Firth of Clyde Forum Core Group Meeting

Wednesday 22nd March 2006

Environment and Protective Services Dept, Glasgow City Council, 231 George Street, Glasgow

Agenda

		Time	Lead
1	**Welcome, introductions and apologies**	10:00	Chris Nevin, SNH Chair of Forum Core Group
2	**Minutes** from last meeting and matters arising	10:05	CN
3	**Project Officer Update**	10:15	Julia MacPherson (JM)
4	**Business Plan and Terms of Reference** • Discussion to finalise Business Plan and priority actions for 2006/07. • Terms of Reference – Core Group to discuss and ratify if in agreement with content.	10:35	JM/All
5	**Funding** • Update on funding situation for 2006/07 and 2007/08 • Discussion and suggestions for further funding	11:00	JM/All
6	**Firth of Clyde Forum Project Officer Recruitment** Update and discussion of options	11:30	CN/All
7	**Firth of Clyde Forum Events 2006** • Discussion and provisional decision of topics for Forum information events and annual conference to enable the new Project Officer to start working on once in post.	11:45	All
8	**Update from Core Group members**	12:15	All
9	**LUNCH**	13:00	All
10	**Scottish Sustainable Marine Environment Initiative (SSMEI) Clyde Pilot Project** • Update on the Clyde Pilot Project. • Discussion on forming and working as the Clyde Pilot Project Steering Group, Clyde Pilot Project staff recruitment process, links with the Firth of Clyde Forum etc	13:45	David Mallon, Scottish Executive/All
11	Any other business	14:45	All
12	**Date** of next Core Group meeting and close	15:00	All

Firth of Clyde Forum

Core Group Meeting 22nd March 2006

Glasgow City Council

Draft Minutes of Meeting

Present
Chris Nevin, (CN) SNH (Chair)
Isabel Glasgow (IG) Firth of Clyde Forum Chair
Julia MacPherson (JM) Project Officer, Firth of Clyde Forum
Ethel-May Abel (EMA) Glasgow City Council, Planning Department
David Ross (DR) Scottish Environment Protection Agency
Stephen Midgely (SM), Project Officer Scottish Coastal Forum
Mike Balmforth (MB), British Marine Industries Federation Scotland
Patrick Stewart (PS), Clyde Fishermen's Association
George Eckton (GE), Glasgow and Clyde Valley Joint Structure Plan
David Mallon (DM), Scottish Executive
Jason Combes (JC), Clyde Fisheries Development Project
Ron Bailey (RB), Harbour Master, Clydeport
Audrey Martin (AM), Argyll and Bute Council
Paul Bancks (PB), The Crown Estate
Ian Johnson (IJ), Ayrshire Joint Structure Plan

Apologies
Jean Curran, Scottish Enterprise National
Robin Edgar, Glasgow and Clyde Valley Joint Structure Plan
Kevin Williams, Argyll and Bute Council
Noel Fojut, Historic Scotland
Jeremy Glen, Royal Yachting Association
Rupert Ormond, University Marine Biological Station, Millport
Lynn Rew, Scottish Enterprise, Dunbartonshire
Zoe Clelland, RSPB
Alistair Sinclair, Scottish Creelers and Divers

Minutes and action points from last meeting (30th November 2006)

1. **Action Point (AP1)** JM to develop firm proposals for a subscription system, forms, info letter explaining system etc. To circulate proposals for comments and finalisation in January 2006. **Discharged. JM circulated in March 2006.**

2. JM to investigate a road show in the summer to take round area to raise awareness of FoCF's work. **Carried over to March 06 Action point (AP) 1.**

3. JM to draft a letter in reply to SNH's Marine and Coastal National Parks consultation and circulate to Core Group for comments. **Discharged, letter circulated in November 2005. Comments received and it was decided not to send the letter as no unified view from the FoCF Core Group could be reached. Core Group members were attending stakeholder meetings and responding in their own right.**

4. JM to email Core Group with details of SNH public meeting on Coastal and Marine National Parks on the 8th November. **Discharged. JM emailed group at end of November 2005.**

5. EMA to send JM a copy of the British Waterways River Space Water Strategy Report. **Discharged. EMA sent copy to JM.**

