



Management Scheme

MEETING OF THE RELEVANT AUTHORITIES GROUPS

North Lincolnshire Council - Waters' Edge, Barton upon Humber

16th March 2006 – 10.00am

AGENDA

1. Apologies & Introductions
2. Minutes and matters arising from the Relevant Authorities Group meeting of 7th December 2005
3. Project Manager's Report CJM
 - a. Annual Report
 - b. Publication of annual report - event
 - c. Humber Biodiversity Action Plan
 - d. Talks/promotion
4. Signage of the Humber EMS
 - a. Sources of finance
 - b. Locations and specification of signs
5. Financial report T Edwards via CJM
 - a. Financial report 2005
 - b. Update Jan – February 2006
 - c. Budget 2006
 - d. Contributions 2006/7
6. HMS Constitution (No comments received)
7. Election of Officers (Elected in December, roll forward until March 2007?)
8. Humber Advisory Group report NJ
 - a. Meeting, February 2006
 - b. Promotional events 2006
9. Any other business.
10. Date and Venue for Next Meeting



**Meeting of the Relevant Authorities' Group at North Lincolnshire Council's
Waters' Edge, Barton upon Humber 16th March 2006 – 10.00am**

Attendees:

Associated British Ports	Phil Cowing	
English Nature	Emma Hawthorne	
Humber Advisory Group	John Rowley	
Kingston Upon Hull City Council	Jon Capel	
Ministry of Defence	David Batchelor	Arrived 10.35
North East Lincolnshire Council	Chris Holliday	
North Lincolnshire Council	Andrew Taylor	
In Attendance		
Humber Project Manager	Chris J Manning	

1. APOLOGIES & INTRODUCTIONS

Apologies were received from:

Associated British Ports	Brian Nickson
East Lindsey District Council	Darren O'Toole
East Riding of Yorkshire Council	Tom Fitzgerald
Environment Agency	Philip Winn
Humber Advisory Group	Nev Jones
Lincolnshire County Council	Douglas Robinson
Lindsey Marsh Drainage Board	David Sisson
Market Weighton IDB	Peter Clarke
North East Sea Fisheries Committee	Giles Bartlett
Shire Group IDB	David Patrick
Members introduced themselves.	

**2. MINUTES AND MATTERS ARISING FROM THE RELEVANT
AUTHORITIES GROUP MEETING OF 7TH DECEMBER 2005**

The minutes were accepted as a true record of the meeting.

Matters rising:

Insurance, HAG are now members of BTCV as an "associated group" with insurance in place. ABP's advisor had examined the policy. The only query was the policy wording for personal accident benefit. It was confirmed by BTCV that the £50 for time off work for an injury was a per week benefit, and that the different payments for loss of use of limbs applied to the "strong" limb rather the right/left hand as described in the policy.

English Nature's advice on responsibilities of Relevant Authorities to fund Reg 34 Management Schemes has not changed.

It was noted that the Scottish Executive were receiving a paper advising them to directly fund 50% of the cost of coastal partnerships, and that they were expected to adopt this recommendation. The role of the Regional Assemblies (Yorkshire Forward & East Midland Development Agency) was questioned are they Relevant Authorities.

Emma: to obtain advice from English Nature's marine team

East Lindsey District Council & Lincolnshire County Council are considering financial support for HMS.

North East Sea Fisheries Committee may sponsor Ebb & Flow.

The Ministry of Defence are reviewing their funding of external organisations.

Phil Cowing will approach British Waterways for a financial contribution. It was noted that they had recently spent £2,000,000 (1.4m on their web site) refurbishing Keadby Lock.

The letter to DEFRA asking why the Humber designations had not been forwarded to Europe had not been sent on English Nature's advice. Emma, explained that DEFRA were working to a fixed timetable and that the designation would be submitted to Europe in April 2006.

3. PROJECT MANAGER'S REPORT CJM

a. Annual Report

A pdf of the current 51 page document was displayed on screen, it was noted that some submissions were very late and a small amount of information had still not been received.

Sandboarding was noted as a new activity, with the potential to be very damaging.

