



Agenda – CMPP Members’ Meeting
22nd March 2017, 11.15-16.00

Peel Ports Clydeport office, 16 Robertson Street, Glasgow G2 8DS

	Item	Time	Lead
1.	Welcome and apologies	11.40-11.45	IG
2.	Review of action points from last meeting	11.45-12.00	IG
3.	Plan development:		
	a) 2017-2020 Work plan	12.00-12.15	SB
	b) Assessment	12.15-12.25	
	- Update on MASTS review and finalisation of the document.		FM
	- Update on design and publication of assessment and design of topic sheets.		SB
	c) Issues and Policy Options	12.25-12.55	FM
	- Seek agreement from Members to progress issues and subgroups/task forces/workshops identified as high and medium priority.		
	d) Public engagement and communications	12.55-13.10	SB
	- Agree the draft Statement of Public Participation.		
Lunch		13.10-13.55	
4.	Members’ updates	13.55-14.15	All
5.	CMPP’s role in regard to Marine License applications, pre-applications and other consultations	14.15-14.25	SB
	- Update on progress and proposed approach to defining strategy.		
6.	Projects Update:		
	a) Sea-level Rise report	14.25-14.30	FM
	- Preparations for publication and press release.		
	b) Clyde 2020	14.30-14.45	SB
	- Update on current work and plans including invitation to tender.		
	- Agree the Terms of Reference.		
7.	Governance:		
	a) Direction	14.45-14.55	Wendy Geary
	- Update on agreement of the Direction and Ministerial sign-off.		

	Item	Time	Lead
	b) Operational guidance - Final agreement.	14.55-15.00	FM
	c) New applications for Membership to the CMPP - Scottish Fishermen's Federation: Overview of application and voting. - Clyde Marine Mammal Project: Overview of application and voting.	15.00-15.30	IG
8.	AOB - Seeking agreement on CMPP becoming a signatory to Scotland's Geodiversity Charter. - Discussion on Crown Estate consultation and CMPP response.	15.30-15.55	All SB IG
9.	DONM - Propose to set a date for the next two meetings, due around June and September.	15.55-16.00	IG
10.	Close	16.00	IG



Minutes of the CMPP Members' Meeting 22nd March 2017

**Peel Ports Clydeport office, 16 Robertson Street, Glasgow G2 8DS
11.15-16.00**

Present: Voting Members

Alastair McNeill (AMcN), WCRIFG
 Andrew Binnie (AB), COAST
 Arthur Keller (AK), SNH (also Board member)
 Calum Duncan (CD), Scottish Environment LINK
 Cameron MacPhail (CP), CalMac
 Elaine Whyte (EW), CFA
 Graham Russell (GR), RYAS
 Isabel Glasgow (IG), CMPP Chair
 James Miller (JM), North Ayrshire Council
 Jan Brooke (JB), Peel Ports Clydeport
 John Esslemont (JE), South Ayrshire Council
 Kirsty Sweeney (KS), LLTNP
 Mark Steward (MS), Argyll and Bute Council (left during item 7c, after first vote)
 Rebecca Dean (RD), The Scottish Salmon Company
 Rhona Fairgrieve (RF), Scottish Coastal Forum
 Robert Lucas (RL), FSC
 Stuart Tait (ST), Clydeplan (also Board member)

Willie Kennedy, (WK), SSACN
 Zoe Clelland (ZC), RSPB

Present: Others

Brian Forrest (BF), Board member for Peel Ports Clydeport
 Fiona Mills (FM), CMPP
 John McAlpine (JM), Board Member for Argyll and Bute Council
 Morag Campbell (MC), Marine Scotland
 Sarah Brown (SB), CMPP
 Sinead Sheridan (SS), CMPP

Apologies

David Adams McGilp, Visit Scotland
 Paul Bancks, Crown Estate
 Richard Millar, Scottish Canals
 Wendy Geary, Marine Scotland

1. Welcome and apologies

This meeting followed directly on from the Annual Members Meeting. Please refer to the minutes from that meeting for the Chairs opening remarks.

