

SMP2 Meeting of Client Steering Group (13)

At Bournemouth Learning Centre

Monday 24th November 2008, 1330

AGENDA (Client Steering Group, 1330 to 1700 approx)

Coffee available at Reception from 1330.

CSG meeting to start as soon as possible thereafter, but room is occupied until 1330.

1. Apologies

2. To approve minutes of the last meeting(s)

CSG Minutes 10 - 21 07 08 (Bournemouth Learning Centre)

CSG Minutes 11 - 25-09 08 (Upton House, Tender Evaluation)

CSG Minutes 12 -16 10 08 (BBC - RH Inception Meeting)

3. Action Items arising from previous minutes

NFDC - updated version of Scoping Document to be delivered to RH.

NFDC & BoP to invoice BBC for work done to 31st October.

4. Presentation by Royal Haskoning

5. BoP - website - www.twobays.net -content & hits

6. AOB

7. Date of next meeting(s)

5 January 2009

9 February 2009 - Seminar - Venue to be determined

All meetings in 2009 and 2010 are listed in CSG Minutes 12; please add to your diaries now!

Light refreshments available in reception area from 1700 to 1800.

AGENDA (Elected Members Group, 1800 onwards)

1. Introduction by Chairman

2. Presentation by Royal Haskoning

3. Q & A session

4. Date of next meeting

**MINUTES OF DURLSTON HEAD TO HURST SPIT SMP2
CLIENT STEERING GROUP MEETING #13
BOURNEMOUTH LEARNING CENTRE - MONDAY 24TH NOVEMBER 2008**

Present:

Andrew Bradbury (AB)	New Forest District Council
Steve Cook (SC)	New Forest District Council
Dave Harlow (DH)	Bournemouth Borough Council (Chair)
Geoff Turnbull (GT)	Bournemouth Borough Council
Geoff Tyler (GTy)	Bournemouth Borough Council (Minutes)
Tim Kermode (TK)	Environment Agency (South East)
Neil Watson (NW)	Environment Agency (South West)
Ian Tripp (IT)	Environment Agency (Southern)
Mike Goater (MG)	Purbeck District Council
Steve Woolard (SW)	Christchurch Borough Council
Richard Caldow (RC)	Natural England
Richard Edmonds (RE)	Dorset County Council
David Robson (DR)	Poole Borough Council
Andrew Ramsbottom (AR)	Poole Harbour Commissioners
Samantha Cope (SC)	Channel Coastal Observatory
Tara-Leigh Eggiman (TE)	Royal Haskoning
Justin Ridgewell (JR)	Royal Haskoning
Darren Miles (DM)	Royal Haskoning

Apologies:

Tony Flux (TF)	National Trust
Sarah Austin (SA)	Poole Borough Council

Item No.	Action
1	Minutes of Meetings on 21 st July 2008, 25 th September and 16 th October 200
1.1	The minutes of the three meetings were agreed.
2	Matters Arising - Meeting of 21st July 2008
2.1	(Item 2.1) DH said that a discussion was required concerning the SMP's boundaries.
2.2	(Item 6.10) AB pointed out that in Table 5 of the Scoping Report no items had been highlighted for Christchurch Bay and that this needed to be flagged up as there could be some contentious areas.
3	Matters Arising - Meeting of 16th October 2008
3.1	(Item 4.3) SC said that he had not yet updated the Scoping Report for Royal Haskoning as there was still some data to be input on the spreadsheet. TE felt the report was very good and agreed that Royal Haskoning should have ownership of the document once the final input had been completed.

