

PEMBROKESHIRE COASTAL FORUM MANAGEMENT GROUP

2pm MHPA 10th July 2003

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
David Worrell (DW)	Countryside Council for Wales
Tonia Forsyth (TF)	Pembrokeshire Coastal Forum
David Gardner (DG)	Pembrokeshire Coastal Forum
Katherine Lucas (KL)	Pembrokeshire Coastal Forum

Apologies were received from Carolyn Heeps, Crown Estate and Stephen Hurr, Pembrokeshire County Council.

2. Minutes of the Meeting 1st May 2003

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

3. Matters Arising

A cash flow report for the first 6 months of the calendar year is to be prepared and circulated to members

Action: EH to arrange for preparation and circulation of cash flow report to members

NW - there is possibly a spare computer at the National Parks offices, which could be allocated for use by the Forum staff

Action: NW to investigate availability of spare computer

TF - the 5th case study area (North Pembrokeshire and Cardigan Bay) in the ICZM Stocktake has been dropped from the programme.

4. Officers Report

a. Progress Report

TF talked through items on the report. No further comments were made on initial content of the Report

b. Items for Discussion

Comments on the paper had been received from Steve Hurr and Caroline Heeps and these were briefly expressed by TF

(a) Topic Group Workshops – Meetings Feedback

The Management Group were asked for their views on the idea of a training day to raise awareness of ICZM for Forum team, organisational key staff and PCF Steering Committee.

Lack of time was highlighted as a concern by organisations. It was decided at this stage that the Forum could look at alternative ways of raising awareness by e.g. offering its services and dovetailing in with meetings / staff training sessions in other organisations.

Action: Management Group to allocate time slots within their organisations for TF to give presentation/talk on ICZM

Action: TF to follow up

Building ICZM into job plans within organisations

The problem of a lack of embedment of ICZM within statutory organisations was discussed.

Several members felt that unless ICZM was a statutory duty it would not be possible to progress with this. SM expressed concerns that the group were being reactive rather than proactive. WAG and others are watching PCF strategy development at present. If

we were to wait for the UK ICZM strategy development we would miss out on a great opportunity to lead the way in ICZM.

Stage 3 - Issues Analysis

For maximum representation at future meetings NW highlighted the need for the Forum to provide a clear purpose of the meeting and relevance to those organisations asked to attend, and to aim to give at least 1 months notice of the event.

(b) Forum Marketing

Continuation of Forum marketing and PR work by Jessa Fairbrother.

Action: It was agreed by the Management Group to extend this position for a further 6 months.

Leaflet

TF tabled the draft leaflet for comment. There was considerable discussion over the wording of the Forum's catchphrase currently 'Pembrokeshire Coastal Forum – at the centre of our coasts' future'.

Action: It was agreed that alternative wording was to be found by TF and circulated amongst Management Group members.

(c) Consultations

3. Proposed No Take Zone – Skomer Island - CCW

Action: TF to e-mail No Take Zone literature to Management Group

(d) Forum Meetings

1. Steering Committee

Ideas for the content of the first full **Steering Committee Meeting** were put forward. It was agreed that the meeting should take on the form of lunch followed by a workshop.

A date for the meeting has been set for **Thursday 16th October at 1.00pm in the MHPA Boardroom.**

2. Forum Meeting

Ideas for guest speakers were put forward such as WTB – Green Seas or Rhoda Balanger's UK Stocktake

Action: TF to approach guest speakers for Forum Meeting to speak on relevant topic area to Forum

A request has been raised by Caroline Heeps for the dates of the next two Management Group Meetings to be arranged. It was therefore agreed for the Management Group to meet for a short session before the full **Steering Committee Meeting on Thursday 16th October at 12.00**. The next full Management Group Meeting will be held on **Thursday 29th January 2003 at 2pm in the MHPA Boardroom**.

(e) Marine Code/Outdoor Charter - Request for Funding

TF spoke of her communications with the WTB and RTP who have agreed to contribute £12k towards funding an officers' post to help develop and implement the project. MCS have also offered some financial support if marine turtles and sharks are included.

TF asked the Group to consider how much they would be willing to contribute to the project.

NW agreed to possible funding subject to members approval.

Action: TF to contact all of Group individually regarding funding

(g) Issues/State of Report

The Group were asked to comment on the format of the papers and ratify actions agreed at the Topic Analysis Meeting.

Action: Actions from Topic Analysis Meeting were agreed.

There was discussion about the content of the Topic Papers and issues raised in them. It was agreed that the source of those issues should be made clear.

TF asked the Group for their comments on Sue Mackie to Chair the Communities & Education Meeting 22nd July.

Action: It was agreed that Sue Mackie should chair the meeting.

5. Future of the Forum

EH – expressed an intention to meet individually with MG members to discuss the future direction of the Forum prior to preparing a paper for the next Management Group meeting. It is particularly important to have forward plans in order to support funding applications.

6. Any other Business

ICZM in the UK: A Stocktake questionnaire – TF talked about the reasons behind the questionnaire and asked members of the Management Group to complete them if interested. The response from Wales had been very poor to date with only 6 or 7 being submitted.

7. Date and Venue of Next Meeting

The next 2 meetings of the Forum Management Group are to be held in the MHPA Boardroom **at 12.00 on Thursday 16th October 2003 (followed by a Steering Committee Meeting) and 2pm on Thursday 29th January 2003.**