

## MARINE CONSERVATION ZONE (MCZ) PROJECT BOARD

Meeting 6	7 <sup>th</sup> September 2021	3:30pm
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### MEETING NOTE

<b>Present</b>		
Julian Gregory	JG	Eastern IFCA
Jon Butler	JB	Eastern IFCA
Georgie Roberts	GR	Natural England
John Davies	JD	Fisherman
Alice Tebb	AT	Agents of Change, Marine Conservation Society
Luke Godwin	LG	Eastern IFCA
Stephen Thompson	ST	Eastern IFCA
Ron Jessop	RJ	Eastern IFCA
Judith Stoutt	JSt	Eastern IFCA
<b>Apologies</b>		

Agenda Item	Key points of discussion; decisions and actions
1. Introductions/ Apologies	This is the first meeting of the Project Board, that has been set up to replace the Steering Group.
2. Notes and actions from previous meeting	<p>Notes of the previous meeting were <b>agreed</b>.</p> <p><b>ACTION 3:</b> LG to set up Management Task &amp; Finish Group and arrange first meeting. <b>Complete.</b></p> <p><b>ACTION 14:</b> EIFCA to create data-sharing agreement, aiming for roll-out in early June (ST/LG). <b>Complete.</b></p> <p><b>ACTION 17:</b> EIFCA (LG/KG) to work with NW to develop communications strategy and <b>ACTION 22:</b> Review the Communications Strategy (after KG has re-circulated it), with a view to formally adopt it at the next PB meeting:</p> <p><b>Ongoing</b></p> <p><b>ACTION 18:</b> *Action taken by EIFCA after meeting, reflecting agreement of need for a timeline although no “owner” was agreed during meeting for this action*: EIFCA to draft timeline for research and management. <b>Ongoing:</b></p> <p><b>ST</b> to set out key milestones and indicative dates, noting that accurate dates cannot be committed to.</p> <p><b>ACTION 19:</b> Send any comments or questions on Management Task &amp; Finish Group Terms of Reference to LG. <b>Complete</b></p> <p><b>ACTION 20:</b> Review Stakeholder Group Terms of Reference, and send feedback to AT, with a view to agree them at next Project Board meeting. <b>Complete</b></p> <p><b>ACTION 21:</b> EIFCA to circulate revised group structures. <b>Complete.</b></p> <p><b>ACTION 22:</b> See <b>ACTION 17.</b></p> <p><b>ACTION 23:</b> Terms of Reference for Project Board, Research Task &amp; Finish Group and Management Task &amp;</p>

	<p>Finish Group to be updated by JG, RJ and LG respectively to reflect creation of Stakeholder Group. <b>Complete.</b></p> <p><b>ACTION 24:</b> EIFCA to place all relevant documents onto EIFCA webpage. <b>Ongoing.</b></p>
3. Terms of Reference	<p>The Terms of Reference for the Project Board were <b>agreed.</b></p> <p>The Terms of Reference for the Research Task &amp; Finish Group were <b>agreed.</b></p> <p>The Terms of Reference for the Management Task &amp; Finish Group were <b>agreed.</b></p> <p>The Terms of Reference for the Stakeholder Group were <b>agreed in principle</b>, with final sign-off to be taken to the next Project Board meeting to allow for inclusion of a Code of Conduct to be agreed at the first Stakeholder Meeting.</p>
4. Research update (RJ, Research Task & Finish Group Co-ordinator)	<p>RJ provided an update on fieldwork undertaken by EIFCA using the new Blue2ROV. Some video footage obtained using this equipment has been shared with the Research Task &amp; Finish Group. Further fieldwork is planned to improve understanding of the extent of rugged chalk.</p> <p>ST updated that ten trackers are currently deployed on fishing vessels. This is providing excellent data on fishing locations and soak time, which in general corroborates anecdotal information provided by fishermen.</p> <p>GR updated that NE commissioned Cefas to re-analyse multibeam survey data. The combination of Cefas, Essex Uni and EIFCA survey results will provide robust feature evidence. NE are investigating how to share the Dive Report survey locations with EIFCA without betraying their commitment to fishermen that their data would not be shared.</p>
5. Management update (LG, Management Task & Finish Group co-ordinator)	<p>LG provided an update on the first Management Task &amp; Finish Group and associated work. A “Gentlemen’s agreement” has been proposed in relation to identification and retrieval of lost gear. A Code of Best Practice is being developed and wider feedback will be sought, with assistance from JD and NW.</p> <p><b>ACTION 25: Project Board to sign off Code of Best Practice after Management Task &amp; Finish Group have finalised using the wider feedback.</b></p> <p>Three potential funding schemes have been identified for disposal of gear. It is recognised that disposal requires careful consideration.</p> <p>There is a strong emphasis on collaborative working, involving fishermen, divers and EIFCA.</p> <p>JD offered to review the research video that showed fishing gear to help confirm its “lost” status.</p> <p><b>ACTION 26: RJ/LG to identify location of gear seen in video, involve JD to check whether the gear is lost, and</b></p>

	<b>speak to divers if there is an opportunity to recover the gear.</b>
6. Stakeholder Group update	AT updated that the first Stakeholder Group has been arranged for 16 <sup>th</sup> September; so far 20 people from a range of backgrounds have enrolled. A “members’ area” will be set up via the Marine Conservation Society website so recordings can be seen by those signed-up members who are unable to attend. Meeting notes will be publicly available. AT intends for the second meeting to focus on lost gear.
7. Any other business	None.
8. Next meeting	<b>TBC.</b>

### Summary of Actions

No.	Action	Owner
17	EIFCA (LG/KG) to work with NW to develop communications strategy.	LG/KG/NW
18	<i>*Action taken by EIFCA after meeting, reflecting agreement of need for a timeline although no “owner” was agreed during meeting for this action*</i> EIFCA to draft timeline for research and management	RJ/LG/KG
22	Review the Communications Strategy (after KG has re-circulated it), with a view to formally adopt it at the next PB meeting.	All
24	EIFCA to place all relevant documents onto MCZ webpage	ST
25	Project Board to sign off Code of Best Practice after Management Task & Finish Group have finalised it using the wider feedback.	PB
26	RJ/LG to identify location of gear seen in video, involve JD to check whether the gear is lost, and speak to divers if there is an opportunity to recover the gear.	RJ/LG/JD