

UK- Environmental Observation Framework

6th Management Group Teleconference

Monday 5th December 2011, 10.00-12.00

DRAFT Note of Meeting

Attendees:

Doug Wilson	EA & UK-EOF Chair
Andrew Watkinson	LWEC
Andy Nisbet	NE
Bruce Truscott	Met Office (10.00-11.00)
Cathy Johnson	DECC
Caryn Le Roux	WG
David Allen	CCW
Gwyn Rees	NERC CEH
Joanna Drewitt	SG
Keith Porter	NE
Lawrence Way	JNCC (10.00-11.30)
Sally Reid	NERC
Shaun Russell	WERH
Beth Greenaway	UK-EOF
Amber Vater	UK-EOF (notes)
Andrea Sharpe	UK-EOF

Apologies:

Ian Davidson	EEA / GMES / SEIS
Liz Tucker	Defra
Michael Schultz	NERC
Nathan Critchlow-Watton	SEPA
Richard Howe	FC
Richard Walmsley	EA
Ruth Bournemouth	UK Space Agency
Peter Costigan	Defra
Peter Stephenson	ERSC

1. Welcome and major updates

- 1.1. An update from the 10th November meeting with Bob Watson was given by the Chair. Bob was happy with the direction and focus on specific areas for the next phase of work. Bob is enthusiastic to be more involved in the programme and UK-we were encouraged to ask him to relevant meetings or involve him in debates. Bob's role as Chief Scientific Advisor of Defra is due to end in September 2012 and therefore UK-EOF would need to consider the implications as he is the Champion. He has asked for 6 monthly updates as a minimum on progress and key developments.

ACTION 1: UK-EOF MG to consider who might take up the Champion role when Bob Watson leaves Defra in September 2012

- 1.2. The Sustainable Funding Mechanisms work is being driven by John Beddington's office. Bob could see there was a need to look at the issues and UK-EOF will use the catalogue to establish the magnitude of the problem i.e. how many long-term observation programmes are funded by multiple public departments and examples of

ACTION 2: Beth Greenaway to ask GO-Science to invite the Devolved Administration Chief Scientific Advisors to the sustainable funding mechanisms review

ACTION 3: Joanna Drewitt to send details of the person in place who is covering for the Scottish Chief Scientific Advisor to the secretariat

ACTION 4: Andrew Watkinson to attend relevant meetings to discuss sustainable financing mechanisms

2. UK-EOF thematic studies – Plans and Priorities

2.1. An overview of the PIDs, the leads and their costs was provided in Paper A. The biggest risks to each theme are the scope of the projects and buy-in from the Members. Therefore the need for the leader to be a Management Group representative was strongly endorsed. The leads need to ensure that they were acting on behalf on the Management Group as a whole and not just their own organisation. They are the key to driving the projects and provide the secretariat (who will be the project manager) with the input and contacts needed to make the project a success. They will most often be linked to the key users of the outcomes of the project.

2.2. There was also general concern that the scopes widened to be tightly defined and the timescales realistic especially when there are contracts to let by tender. Andrew suggested the lessons learnt from the LWEF Flooding Strategy should be a useful reference.

2.3. Refining the scope and re-working timelines for the PIDs is required before sign off by with nominated leads and Doug Wilson on behalf of Management Group.

2.4. Cathy Johnson agreed to lead on the 'Coordinating Climate observations' theme. Management Group leads for the citizen science and water themes were not confirmed.

2.5. Key customers were discussed. It was agreed to include the audience in the outline table of PIDs (Paper A) to clarify who the end users are on the PID themselves.

ACTION 5: Cathy Johnson to act as lead on the Coordinating Climate Observations theme

ACTION 6: Management Group to take the 'lessons learnt' document created by the LWEF Flooding Strategy group and ensure the scope is defined and there is sufficient end user by in for each of the themes

ACTION 7: Secretariat to add 'key users' to the PID outline table in Paper A and onto the PIDs themselves

2.6. **Citizen Science & Environmental Observations** – the citizen science PID had already had significant comments from the community (SEPA, EA, Defra and the Met

ACTION 8: Andrea Sharpe to speak to Peter Stephenson regarding the lead on the citizen science project

ACTION 9: Andrea Sharpe to make suggested changes and clarify the scope of the Citizen Science & Environmental Observations project before tendering for contracts

2.7. **Finding efficiencies through coincident mapping** – The mapping workshop (Objective A) would take place on the 9th December. Recommendations from the workshop should provide focus for the next stages. Therefore it was agreed that Objective C should be rewritten to reflect how the recommendations of Objective A would be approached (p4, PID).

