



DRAFT MINUTES OF KIMO UK BUSINESS MEETING
Friday 19th September 2008

HELD IN: Dunoon, Argyll and Bute

14:00 – 16:00

Present:

Councillor Joanna Strathdee – Aberdeenshire Council (Chair)

Councillor Len Scoullar - Argyll and Bute Council

Councillor Richard Greene – Highland Council

Councillor Jim Henry – Shetland Islands Council

Councillor Mike Sullivan – Aberdeenshire Council

Secretariat – John Mouat

Observer – Tom Piper

Apologies:

Councillor Norman McDonald – Comhairle Nan Eilean Siar/Western Isles Council

Councillor Elizabeth Riches J.P – Fife Council

Councillor George Farlow – Highland Council

Councillor John Corall – Aberdeen City Council

Harry Miller - Western Isles Council (CNES)

Stuart Turner – Argyll and Bute Council

Tony Marsh – Orkney Islands Council

Ian Robertson – Aberdeenshire Council

Bob McLellan – Chief Officer – Fife Council

Jan Falconer – Aberdeen City Council

	Actions
<p>Item 1: Welcome and apologies</p> <p>Cllr Srathdee welcomed all those present to Dunoon and especially Mr Tom Piper. The apologies were noted.</p> <p>Item 2: Introduction of the new KIMO UK Coordinator Mr Tom Piper</p> <p>Mr Mouat introduced Mr Tom Piper who had recently been successful in applying for the role of KIMO UK and Fishing for Litter Scotland Coordinator. Mr Piper would be taking up his post on the 1st October and would be based in Aberdeen thanks to the kind offer from Aberdeenshire Council to provide office space in their headquarters.</p> <p>Item 3: Draft Minutes of the KIMO UK Business Meeting held on Friday 13th June 2008, in Inverness</p> <p>Matters arising</p> <p>Mr Mouat highlighted the progress on addressing the issues surrounding the Napoli and lost containers. A response had been sent to the Napoli local enquiry highlighting KIMO's position on compensation, the background report had also been submitted as a petition to the EU parliament and a letter would be sent to MP, MSP's and MEP's after the AGM.</p> <p>Cllr Henry asked what action had been taken on the STS consultation and was informed a consultation response had been submitted and was now being considered by the MCA.</p> <p>The draft minutes were approved.</p> <p>Item 4: Finance and administration</p> <p>(i) Consider and Approve KIMO UK Accounts</p> <p>Mr Mouat went through the accounts outlining that there was increase income this year due to consultancy income relating to the Assessment of Marine Litter in the North East Atlantic. However this did not overcome the need to gain additional members. Mr Mouat also highlighted the increasing cost of auditing the accounts, which was now a significant part of the networks turnover.</p> <p>Cllr Greene thought that we should use the meeting in Lancaster to try and encourage other English councils in the North West to join the organisation. Cllr Henry suggested that in the wake of the Napoli that we should approach councils in the south west of England.</p> <p>The accounts were approved by Cllr Srathdee and seconded by Cllr Scoullar</p>	

	Actions
<p align="center">(ii) Consider and discuss Level of Scrutiny for UK Accounts</p> <p>Mr Mouat informed the group that he had held a meeting with the Baker Tilly, KIMO UK's accountants, with the aim of reducing the cost to the organisation of producing the accounts. One of the proposals was to undertake an Independent Accounts Report rather than a full audit. A full audit required additional recording and checks by the accountants and was usually only required for organisations with a turnover of £3.5 million, significantly more than KIMO's. To change to an independent review the constitution would need to be adjusted accordingly. The change would result in a saving of approximately £1000 per year.</p> <p>It was agreed to amend the constitution and undertake a Independent Accountants Report in future</p>	UK coordinator
<p align="center">(iii) Consider and discuss appointment of Auditors (copy attached)</p> <p>Mr Mouat explained that as well as investigating ways to reduce the cost of auditing the accounts quotes had also been received from other accountancy firms to ensure KIMO UK was getting value for money. The quotes outlined that Baker Tilly were in line with the other practitioners and it was agreed to appoint them as accountants for 2009/2010.</p>	
<p align="center">(iv) Consider and approve change of signatories to FFL Account (verbal)</p> <p>Mr Mouat informed the meeting that as Mr Piper had now been hired that he would need to be added to the signatories for the FFL account and Mr Nickerson removed. This was agreed.</p>	UK Coordinator - Done
<p>Item 5: KIMO UK Action Plan 2009</p> <p>Mr Mouat outlined the Action Plan for 2009 highlighting the new work products such as participating in the Napoli Local Public Enquiry and promoting the Clean Ship Criteria in the UK. Cllr Sutherland highlighted the development of pesticide policies highlighting that current EU Reach legislation was making it difficult for farmers. Cllr Greene stated that it was also a problem in the Highlands. Cllr Scoullar requested a copy of the KIMO Good Practice Guide on reducing pesticide use. <u>It was agreed to approve the plan and to forward a copy to the AGM for inclusion in the strategic plan.</u></p>	UK Coordinator - Done
<p>Item 6: Sustainable Seas for All: Consultation on a Marine Scotland</p> <p>Mr Mouat outlined the five main areas covered by the consultation document, namely marine planning, licensing and enforcement,</p>	