Read's Island. It was noted that Humber Parasailing have offered boat trips to HAG for promotion, education use. Last year they had beached their craft on the sandbanks and required Humber Rescue's assistance. Phil reported that he had advised the licensing authority (Kingston upon Hull City Council) that they could permit trips to the Hope and Anchor at South Ferriby and that they should limit access no closer than 200 metres from the eastern side of the island. HMS has offered to help produce a field guide for these trips, an evaluation trip was expected on the 22nd - 24th March; it was hoped that the RSPB and ABP representatives would attend.

It was agreed that the final report would be emailed to the Relevant Authorities, and that unless they responded within 3 weeks they would be deemed to have accepted it.

b. Publication of annual report – event

The current report is 51 pages. It was agreed that the final report would be published on the HMS web site and that the next edition of Ebb & Flow would be utilised as a summary of the annual report. Additional material is required for the next issue of Ebb & Flow.

Ideas for the launch event were discussed. It was decided to hold this year's event at Water's Edge in May/June and possibly at Port House next year. All HERAG/HAG members will be invited. The event would include a short talk, an ongoing PowerPoint presentation (available on CD), and a buffet, concluding with a bat walk.

c. Humber Biodiversity Action Plan

A meeting in January with Ben McCarthy, the newly appointed Yorkshire & Humber Regional Biodiversity Coordinator, had included; a stock-take on Humberside and looked at regional coordination. Currently, Kingston upon Hull have a BAP, East Riding of Yorkshire Council is intending to produce one and the Lincolnshire BAP is under review.

The current draft of the coastal sections of the Lincolnshire BAP were circulated. In discussion, it was noted that there needed to be agreement on the geographical coverage of the adjacent LBAPs. Both the Humber and the Wash and North Norfolk are European marine sites and required to maintain the existing level of habitat under the UK BAP and the Habitats Regulations¹. In practise, only through the Environment Agency's shoreline management plan or via compensation schemes, would intertidal habitat be created. The value of including these habitats in LBAPs was not clear. The Lincolnshire BAP appears to be focused on the Wash with the Wash Estuary Strategy Group identified as the lead partner for saltmarsh. It was agreed that HMS would write to the Lincolnshire BAP outlining HMS's concerns; Andrew Taylor, Emma Hawthorne and Jon Capel would assist in drafting a letter.

Chris: to write to the Lincolnshire BAP

d. Talks/promotion

Talks had been given to:

Bottesford Friendship Club, 7th March, attendance 52

Market Rasen Group/Lincolnshire Wildlife Trust, 10th February, attendance 35

City of Hull & Humber Environment Forum, 2nd February 2006, attendance 21

INCA Board, 12th, January, attendance 12

¹Conservation (Natural Habitats & c.) Regulations 1994

4. SIGNAGE OF THE HUMBER EMS

a. Sources of finance

A proposal was being developed that would be submitted to; Awards for All, Aggregates Levy Sustainability Fund, Local Heritage Initiative, Waste Recycling Environmental Limited and the Big Lottery, if CoastNET are successful in their bid to administer this fund for coastal partnerships.

The Big Lottery could fund additional work such as an interpretation officer, or assist with monitoring tourism; a decision was deferred until confirmation of the scheme is received. By then, the outcome of the other bids would be known.

In discussion, it was noted that the design template could be incorporated into other signs. It was questioned if a generic sign would be used or if it they would be targeted for the different locations – it was noted that this would depend on the number of different signs needed; probably a common theme would be used with a small section being location specific.

b. Locations and specification of signs

Members present suggested location for signs on the maps.

5. FINANCIAL REPORT

a. Financial report 2005

The report for the 2005 financial year was presented. This showed income of £35,410.03, and expenditure of £43,479.60, resulting in £8,069.57 deficit due to exceptional items; (launch expenses £676.19, Management Scheme Documents £5,220.95 and the Codes of Conduct £3,495.00). The opening balance for the year was £ 21,753.58 and the closing balance £13,684.01. Noted, that Tony Edwards had not been asked to sign the calendar year accounts as they were a compilation of JBA and Humber INCA's book keeping.

The amount of VAT paid was questioned. It was explained that HMS, has its own bank account and cheque book and directly pays invoices such as for printing documents, etc. The Project Manager is employed by Humber INCA, who charge VAT on their fees (including wages) that they invoice to HMS. An analysis of the VAT paid during 2005 is attached.

b. Update Jan – February 2006

Expenditure to date - financial year (gross); Humber INCA Project Manager's salary, NI and expenses etc £7,885.59 (includes December 2005), Computer £660.4, Web site £381.88 and HAG's BTCV membership £185.63, a total of £9,113.50. English Nature had already made their 2006/7 contribution.

c. Budget 2006 & d. Contributions 2006/7

Not considered further as the decisions were made at December's HERAG meeting.