3.2	(Item 5.3) DH explained that the Ferry Terminal building had been offered for the seminar on 9 th February 2009. The venue can accommodate up to 200 people which is considered to be more than adequate as interest is likely to be fairly limited. TLE said that she could provide some specialist speakers for the event.	
4	Presentation by Royal Haskoning	
4.1	JR provided a presentation which included details of the Royal Haskoning Company and outlined the SMP's objectives, policy development and proposed programme. The programme comprised the following six stages: <ol style="list-style-type: none"> 1. Scoping the SMP - completion date October 2008 2. Assessment to support policy development - completion date March 2009 3. Policy development - completion date July 2009 4. Public consultation - completion date December 2009 5. Plan finalisation - completion date January 2010 6. Plan dissemination - completion date January 2010 	
4.2	In reply to a question about the inclusion of economic importance, JR confirmed that both economic and recreational values are included.	
4.3	It was agreed that a copy of the presentation would be placed on the website.	DR
4.4	AB said that in order to avoid any confusion, the presentation to be delivered later to the Elected Members Forum should be tailored to clarify the difference between the SMP and the coastal management plan.	
4.5	MG drew attention to the need for a definition of 'sustainable' in relation to the SMP. AB suggested that the DEFRA definition be considered for this purpose.	
5	SMP Boundaries	
5.1	In considering the eastern boundary, AB said that there was a need for an overlap between the neighbouring SMPs. DH pointed out that a formal agreement would be required with the Western Solent Team as the dynamic processes in Christchurch Bay would have consequences for the Solent. It was agreed that the back of Hurst Spit should not be included and that the boundary should be the northern point.	DH
5.2	It was felt that as Purbeck is susceptible to erosion, the Durlston Head boundary should be moved 50 metres. MG agreed to notify the neighbouring SMP by email and to send a copy to TE. An updated map is to be provided to Royal Haskoning.	MG
6	SMP Programme	
6.1	DH said he had close contact with Adam Rafelt about progress of the SMP. Adam Rafelt asked that we consult the National Review Group and Regional Director. It was agreed that a draft SMP will be sent to them when the public consultation exercise is carried out in September/October 2009.	
6.2	DH said that the programme will be completed by 15 th January 2010 which is 15 days later than the new EA deadline of 31 st December 2009. There must be no slippage therefore and it may in fact be necessary to retrieve two weeks in the programme.	

	MG pointed out that the quality of the SMP should not be sacrificed in order to meet an arbitrary timescale.	
6.3	TE said that Royal Haskoning was no longer involved in Tasks 2.2 and 2.5 as these are to be undertaken by the Channel Coastal Observatory. It was pointed out that the days shown in the programme represented working days and that the CSG meetings were included as milestones. Royal Haskoning will look for quick wins in order to speed up the programme.	
6.4	DH said that the schedule of CSG meetings had been issued and that it was important for members to try to attend these.	
6.5	NW asked to be advised of the periods of consultation and Environment Agency involvement in the process so that he could ensure a speedy response and not delay the programme.	
6.6	JR drew attention to the need to identify contentious areas early on so that they can be worked on to avoid major problems later in the programme.	
6.7	DH said he is aware of three potential problems within Poole Bay. RC will carry out further investigations and discuss the key issues with all concerned.	
6.8	AB asked how landslide sites will be dealt with where the predominant process isn't coastal erosion by the sea but by groundwater. JR felt that all behavioural systems should be included if they impacted on coastal management. It was agreed that this needed to be in the SMP even if there is no funding for it.	
7	Elected Members Forum	
7.1	TE suggested that two meetings of the Elected Member Forum be held in addition to attendance at the seminar. Members needed to be consulted on the selection of the proposed policies. TE said that the baseline scenarios could be presented at the meeting with Members on 16 th March 2009. AB pointed out that the meetings with Councillors ought to be event driven.	
7.2	There was a need to get Members engaged with the SMP by explaining the process and demonstrating how it is linked to funding.	
7.3	DH pointed out that County Councillors can be invited to the meetings as observers but not as voting members. RE said he would provide a list of DCC Councillors.	RE
7.4	TE queried whether a representative was required from the Regional Flood Defence Committee.	
7.5	It was agreed that at the evening's meeting, Elected Members should be shown a map of the flood risk areas and erosion predictions from work completed on the North Solent.	
7.6	DH outlined future meetings of the EMF which are to be held on 16 March, 18 May (to agree the proposed policies), August/early September 2009 and 11 January 2010 when the SMP has been finalised. DH said he would chair this evening's meeting but that future meetings should be chaired by Cllr Lawton.	
7.7	DH said that the adoption process for SMP1 was a bit ambiguous and that as written evidence is required, a clear statement concerning adoption of the plan needs to be	

