

SMP2 Meeting of Client Steering Group (#15)
At Civic Offices, Christchurch
Monday 9th February 2009, 10:00

AGENDA

1. Apologies

2. To approve minutes of the last meeting

CSG Minutes 14 - 05 01 09 (Bournemouth Learning Centre)

3. Action Items arising from previous minutes

4. Matters Arising since 5th January.

5. Stakeholder Events later today, 9 February 2009

From 2.00pm to 4.00pm at Mudeford Wood Community Centre, Christchurch
(max 150)

Pipers Drive, Mudeford, Christchurch, BH23 4TL, 01425 272084

And from 7.00pm to 9.00pm at North Lounge, Passenger Terminal, Poole. (Max 300)

6. Royal Haskoning - progress report

7 CCO/NFDC - progress report

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

9. AOB

10. Date of next meetings

16 March 2009: CSG meeting 14:00 to 17:00 at Bournemouth Town Hall, "Willows"
(Light refreshments available from 13:30 to 14:00)

16 March 2009: EMF meeting 18:00 at Bournemouth Town Hall "HMS Phoebe"
(Light refreshments available from 17:45 to 18:00)
Use door to left of main entrance; please bring invitation.

23 March 2009: KSG Meeting 18:00 at Bournemouth Town Hall
Use door to left of main entrance; please bring invitation.

**MINUTES OF DURLSTON HEAD TO HURST SPIT SMP2
CLIENT STEERING GROUP MEETING #15
CHRISTCHURCH CIVIC OFFICES - MONDAY 9TH FEBRUARY 2009**

Present:

Andrew Bradbury (AB)	New Forest District Council
Steve Cook (SC)	New Forest District Council
Peter Ferguson (PF)	New Forest District Council
Steve Woollard (SW)	Christchurch Borough Council
Dave Harlow (DH)	Bournemouth Borough Council (Chair)
Geoff Turnbull (GT)	Bournemouth Borough Council
Geoff Tyler (GTy)	Bournemouth Borough Council (Minutes)
Steve Malpass	Environment Agency
Neil Watson (NW)	Environment Agency (South Western Region)
Mike Goater (MG)	Purbeck District Council
Richard Caldow (RC)	Natural England
David Robson (DR)	Poole Borough Council
Tony Flux (TF)	National Trust
Tara-Leigh Eggiman (TE)	Royal Haskoning
Justin Ridgewell (JR)	Royal Haskoning
Greg Guthrie (CG)	Royal Haskoning

Apologies:

Sarah Austin (SA)	Poole Borough Council
Richard Edmonds (RE)	Dorset County Council
Tim Kermod (TK)	Environment Agency (South East)
Andrew Ramsbottom	Poole Harbour Commissioners

Item No.

Action

1

Minutes of Last Meeting on 5th January 2009

1.1

The minutes were agreed with the deletion of Item 10.4.

2

Action Items Arising from Previous Minutes

2.1

Item 2.3. Following an exchange of emails, it was agreed that there would be no change to the Durlston Head boundary of the SMP.

2.2

Item 2.4. AB produced the map as requested and notified the North Solent SMP. DH instructed Royal Haskoning to work to the revised boundary. TE said she would reply formally this week.

TE

2.3

Item 2.7. No action has been taken yet and all local authority representatives are to raise the necessary committee items in June.

2.4

Item 2.10. RC has provided the information to Royal Haskoning in CD format.

2.5

Item 3.1 - 3.2. DH read out the advice he had received from Bournemouth Legal Services which stated that either a memorandum of understanding be