2.8. Objectives B & D were discussed. The requirement is for a tool to help with the ongoing decision making and collaboration. However the exact requirements will be key to capture at the start of the review. In addition the INSPIRE Annex III theme requires site data to be displayed on a map. CEH and Wales Environment Research Hub (WERH) have recently reviewed GI tools and will send these to the secretariat. There is a breakpoint in the project for the DAG and the MG to fully evaluate the options before anything gets built. This will also give time to reflect and learn the lessons from Objective B of what is really needed.

2.9. The potential for this theme to focus on the legislative monitoring was discussed even though this is a separate PID. There was potential cross over between all the projects but this tool to see what is going on could also help the citizen science objectives. It was also recognised that legislative observations could overlap with the other thematic scoping studies and that they should be considered in each of the PIDs.

ACTION 10: Shaun Russell and Gwyn Rees to send their organisations GI reviews to the secretariat

ACTION 11: Amber Vater to make necessary amendments to the ‘Finding efficiencies through coincident mapping’ PID and cross reference the mapping and legislative PIDs

2.10. **Coordinating Climate Observations** – The wide scope of the climate PID was acknowledged as a potential risk. To narrow this down, ECVs could be looked at as a first step. It was questioned as to if these were weighted and what exactly is meant by climate quality further input from climate science experts could explain this, and potential help focus the objectives. Sally Reid and Gwyn Rees suggested that NERC expertise should be utilised. Scotland had recently created a Centre for Climate Expertise that could also be approached for additional input.

ACTION 12: Andrea Sharpe to contact NERC, Scottish Climate Centre and Met Office experts for additional input to help focus the scope of the climate PID

ACTION 13: Joanna Drewitt to send details of the Centres of Expertise to the secretariat

ACTION 14: Andrea Sharpe to amend the Coordinating Climate Observations PID with a more defined scope after consulting climate experts from NERC, MO, Scotland

2.11. **Water Observations: Assessing Existing and Future Needs** – Joining up with the UKWRIF would be a major part to this project. A UKWRIF partnership kick off meeting is planned for January and the UK-EOF should have a better idea of what their role may be after the meeting. Again ownership by the Management group was seen as a potential issue. It was agreed Doug would represent the UK-EOF and the EA at the UKWRIF meetings.

ACTION 15: Doug Wilson to represent UK-EOF at UKWRIF meetings, as required

2.12. Joanna Drewitt explained how Scotland had also established a Centre for Water Expertise which could be drawn upon for expertise. Many previous reviews had been undertaken which could help inform and define the scope. Members were asked to provide comments on the water PID before end January.

ACTION 16: Management Group Members to provide comments on the Water Observations PID, 30th January 2012

2.13. **Maximising the value from legislative observations** – this theme was not fully considered as it has a longer timeframe and needs input from EEA and Defra who were not on the call.

2.14. **Sustainable financing mechanisms** (see section 1.2).

ACTION 17: Discuss and agree the scope and timescales for delivery of each project by correspondence and particularly with the MG leads in the order agreed

3. Verbal updates from member organisations & initiatives

3.1. JNCC – Lawrence informed the group he would be the project manager for the Countryside Survey review which was to be delivered by contractors in September 2012. A steering group would be established. The UK-EOF concepts within the decision framework will be applied to the thinking e.g. is it unique, value for money, can it be combined with other programmes etc.

ACTION 18: Lawrence Way to update Members with the Countryside Survey review at the 15th MGM

3.2. **LWEC** - Andrew Watkinson notified Members that the new strategy was available on the LWEC website and provided a general overview of recent LWEC activity.

3.3. **CAMERAS** – An overview of CAMERAS work including monitoring focus paper and the innovation group was provided by Joanna Drewitt. The CAMERAS annual report was now available on the website and Members were informed about the SE website that was being developed, and had just received funding from the EU. This will be the gateway to Scotland's data. Any feedback on the site is welcome. Peter Singleton is the key lead.

3.4. **DAG and INSPIRE Environmental Monitoring facilities (EMF) theme** – Beth Greenaway updated on progress made with the Environmental Monitoring Facilities

ACTION 19: Management Group Members to discuss and agree the catalogue development plan at the 15th MGM

3.5. **Environmental Information Framework (EIF)** – Small pieces of work on the EIF was still being delivered by the UK-EOF. Decisions on who would deliver the EIF work were yet to be made but would need additional resources to do so. There was agreement that UK-EOF should keep a watching brief.

4. Review of Actions from 14th MGM

4.1. Members were reminded that the cofunding agreement for next year i.e. April 2012 to March 2013 would be sent around for signature in January. Invoices would follow in April/May. NERC have confirmed that UK-EOF underspend could be carried forward.