6. KW to circulate details of the Cairndow film to Core Group and Core Group to consider showing it at next Core Group meeting. **Discharged. Details circulated and film was available at meeting to view. Ken Buchan agreed to investigate possibility of getting copies – March 06 AP 2.**

7. All to send JM and Rod Cappell r.cappell@royalhaskoning.com initial thoughts on the sustainability indicators and monitoring of the Clyde Pilot Project as outlined by RC and circulated prior to the meeting. **Carried forward – March 06 AP 3.**

8. Forum Core Group to consider composition of Clyde Marine Advisory Group (CMAG) and to feed suggestions to JM and Rod Cappell r.cappell@royalhaskoning.com. **Carried forward – agenda item on Clyde Pilot Project.**

9. Core Group to respond formally to request of fisheries for 3 seats on CMAG. **Discharged. JM responded agreeing to 3 seats for Clyde Fishermen's Association, Scottish Creelers and Divers and Clyde Fisheries Development Project.**

10. Clyde Pilot Project to ensure that Water Framework Directive water basin character maps are included in the spatial plan to resolve declines in water quality. **Carried forward – agenda item on Clyde Pilot Project.**

11. All to email JM and Rod Cappell r.cappell@royalhaskoning.com thoughts on what preliminary work can be done on the Clyde Pilot Project prior to staff being appointed. Details in emails circulated prior to the meeting. **Discharged. No comments received and subsequently decided by Scottish Executive not to pursue carrying out preliminary work.**

12. JM to allocate a longer slot at the next Core Group meeting for further discussion on the Clyde Pilot Project. **Discharged. Agenda item on Clyde Pilot Project at March meeting.**

13. JM to circulate Clyde Pilot Project job plans. **Discharged. JM circulated at end of November and latest drafts in March.**

14. JM to circulate a date for next meeting to be held during week beginning 23rd January 2006. **Discharged. Meeting postponed from January to 22nd March.**

Project Officer Update

Since last meeting in November 2005, JM had a month's annual leave in December. Since returning to work at beginning of January 2006 the following work has been undertaken:

Annual Conference 2005

- Special conference proceedings edition of Clyde Breakers newsletter has been published.

- A contract has been let for the construction of a microsite on the FoCF website containing the conference proceedings. Site will be online by 24th March.

Clyde Breakers
Spring edition has been collated and will be received from printers by 24th March.

Business Plan
FoCF Core Group members comments have been incorporated into the Business Plan and the revised draft was circulated at meeting. See separate agenda item.

Financial Issues
- The budget for 2005/06 has been finalised and was circulated to the Core Group.
- Core Group members have been written to regarding the budget shortfall for the next two years. See separate agenda item for further details.
- The membership charging scheme has been finalised and letters have been sent to all Forum members explaining the new arrangements.
- Feedback, in the form of an end-of-project assessment questionnaire, has been provided to the Crown Estate following the end of their two year funding period. The Crown Estate Stewardship and Renewables Manager is considering the funding request letter sent to Core Group members and whether future funding can be offered.

SSMEI Clyde Pilot Project
JM has spent a considerable amount of time liaising with the Scottish Executive, SEPA and SNH to finalise the job descriptions, memoranda of agreements and logistical arrangements for the Clyde Pilot Project. The job descriptions have been consulted on with Core Group and will be advertised by the end of March. See separate agenda item for further details.

Clyde Fisheries Development Project (CFDP)
JM attended CFDP meeting in March to receive an update on the project and to update the group on progress with the Clyde Pilot Project.

PR Work
- JM has given a presentation to Argyll and Bute Council Helensburgh and Cowal area committee about the FoCF and its work which was very well received.
- JM has been approached by the Countryside Recreation Network (CRN) to give a presentation on the FoCF and the Clyde Pilot Project at a visit CRN are having on the Clyde on the 26th April. JM replied with apologies that this would not be possible as no project officer will be in post to give the presentation.
- JM has been asked by Rupert Ormond of the Marine Biological Station, Millport to present to Coastal Zone Management students on the FoCF and ICZM in May. Rupert Ormond has agreed to negotiate whether this would still be possible with JM's new employer.

Conferences/workshops attended
- JM attended Coastal Futures 2005 in London in January. Very interesting event with a strong focus on marine spatial planning and the UK Marine Bill.

- JM attended the Scottish Coastal Forum Project Officers' meeting and fisheries training event.

