

SEVERN ESTUARY PARTNERSHIP

Management Group Meeting

Tuesday 23rd May 2006, 10.00am – 1.00pm
Members Dining Room, Cwmbran Council Offices



Minutes

Chair: George Ashworth

ACTION

Attendees:

George Ashworth, Chair of SEP Management Group & Monmouthshire County Council
 Rhoda Ballinger, Cardiff University
 Natasha Barker, Severn Estuary Partnership (SEP) Officer
 Alastair Chapman, Forest of Dean Council
 Gillian Ellis-King, South Gloucestershire Council
 Vaughan Grantham, Cardiff Council
 Phil Holliday, Associated British Ports
 Jim Mitchell, SEP Access, Interpretation & Communications Officer
 Rhys Morgan, Severn Estuary Officer, Environment Agency
 Rob Niblett, Gloucestershire County Council
 Anne Valdes, Newport Council

1 Apologies for absence

John Marks, Vale of Glamorgan Council

2 Minutes from previous Management Group Meeting (13th March 2006)

The minutes of the last meeting were agreed as a true record.

3 Matters Arising

Recommendations and actions from the last meeting were checked:

- Natasha gave further background and explanation of her proposed Winston Churchill Memorial Trust fellowship planned for summer 2006; comparing the Severn Estuary with the Bay of Fundy, Canada with the highest tide in the world and Penzhinskaya Guba in Russia with possibly the third highest. The project would specifically compare approaches to flood risk management, renewable energy options and marketing the tide for tourism.

All other matters arising would be picked up in this agenda.

4 Finance

Income for Severn Wonders was positive with substantial contributions from the EA and WWF anticipated. There were still uncertainties regarding the allocation of costs to the Coastatlantic budget, with questions posed to the lead partner at the last meeting in Highlands, which were now under discussion with the Secretariat. There had been no problems reported from Cardiff University finance team with the invoicing of partners for SEP service contribution for 06-07.

The SEP team expressed concern that bookings for the Waverley were low, possibly due to the poor weather, lack of publicity and/or promotion through Waverley.

Recommendations:

- **Open bookings for conference & cruise directly with SEP and promote educational value to organisations.**

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team**

- ***Include all expenditure that may be eligible to claim over budget for Coastatlantic and include in forecast.***

NB

5 Business Plan

The JAC had approved the Draft Business Plan. A Final Draft report was considered and minor amendments discussed, including specific comments provided by Rhoda Ballinger.

Recommendation: the Business Plan was approved for printing.

NB

6 Annual Report & Action Plan

Action Plan

The JAC has approved the Draft Annual Report & Action Plan. There had been no comments from any partners other than those who sit on the Management Group.

ICZM Monitoring

A participatory exercise for the JAC to monitor progress with the Strategy and ICZM had been undertaken with limited feedback and some concern from EN & CCW that it was not SEP's role to lead on this. The MG discussed this and considered that SEP was in a position to undertake ICZM monitoring as the Wales ICZM Strategy, Wales Spatial Plan and SW Regional Spatial Strategy all identified SEP as an example of best practice and a valuable advocate of ICZM and partnership working.

NB

Recommendations:

- ***the Annual Report & Action Plan 2006-07 was approved for printing.***
- ***The Management Group expressed concern about the representations made by key partners (CCW, EN) in the ICZM monitoring exercise and will seek clarification of the views presented through this exercise.***

NB

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7 Severn Wonders Festival & Severn Estuary Forum

Festival

Natasha reported on progress with planning the Festival and with the published events leaflet illustrated the events now underway as part of the festival. Jim was thanked for his hard work to organise the festival which looked excellent.

Forum conference & cruise

Registration for the conference was going well and it was anticipated that it would be full. Bookings for the cruise were lower than hoped. Marketing options were discussed and it was agreed that SEP would email the Management Group and other organisations to help promote the cruise. MG members were asked to bring display material for the conference, which was free of charge for existing funding partners.

Recommendations:

- ***Event organisers to receive free publicity space at Forum conference and cruise.***
- ***Undertake additional marketing for the cruise.***
- ***Severn Wonders Festival Events to be reviewed in July MG meeting.***

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8 Partnership Services

Bi-lingual publicity & SEP database

This issue arose in considering the grant contract with EA for Severn Wonders. It was to be discussed at the next meeting when JM would be present.

Marketing & Publicity through SEP mail-outs

An issue arose with WWF requesting use of the SEP database to mail-out WWF information, which was not undertaken with Severn Tidings distribution but as part of the Festival box mail-out.

Barrage Position Statement

LM and JM had prepared a useful statement to be referred to if needed.

Recommendations:

- ***Opportunities and risks associated with bi-lingual publicity and utilising SEP's contact database for publicity and promotion needed to be discussed and an SEP policy formulated.***

SEP
team

**9 COREPOINT Progress Report
Research Strategy**

RB had presented proposals for the Research Strategy at the JAC meeting which had been endorsed but with limited comment. Cardiff University would utilise the Forum to ask delegates for input to the climate change themed research strategy and participate in a drop-in session on Waverley.

Local Information System

Preparations were underway for a coastal planning workshop with speakers from WAG and SW region.

Maritime Heritage

Jim had initiated the project with a briefing document

**10 COASTATLANTIC Progress Report
Report from Inverness meeting, April 2006**

Final outputs from theme leaders were coming together to be presented at the final meeting in Asturias alongside the Atlantic Arc Commission. A financial forecast had been provided by SEP which would maximise on all sub-headings and seek additional budget for staff time.

Stakeholder Involvement Final Report

Natasha had completed the final stakeholder involvement report which was available on request.

Guidance Notes Consultation

Due to the festival and forum this was to be delayed until July-August.
Panels and Leaflets

11 LES ESTURIALES Progress Report

Attendance at the Bureau meeting in Clevedon on 9th June had been confirmed by the Polish and Portuguese delegates but not the French from Gironde. SEP partners were encouraged to attend.

12 Joint Estuary Day & JAC 24th April 2006

The meeting held at Cardiff University had been well organised with attendance from DEFRA and WAG to highlight consultation on the Marine Bill. However, participation from partners was disappointing. It was thought this may have been due to traffic problems and/or the first Monday back after Easter Holidays.

A request had been made by ASERA to avoid overlap between their meeting and SECG, which would need to be resolved before the next meeting in October.

**12 Any Other Business
Meetings, Conferences, Presentations & Partners**

Presentations given:

- ICZM, ICE Cardiff, 12.04.06
- Invitation from Renewable Energy Association to present to Ocean Energy Group (cancelled by organisers)
- Invitation to speak at Severn Barrage conference in Forest of Dean (MG considered and recommended SEP decline due to importance of retaining neutral view)

Conferences/Meetings attended:

- Marine Bill Forum, London, 18.05.06

Forthcoming activities:

- Coastal Partnerships Working Group 1st meeting, GOSW, 25.05.06
- EC Cycleau project conference; presentation of EC Coastatlantic project, 12-13 October 2006
- RGS Coastal & Marine Working Group, 25-26 October 2006

Estuary Chairs Meeting

The meeting following the JAC had raised issues that needed considering for the future of the group – see minutes.

ABP has been sold so it is no longer a public company.

12 Date and Venue of Next Meeting

Thursday 13th July 2006 2pm (Kingswood)