

# Dale Seagrass Stakeholder Group Terms of Reference

## Purpose of the project

To improve the status and integrity of the Welsh marine environment, 2 hectares of seagrass are being planted in Dale Bay, Pembrokeshire under marine licence CML1944. This will create 2 hectares of essential fish habitat and lead to an improved environmental state of the site. The seagrass will sequester approximately 0.6 tonnes of CO<sub>2</sub> per year and lead to the uptake of 70 kg per year of nitrogen from the water column. It will also help dissipate wave energy coming into Dale bay, protecting the shore line. This project will serve as a demonstration of the potential of seagrass restoration to act as a nature based solution to climate change.

A significant component of this project has been to work with local people and organisations to ensure that the project benefits local people and businesses rather than having a negative effect. As such a process of developing Dale Seagrass Stakeholder Group is an important part of allowing Swansea University (holders of the marine Licence) to be held to account over their project.

## General purpose of the group

The purpose of this Stakeholder Group is to shape the Seagrass Ocean Rescue Project and share the latest information and updates on the Project's progress. Group meetings will provide a forum for facilitated comment and discussion where questions can be raised and answers provided, and to help to inform and clarify the next stages of the project.

The Group is an advisory group, not a decision-making body but it is able to influence certain elements of the project – see aims of group below. Members of the Group will liaise with project partners and Swansea University as lead body and ensure that the Memorandum of Understanding (MOU) between Swansea- University and the Group is upheld and that processes are transparent and understood in the wider community.

It is envisaged that the Group develop into a self-sustaining local management group, ensuring future liaison between the seagrass restoration project and the Dale community.

*Suggestion: this Group, in the medium/ longer term, could widen its remit as appropriate around marine resource management.*

## Membership

The Group will consist of interested parties (e.g. community members) and organisations who may have an interest in the Project's delivery. It will seek to include representation from interests including sailing, boating, business, access, recreation, fishers, regulator and the wider local community.

The suggested membership aims to be as inclusive as possible ensuring appropriate representation from all who have an interest in the Project.

Members should be willing to commit time to attend meetings and to communicate with their networks of interest groups, before and after each meeting.

Members will be invited on a voluntary basis. Should a member wish to leave, the need for an appropriate replacement will be discussed within the group and a replacement then determined by the relevant organisation.

**Suggested list of organisations to be represented;** (subject to review and agreement)

Person	Interest Group	Role
	Dale Yacht Club	
	Mooring holders	
	Local Fishers	
	Business owners	
	Dale Fort	
	Dale Community Council	
	Interested Dale residents	
	Interested user groups	
	Natural Resources Wales	Regulator, watching brief
	Port of Milford Haven- Environment Manager	Regulator, watching brief
	Pembrokeshire Marine SAC Officer	SAC Officer for Relevant Authorities Group
	Seagrass Ocean Rescue Project	

**The group**

The group will share information and engage in discussions about the issues and opportunities regarding the implementation of the Dale seagrass restoration project.

Members will represent the interests of groups, organisations and local communities, rather than attend as individuals, and will use their knowledge and experience to highlight concerns, impacts and opportunities.

Group members will commit to keep in touch with individuals and groups that they have links with and keep them updated throughout the project.

No more than two representatives from any organisation expressing an interest in participating shall attend. This is considered to be the most effective method of disseminating information amongst stakeholders.

Representatives from local community organisations expressing an interest to participate in the group shall attend subject to the agreement of the existing members of that organisations group committee.

The group will inform the project's plans for wider consultation to ensure that the consultation process reaches people who want to find out more and voice an opinion.

The group will meet approximately quarterly or on request. The frequency of meetings after three meetings will be reviewed and approved by the group.

All meetings will be minuted for dissemination amongst the group and only disseminated to wider stakeholders upon agreement of the whole group

Project members from the Project will attend all meetings and will participate in discussions. During discussions, it is expected that members of the group will make their views known by raising questions, points of concern and alternative suggestions. The project team (along with their specialist consultants) will respond to these.

## **Aims of the group**

- To provide clarity on the project's aims, structure, and timescale.
- To agree and manage the MOU with Swansea University
- To provide information to the public on project progress, findings and stakeholder liaison.
- To generate ideas for public meetings/events to disseminate findings or publicise the project wider
- To provide a forum in which to listen to and understand the views of stakeholders from within the local community, and interested organisations representing key sectors affected by / benefitting from the project e.g. fishing, wildlife, access & recreation, etc.
- To offer ideas and local perspective for the public elements of the scheme (access, recreation enhancements, interpretation etc.)
- To communicate with the wider community and interest groups to keep as many people involved and informed as possible.
- To help all parties understand the local community's aspirations for the scheme.
- To input into future seagrass management.

*Suggestion: the group could i.e. manage the visitor moorings, receiving the remainder of the WWF funds allocated for the mooring management and potentially source further funds for projects related to Group activities.*

## **Format**

The meetings will be independently facilitated by a Chairperson (the 'chair') appointed by the Group. The chair will plan the way that the meetings are run, and at the inaugural meeting, will establish the ground rules, expected behaviours and ways of working of the group.

The chair will be responsible for producing an agenda in advance of each meeting, in liaison with the Project Team.

The Project Team will be responsible for ensuring this agenda and all relevant information is circulated sufficiently in advance of each meeting.

Each meeting agenda will cover as minimum:

- Review of minutes / actions from the last meeting.
- A report by the Project Team of recent work, findings and progress, and notification of forthcoming events, scheduled work and reporting.
- Roundtable discussion of the Project Team's report by all members.
- Stakeholder views
- A summary of outstanding questions or points to be addressed.

Meetings will be held in Dale at a suitable and available venue, any cost of which will be covered by the project until December 2020.

## **Communications**

The content of the meeting will be summarised and actions noted by a member of the Project Team.

The project team will make this summary available to the general public on the Project webpage:

<https://www.pembrokeshirecoastalforum.org.uk/seagrassoceanrescue/>

The website will also include Key Messages from the project.

The Project Team consists of:

- Project Leads: Swansea University – Richard Unsworth
- WWF – Ricardo Zandre

- Stakeholder engagement: PCF and Pembrokeshire Marine SAC– Jetske Germing & Sue Burton

### **Secretariat**

The secretariat can be provided by Pembrokeshire Coastal Forum on behalf of the Seagrass Ocean Rescue Team until December 2020. After this date it is envisaged that the SSG assumes secretariat responsibilities.