- JM attended the Coastnet workshop on Community Participation in coastal management in Dundee. A useful workshop which aimed to gather and

exchange good practice in terms of engaging communities in coastal management.

Scottish Coastal Forum Plenary Meeting
As reported at previous meetings, it has been agreed that Gordon Mann, Solway Firth Partnership Chair, would represent all the local coastal partnerships on the Scottish Coastal Forum (SCF) in order to provide an information route between the local partnerships. At each meeting, the Project Officers through Gordon Mann, put a paper to the SCF highlighting common issues and progress on ICZM. The last meeting was in January 2006 and a paper submitted highlighting the work done by local coastal partnerships on national marine and coastal priorities.

Stephen Midgley reported that the paper had been well received and would feed into discussions at the Advisory Group on Marine and Coastal Strategy (AGMACS).

Action point March 06 4 – FoCF to, through Gordon Mann, feed into paper on ICZM to be submitted to AGMACS in May 2006.

A discussion on AGMACS ensued with Patrick Steward highlighting the fact that members of the group had been chosen by Ross Finnie rather than being elected. It was countered by the fact that the group was relatively representative and there was scope for stakeholders to receive minutes and papers by contacting AGMACS secretariat and to contribute to discussions. Much of the work of the group is being done by smaller, working groups. Isabel Glasgow also reminded the group that she represents the FoCF on AGMACS and can also communicate members issues to the group and its sub working groups.

National coastal litter pack
The Forth Estuary Forum developed a very successful schools education pack on coastal litter. Funding has been made available from Shell, the Scottish Coastal Forum and individual coastal partnerships to convert the pack into a generic resource which can be used across Scotland in a CD and web-based format. The FoCF contributed £500 to the project and will have access to the CDs and details in due course.

General enquiries
JM dealt with a number of enquires from students and others about the FoCF, ICZM and development proposals on the Firth of Clyde.

Clyde Coast Framework
JM heard about this initiative by chance. Consultants have been employed to look at marina developments, tourism and other broader socio-economic issues in the Firth of Clyde. JM has spoken to the consultants (EKOS Ltd, John Kelly leading, tel 0141 353 1994) and introduced the FoCF (of which they had no knowledge) to them. JM asked if any Core Group members had any further information.

Ian Johnson (IJ) reported that the study is led by Scottish Enterprise who are looking at the new City Regions at a national level and specifically at the economic development of the Firth of Clyde. He has had a preliminary meeting with Scottish Enterprise Ayrshire and understands that the consultants are working their way around speaking to stakeholders. There are workshops being arranged around the Clyde area. Stuart Beith, Clyde Waterfront, is arranging the Glasgow workshop.

The Core Group raised the concern that this initiative could potentially be duplicating work being done by the FoCF and others and expressed the need for further information and liaison with this project.

Action point March 06 5 – EMA to send Chris Nevin (after JM's departure) details on the study and the planned workshops.

Action point March 06 6 – JM to send the Clyde Coast framework consultants and Scottish Enterprise details of the FoCF, its work, membership scheme etc.

Action point March 06 7 – FoCF to invite Scottish Enterprise and/or the consultants to give a presentation to the Forum to clarify what is being done and to avoid any duplication of effort. Potential contact – Dave Anderson, Local Enterprise, Dunbartonshire.

Business Plan
JM has updated Business Plan 2006 – 2008 following comments from Core Group. Plan was circulated at meeting. JM pointed out that the SMART targets section had been updated, key projects highlighted and rough costings inserted. The funding section has also been completed.

There was a discussion on whether a strategic study of marina developments was necessary to include in the Business Plan. John Kent, Sports Scotland, is already promoting the Clyde for the Olympics and even with a strategic plan for marina developments, they may be developed regardless. It was highlighted however, that there is a need for a strategic approach to ensure that marinas are developed in appropriate sites and answer the demand for such facilities. It was agreed that a summary of which developments are planned where would be useful. The Clyde Waterfront are looking at the issue of marinas, but are primarily there to promote the Clyde, bringing the Expo to Glasgow etc, rather than having much planning power. Again the risk of duplication was raised.

It was also raised that a strategic approach to marinas could be covered by marine spatial planning and the Clyde Pilot Project. This could also apply to some of the other projects in the Business Plan. It was agreed to tease out where the overlaps between the Clyde Pilot and the projects in the Business Plan are.

