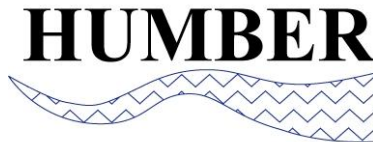


Management Scheme  
**MEETING OF THE RELEVANT AUTHORITIES GROUPS**  
ABP Port House, Hull  
14<sup>th</sup> June 2005 – 10.00am

**AGENDA**

1. Apologies & Introductions
2. Minutes and matters arising from the Relevant Authorities Group meeting of 8<sup>th</sup> December 2004, not otherwise on the agenda.
3. Working Group report (26<sup>th</sup> April) BN
4. Project Manager's Report CJM
  - a. Humber Management Scheme – sign-up process
  - b. Revised Terms of Reference – voting
  - c. Web Site update
  - d. Ebb & Flow next issue
  - e. Other matter
5. Launch of the Humber Management Scheme
  - a. Confirmation, date, guest of honour
  - b. Press release and presentation
  - c. Invitations
6. Financial report
  - a. Year End Report 2004/5 DP
  - b. Contributions 2005/6 DP
  - c. Hosting of Project Manager – Humber INCA BN
7. Humber Advisory Group report NJ
  - a. Meetings March & June 2005
  - b. Codes of Conduct
  - c. Insurance/Future Structure/Constitution/affiliation to BTCV
8. Election of HERAG Chairman
9. Any other business.
10. Date and Venue for Next Meeting



**Management Scheme  
Meeting of the Relevant Authorities' Group at Port House Guildhall Hull  
14<sup>th</sup> June 2005**

**Attendees:**

Associated British Ports	Brian Nickson	Chairman
English Nature	Kate Jennings	
Environment Agency	Philip Winn	
Humber Advisory Group	Neville Jones	
Kingston Upon Hull City Council	Jon Capel	
Market Weighton IDB	Peter Clarke	
MOD	David Batchelor	Arrived 10.30
North East Sea Fisheries Committee	Giles Bartlett	
North Lincolnshire Council	Andrew Taylor	
In Attendance		
Associated British Ports	Phil Cowing	
Humber Project Manager	Chris J Manning	

**1. Apologies & Introductions**

Apologies were received from:

Associated Petroleum Terminals Ltd	Roland Guest
East Riding of Yorkshire Council	Suzanne Jevons
East Riding of Yorkshire Council	Neil Anderson
English Nature	Denice Coverdale
Humber Sea Terminal Ltd	Ian Devine
Lindsey Marsh IDB	David Sisson
Shire Group IDBs	David Patrick

Chris, reported the appointment of Neil Anderson as Sustainable Development Services Manager for ERYC with Suzanne Jevons now Principal Sustainable Communities and Coastal Management Officer.

**2. Minutes and matters arising from the Relevant Authorities Group meeting of 8<sup>th</sup> December 2004, not otherwise on the agenda.**

No matters arising.

**3. Working Group report (26<sup>th</sup> April)**

Brian reported the substantive business of the meeting:

**Signing up to the Management Scheme.** Not all RA have signed up to the Management Scheme, those who haven't are: Associated Petroleum Terminals (Immingham) Ltd, British Waterways Board, Crude Oil Terminals (Humber) Ltd, Hessle Dock Company/Humber Properties Ltd, Humber Sea Terminals Ltd, East Riding of Yorkshire Council, North Lincolnshire Council and the following IDB's Dempster, Goole Fields, Ottringham, Preston, Skeffling, Thorngumbald and Winestead. In some cases the matter is scheduled to be placed before the cabinet/board etc but the relevant meeting may only happen yearly. In many cases financial support and participation demonstrates tacit support.

**Terms of Reference.** To date 22 votes for the changes and 1 against. A mandate for change requires 24 votes in favour. It was agreed to write to the non voting RA giving them 4 weeks to cast a vote before the vote is closed.

**Hosting HMS staff.** JBA have extended the contract until alternative arrangements are in place. Humber INCA are willing to provide alternative hosting when their new offices are available. It was agreed that the Chairman would negotiate a contract with HINCA.