	Actions
<p>nature conservation, science and data, and the establishment of Marine Scotland. Most of the provisions in the document could be supported including the regional management plans, the establishing of a marine management organisation however it was highlighted that where local authorities already had local powers these should be retained and that local authorities should be the lead agency's for regional plans. Cllr Scoullar supported this but thought it could be difficult in areas with many Local authorities. Cllr Greene thought that it was important that there was close cooperation between the scientists and government. Mr Mouat stated that the government wanted Marine Scotland to promote economic development and that he thought that this was an inappropriate task for a regulatory and planning body. It was agreed to submit the draft response to the Scottish Government.</p> <p>Item 7: OSPAR / UNEP review of marine litter in the North East Atlantic Executive Summary</p> <p>Mr Mouat outlined the work undertaken by Miss Lopez in compiling the Assessment of Marine Litter in the North East Atlantic for OSPAR and UNEP. This was a significant piece of work that would be published by OSPAR and UNEP as part of its global assessment of marine litter. The report highlighted that the levels of marine litter had remained consistent and high over recent years.</p> <p>Item 8: Summary Record of the OSPAR Commission</p> <p>Mr Mouat highlighted the areas of work where KIMO had influenced the organization. The main areas were marine litter where KIMO had called for all contracting parties to participate in the monitoring programme for beach litter. Also highlighted was the fact that Denmark had failed to meet its commitment to reduce oil in produced water by 15%, which KIMO had condemned. After some discussion it was agreed to stick with the proposal of Cllr Henry to keep including the complete summary records of OSPAR meetings in the agenda as they contained many areas of interest for KIMO members.</p> <p>Item 9: KIMO website and promotional material</p> <p>Mr Mouat informed the meeting that KIMO had been successful in recruiting a graduate placement, John Young, for a year to undertake a redevelopment of the KIMO website and promotional material. Members were asked to forward any thoughts or ideas on developing the site to Mr Young. The chair asked Mr Piper if he had any ideas looking at the website from an independent perspective. Mr Piper suggested that although the site contained useful information for members it did not fully explain how the organisation operated or its work areas.</p>	<p>UK Coordinator - Done</p> <p>Members</p>

	Actions
<p>Item 10: Update on Fishing for Litter Initiatives</p> <p>(i) Fishing for Litter Scotland 2008-2011</p> <p>Mr Mouat informed the meeting that Mr Nickerson had been continuing to work with Troon, the last landing port not in the scheme, to initiate the project. A launch date was yet to be set for the project, as it had to be coordinated with Environment Minister Richard Lochhead's diary, although it was hoped that it would be in late October. Mr Mouat informed the meeting that Mr Nickerson would continue to work on the fishing for litter project until the launch when full responsibility would be handed to Mr Piper.</p> <p>(ii) Fishing for Litter Scotland Final report 05/08</p> <p>Mr Mouat went through the main points of the draft report, a requirement of the funding, which was highlighted the success of the project and also pointed out possible improvements. Cllr Scoullar thought that it was a well presented report and the draft was approved. Mr Mouat stated that it was hoped to have the final publisher version ready by the end of October.</p> <p>(iii) Fishing for Litter South West</p> <p>Mr Mouat informed the meeting that the funding for the project was now complete with the remaining funds being provided by Defra. A project coordinator, Sarah Henshall, had been appointed to manage the project. Ms Henshall who was employed by Cornwall Fisheries Resource Centre, a partner in the project, would start in late October and would work part time. The UK Fisheries Minister Rt Hon Jonathon Shaw MP had also requested to attend the launch and the date would be set to fit with his commitments. The Chair welcomed the progress on implementing the project.</p> <p>(iv) Other Fishing for Litter Initiatives</p> <p>Mr Mouat highlighted that it would have been difficult to find the extra funding if it were not for the paper submitted to the British Irish council by the Isle of Man committing all the devolved administrations and Ireland to investigate the feasibility of implementing Fishing for Litter schemes. Mr Mouat had also been invited to Northern Ireland to give a presentation to the Executive on how the Fishing for Litter Scheme had been implemented in Scotland. Mr Mouat wanted to note for the minutes his thanks to the Isle of Man for putting this paper to the Council.</p> <p>Item 11: Date and Location of the Next Meeting</p> <p>Mr Mouat Informed the group that he had hoped to hold the next meeting in Lancaster as they were KIMO UK's newest member but unfortunately at this time the officer and member roles had not been allocated within the authority therefore this was not possible.</p>	<p>UK Coordinator – Done</p>

	Actions
<p>However Fife had kindly offered to host the next meeting on the Friday 5th December. The venue would be confirmed at a later date by letter.</p> <p>Item 12: AOCB</p> <p>Cllr Scoullar thanked everyone for coming to Argyle and Bute for the meeting and Mr Mouat thanked Mr Piper for taking the time to attend the meeting before his start date.</p>	<p>UK Coordinator – Done</p>