It was agreed that there is also further prioritisation of the projects in the Business Plan required as it entails a substantial body of work and possibly too much for one Project Officer.

Action point March 06 8 – FoCF to invite Clyde Waterfront to make a presentation on their work on marine developments.

Action point March 06 9 – Core Group members to send final comments on the Business Plan to Chris Nevin at CLYDEFORUM@snh.gov.uk with their top 5 projects by 15th April 2006.

Action point March 06 10 – All to tease out the overlaps between the Clyde Pilot Project and the FoCF Business Plan projects in order to rationalise Business Plan, and forward comments to Chris Nevin at CLYDEFORUM@snh.gov.uk by 15th April 2006.

Patrick Stewart questioned who had been involved in the preliminary discussion on the study regarding the economic value of marine protected areas. It was explained

that SNH, RSPB, Coast and the FoCF had been involved. It was stressed that this had been a starting point and that the draft study specification would be available for much wider consultation and comments, including from fishing interests as well as other economic and environmental interests. Once a specification is agreed, the contract can be let by the new Project Officer, subject to sufficient funds being in place.

Action point March 06 11 – JM to send Patrick Stewart draft marine protected areas study specification for comments.

FoCF Terms of Reference (ToR)
JM had added this to the agenda as with her departure, she felt it would be a good time for the FoCF to have a written statement, agreed by the Core Group, on the role of the FoCF in the absence of any other type of constitution. Comments were invited on the draft which had been circulated previously in autumn 2005.

The following changes were agreed by the Core Group:

1. Change paragraph 2 on the main role of the Forum so as to detail the core activities and role of the forum before the sentence referring to the role as a "neutral broker". This was agreed by the group as the main role is not just in brokering and conflict resolution, but also wider in promoting ICZM and facilitating projects.
2. Mention projects explicitly to ensure the FoCF has agreed scope to carry out project work where appropriate. Suggested wording – *"bringing together different interests and working towards projects".*
3. Consultation responses – highlight that consultation responses are submitted on behalf of the FoCF Core Group, not wider membership. Draft wording suggested by Patrick Stewart – *"The FoCF may be authorised by its Core Group to respond to consultations which bear upon its role. The authorisation will be effective following approval (from the FoCF Core Group* inserted by JM*) of a draft response prepared by the Project Officer".*
4. Remove reference to not being able to employ staff or subcontract work. Suggested rewording from Patrick Stewart – *"The FoCF is an informal voluntary partnership. It is not a legal entity. Employment of its staff and subcontracting may be undertaken on its behalf by SNH".*
5. To include a list of organisations on Core Group. This will remain attached the ToR as an annex as referred to in ToR.

It was agreed that if a consultation response was not sent following an inability for the Core Group to reach a unified position, the reasons for not sending the letter would be communicated to the Core Group by the Project Officer.

There was a discussion on the potential advantages of adopting a more formal constitution in the form of a charitable trust or company limited by guarantee as it would give more access to funds and has potential tax benefits. However, this conversion is a lengthy, complicated process. It was agreed to adopt the ToR as a short term agreement with a longer term view of looking at moving to an organisation with charitable status.

Action point March 06 12 – Forum Core Group members to send any further comments on ToR to Chris Nevin at CLYDEFORUM@snh.gov.uk by 15th April.

Funding and Recruitment

Chris Nevin updated the group on the future funding situation as outlined in the letter sent to Core Group members on the 15th March. The group were asked for suggestions on sources of funding to make up the short fall in the Forum's budget.

It emerged that local authorities are not funding at present either because other local authorities are not or because of competing priorities. Argyll and Bute Council reported that they could possibly fund projects specifically in the Argyll and Bute Council area, but that priorities were focussed on their own ICZM projects at present. Involvement in the Clyde Pilot Project steering group and therefore the FoCF maybe a route to engaging more positively and financially with local authorities.

It was suggested that some companies, in particular British Waterways, and NGOs may find it easier to support the Forum by seconding a member of staff to the project rather than through a cash contribution.

Action point March 06 13 – Forum Core Group to contact British Waterways to explore support for FoCF either through financial or staff contribution.

Communities Scotland have an environmental budget and community planning becoming increasingly important. They maybe a source of funding.