**Chairman:** to negotiate a contract with HINCA.

**MoD.** Confirmed that the MoD is a RA via the (Water Resources Act 1991).

**Hessle Dock/Humber Properties.** Chris reported that they had been written to both parties asking for clarification of their RA status. It was agreed that "Hessle Dock" would write confirming their RA status; subsequently a reminder was sent to Hessle Dock but no response received. It was agreed to remove these organisation from the list of RA.

**Water Companies.** It was noted that EA licence fees were mandated by statute, while HMS is covered by separate statute (Habitats Regulations), and that as a proportion of their turnover the Water Companies paid smaller fees to the EA than many other RA. The sternest measure available was to ask Defra to exert what pressure it was able, an action that could be disruptive to the smooth working of HERAG.

It was noted that Water Companies fund other EMS, perhaps due to a different interpretation of OFWATs' guidance. The status of the Humber as a hypernutrified estuary, despite any biological indications, was a political topic involving the water companies that may encourage their involvement with HMS.

The WG decision to write annually for payment, limit services and seek back-payments in the future was endorsed. The omission of satisfactory arrangements for funding Management Schemes in the legislation was noted and may be pursued informally with Ministers at suitable functions.

**Environmental Information Regulations.** Noted that minutes would be placed on the web site. Updating the site to include this facility will cost £350.

**Implementation.** This is being progressed.

#### 4. **Project Manager's Report**

Most topics were covered under item 2.

**Ebb & Flow.** It was intended to produce an issue immediately after the launch and thereafter to coincide with the annual review. Draft text is available with numerous articles to hand production, possibly contentious material would be individually agreed with RA. The cost for 2200 copies is £692.00 + vat. It was agreed that Kate would edit the material. Brian would assist if necessary.

**Directory.** HMS is included in this directory “Who is who in ICZM in the Eastern Channel and the Southern North Sea”.

<http://www.sailcoast.org/documents/ICZM%20Directory.pdf>

**Lincolnshire Environmental Awards.** The HMS entry received a special certificate of commendation.

**5. Launch of the Humber Management Scheme**

**a. Confirmation.** Elliot Morley MP, Minister of State (Climate Change and Environment) has accepted our invitation. Co-ordination of the booking had been undertaken by Christine Clements (Voluntary and Community Sector, Liaison Manager, Business Co-ordination Unit, Office of the Deputy Prime).

**b. Press release and presentation.** Noted that the draft would be revised by the EA’s PR team and would incorporate the simultaneous launch of the codes.

**c. Invitations.** Booking are ongoing; noted that the correct return date was 24<sup>th</sup> June.

The proposed menu was approved, and use of The Deep’s photographer. Noted that the staff costs for The Deep weren’t yet available; the costs were likely to exceed the £1,000 budgeted for.

	£
The Deep - Lecturn	27.50
Food £7 x 50	350.00
Drink £5 head (est. sale or return)	250.00
Staff time	
Photographer - Kevin Ladden	100.00
	727.50

**6. Financial report**

**a. Year End Report 2004/5.** The financial report was tabled and accepted.

**b. Contributions 2005/6.** It was noted that invoices for £34,298 had been issued with £15,266 received by May’s bank statement (note, many pay by BGC and their payments are not recorded until the monthly statement is available).

The budget for this financial year shows a minimal surplus of £600. Concern was expressed that this was insufficient and a target of a 10% surplus agreed for future budgeting. Next years budget was considered in outline.

Issues:

- Most monitoring would be undertaken by EN (the funds were recently approved and contract would be let)
- Most implementation costs would be the direct responsibility of the individual RA
- Interpretation work required funding
- HERAG might no longer be assured of financial support by all RA

**Chris:** paper on future budget requirement to be prepared for the next WG

**c. Hosting of Project Manager.** Covered under item 3.

**7. Humber Advisory Group report**

**a. Meetings March & June 2005.** March 17<sup>th</sup> only 6 members present (Chris absent) Kate had outlined the next stage of the Scheme as determined by HERAG in December. HAG had welcomed the changes in general and in particular the extension of the PM contract for a further year. Kate also briefed the Group on two publications recently published relating to our coasts and seas. This had been a very useful briefing, which deserved a larger audience. In view of the absence of Chris and the short notice it had been agreed not to participate in the 2005 Low Tide Day. HAG were interested in organising a similar event related to the HMS, however, the insurance implications were noted.