2. Review of action points from the last meeting

A summary of the status of action points from the last meeting is listed below:

Reference	Summary	Lead and status
06/07/06/2016	Coordinate with Local Authority planners to get more information on their engagement and consultation experiences and share contacts lists.	FM, SB, SS & IG. Ongoing.
01/05/10/2016	Write to SIFT and inform them of the reasons for the decision on their application for membership.	FM & IG. Completed.
02/05/10/2016	Report back relevant outcomes of WRCIFG meeting with SIFT to the CMPP.	AMcN. The meeting explored possibilities of seeking to match objectives in the SIFT management plan submitted as part of the RO application last year with aims of the WCRIFG (Clyde Subcommittee). AMcN explained that WCRIFG is currently drafting a Fisheries Management Plan (FMP) which will be considered at the next full meeting of the RIFG on the 19 th April. Once a FMP has been agreed by the RIFG and objectives are clear

Reference	Summary	Lead and status
		AMcN will speak to SIFT.
03/05/10/2016	Investigate different models for thematic clusters/sub-groups and options for including these in the governance structure of the CMPP.	FM. Completed – within Issues and Options spreadsheet.
04/05/10/2016	Send CFA comments on the constitution to CMPP staff	EW. Completed.
05/05/10/2016	Liaise with SNH lawyer and CFA to seek advice on CFA comments on the constitution.	AK & EW. Completed. Main concern from the CFA was that clause 5G of the constitution would allow the Partnership to set up a company; CFA requested this to be removed. SNH legal advice was to keep it in so the option is there in future if needed. MC noted that should there be any change to the constitution or function of this group the Direction can be withdrawn at any point.
06/05/10/2016	Check the procedure for making any change to the constitution.	FM. Completed.
07/05/10/2016	Form a sub-group to discuss dealing with licensing and pre-application consultations with Marine Scotland Planning and Policy and the Licensing team and clarify process.	IG, MC and any others interested. Ongoing - SB and IG meeting with MS-LOT to clarify CMPP role.
08/05/10/2016	Make amendments to the Operational Guidance document to include the appropriate CFA comments, conflict of interest matrix and clarification on the licensing consultee process. Circulate to Members to agree to a further draft via email.	FM. Completed.
9/05/10/2016	Amend and re-circulate Clyde 2020 ToR for approval via email by Members.	SB. Completed.
10/05/10/2016	Circulate the Sea-level rise report and SNH media plan to Members.	FM. Completed.
11/05/10/2016	Circulate new version of the Assessment with list of main changes.	SS. Completed.
12/05/10/2016	Review the SPP and Engagement strategy taking into consideration points made in the discussion.	SB. Completed.
13/05/10/2016	Marine Scotland to provide an update from Shetland Isles Marine Planning Partnership (SIMPP) for the next meeting.	MC. Completed. SIMPP are at the same stage as the CMPP. They have drafted the assessment and will also be going through review by MASTS. They are currently drafting their SPP and an interim/progress update is available on the Marine Scotland website (http://www.gov.scot/Resource/0051/00515041.pdf). MC also commented that Marine Scotland will be taking forward learnings from Clyde and Shetland on the different approaches taken for use in developing other marine regions.

3. Plan Development

a) 2017-2020 work plan

SB gave an overview of the work plan, explaining the process and main stages for each workstream.

Discussion:

- Under the schools workstream, SB highlighted that the Curriculum for Excellence has been used as the foundation for developing the model for engaging with schools, this approach was endorsed by Members. CD and AB offered to help with schools engagement, for example by including any materials in the COAST schools pack. JM noted that NAC engages young people

through the council's Education and Youth Service and would be happy to bring that to this group as well.

- A question was asked about how expectations of the public will be managed and whether there was any intention to have a direct link on this group with the public. SB acknowledged that it will be challenging. The CMPP already has significant community input via the Local Authorities. In addition Members such as COAST and RSPB represent their constituencies and public engagement work will further ensure people are able to contribute to the development of the Plan. The team are aware of the need not to raise expectations and will aim to minimise this risk by being clear and consistent with the CMPP's message.
- ZC stated that it is helpful and useful to set out plan development in this way and requested a few amendments focussing on adding more detail to some stages of some of the workstreams and highlighting where the Members would need to input.
- A request was made for more detail of the stages of the process to be added in the Clyde 2020 workstream.
- EW mentioned a recent CFA fact finding trip to Norway where their innovative approach to policy development was shared. She agreed to pass on contact details to the CMPP. She also noted that there needs to be an element of capacity building amongst stakeholders and the public to ensure the CMPP is not always engaging with the usual suspects.
- MS noted that it is important to involve community councils fully in engagement work. He suggested carrying out the online surveys earlier to get wider view from communities on what their priorities are at an early stage however, it's also important to clarify with community councils that priorities they identify might not always be addressed in marine planning.
- JM also endorsed the community planning approach. He recommended doing something similar to the South Ayrshire Council Story Map approach, which has been very successful. In general this group should be aware of what is happening in terrestrial planning so that it can build and improve upon this work.
- SB mentioned that the team have been recently working with the Scottish Community Development Centre to develop the CMPP's community contacts database.
- It was noted that the summer period can be difficult for councils to respond to consultations; this needs to be considered and built into the process. Given the local elections in May, it might be a good idea to run member seminars to raise awareness.
- There is a role for different groups in disseminating information about what is happening. The team should clarify when support is needed from Members throughout the different stages.