Action point March 06 14 – Forum Core Group to contact Communities Scotland to explore funding options.

Ethel-May Abel agreed to explore funding options with Glasgow City Council. There is also an option to get funding from the Clyde Waterfront which would encompass three local authorities, three LECs and the Scottish Executive.

Action point March 06 15 – EMA to explore funding options with Glasgow City Council and the Clyde Waterfront.

It was discussed that with such a range of projects in the Firth of Clyde area, it was difficult for organisations to decide which to be involved with and to fund. The overview role of the FoCF and its capacity to pull these initiatives together was stressed as well as the links to the Clyde Pilot Project. These should be used to reduce duplication of effort.

Action point March 06 16 – All to send Chris Nevin indications of financial support and any further suggestions for funding options.

Firth of Clyde Forum Project Officer Recruitment
Chris Nevin updated group on recruitment of new Project Officer. It is hoped this can be for two years, but is dependent on further funding being secured for 2007/08 as discussed above.

FoCF Events 2006
JM suggested that the Core Group agree on topics for information events to allow the new Project Officer to take forward planning on these as soon as recruited.

Following the discussion on potential duplication of effort and several similar projects running in the Clyde, an information event providing an overview of all Clyde related projects was suggested and agreed – "Who's doing what where".

Action point March 06 17 – JM to compile a list of all Clyde related initiatives and circulate to Core Group for additions. Use final list as a basis to plan event (and also for general information to members).

Ethel-May Abel suggested a community event on the river similar to the one Euan Dobson, Scottish Enterprise, organising.

George Eckton suggested a climate change related topic and will investigate with colleagues at Glasgow and Clyde Valley Joint Structure Plan.

Action point March 06 18 – George Eckton to feed back any climate change suggested topics to Chris Nevin at CLYDEFORUM@snh.gov.uk.

The second suggested event was a workshop looking at ecological status of coastal and transitional waters and how to manage and improve to feed into the Water Framework Directive work. This is relevant also to Clyde Pilot Project so a joint FoCF and Clyde Pilot Project event was suggested for the autumn.

Action point March 06 19 – All to send any ideas for annual conference topic to Chris Nevin at CLYDEFORUM@snh.gov.uk by 30th June 2006.

Update from Forum Members

David Ross, SEPA
SEPA have now appointed 5 River Basin Planning Officers to start working on plans with Area Advisory Groups.

The Controlled Activities Regulations (CAR Regs) come into force on the 1st April. Discharges, abstractions and impoundments will thereafter require licences.

Patrick Stewart, Clyde Fishermen's Association
The Scottish Executive is working on inshore fisheries groups in Scotland. The Western Isles and north east Scotland groups have been set up, but have no constitution or funding. There is to be an inshore fisheries group for the Firth of Clyde and the group will be comprised of fishermen with SNH and others in an advisory role.

Ethel- May Abel
The Clyde Gateway above the weir is being considered for the Commonwealth Village and a zoo. The Glasgow Green Masterplan has been completed and is successful is attracting visitors, but less so for biodiversity and access issues.

At Custom House quay, planning permission has been given to narrow the river by 15m and develop with housing and retail.

The Broomielaw-Tradeston pedestrian bridge plans have gone into abeyance because of a gap in funding. The Broomielaw Pontoon is still available at no cost from March onwards.

Glasgow Harbour – new larger planning application has been submitted including retail, commercial, casino and housing developments. It will take time to consider and will be decided by the Scottish Executive.

New transport museum planning application expected in May 2006.

New developments at Govan Graving Docks.
Fastlink transport application – bus initially and then light rapid transport LT linking Glasgow Harbour with the city centre.

Glasgow River Festival 15th and 16th July. Getting sponsorship from Discovery Channel.

Action point March 06 20 – EMA to pass FoCF contact details to river festival organisers.

Some concerns were raised about land based developments and the extent to which they considered water useage and the potential impacts of land based developments on the Clyde.

Action Point March 06 21 – consider water facilities as an agenda item for future meetings, and informal discussion about issues to be held between FoCF, Clydeport and Glasgow City Council.

Waterways Strategy about to report.

Action point March 06 22 – EMA to send a copy of the Waterways Strategy to Chris Nevin.

Ken Buchan, Marine Development Unit, Argyll and Bute Council
Applied for funding for landscape/seascape feasibility study for Loch Fyne to be completed in May 2006.

