



MINUTES OF MEETING
16 November 2006

WILDFOWL & WETLANDS TRUST, PENCLACWYDD, LLANELLI

Present

Deb Hill (DH) Chair	City & County of Swansea (CCoS)
Blaise Bullimore (BB)	EMS Officer
Kate Collins (KC)	Environment Agency Wales (EAW)
Jane Hodges (JH)	Pembrokeshire Coast National Park Authority (PCNPA)
Simeon Jones (SJ)	Carmarthenshire County Council (CCC)

1 Welcomes & apologies

DH welcomed members.

Apologies	Anne Bunker	Countryside Council for Wales
:	Isabel Macho	Carmarthenshire County Council
	Trevor Theobald	Pembrokeshire County Council
	Rebecca Wright	Countryside Council for Wales
	Phil Coates	South Wales Sea Fisheries Committee (by text message received at end of meeting)

Note: closure of the main approach road to Penclacwydd following a serious traffic accident may have prevented some members from accessing the WWT site. It resulted in the late arrival of members and consequent late start of the meeting at 11.45 hrs.

2 Minutes of meeting 4 October 2006

Received without amendment.

3 Matters arising from minutes of 4 October 2006 & not on the agenda

Item 7 – bilingual policies and publication of management scheme document. Noted:

- of the members present there was a degree of flexibility with regard to monolingual production of technical documents accompanied by bilingual non-technical summaries, however - as it is intended that the full *draft* document will be subject to public consultation, it will need to be available bilingually and will require translation;
- CCC and CCoS provisionally offered access to their in-house translation services, subject to determining whether costs would be recharged to the project and, if so, the scale of costs.

Action: DH & SJ

Agreed (subject to ratification by all members):

- summary (*final*) document will be published as bilingual (or possibly dual monolingual) document(s);
- full (*final*) document will be produced in hard copy only for relevant and competent authorities, and possibly sectoral interest group representatives, in English only with Welsh non-technical summary.
- full (*final*) document will be produced in electronic copy only (distributed *via* website or cd) for public and stakeholders, with hard copies being produced only in exceptional circumstances, and then being printed locally and on demand.

There was no discussion (and therefore no decision) on whether or not to produce the final (*cf* consultation draft) document bilingually given its limited circulation and target readership.

Item 11. Whether any responses were sent to Ruth Callaway, Swansea University, regarding cockle mortality project proposals, was unknown.

4 Management scheme strategy

Noted:

- agreed amendments to first draft made and revised version circulated;
- outstanding remaining issue of bilingual policy to be finalised following above decision.

Action: BB

Agreed: accept revisions, finalise reference to bilingual policy, move to adopt at next meeting

5 Work programme

Version dated 6 November 2006 discussed.

Noted:

- revised target MS document launch date end fourth quarter 2008 / beginning first quarter 2009 truncated from circulated pdf version;
- slippage from amended work programme timetable remains possible;
- experience from other sites is that much slippage is caused by RAs.

Agreed: accept revised launch date and strive to stick to it.

RA officer's and member's seminar. Purpose and requirement discussed.

Noted:

- whilst CCW would like to repeat the HSD 'roadshows' provided previously, neither budget nor staff resources are available at present;
- BB will be meeting and briefing officers of some RAs during information collection exercise.

Agreed: members to determine and confirm requirement for seminar before any action is taken to arrange.

Action: ALL

MS structure. Noted: common MS structure across Wales EMS is under development by Welsh GEMS officers. Revised draft to be circulated.

Action: BB

Agreed: move to agree MS structure (first draft circulated August 2006) at next meeting.

Activities & issues information collation. Noted:

- this task is intended to be top priority over coming weeks;
- designing for an activities information database has begun;
- individual contact names and details for local authority officers dealing with coastal issues (*eg* tourism, coastal defence) requested by BB. **Action: ALL LA members**

Agreed:

- BB to investigate cost/benefits of linking data base with GIS;
- BB to produce a progress briefing on activities and issues development for next meeting **Action: BB**

Web site. Noted:

- web site revision will require complete rebuild, including new and appropriate domain name to reflect change from SAC only to EMS;
- previously circulated redesigned basic structure;
- recharge costs of hosting by CCoS remain undetermined;
- CCoS is reviewing their hosting of additional domains.

Agreed:

- full web site revision is relatively low priority and should be rolled back on time line;
- postpone detailed consideration of proposed new web site structure;
- short term action to be minimised and restricted to establishment of a new domain, a new site with an interim, bilingual, holding page and a divert from the existing Carmarthen Bay candidate SAC site; **Action: BB**
- full revised web site should be wholly bilingual.

Noted: translation costs for fully bilingual web site have not been included in current version of budget.

PR leaflet. Agreed:

- add leaflet production to work programme;
- requirement is for basic leaflet *as soon as possible* to raise/rejuvenate awareness of site, its importance and development of MS; *ie* it should be a tool to support MS development, not interpretation. **Action: BB**

Noted: CCoS should be able to provide translation and printing. Costs to be determined.

Action: DH

6 Budget planning

Detailed discussion on budget postponed to next meeting.

Noted: EA not to be invoiced until early 2007 following issue of official order.

Agreed: remaining contributions for current FY to be invoiced promptly. **Action: BB & DH**

7 PR

Website and leaflet dealt with under *Work Programme* above.

Noted: BB preparing short article on marine SACs around Pembrokeshire for PCNP newspaper *Coast to Coast*, in liaison with Pembrokeshire Marine and Cardigan Bay EMS officers.

8 EMS Officer report

Noted:

- several items covered were earlier in agenda.
- briefing papers and documents previously circulated:
 - Briefing note and minutes of inaugural meeting of Welsh GEMS;
 - UK EMS workshop briefing note previously circulated;
 - English Nature (now Natural England) report, *How the scale of effects on internationally designated nature conservation sites in Britain has been considered in decision making: A review of authoritative decisions*. An important and highly relevant review of recent European and UK case law.
- Welsh GEMS officers had agreed to propose to the Welsh RAGs that the EMSOs meet with and brief known or potentially supportive AMs about the suite of Welsh EMS. BB had subsequently suggested such a meeting to Tamsin Dunwoody (Preseli Pembs) and Christine Gwyther (Carms W & S Pembs) when opportunities recently arose, and both welcomed the proposal. RAG members discussed the proposal at length; members were cautious and agreed to postpone a decision until the next meeting.
- MapInfo GIS has been installed and existing GIS datasets converted. Existing CB&E GIS data holdings are very sparse. A request list of base maps and CCW datasets has been prepared for CCW.
- Minutes and further information from the Pembrokeshire Marine SAC hosted meetings addressing a) fisheries information, data & research and b) management of bait collection, will be circulated when available.
- A copy of the Pembrokeshire Coastal Forum contacts database (developed from a CCW West Region marine contacts database) has been acquired from PCF and it is planned to expand it to meet the requirements of CB&E EMS liaison.

9 Relevant authority updates

Postponed.

10. 'Score-card' results

Noted: completed scorecards only received from SJ and Anne Bunker.

Agreed: postpone to subsequent meeting

11 Other business

Personnel matters only

12 Date(s) of next meeting(s)

Next meeting confirmed as 10.30hrs 23 January 2007; at WWT Penclacwydd.

NOTE change of date from provisional date set at previous meeting.

Meeting closed at 1400