Action Point (1) – SB to make changes to the work plan according to suggestions made and recirculate.

Action Point (2) – EW to send details of contacts in Norway for sharing experiences and lessons learned.

b) Assessment

FM updated the group that the MASTS review of the Assessment will be taking place on the 31st March. After the review MASTS will produce a report of their findings and recommendations and this will be circulated to Members. Members agreed they would like to see a completed and fully designed version of the Assessment before publication.

Action Point (3) – FM to circulate MASTS report on Assessment to Members.

Action point (4) – SB to circulate final designed Assessment before publication.

SB gave the Members sight of the current layout and design of the Assessment and Topic Sheets.

Discussion:

- The document should be easy to read online. SB said that this had been included in the Statement of Requirements for the designer to consider. The team is conscious of this and are considering as the design is developed. Future iterations could make use of the South Ayrshire Council Story Map approach.

- Consideration should be given to the capability to zoom in and out of maps in the document and printing these without doing screen prints. This is particularly relevant for the Plan itself.
- The topic sheets are a great tool to engage people and encourage exploration of the rest of the document.
- Topic sheets could be adapted into a map (in a poster format) which could be utilised in schools or used in workshops as a starting point for discussion.

c) Issues and Policy Options

FM stated that this document was developed out of discussions from the last meeting. It is not definitive and is a starting point for developing a process. It is open for all comments. She then explained each of the headings and talked thorough details of the first few issues.

Discussion:

- Consider rewording or caveating the heading 'Ability of plan to influence' in order to avoid giving the impression that the plan will be doing things it will not.
- It was questioned if regional marine plans should incorporate all policies in the National Marine Plan (NMP) or should they be looking to add value and avoid repetition of these. This raised the question of how the plan should be structured to make sure people are aware of all relevant policies included in the NMP. Some Members thought all relevant polices should be included or at least directly linked to, as many users will only refer to the Regional Marine Plan (RMP) and not be aware of NMP policies. Should not assume that the user will bear all these things in mind.
- It would be useful to consider recommendations from the Review of the Scottish Planning system.
- There was discussion around the differences between task forces (which would be time limited), sub groups (such as Clyde 2020) and the concept of thematic clusters (which are industry/sector groups which would consider all issues affecting them). Team to discuss thematic clusters concept and see how it might integrate with public and stakeholder engagement plans.
- There should be clarification on why something might not be a priority for the RMP; for example sometimes it is because it is not appropriate to deal with it through the RMP process, because it is not identified as a significant/priority issue or because another organisation is responsible for it.
- Beginning to look individually through some of the issues, Members agreed climate change was a priority for the RMP. It was noted that Adaptation Scotland should be incorporated in this work area.
- SEPA are already working on sea-level rise and coastal flooding, and have discussed having a Coastal Local Area Group. There is opportunity for the CMPP be involved in this work.
- There was some discussion as to whether or not some topics required workshop type focused work or not.
- Members agreed that they would like more time to consider the detail of this document, and how it should be taken forward. It was suggested that an editable version be circulated and Members could send in comments.

Action Point (5) – FM to revise spreadsheet based on discussion and send out for comments.

The discussion on Issues and Policy Options raised discussion between Members on the role of the RMP and what constituted 'management' within the marine planning context. Due to the lack of time in this meeting, Members agreed to hold a separate meeting to address this question fully.

Action Point (6) – Team to arrange meeting to discuss the role of regional marine planning and management.

d) Public engagement and communication

A Statement of Public Participation (SPP) has been drafted and SB sought agreement from the Members on the document. She clarified that when the SPP is released, there will be clear notification that anyone can sign up to the CMPP mailing list and consultations will be open to everyone. A few amendments were suggested on the text, but aside from these Members agreed to accept the SPP.

Action Point (7) – SB to amend SPP before beginning process for Ministerial approval.

4. Members' updates

Scottish Natural Heritage (SNH) – SNH and the Western Isles Council are considering integrating the MPA management measures at a regional level; this might be replicable across other regions. AK will continue to inform this group about how this progresses.

Scottish Coastal Forum – The SIMCelt closing conference will be held in Liverpool on the 28th November and it is anticipated that the Clyde MSP Challenge case study will be presented. An MSc student is delivering work on a recreational case study in the Clyde over summer.

