at:

<http://www.severnestuary.net/asera/consultation.html>

A more detailed update of ASERA activities will be given at the JAC meeting on the 8<sup>th</sup> of November. Minutes from this meeting will be available at:

<http://www.severnestuary.net/sep/partnership/jac.html>

**B BCSEG**

PP

RM highlighted that the Bristol Channel Standing Environment Group continues to work on improving its functionality. Following the exercise in April when the group tested its Activation Plan (<http://www.severnestuary.net/bcseg/>), the Chairman, John Harrison (EAW) conducted a communications test, testing the contact details and availability of the group's core members. Both exercises are considered to have been successful, but shortcomings were identified and work has been underway to make improvements.

The group continues to work through its work programme looking at areas such as shoreline sensitivity, clean-up options, use of dispersants, booming plans and environmental impact assessment.

**C IMCORE**

RM

RB outline the main themes for the afternoons meeting and discussed future work for SECCRAG. A copy of the afternoons workshop report can be obtained from Rhoda Ballinger, [BallingerRC@cardiff.ac.uk](mailto:BallingerRC@cardiff.ac.uk)

The MG discussed the possibility of hosting the secretariat for the SECCRAG and feed in the outputs of the group to the Severn Estuary Forum etc. The MG agreed that SEP would be keen to take on secretariat services with support from other

Universities.

**D DeltaNet** PP

PP offered a brief update on developments in the DeltaNet projects. All developments can be found at:

<http://www.severnestuary.net/sep/partnership/deltanet.html>

**E Website Activity** PP

Ongoing development work on the Severn Estuary Website has continued, including a specific focus on the IMCORE pages and ASERA site. [www.severnestuary.net](http://www.severnestuary.net)

**9. Any other Relevant Business** All

**Time and Tide**

PP presented a brief paper outlining the Tide and Time Conference and the request of involvement of SEP. The Management Group agreed that SEP should promote the conference and PP should present at the event, however that there were not the resources to aid in the organisation and running of the conference.

**Action 11/50: PP to present outputs of the Time and Tide Conference to the SEP MG**

**MCZ Project Wales – potential Partnership Engagement**

A brief discussion was had regarding the potential to utilise partnership networks through the MCZ Project Wales process. PP informed the group that the paper PCF and SEP were jointly drafting for the Minister would address these issues.

**Coastal Partnership Network**

PP advertised the CPN Annual Forum event to members and agreed to present outputs at the next MG meeting.

**Action 11/51: PP to present outputs of the CPN Annual Forum to the SEP MG**

**10. Date and Venue of Next Meeting** All

Monday 16<sup>th</sup> January 2012, 10:00, Venue TBC

**Action 11/52: PP to ask Rebecca Seaman to host next MG Meeting**

**Action: 11/53: PP to circulate foreword meeting dates to SEP MG members for agreement**

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11/30	PP to compile a list of LA members/officers who have been engaged with SEP	Ongoing
11/31	PP to compile a list of SEP benefits etc (obligation to look at ICZM, promoting cross border working) and to circulate around SEP MG for comment	Outstanding
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