	built into the SMP2 programme.	
7.8	The Environment Agency are to clarify the signing off/adoption process and each Authority is to decide its own internal procedure. As this will involve Cabinet and full Council, the timescales could be difficult to reconcile.	All local authority reps.
7.9	DH said that when the SMP is submitted to the National Review Group and goes out to public consultation, it could also go to Cabinet in draft form. The subsequent adoption could then be a formality. Attention was drawn to the fact that a second period of consultation will be required for the modified plan.	
7.10	It was pointed out that the policy development also needs to be endorsed by key groups such as Natural England.	
7.11	It was agreed that all parties should clarify their signing off process and that the matter should be included as an agenda item for the next meeting.	
8	Seminar - 9th February 2009	
8.1	TE said that Royal Haskoning are able to provide two-hour seminars and suggested a range of topics including climate change, off-shore renewables, sea defences and artificial reefs. Having considered various options, the following five topics were agreed for the seminars:- <ul style="list-style-type: none"> • Cliff Erosion • Generic SMPs • Poole & Christchurch Bays SMP • Extreme Weather • Alternative Coast Protection Measures 	
8.2	Approximately fifteen minutes are to be devoted to each topic with a fifteen minute interval at the midway stage. It was felt that the sessions should be short, clearly focussed and non-technical. A summary of the presentations is to be circulated beforehand to the Client Steering Group.	
8.3	It was agreed that two seminars should be provided one in the daytime from 2.00pm to 4.00pm and another in the evening from 7.30pm to 9.30pm. <u>(Post-meeting note: the time of the evening seminar has subsequently been changed to 7.00pm to 9.00pm)</u>	
8.4	The daytime seminar is to be held at the offices of Christchurch Borough Council and will be preceded at 10.00 am by a meeting of the Client Steering Group. The evening seminar is to take place at the Poole Ferry Terminal building.	
8.5	Invitations are to be sent to all the stakeholders. The seminars are also to be publicised widely through press releases and radio announcements, notifications to colleges and universities, Council publications and websites, the Dorset Coast Forum and the Solent Forum. DH said he will provide the Council's Communications Team with a brief summary of each topic.	DH
9	'Twobays' Website	
9.1	The question of GIS based mapping was raised and it was agreed that this should be made available on the CCO's website with a link to the 'Twobays' website. It was felt that elected Members would want this and that the information should be in the	

	public domain. It would also be available to assist with educational enquiries. There was a value in identifying the policy units but it was necessary to clarify what other information and what layers would be appropriate.	
9.2	DR said the hosting programme for the website needed renewing at a cost of £145.	
9.3	DR reported that over the 11-month period, the website had received an average of 1,000 hits per month with 1,600 hits this month.	
9.4	TE said that the website is very good and she was happy to use it. DH said he too had received favourable feedback about it. There is a possibility the capacity might need increasing depending on how much more the CSG wished to publicise.	
9.5	The publicity for the seminar is to be placed on the website.	
10	Any Other Business	
10.1	NW drew attention to the link between the SMP and the Poole Bay Management Strategy and Poole Harbour study. A meeting is to be held on 10/12/08 to which DH and MG are invited concerning the management options for Poole Town. Natural England should also be included and details will be forwarded to RC. NW said he can circulate details of the projects which are to be funded through the three programmes.	NW
10.2	RE said it is the role of World Heritage to support research on the coastline.	
10.3	NW and AB to look into having one point of contact and to report back. NW agreed to take the lead on data transfer.	
10.4	RC said that Natural England need to know what Royal Haskoning require from them as soon as possible.	TE
10.5	It was agreed that an Appropriate Assessment is to be carried out in order to meet EU directives.	
10.6	DR explained that Poole Council have started work on the Branksome Chine rock groynes.	
10.7	GT said that the Boscombe surf reef was partly constructed but that the contractor has now withdrawn for the Winter period.	
11	Date of Next Meeting	
11.1	The next meeting is to be held at 1.00 pm on Monday 5 th January 2009 at the Bournemouth Learning Centre.	