Loch Etive ICZM plans ongoing.

Marine rangers feasibility study ongoing.

Marine SAC work in Loch Creran ongoing.
Awaiting news of Sound of Mull SSMEI project.

George Eckton, Glasgow and Clyde Valley Joint Structure Plan
2006 Structure Plan Alteration is going to ministers next month.

David Mallon, Scottish Executive
Scottish Executive rural Affairs department restructuring. The fisheries and marine policy groups have been amalgamated into a new Marine Group.

Mike Balmforth, British Marine Federation (BMF)
Members are improving leisure facilities around the Clyde and continuing to make the area more attractive.

The Scottish Executive report on marine leisure will throw light on the economic benefits of activity, provided there is enough investment. There is a shortage of marina berths in the Clyde. This is increasing within existing environmental, planning and dredging constraints.

The BMF has published national planning guidelines for marina developments which are free on CD. CD will be launched by Brian Clark, National Planning Officer BMF, at the Scottish Coastal Forum Conference on 18th April.

Green Blue – education programme on marine leisure use has been launched in Scotland with Crown Estate funding.

Stephen Midgley, Scottish Coastal Forum
SCF Conference on ICZM on 18th April in Perth.

Action point March 06 23 – JM to pass details of conference to Core Group.
Action point March 06 24 – JM to send SM FoCF literature for stand at conference to raise profile of FoCF.

Jason Combes, Clyde Fisheries Development Project
Two year project. Have recently employed two new staff to take forward the Sustainable Supply Chain project working with fishermen and processors. A website will be set up shortly.

Jason expressed interest in being involved in the "Who's doing what where?" information event.

John Taylor, Faslane Naval Base
Queen's Harbour Master on leave so no update.

Ron Bailey, Harbour Master, Clydeport
Clydeport has been purchased by Peel Ltd. Peel Ports now the second largest port operator in UK.

Harbour Master's remit is navigation and safety. Is working with Ethel-May Abel on moving the Glenlee Tall Ship to the new museum of transport site.

Dredging took place this year for navigation purposes and Yorkhill Basin was infilled from dredge material.

He has links with Council, including the developments at Queen Quay. Much property development here, less potential water and river use.

Plans for Hunterston Terminal still ongoing, but possibly delayed.

Consulting on an oil pollution plan.

Chair the Upper Clyde safety group up to the tidal limit at Cambuslang.

Need for a formal safety assessment on the Clyde. Potential role for the FoCF.

Clydeport have published a Marine Leisure Guide for the FoC.

Audrey Martin, Argyll and Bute Council
Local Plan objections have been received and council looking at them in more detail.

Looking at integration of uses with Crinan Canal.
Carrying out Greenspace audit of Helensburgh
Dunoon waterfront plans
Bute Heritage Initiative.

Paul Bancks, The Crown Estate
The transfer of authority for aquaculture being transferred to local authorities in the summer.

Fish farm application on north end of Bute received many objections.
Funded improving a slipway at Largs.
Had marine agents visit to Troon last June.
Frank Parish, Chief Executive retired and has been replaced by Rob Hastings.

Ian Johnson, Ayrshire Joint Structure Plan
In the final stages of the Ayrshire Joint Structure Plan review which will go to the Scottish Executive in April 2006.

Three new urban regeneration companies have been announced: Irvine and substantial area around it, Inverclyde Waterfront and the Clyde Gateway.

Scottish Sustainable Marine Environment Initiative (SSMEI) Clyde Pilot Project Update – David Mallon
David Mallon updated the group on the Clyde Pilot Project to develop a marine spatial plan with regulators working in partnership with stakeholders. Sustainable development and the ecosystem approach are the keys to this work. Project is also looking to streamline decision making in the FoCF area and to work towards the requirements of the Water Framework Directive.

The idea was to build on the work of the FoCF not to duplicate.

From the other four pilots, Shetland is furthest ahead and has already recruited the project officer who is accommodated in the Fisheries College. The Shetland steering group composition is similar to that of the FoCF Core Group and has around 14 members. One group Shetland has that the FoCF does not is a representative from the community councils.

