



ANNUAL GENERAL MEETING OF THE HUMBER ESTUARY RELEVANT AUTHORITIES
GROUP

2pm, 23rd March 2010

Waters' Edge Visitor Centre, Barton upon Humber

AGENDA

1. Introductions & Apologies
 2. Minutes and matters arising from the HERAG AGM 25th March 2009, HERAG meeting of 30th November 2009 and HERAG Working Group on 19th January 2010
 3. Election of Officers chair/vice Chair/Group
 4. Election of the Working Group Group
 5. Adoption of Annual Report and Accounts 2009 (paper) Group
 6. 2010 work priorities and budget approval
- including Recreational Disturbance Study (paper) Tania Davey/Group
 7. Humber Management Scheme review
- Approval of timetable (paper)
- MPA Scorecard Workshop 27th April 2010
- Discussion – Humber Management Scheme Terms of Reference and Financial Management Tania Davey/Group
 8. Advisory Group Report (*Meetings 25.01.10*) TBC TBC
 9. Any other Business
 10. Date and venue for next meeting
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HUMBER



Management Scheme

HUMBER ESTUARY RELEVANT AUTHORITIES GROUP Minutes of the AGM, 23rd March 2010. 2pm, Waters' Edge Visitor Centre, Barton upon Humber

1. Introductions and Apologies:

Each attendee introduced themselves at the start of the meeting.

Attendees:

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|------------------|--|
| Andrew Taylor | HMS Chair, North Lincolnshire Council |
| Philip Winn | HMS Vice-Chair, Environment Agency |
| Jeremy Pickles | East Riding of Yorkshire Council |
| David Renwick | East Riding of Yorkshire Council |
| Paul Lane | North Eastern Sea Fisheries Committee |
| Chris Holliday | North East Lincolnshire |
| Cllr Bud Shields | East Lindsey District Council |
| Phil Cowing | ABP |
| Richard Bates | Lower Aire IDB |
| Emma Hawthorne | Natural England |
| Tom Jeynes | ABP |
| Emma Hicks | Shire's Group IDB, JBA Consulting |
| Chris Manning | Lindsey Marsh Drainage Board & Isle of Axholme Internal Drainage Board |

In attendance:

| | |
|-------------|---------------------|
| Tania Davey | HMS Project Manager |
|-------------|---------------------|

Apologies:

| | |
|---------------|---------------------------------|
| Adrian Koster | HAG Chair |
| Paul Evans | MOD |
| Hugh Gates | Humber Sea Terminals |
| Alex Codd | Kingston upon Hull City Council |
| Alison Walker | Conoco |

2. Minutes and matters arising from the HERAG meeting of 25th March 2009, HERAG meeting 30th November 2009 & HERAG Working Group meeting 19th January 2010

- Minutes from HERAG meeting on 25th March & 30th November were approved.
- Minutes from HERAG working group 19th January 2010 matters arising:
- Signage at Skeffling – Philip Winn questioned the sign replacement as it has been vandalised. Emma Hawthorne said that it had been agreed to install the sign again and monitor any incidents.

ACTION:

- Tania Davey to speak to landowner to get feedback regarding the sign and vandalism at Skeffling

3. Election of the officers chair/vice

- Andrew Taylor has been acting as chair since the departure of David Patrick. Philip Winn was vice-chair in 2009.
- Chris Manning proposed Andrew Taylor for Chair and Philip Winn for Vice-Chair. David Renwick seconded.

4. Election of the Working Group

- The group agreed the following people to form the working group:

| | |
|----------------|---|
| Andrew Taylor | HMS Chair, North Lincolnshire Council (representing south bank Local Authorities) |
| Philip Winn | HMS Vice-Chair, Environment Agency |
| David Renwick | East Riding of Yorkshire Council (representing north bank Local Authorities) |
| Emma Hawthorne | Natural England |
| Tom Jeynes | ABP |
| Chris Manning | Lindsey Marsh Drainage Board & Isle of Axholme Internal Drainage Board (Representing IDBs) |
| Adrian Koster | HAG Chair |

5. Adoption of the Annual Report and Accounts 2009

- Tania Davey talked through the Annual report. The main text is complete but some annexes are to be completed.
- The group discussed difficulty of reporting on the annexes, especially in relation to annex G. Andrew Taylor highlighted that a recreational disturbance study may be able to fill gaps in annex G.
- The group adopted the report in principle provided that the annexes were complete for the Working Group to adopt fully at the next meeting.

ACTION:

- Group to feedback any changes to the bulk of the text by 31st March to Tania Davey
- Those responsible for reporting on annexes to feedback by 14th April to Tania Davey
- Group to feedback any new actions for the 2010 annexes to Tania Davey
- Working Group to adopt the report at the meeting on 11th May once the annexes are complete.

