



**Steering Group Meeting – 11 February 2010 @1400-1600**

**Skirsgill Depot, Penrith, Cumbria**

**Attendees:**

- CE – Charles Ecroyd (Chair)
- MG – Martin Glynn (RDI)
- DW – Darrin Woods (RDI)
- VB – Vicky Bowman (United Utilities)
- CT – Chris Tomlin (Lake District National Park)
- SB – Simon Boyd (Cumbria County Council)
- DT – Duncan Taylor (CFRS)
- MH – Martin Holroyd (CFRS)
- MR – Matt Roberts (Landmarc)
- SP – Stuart Palmer (National Trust)
- RH – Roy Henderson (Mountain Rescue / National Trust)
- AB – Alasdair Brock (Natural England)
- BQ – Ben Quarcoo (Forestry Commission)

**Apologies:**

- Jake Morley (Garrigil Estate/Moorland Association)
- Andrew Clark (Landmarc)

**Note:** *Can all members highlighted in the Action sections please ensure that they act on the information contained. There are some very important actions within that need to be followed up to ensure the continued success of the group.*

Discussion	Action
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**Attendance**

<ul style="list-style-type: none"> <li>• Andrew Clark will no longer be attending the CWG meetings due to organisational changes. Darren East, Regional Estate Manager, will be attending in his place.</li> <li>• Jake Morley may not be in a position to attend future meetings due to personal circumstances</li> </ul>	
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**Review of Previous Minutes (21 October 2009 Steering Group Meeting)**

<ul style="list-style-type: none"> <li>• CE moved that the previous minutes be accepted as a true and accurate record – general consensus</li> <li>• Matters arising and actions covered during relevant sections of agenda</li> </ul>	
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## Funding Update

<ul style="list-style-type: none"> <li>• MG outlined current financial position:-             <ul style="list-style-type: none"> <li>▪ £54,850 – Project Budget</li> <li>▪ £35,279 – Funding confirmed to date</li> <li>▪ £32,328 – Funding drawn down to date</li> <li>▪ £42,284 – Expenditure to Date</li> <li>▪ <b>£9956 – Cashflow deficit to date</b> (RDI bankrolling)</li> <li>▪ Outstanding claim to Lake District SDF</li> </ul> </li> <li>• AB identified that there is potential available funding from Natural England (NE) of £9500. Needs to be invoiced for work done to date – by end of March. Given identified shortfall, suits criteria.</li> <li>• MG identified bid currently outstanding with the 2 Leader Groups – is meeting with to discuss in 2 weeks. If NE funding approved, may be appropriate to reduce the bids to £5k each as it may involve a simpler grant structure (Small Grants Scheme). But may be prudent to hold off and go for “continuation”.</li> <li>• MG informed that British Nuclear Fuels have been emailed twice since last meeting with no response – best to forget about for now.</li> <li>• MG suggested that due to weather, other commitments and period without Project Officer in role, the Group is unlikely to require the entire agreed project budget (£55k) within the agreed timescale. Thus recommended either extending the period of project life for e.g. 3 months should the full £55k be available, or if not end the project as and when available funding is fully utilised.</li> </ul>	<p><b>MG</b> to attend meeting on Leader application and report back to the Group</p>
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## Continuation Funding

<ul style="list-style-type: none"> <li>• MG identified that if going to Leader for “Continuation” will need to resubmit as will be significantly different to existing application. Will determine what avenue to pursue (shortfall vs. continuation) after pending meeting</li> <li>• No new group comment regarding Continuation Strategy – Project Officer to arrange to meet with interested parties on an individual basis to discuss and clarify any points of concern</li> <li>• VB informed Group that she might have found a potential source of funding within United Utilities – money would be available as an annual contribution over 5 years</li> <li>• BQ has discussed funding with the District Forester – needs further discussion regarding what and when the FC can provide cash or inkind support for the CWG.</li> <li>• SP identified that a £2k bid has been secured for the Group from the National Trust (NT) – could be invoiced now or rolled over.</li> <li>• MG identified that RDI can roll funding over easily in accounts. Depends on Leader – if looking at a longer-term application, may be best to delay NT contribution to use as match funding for bids. Can essentially do whatever NT wants!</li> <li>• MG informed the Group that the more match funding from partners that we can secure, the stronger any funding application</li> <li>• MR identified that there may be money available from MOD – might be able to access.</li> <li>• CT – still trying to source funding within LDNPA. Park wants to see the Group continue. Potential to submit new application to SDF.</li> <li>• SB identified that CCC can find some money but they want to be sure that others are also committed to contributing – if multiple partner commitment, more likely to source funding.</li> <li>• DT identified that the CFRS budget could commit some funding</li> </ul>	<p><b>DW</b> to arrange meeting with SB and CCC</p> <p><b>BQ</b> to provide <b>DW</b> with contact to discuss FC support</p> <p><b>VB and DW</b> to liaise regarding UU funding contact</p> <p><b>MG</b> to send out email after Leader meeting, asking for individual commitment from partners at that time to build into funding applications</p>
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## Fire Plans Update