**June 9<sup>th</sup>.** 12 members present (Chris back). The meeting had considered both the draft Codes of Practice and the future structure of HAG. Detailed discussions followed. The meeting concluded with a presentation by Giles Bartlett on a NESFC project carried out on the Flamborough EMS. This was much appreciated and seen as a possible way forward if and when specific issues are identified and prioritised. The next meeting to be on 15<sup>th</sup> September.

**b. Codes of Conduct.** HAG had considered the codes on 9<sup>th</sup> June and their changes incorporated into the current version. Chris was thanked for his work in compiling the codes. Three members had volunteered to assist with proof reading, HAG had appointed Nev and Kate to authorise final sign-off. HERAG appointed Kate and Phil(C) to sign-off the final version. A comprehensive list of changes was produced by HERAG for incorporation in the final version.

**c. Insurance/Future Structure/Constitution/affiliation to BTCV.** HAG's future structure and activities were considered in detail:

- It was agreed that the aims of promoting and monitoring the implementation of the HMS were key roles for HAG. The Action Plan would target HAG's actions.
- Promotion of the Codes was a key task.
- Contact with the media should be encouraged for HAG's work.
- HAG would require funding for any activities that HERAG requested they undertake.
- It was agreed that insurance cover was necessary for HAG.
- Legal advice was need on any changes to the ToR to ensure that they didn't compromise any insurance.
- No change in the relationship between HERAG and HAG was proposed. It was agreed that the current interaction needs to continue.
- Noted that HERAG is an unincorporated partnership of independent organisations and that an independent HAG would have parity with the other RA.
- BTCV affiliation for HAG would cost £193.75 (£25 affiliation fee, Insurance £125 (for 500 days pa) + IPT and an Admin charge of £37.50)
- Noted that current public events on the Humber include: Grimsby Fishermen, Humber Rescue and RNLI and the Humber Conference. HAG

could link in with these but would need display boards etc. These may be sponsored by grant applications or a RA.

- Noted that a survey of saltmarsh snails near Hull was needed. This may make a suitable HAG event.

**Phil(C):** to ask ABP's legal section for advice on the ToR/constitution for HAG

Started discussion on possible future activities - depends on clarification of next stage AND commitment by members of HAG (This is a serious concern).

#### **8. Election of HERAG Chairman**

Brian reminded members that he had undertaken the role on a temporary basis while Phil (C) had settled into his new role. It was agreed unanimously to appoint Phil Cowing as Chairman of HERAG with Philip Winn remaining as Vice Chairman. Phil (C) proposed a vote of thanks to Brian for all his work over the last 6 months, which was carried with acclaim.

#### **9. Any other business.**

Kate reported that EN were working with the RA to agree 5 year programmes of work and to establish thresholds for the "work" that could be undertaken within these programmes. This was designed to reduce the administrative burdens placed on RA by the new designations.

Jon reported:

- The training sessions for the council's engineers hadn't yet been organised.
- Sea Spleenwort *Asplenium marinum L.* had been found at Hull
- Hull had a new mayor.
- Hull's elections: New mayor, Brian Bradley, and new Environmental Portfolio holder, Gary Wareing.
- Hull have joined INCA
- Jon had been contacted for information on biodiversity action in an urban setting from a Dutch organisation.

Chris had talked on the Humber to the Lincolnshire Naturalists Union on 26th March and an article will be published in their journal "Transactions" later this year. Bookings for: Barton Clay Pits Advisory Group (10 minute talk on the Management Scheme) 11th July and Market Rasen Group of the Lincolnshire Wildlife Trust evening talk on 10th February 2006.

Phil (C) had attended a YWT business leaders walk at Spurn and found it very informative and enjoyable.

#### **10. Date and Venue for Next Meeting**

Working Group provisionally agreed for 10am, 13<sup>th</sup> September, possibly at The Water's Edge (North Lincs Council) or Hull.

HERAG, provisionally agreed for 10am, 7<sup>th</sup> December at the EA's Willerby offices.

Chris J Manning, June 2005