6. 2010 work priorities and budget approval (including recreational disturbance)

- Tania Davey talked through the budget and the work priorities
- The group discussed the large reserve in the bank account and that the money should be allocated against projects.
- Cllr Bud Shields highlighted that local authority budgets are being examined. Philip Winn agreed that the same was happening at the Environment Agency. Philip Winn asked if Relevant Authorities should cut back on contributions.
- David Renwick highlighted that the Project Manager's role is for 1 year only and is now full time which has resulted in increased costs. If Relevant Authorities cut costs now, it may be difficult to increase contributions in future years. David Renwick confirmed that he is happy to keep contributions at the same level and review next year.
- Philip Winn highlighted that the HMS needs to be less reliant on small RA contributions.
- Chris Manning commented that Tania Davey has already demonstrated that external funding is being sought (BASC & Crown Estate Funding for Recreational Disturbance)
- David Renwick highlighted that the HMS needs to have the house in order e.g. governance before project funding can be applied for. The HMS should not chase funding, it should be project led.
- Tania Davey highlighted opportunities in the future with the MMO (Marine Management Organisation) by providing service provision.
- The group discussed that there has been a lack in continuity over the last few years and to avoid this problem again, the group needs to review the Project Manager contract.

- The group agreed that contributions would remain at the same level for the financial year 2010/11 and would consider a reduction for the following year.

Recreational Disturbance Study

- Tania Davey talked through the recreational disturbance paper.
- A number of questions were asked such as why the study was over a number of years and if this had been done in other studies. Tania Davey confirmed that both the Stour & Orwell and the Solent carried out studies over a number of years.
- Philip Winn felt there still to many unknowns to approve a full study.
- The group discussed the funding of the project. Tania Davey highlighted that a pilot study would cost an estimated £18,300. BASC funding is confirmed at £5k per annum. The Crown Estate have confirmed £30k towards the project but BASC need to speak to the Crown Estate to confirm changes to the project. David Renwick highlighted that the costs were based on estimates not tenders and a consultant would be able to confirm costs and methodology.
- Chris Manning congratulated TD on the work that had been done. He agreed that some initial desk based/pilot work should be done and a decision should be taken in August/September on whether to take the pilots study forward. Philip Winn was in agreement.
- Cllr Bud Shields asked if we could use information gathered from other studies to inform the management of the Humber. Andrew Taylor informed the group that would be part of the study but Humber specific information is needed for the positive management of recreation. The group discussed that cumulative effects of recreational disturbance would be useful. Chris Holliday highlighted the need to be very specific about the aims and outputs.
- Philip Winn highlighted that specific information is required before HERAG can make a financial commitment to the project.
- HERAG agreed a budget of £10k for a desk based study. Detailed approval for spending can be made by the Working Group. Any further funding needs to be agreed by HERAG (via email).

ACTION:

- Desk based study to take place to recommend how to take the project forward (including costs for a full study) and to confirm the methodology. The desk based study should also collect the baseline data on recreational activity around the Humber and identify study sites. To be complete by end of August 2010 so a decision can be made on whether to take the pilot survey forward.
- Tania Davey to set up steering group. Steering group to meet in April to discuss brief for tenders. Tania Davey to put brief together. Brief approved by steering group and working group. Tenders should be costed for desk based study but consultants will also be asked to provide a cost for pilot survey work between September 2010-March 2011. If timescales permit, approval of tenders to be made Working Group – meeting 11th May , otherwise by email.

7. Humber Management Scheme Review

- HERAG approved the timetable for review which TD presented.
- Chris Manning highlighted that the timetable goes into 2011 therefore Project Manager role needs to be reviewed. Agreed to be delegated to the Working Group.

ACTION:

- Working group to discuss Project Manager contract at the meeting on 11th May
- Tania Davey to take the review process forward
- Philip Winn to forward risk assessment table to Tania Davey

HMS Terms of Reference

- Tania Davey talked through the paper.
- Emma Hawthorne highlighted that the VAT issue has come up as an issue numerous times
- Regarding HMS set up options, Chris Manning highlighted that a community interest company would be his preference.

- David Renwick highlighted that all 3 groups (HERAG, Working Group and HAG) should be looked at as a collective in terms of their structure and how they work together.

ACTION:

- Tania Davey to take forward option 3: Review Terms of Reference and Constitution and make recommendations about HMS set up. To report back at the Working Group meeting.

8. Advisory Group Report

HAG representative unavailable. Apologies received.

9. AOB

- Tania Davey informed the group that Net Gain had asked the HMS to sit on the Yorkshire and Humber Regional Hub group.
- TD asked if HERAG thought an application to joint the local IFCA's would be useful. Tania Davey to discuss with David McCandless.

10. Date and venue of next meeting

2pm, 30th November 2010, Waters Edge Visitor Centre, Barton upon Humber.