

PEMBROKESHIRE COASTAL FORUM MANAGEMENT GROUP

12pm on 16th October 2003 at MHPA

NOTES OF THE MEETING

1. The Following were present:-

Edward Holdaway (EH)	Chair, Pembrokeshire Coastal Forum
Nic Wheeler (NW)	Pembrokeshire Coast National Park Authority
Ted Sangster (TS)	Milford Haven Port Authority
Steve Morris (SM)	Pembrokeshire College
Paul Varallo (PV)	Environment Agency Wales
Alison Smith (AS)	Welsh Development Agency
Stephen Hurr (SH)	Pembrokeshire County Council
Tonia Forsyth (TF)	Pembrokeshire Coastal Forum
Katherine Lucas (KL)	Pembrokeshire Coastal Forum

Apologies were received from Nick Ainger, MP, Carolyn Heeps, Crown Estate and David Worrell, Countryside Council for Wales.

2. Minutes of the Meeting 10th July 2003

The Minutes of the Management Group meeting of the 1st May were accepted as a true record.

3. Matters Arising

No matters were raised at this point.

4. Officers Report

a. Progress Report

TF gave a brief update on recent Forum work. The Group commended her on the progress being made.

EH talked briefly about his attendance at the recent Coastnet Conference on Marine Spatial Planning. He spoke of the potential for links with the Forums' work in the future and the importance of linking the Wales Spatial plan [draft just published] that covers the land with any planning of marine areas [especially the Irish Sea which is currently under scrutiny in the Irish Sea Pilot project] . EH to distribute further information for those who are interested.

EH highlighted the need for 2-year progress report to be circulated at the Forum AGM in December.

Action - TF to produce a report.

b. Items for Discussion

(a) Strategy Development

EH outlined proposals for the next steps to be taken towards a strategy for ICZM in Pembrokeshire, in particular:

- An assessment of how ICZM is working in Pembrokeshire [already underway];
- Discussions with those involved in community development and education to establish what links exist with coastal matters;
- The development of a common understanding within Pembrokeshire of what ICZM really is and what a strategy might look like.

A detailed discussion highlighted the following:-

There was considerable concern by the group over the progress being made in strategy development. It was agreed that one of the main difficulties lay in the fact that there was no current template for the strategy. Existing work on ICZM tends to be too land based.

Work to date on the Forum Strategy via the topic papers has also reflected this. There was concern that overlap may occur, particularly with the community plan.

The group agreed that the strategy would define a process/mechanism by which ICZM is operated in Pembrokeshire with a series of actions for the way in which ICZM can be developed. The group agreed with NW's five questions that need to be answered in the overall process:

- What is ICZM?
- How relevant is it to Pembrokeshire?
- What should the ICZM Strategy embrace?
- What is the present role of the Forum?
- What might the on going role of the Forum be?

It also agreed that it will be essential to also consider the EU ICZM recommendations within the framework as well as the Marine Stewardship agenda and the work WAG are currently undertaking in relation to sustainable development

Concern was expressed by SM over the use of external ICZM experts in guiding strategy development discussions. He felt that the expertise already existed within the group and therefore their inputs would be of limited value. It was explained that the intention was to engage facilitators to help make the best use of all the expertise available locally to the Forum in working out for ourselves in Pembrokeshire a common understanding and ownership of ICZM and an ICZM strategy, **not** to have a view imposed from outside

Action - it was agreed that facilitators be engaged [with a tight brief] to assist in the development of a common understanding of ICZM and the shape of a ICZM strategy in Pembrokeshire.

(b) Marine Code/Outdoor Charter Group

TF provided an overview of her work to date and the ongoing problems with securing funding for the project to recruit a full time officer.

There is now an urgency to proceed with recruitment in order to be able to spend money that has been secured for this financial year. However, with no longer term funds agreed TF asked the group for guidance on how to proceed.

Action – TF to begin recruitment of an officer for a temporary 3 month post with the possibility of extension to 3 years.

(c) Research Proposals

Outdoor Activity Analysis

EH asked the group to consider the proposals outlining the need for a research project to be undertaken and brief put out to tender. This had been developed jointly with PCC, PCNPA and NT.

SH spoke about the Tourism Visitor Survey, which Pembrokeshire County Council is about to commission, and how there will be some emphasis on activities within this report.

NW expressed concerns about the appropriate use of resources and the potential duplication of work. He emphasised that the Forum needs to look at what type of work is being undertaken by others first and then identify the gaps. It was pointed out that in this case discussions had already taken place with key players.

NW spoke of a joint research project between PCNPA, WDA and WTB, which may be of interest to the Forum.

Action – TF to contact Peter Hordley and Gareth Hall for more information

Action – The Group agreed

- to the principle of the work and budget allocated. TF to identify gaps in research before putting brief out to tender; and
- the support of WTB be sought for the project.

Research Project – Cardiff University

The Group were asked to support the aims of the study and enable Lia Moutselou access to future management group meetings.

Action – it was agreed that the Forum would support this work and that Evangelia Moutselou should sit in on future meetings.

(d) Forum Officer Maternity Cover

Action - The group agreed that an appointment should be for one year and that both approaches to recruitment [secondment or open advertisement] be sought when seeking cover for the post.

(e) Resources

The Management Group agreed

- to a revised budget being adopted;
- that the agreement of WEFO be sought for the necessary virement; and
- to the further extension of Jessa Fairbrother's contract to December 2004.

5. Steering Committee Meeting

Membership

TF spoke of how the issue of membership of the Steering Committee has been raised by the Milford Haven Harbour Users Association. The Association do not feel that their interests are being adequately represented at present and request that they become members of the Steering Committee. It was agreed that the Forum structure should remain in its present form at this stage with a review at the end of December 2004. Until that time MHHUA should work with topic groups to ensure their views are represented.

Action – EF to write to MHHUA stating that membership of the Steering Committee has been declined at this stage with the reasons given above.

6. Future of the Forum

EH asked the Group to consider the tabled paper 'The Future of the Forum'. Due to time constraints the Group were asked to feedback comments to EH as soon as possible.

Members of the Group expressed the need to meet before the Forum AGM on December 6th to discuss the issue further.

Action – The next meeting of the Management Group will held at **5.15pm, Friday 21st November** to discuss the future of the Forum.

7. Forum Meeting

The Management Group were asked for comments on the Draft Agenda tabled.

Action – The draft agenda was agreed

8.Any Other Business

PV spoke of a current litter project 'Pride In Our Communities', which the EA are trying to involve local authorities in. They are also seeking funding in order to recruit a project officer.

Action – TF to circulate details of the project to Management Group with minutes.

9. Date and Venue of Next Meeting

The date of the next Management Group Meeting to discuss the future of the Forum Will be on **Friday 21st November at 5.15pm at MHPA.**

The next full Management Group meeting will be held on **Thursday 29th January at 2pm at MHPA.**