Matters for FoCF Core Group to discuss:

1. **Staffing and recruitment**
2. **General questions**
3. **Clyde Pilot Project Steering Group composition**
4. **Clyde Pilot Project Steering Group name**
5. **Forward work programme**

1. Staffing and recruitment
David Ross reported that job specifications had been agreed and sent to SEPA HR. The job advert will be circulated to Core Group shortly and sent to Glasgow Herald and a range of appropriate websites, including those of Core Group members. The posts may also be offered as secondments. A date for the interview will be set on the adverts and staff should be in post by June.

2. General Questions
It was asked whether funding was available for the project evaluation process. David Mallon confirmed that it was.

The area which the pilot project covers was questioned and confirmed that the area is the same as that for the FoCF – the Firth of Clyde within a line drawn from the north end of Loch Ryan to the south end of the Mull of Kintyre including the sea lochs.

There was a discussion about the scale of the pilot project and that a larger, regional seas scale would be more useful for such a pilot. It was also discussed whether a

pilot was necessary when marine spatial planning was likely to be enshrined in legislation before the pilots had ended and been evaluated.

David Mallon replied that it unlikely that new marine spatial planning legislation will be introduced in such a short timescale.

It was agreed that, despite some reservations, the FoCF should work positively with the Clyde Pilot Project, taking it as an opportunity to contribute to policy development and inform future management. It was agreed that the project was very ambitious and needed staff able to get it moving quickly. It was agreed that the interesting areas of the study will be the interactions between planning in the terrestrial and marine environments.

There was general agreement for the need to streamline regulation.

3. Clyde Pilot Project Steering Group composition

It was discussed which organisations should be represented on this group. For background info, JM provided information on the Shetland pilot steering group whose composition is similar to that of the FoCF Core Group with around 14 members. One group Shetland has that the FoCF does not is a representative from the community councils.

On the Clyde Pilot Group it was suggested that the following organisation should be included:

- Highlands and Islands Enterprise, as Scottish Enterprise members
- Fisheries Research Services (FRS) as experts on sustainable development in the marine environment
- Marine and Coastguard Agency for the safety elements

The potential for reducing the group to a more management number of 6 – 8 was discussed. An option was to include one organisation as a representative of each sector, e.g. RSPB for NGOs, SNH for the government environmental side etc.

The need for clarity between organisations required to be on the Steering group and those required to be consulted and involved by the project was stressed. Not all those who require to be consulted on the marine spatial plan need to be on the steering group.

It was agreed that for the moment, the Clyde Pilot Project would have the same members as the FoCF Core Group. This could be reviewed when the SSMEI project officers had settled into the role and new members could then be invited onto the group or apply to join. The local authorities would continue to be represented by their respective Structure Plan teams.

4. Clyde Pilot Project Steering Group Name

It was discussed and agreed that naming the Clyde Pilot Project Steering Group the Clyde Marine Advisory Group (CMAG) does not make it obvious what the group is connected with and could potentially add another layer of confusion in the Firth of Clyde. It was agreed that the group would be called the Clyde Pilot Project Steering Group and would meet on the same day as the FoCF Core Group in order to minimise time and travel requirements.

5. Forward Work Programme

The need for the staff to start the project moving quickly given its short timescale was highlighted. In order to help this process, it was agreed by the Core Group members to provide some form of mentoring and work shadowing to the Clyde Pilot Staff (and the new FoCF Project Officer if timing allows) to allow them to learn quickly what the partners' remit and work is and how the sectors interact.

David Mallon reported that there is also an opportunity for the staff to have a handover day with Royal Haskoning staff involved in drawing up the Clyde Pilot Project.

The national SSMEI Steering group meetings will be peripetetic around Scotland and can liaise with local areas through these meetings.

It was expressed that it would be important for the staff to tap into knowledge gained from the Irish Sea, Shetland and Summer Isles Marine Spatial Planning projects.

It was also agreed to give the staff access to partners' GIS data as appropriate, in particular that of the Crown Estate.

The funds for the project will be available on the 1st April. David Mallon asked the Core Group to consider whether any projects can be done before the staff in post. Stephen Midgley suggested employing consultants to take forward baseline studies on decision making and environmental indicators.

Action point March 06 25 – All to consider suggestions for baselines studies on decision making and environmental indicators following further information form Stephen Midgley

Action point March 06 26 – All to consider possible options for work to be done before Clyde Pilot Project staff in post and feed back to Chris Nevin.