Scottish Environment LINK – The details of the SeaScotland conference have been announced; the focus is on sustainable development at sea in changing constitutional times and it will be held on the 21st June in Dundee. Seasearch training will be taking place in Loch Long later in the year.

Royal Society for the Protection of Birds (RSPB) – Local staff have been assisting with low tide counts in the estuary for wintering birds. The annual beach bird survey was conducted over the winter, this is helpful for assessing change in birds over a long time and there continues to be a low number in the Clyde. The RSPB are continuing to engage in case work, particularly in disturbance in the inner Clyde estuary. Furthermore, data analysis is ongoing from seabird tracking work. This might be of interest to the CMPP as it helps understanding of where seabirds are foraging terrestrially.

Community of Arran Seabed Trust (COAST) – COAST continues its work around engaging the public in the MPA and is developing materials. COAST is working with Marine Scotland and SNH to try and get more promotion and support for MPAs. They are also working with local businesses to ensure the socio-economic benefits from the MPA are maximised. COAST is also continuing its work with universities on research projects.

Scottish Sea Anglers Conservation Network (SSACN) – Lately SSACN has been working with primary schools in South Ayrshire Council delivering angling taster sessions and environmental awareness programmes. Planning is ongoing for summer engagement and shark tagging work. The organisation is also developing an angling guide.

The Scottish Salmon Company – The Clyde remains a focus for the aquaculture industry (both shellfish and finfish and for freshwater, coastal and marine) and has significant potential to deliver continued investment for the industry.

Clyde Fishermen's Association (CFA) – A Fishing for Litter skip is now in place in Troon and one is being planned for Greenock. CFA recently undertook a study and lesson learning trip to Norway. The CFA is currently engaged with the parliamentary fisheries group. The CFA has some job opportunities coming up and community engagement events are ongoing. In regards to research, CFA is working with Marine Scotland and St Andrews University on repeating the Clyde cod and other finfish surveys. There is also research work looking at *Nephrops* movements with Strathclyde University.

Field Studies Council (FSC) – The building work at Millport has now been completed. The FSC is also encouraging universities who are considering cutting courses at Millport to keep their research projects running so that this work will still benefit the region. A consultation on the

future of the Open Air Laboratories (OPAL) is currently underway; this is relevant for this group as this programme could provide opportunities for engagement.

Clydeplan – The review of the Scottish planning system is still ongoing, the Planning Bill is due towards end of the year and will give more clarification. There is potential for the current situation with Clydeplan to change. In terms of the Strategic Development Plan, the report for public examination is expected soon, and it is hoped the proposed plan will be finalised by the end of May/June.

South Ayrshire Council – The council have started their second Local Development Plan and currently the Main Issues Report is being prepared for autumn.

North Ayrshire Council – The Main Issues Report has been published and the consultation ends soon. The draft proposed plan is targeted for publication and commencement of public consultation in December 2017.

West Coast Regional Inshore Fisheries Group – The Inshore Fisheries Conference is taking place in April. More information is available here www.masts.ac.uk/masts-news/2017-scottish-inshore-fisheries-conference/.

Loch Lomond and the Trossachs National Park (LLTNP) – The LLTNP Local Development Plan has just been adopted and an action plan is being developed for this. The Partnership Plan will be going out for consultation on 13th April and will be going to Ministers for approval later in the year.

Argyll and Bute Council– The council is operating on the same timescale as South Ayrshire Council for delivery of the Local Development Plan. It is currently at an early stage of defining main issues. The Inveraray CARS restoration programme is almost complete and funding has been secured for similar regeneration projects in Dunoon, Rothesay and Ardrishaig. A new charette process is underway for Dunoon town centre, which employs an interactive process for communities to input into the planning process; the first workshop is taking place on 29th March in Dunoon. The Council is working with Arrochar community to address the marine litter problem at the head of Loch Long. At a recent Argyll and Bute Beach Forum meeting, members agreed to standardise their data collection for beach litter in order to develop an annual baseline for Argyll and Bute.

Marine Scotland – The Minister signed the Direction on the 14th March and it came into force on the 20th March. There have been a few staff changes at Marine Scotland; Anna Donald has left and a new Director (Graham Black) has recently been appointed.

On behalf of the team and Partnership Members SB thanked the Marine Scotland team for their work on delivering the Direction. It was requested that the Members thanks be passed onto Anna Donald for all her work over the years on delivering the National Marine Plan and on progressing regional marine planning and best wishes in her new job.