<ul style="list-style-type: none"><li>• DW provided an update of fire plans received to date (<a href="#">refer to attached document for summary</a>). Contact has been made with RSPB and been discussing with VB regarding United Utilities administered land. Identified what we have and emphasised that we need to persist.</li><li>• Major gaps identified from members of the Moorland Association – need to meet with them and potentially conduct Fire Plan training.</li><li>• DT highlighted the need for a Risk Layer. Has been liaising with Rob Gazzard regarding how risk is determined in the South East.</li><li>• Group agreed in a need to target at-risk areas or areas where there have been fires in the past – proactive targeting to increase coverage. However, DT informed Group that information on fires to date is not available in GIS.</li><li>• DW suggested potential for amalgamating small estates into one plan and reconfirmed that Project Officer time is available to assist with site visits and Fire Plan preparation.</li><li>• Recognised need to develop a protocol for dealing with wildfire incident response for MOD and FC lands as opposed to standard CWG Fire Plan template.</li><li>• DW identified that an invoice had been received from Ordnance Survey for licence renewal for Cumbria map tiles - £876.03. Asked the Group about the potential for establishing a sub-contractor relationship with one of the partners to allow use of their licence.</li><li>• General consensus to look into a sub-contract arrangement with either CCC or CFRS.</li><li>• MG outlined that the government has asked OS to consider options for future provision of mapping data which may mean some or all of the required information will be freely available, so in the future this may not be an issue.</li><li>• CE tabled that Group to investigate potential to subcontract to CCC before end of March. If this not possible, agree to renew licence with OS for one more year</li></ul>	<p><b>CE and DW</b> to consider mechanisms and/or means for extending fire plan coverage amongst Moorland Association members</p> <p><b>SP</b> to supply shapefiles for identified National Trust Fire Plans and initiate plan preparation for Borrowdale</p> <p><b>MR</b> to investigate Fire Plan for Warcop and send shapefiles for the Estate</p> <p><b>DW and BQ</b> to liaise regarding preparation of a plan for Forestry Commission lands</p> <p><b>SB</b> to investigate OS sub-contractual arrangement with County Council</p> <p><b>ALL</b> members of fire group to provide DW with any outstanding fire plans as soon as possible</p>
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## Wider Cumbria Wildfire Group Forum

<ul style="list-style-type: none"><li>• DW outlined the pending Wildfire Forum event, which is to be held at Newton Rigg at 6pm on Tuesday 2<sup>nd</sup> March. Advertising flyer has been circulated to Group members and published on the website – members were asked to disseminate this through internal networks and websites.</li><li>• MG identified that he has issued some press releases regarding the event which are targeted at local newspapers and radio networks. Information has also been published on the Cumbria Woodlands website.</li><li>• General Group consensus that there was no need to produce any hardcopy flyers.</li><li>• MG suggested that the Group agrees to fund the event for 50 people and cap it at that – approximate cost will be about £500. Agreed</li><li>• Partners were invited to bring display stands to the event.</li></ul>	<p><b>ALL</b> Group partners encouraged to support the pending event through attendance and internal notifications</p>
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## Public Awareness Campaign

- DW outlined that RDI had been commissioned by the North Pennines AONB to undertake a Wildfire Advertising Campaign. To be poster based with a supporting website, with a release date of Easter. Background work to date is focusing on 2 key messages of general public responsibility not to start fires and to report any smoke or fires that they see. Requested feedback from the Group.
- DT identified that in general Game Estates are good at reporting when they are undertaking prescribed burning, but farmers are not. Suggested a parallel campaign to reiterate the need to notify FRS Control of any burning.
- AB suggested simple message – no need for differing message for in & out of burning season, therefore eliminating need to change signs.
- General consensus that message needs to be simple & easy to digest
- MG and CE identified that any poster and advertising campaigns need to utilise the same messages – need consistent signage
- MG informed the Group that RDI is trying to get funding for a big research project into awareness (through the SE Fire Group). Need to go back to basics and see what we need to do in order to get the messages across.

## Wildfire Risk

- DW outlined the Flare communications system that is used by the NFRS for emergency response team notifications. Had investigated as a potential mechanism for informing team members of FSI levels and signage critical thresholds. Cost prohibitive at about £300/mth
- MG suggested that there are 2 options. Either a partner has it and could support the Group (no availability) or RDI could purchase and use across a range of end-users at a proportional cost.
- AB identified that mobile-enabled laptops can send out messages. DT said this function is available on phones too. The issue would be the cost, but given the limited likely usage for CWVG purposes it may be most cost-effective option.
- VB queried whether we could put something on websites, but MG suggested that the general feeling would be that people won't check. VB suggested that the onus would be on the landowner to check websites once conditions were deteriorating for fire risk. SB identified that such a web-based system already exists with the Natural England FSI page.
- MR suggested that it could be done by email as it is not time critical. The issue is consistency – everybody needs to put signs up or bring them down, and respond to messages received accordingly.
- DT suggested that email and text system would work
- MG – RDI can hold the contact details for all key contacts and can send messages out once identified thresholds are met, along with a link to the poster. However, we can't monitor the FSI all the time – focus on key periods (e.g. May-September)
- DT suggested that Fire Control is an option – they can monitor FSI and initiate messaging in accordance with group parameters. To put together as a proposal & submit. Need to consider cost implications
- BQ suggested emails and regular email updates very useful