4.2. Members were also reminded that their input is still needed on the confirmation of who funds the observations and on many start dates. Amber will resend the details.

ACTION 20: Management Group Members to sign and return the next cofunding agreement for 2012/13 by end January 2012

ACTION 21: Amber Vater to send out reminder for Members to return catalogue update information (start dates and funders)

ACTION 22: Defra, NERC, FC, and EA to send back the completed information by 23rd December 2011

5. Next Management Group Meetings, dates for diaries etc

5.1. It was agreed to re-send the Doodle poll for 15th MG Meeting to include dates during the week commencing Monday 6th February 2012. A poll for the 7th MG Teleconference (w/c 16th April 2012 TBC) would also be sent.

ACTION 23: Secretariat to send out Doodle polls for 15th MGM and 7th MGT

6. AOB

6.1. Caryn Le Roux announced that Welsh environmental bodies (EAW, FCW, and CCW) would be merging to create one body. A shadow body would be in place by April 2012, with the full merger by April 2013. The implications for UKEOF would emerge in due course and should be a standing agenda item for the Management Group for future meetings.

Action		By Whom	By When	Status
1	Management Group to consider who might take up the Champion role when Bob Watson leaves Defra in September 2012	Management group Members	September 2012	Ongoing
2	Beth Greenaway to ask GO-Science to invite the Devolved Administration Chief Scientific Advisors to the sustainable funding mechanisms review	Beth Greenaway	4 th Jan 2012	
3	Joanna Drewitt to send details of the person in place who is covering for the Scottish Chief Scientific Advisor to the secretariat	Joanna Drewitt	23 rd December 2011	
4	Andrew Watkinson to attend relevant meetings to discuss sustainable financing mechanisms	Andrew Watkinson	As required	
5	Cathy Johnson to act as lead on the Coordinating Climate Observations theme	Cathy Johnson	Ongoing	
6	Management Group to take the 'lessons learnt' document created by the LWEC Flooding Strategy group and ensure the scope is defined and there is sufficient end user by in for each of the themes	Management Group Members	As required	
7	Secretariat to add 'key users' to the PID outline table in Paper A and onto the PIDs themselves	UK-EOF Secretariat	23 rd December 2012	
8	Andrea Sharpe to speak to Peter Stephenson regarding the lead on the citizen science project	Andrea Sharpe	6 th Jan 2012	
9	Andrea Sharpe to make suggested changes and clarify the scope of the Citizen Science & Environmental Observations project before tendering for contracts	Andrea Sharpe	6 th Jan 2012	
10	Shaun Russell and Gwyn Rees to send their organisations GI reviews to the secretariat	Shaun Russell	6 th Jan 2012	
11	Amber Vater to make necessary amendments to the 'Finding efficiencies through coincident mapping' PID and cross reference the mapping and legislative PIDs	Amber Vater	6 th Jan 2012	
12	Andrea Sharpe to contact NERC, Scottish Climate Centre and Met Office experts for additional input to help focus the scope of the climate PID	Andrea Sharpe	6 th Jan 2012	
13	Joanna Drewitt to send details of the Centres of Expertise to the secretariat	Joanna Drewitt	6 th Jan 2012	
14	Andrea Sharpe to amend the Coordinating Climate Observations PID with a more defined scope after consulting climate experts from NERC, MO, Scotland	Andrea Sharpe	6 th Jan 2012	
15	Doug Wilson to represent UK-EOF at UKWRIF meetings, as required	Doug Wilson	As required	
16	Management Group Members to provide comments on the Water Observations PID	Management Group Members	30 th January 2012	
17	Discuss and agree the scope and timescales for delivery of each project by	Management Group Members	30 th January 2012	

	correspondence and particularly with the MG leads in the order agreed			
18	Lawrence Way to update Members with the Countryside Survey review at the 15th MGM	Lawrence Way	15 th MGM	
19	Management Group Members to discuss and agree the catalogue development plan at the 15th MGM	Management Group Members	15 th MGM	
20	Management Group Members to sign and return the next cofunding agreement for 2012/13 by end January 2012	Management Group Members	30 th January 2012	
21	Amber Vater to send out reminder for Members to return catalogue update information (start dates and funders)	Amber Vater	23 rd December 2011	
22	Defra, NERC, FC, and EA to send back the completed information by 23rd December 2011	Sally Reid, Richard Howe, Rich Walmsley, Liz Tucker	6 th Jan 2012	
23	Secretariat to send out Doodle polls for 15th MGM and 7th MGT	UK-EOF Secretariat	6 th Jan 2012	