5. CMPP's role in regard to Marine License applications, pre-applications and other consultations

The team is currently considering the CMPP's role and responsibility as a statutory consultee and what the process will be for this. A meeting has been arranged with the Marine Scotland Licensing Operations Team to discuss this with them. Members will be updated at the next meeting.

6. Project Updates

a) Sea-level rise

The sea-level rise report is currently with the SNH communications team. There are some sensitivities around the message, especially as it involves different agencies and Local Authorities. Once the relevant pre-release paperwork has been approved FM will send to all interested organisations to help in preparation for their own communications processes. It is likely now the

report will be published after the local elections in May to allow Councils to comment (they cannot comment during the pre-election period). A poster from the report has been accepted to the European Climate Change Adaptation Conference in Glasgow in June.

b) Clyde 2020

Members accepted the revised Clyde 2020 Terms of Reference. SB updated the group that a Clyde 2020 meeting was held in December. She has also recently been updated on the Scottish Inshore Fisheries Integrated Data System Project (SIFIDS) (www.masts.ac.uk/research/emff-sifids-project/) and that this could be relevant to Clyde 2020 discussion around aspirations to do a scallop stock assessment in the Clyde. SB will update the Clyde 2020 group on this and feedback to the Members' on the outcomes of this discussion.

7. Governance

a) Direction

This item was covered under the update from Marine Scotland above.

b) Operational guidance

FM outlined the few minor comments received on the Operational Guidance document and noted that this document can be updated in future. Members agreed to adopt the Operational Guidance.

c) New applications for Membership to the CMPP

1. Scottish Fishermen's Federation application was declined by 15 votes to one with the rest of the voting Members abstaining.
2. Clyde Marine Mammal Project's application was declined by six votes to two with the rest of the voting Members abstaining.

Action Point (8) – SS to update website text on Membership to reflect practicality and capacity issue and make clear the various channels for involvement.

Action Point (9) – FM & IG to prepare and send letters to applicants informing them of CMPP Members' decisions.

8. Any other business

Scottish Geodiversity Charter – SB circulated text for a case study which references the Clyde for the new geodiversity charter. Members agreed to submit the case study with minor amendment to include mention of wildlife and bird life. The CMPP has also been asked to become a signatory to the charter but the draft text has not yet been circulated. Members agreed to wait and see the draft text of the charter and make a decision about signing via email once this was available. See <https://scottishgeodiversityforum.org/charter/> for more details.

Crown Estate consultation – Members agreed to use the circulated text as the basis for a CMPP response with the inclusion of a statement about the CMPP being in favour of funds being equitable and that the Partnership supports a continuation of funds to communities.

RF noted that Cabinet Secretary for Culture, Tourism and External Affairs Fiona Hyslop has named 2020 as the year of Scotland's coasts and water.

9. Date of next meeting

The date of the next Members' meeting will be set by doodle poll. 18th April was suggested for a potential suitable date to discuss the question around the role of the regional marine plan.

10. Summary of action points

Reference	Summary	Lead
06/07/06/2016	Coordinate with Local Authority planners to get more information on their engagement and consultation experiences and share	FM, SB, SS & IG. Ongoing.

Reference	Summary	Lead
	contacts lists.	
01/22/03/2017	SB to make changes to the work plan according to suggestions made here and recirculate.	SB
02/22/03/2017	EW to send details of contacts in Norway for sharing experiences and lessons learned.	EW
03/22/03/2017	Circulate MASTS report on Assessment to Members.	FM
04/22/03/2017	Circulate final designed Assessment before publication.	FM
05/22/03/2017	Revise Issues and Policy Options spreadsheet based on points of discussion and send out for comments.	FM
06/22/03/2017	Arrange meeting to discuss the role of the regional marine plan.	Team
07/22/03/2017	Amend SPP before beginning process for Ministerial approval.	SB
08/22/03/2017	Update website text on Membership to reflect practicality and capacity issue and make clear about channels for involvement.	SS
9/22/03/2017	Prepare and send letter to applicants informing them of CMPP Members' decisions.	FM & IG

Summary of points agreed:

- Statement of Public Participation was agreed, pending amendments suggested during the discussion on this item.
- Revised Clyde 2020 Terms of Reference were accepted.
- Operational Guidance document was adopted.
- Agreed to wait and see the draft text of the Scottish Geodiversity charter and make a decision about signing via email. Members also agreed to submit case study with minor amendment to include mention of wildlife and bird life
- Agreed to respond to the Crown Estate consultation.
- SFF and CMMP applications for Membership were declined.