6. HMS CONSTITUTION

No comments had been received. Noted that two typing mistakes needed correcting. Adding “Conservation” before (Natural Habitats & c.) Regulations 1994 and moving the opening bracket in front of commencing instead of March <http://www.humberems.co.uk/downloads/HERAG%20Constitution%20Adopted%20March%202006.pdf>

It was questioned if the quorum of 8 members was sensible given the poor turnout at this meeting.

7. ELECTION OF OFFICERS

Agreed to continue with the present officers until March 2007.

8. HUMBER ADVISORY GROUP REPORT

a. Meeting, Sep 2005

HAG was pleased that Yorkshire Wildlife Trust are distributing the codes. Steve Webb of Humber Parasailing offered to distribute them to his passengers.

Considerable discussion had taken place on the Annual Report with HAG adding significant information to the Recreation & Tourism section, particularly angling, airborne recreation, motorised recreation on the foreshores and personal water craft. A letter had been sent to Humberside Police asking about their support for wildlife crime.

HAG will enter the Lincolnshire Environmental Award with their work on the Codes of Conduct.

b. Promotional events 2006

HMS has been invited to The Deep for their event on the Humber between 7th and 25th. A meeting with SHWAP and Humber Parasailing, who had offered to provide wildlife rides, was arranged to develop this idea. During Marine Week on 6th August, SHWAP are holding an event at Far Ings. HAG will provide short presentations during the day.

It was noted that HMS has not got any display boards, and a bid for some will be included with the sign proposals.

9. ANY OTHER BUSINESS

The Mouse-eared snail (*Ovatella myosotis*) has been found within Hull.

Agreement has been reached between EN, YWT, ERYC and ABP on roll-back of the outstanding section of the access road at Spurn.

The Humber Bridge jubilee celebration will take place between 13th - 16th July.

The beached whale at Spurn had been removed.

Hull University are studying the genetics of locally found Mitten Crabs, to determine if the UK and European populations are linked; samples are needed.

Regional SSSI launch Target 2010, the condition of SSSIs in the region is available.

10. DATE AND VENUE FOR NEXT MEETING

15th November 2007 at RAF Donna Nook – with a chance to see the seals and the operation of the base.

March 2007, AGM hosted by ABP

Chris J Manning, March 2006

HMS 2005 Financial Year VAT Analysis



<u>EXPENDITURE</u>	£	£	£
Project Manager's Salary & NI	19,864.16		
Project Manager's Expenses	1,609.71		
Office Exp	511.43		
HAG expenses	300.80		
Launch expenses	676.19		
Management Scheme Documents	5,220.95		
Codes of Conduct	3,495.00		
Web Site	650.00		
Ebb & Flow	692.00		
other Exp	500.00		
JBA (12.5% on expenditure until 30th August 2005)	3,284.94		
HINCA	<u>333.00</u>		
		37,138.18	Net
VAT	6,341.42		
Total Expenditure		43,479.60	Gross

ANALYSIS OF VAT PAID

VAT

JBA invoices analysis

Project Manager's Salary & NI	14,189.36		
Project Manager's Expenses	1,307.37		
Office Exp	511.43		
JBA (12.5% on expenditure until 30th August 2005)	3,284.94		
		19,293.10	3,376.29

Humber INCA invoices analysis

Project Manager's Salary & NI	5,674.80		
Project Manager's Expenses	302.34		
Hosting Fee	333.00		
		6,310.14	1,104.15

Other Exp subject to VAT paid via HMS A/C

Management Scheme Documents	5,220.95		
Codes	3,495.00		
Web Site	650.00		
The Deep	576.19		
Ebb & Flow	692.00		
	<u>10,634.14</u>		
		10,634.14	1,860.98

Non VAT Exp

HAG expenses	300.80		
Photographer for Launch	100.00		
Office furniture	500.00		
		900.80	

TOTAL VAT PAID

	<u>37,138.18</u>	<u>6,341.42</u>
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