**DW** to continue investigating options for group notifications

**DW and DT** to liaise regarding FSI monitoring proposal

## Wildfire Fighting Training

<ul style="list-style-type: none"> <li>• MG outlined that a quote had been submitted to CT for LDNPA training. Costs have previously been subsidised from core funding, but this funding has run-out. If NE funding comes through the Group can continue with subsidising course costs to partners.</li> <li>• MG informed the group that there has been a fundamental change in delivery of training courses – NFRS has been commissioned to provide training. Reasons:-             <ul style="list-style-type: none"> <li>- Lantra accreditation</li> <li>- Consistency in training through subcontractor</li> <li>- Economic sense</li> </ul> <p>However, there is an associated cost. As it stands, the Group is not in a financial position to subsidise courses.</p> </li> <li>• General discussion of the Advanced Wildfire Behaviour Course for Land Managers. The equivalent multi-day NFRS course is not so relevant for this target group. However, there is a desire for Lantra accreditation from some organisations.</li> <li>• CT identified that there is potential to do practical burning days on LDNPA sites in October, but unlikely in spring due to other work commitments with flood repairs</li> <li>• DT informed Group that the postponed Grizedale CFRS wildfire exercise has been rescheduled for 27<sup>th</sup> February.</li> </ul>	
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## Members' News

<ul style="list-style-type: none"> <li>• MG – Durham Wildfire Group funding has been confirmed and can now go ahead with a feasibility plan</li> <li>• MG – RDI has been engaged to provide secretariat for English Wildfire Forum, which will act at a national strategic level</li> <li>• MR identified that a major survey of moorland ponds and risk areas across 12,000ha of Defence Estate has been commissioned. There is also a pending change in instructions to reflect Landmarc responsibility for initial attack &amp; not just as a transportation service.</li> <li>• DT – NFRS has taken over chair of Chief Fire Officers Group which is likely to raise the profile of wildfire nationally, given their key role in wildfire</li> <li>• DW outlined pending Northumberland Fire Group activities:-             <ul style="list-style-type: none"> <li>- Cheviot Futures Wildfire Exercise (Linhope)</li> <li>- Cooperative Burning</li> <li>- Research Burns (NFRS and University of Manchester)</li> </ul> </li> </ul>	
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## Other Business

<ul style="list-style-type: none"> <li>• DT – CFRS has taken delivery of the new wildfire PPE and by the exercise will have 8 stations with landrovers</li> <li>• DW disseminated NFG Wildfire SOP document for review and consideration</li> </ul>	<p><b>ALL</b> to provide DW with comments and feedback regarding Wildfire SOP</p>
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## Date of Next Steering Group Meeting

<ul style="list-style-type: none"> <li>• DW to investigate potential dates for May</li> </ul>	<p><b>DW</b> to circulate potential meeting date using Doodle</p>
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## Cumbria GIS Fire Plans

1. Melmerby Moor - ready but boundary missing
2. Ousby - ready
3. Knarsdale - ready
4. Crofhouse Farm - ready
5. Halfway Well - ready
6. West Brownrigg - ready
7. Cumbria FC - NWEFD maps were made in GIS so please the FC to provide the shape files to us or directly to the fire rescue service
8. Silecroft Heath – LDNPA - ready but boundary missing
9. Duddon Furnace – LDNPA - ready but boundary missing
10. Birkdale Estate - ready
11. Garrigill - ready / verify boundary with Ousby
12. Bowness Common - maps ready / Fire Plan form to be filled out
13. Lazonby Fell - map ready / Fire Plan form to be filled out
14. Nord Vue - ready
15. Rotherhope Estate - map ready / Fire Plan form to be filled out
16. Wimmergill Moor - map partially ready / 2 OS tiles missing (NY91 / NY92)
  
17. Eskdale - part of the features drew by hand – to be digitized;
18. Ennerdale - only word fire plan – features to be digitized
19. Buttermere\_Loweswater
20. Ullswater - ready; no boundary
21. Coniston & Little Langdale
22. Eastern Valleys – Windermere/Troutbeck
23. Wasdale Estate
24. Duddon Estate

**Notice to all:** Boundary missing, shapes requested for GIS generated features

Contact Stuart Palmer to provide the shape files for features included in the fire plans;

25. Cotherstone - OS tiles missing as the estate in Co. Durham
26. Bass Lake Marshland - ready
27. Caldbeck & Uldale Commons- ready
28. Barf Common Thornthwaite - ready