<p>2.6</p>	<p>used or that all the local authorities involved in the SMP sign the contract. GT stressed the importance of adhering to the legal advice provided and pointed out that Poole’s legal advisor concurred with this advice.</p> <p>TE was concerned that the contract would differ significantly from the one on which the tender was based.</p> <p>Having considered the arguments for and against the two options and having regard to the Environment Agency’s overseeing role, it was felt that the use of an over-arching agreement provided the better solution to the problem. AB suggested that a draft be obtained from Keith Cole who had been preparing similar documents. DH said he would let the Council’s legal team know what had been decided.</p>	<p>DH</p>
<p>2.7</p>	<p>3.3. DH confirmed that interim arrangements had been put in place to pay Royal Haskoning for the work they had completed to date.</p>	
<p>2.8</p>	<p>4.8. SW said he had used Bournemouth’s version of the programme for the Stakeholder event suitably adapted for Christchurch.</p>	
<p>2.9</p>	<p>4.9. DH had advised Royal Haskoning on the presentation facilities available at the two venues.</p>	
<p>2.10</p>	<p>5.1. SC reported that invitations had been issued to 38 key stakeholders and DR had asked for another Poole Councillor to be added. To date 11 had responded to confirm that they wished to be members of the Key Stakeholder Group (KSG) and would attend the meeting. Another had indicated his wish to be involved but was unable to attend on the 23rd March.</p>	
<p>2.11</p>	<p>5.3. DH said that the date of the KSG meeting had been changed from the 16th March to 23rd March to allow more time for the Elected Members Forum.</p>	
<p>2.12</p>	<p>6.1. TE said that they had contacted BP on the matter of possible subsidence. DH had also met with the Poole Harbour Commissioners whose surveys indicated that subsidence was unlikely. TF had spoken to Professor Vincent May and whilst the evidence was anecdotal it needed to be part of the process. GG pointed out that monitoring took a long time but that it could feature in the report as an action point.</p>	
<p>2.13</p>	<p>7.4. DR will provide his response to the Estuaries Report this week.</p>	<p>DR</p>
<p>2.14</p>	<p>7.5. TE said that the SAR data had not yet arrived but that the ABPmer Estuary Report was completed. The coastal processes report would be available shortly and it would be helpful to keep to a two week turn around for comments.</p>	
<p>2.15</p>	<p>7.7. It was noted that all the heritage data was now being provided by DCC.</p>	
<p>2.16</p>	<p>8.1. AB said that all the information for the flood mapping had now been received and the work would be completed today.</p>	
<p>2.17</p>	<p>8.3 PF was satisfied with the outputs for the erosion mapping and had passed the information to the CCO. The Poole Harbour residual life information was still awaited. Sam Cope will speak to DR concerning the Harbour. AB said that if the information is not available an executive decision would need to be made based on the best estimate.</p>	

2.18	TF said that, other than the lagoon wall and area in front of the buildings, Brownsea Island's sea defences are all in a failed state of repair and the National Trust are looking to physically remove these in due course using funding from internal sources. TF said the National Trust's views should harmonise with the SMP.	
2.19	10.1 An update of the likely costs incurred by Poole and NFDC was awaited.	DR/SC
2.20	10.5 DH had met with Poole Harbour Commissioners and agreed to pay £5,000 for their data for use in the SMP and other studies.	
3	Matters Arising Since Previous Meeting	
3.1	DH said that email notifications of Early Warnings with regard to the delayed delivery of data from the EA (including LiDAR and SAR) had been sent to him on 6 th January and 4 th February. This will be picked up in one formal Early Warning form once the delays are fully understood.	
3.2	The issue of password protecting an area on the website had been raised in order to prevent members of the public accessing and commenting on draft documents which were still subject to change. GG pointed out that a web based system would enable comments to be posted which other CSG members could see. It was agreed that drafts should be circulated to CSG members by email and only finalised documents should be placed on the website. All comments should be made available to CSG members and deadlines should be adhered to. DH suggested a reminder be issued a day before the deadline.	All to note
4	Stakeholder Events 9th February 2009	
4.1	It was agreed that all presentations should appear on the website including the presentations to be shown at the two public meetings. AB was concerned that a PowerPoint presentation without the supporting commentary could be misleading. It was suggested that an appropriate caveat be applied. Concern was also expressed about possible negative press reporting.	
4.2	DH said that the questions and answers from the two public meetings should also be placed on the website.	
4.3	It was agreed to run through the programme and arrangements for the two events.	
4.4	DH queried the need for a monthly newsletter. It was suggested that the leaflet could be updated.	
5	Elected Members Forum Meeting on 16th March 2009	
5.1	DH invited agenda items for the Elected Members Forum on 16 th March.	
5.2	TE suggested that the agenda could include the work carried out by the CCO.	

5.3	AB felt that the flood risk and erosion risk situations with no intervention would be a good catalyst for deciding on policy and that this could be delivered through short presentations. SW said a summary of the public presentations may also be helpful.	
5.4	NW drew attention to the need to provide the elected members with the Cabinet process for the signing off and adoption of the SMP.	
5.5	NW suggested that the topics discussed should also include how the different views expressed should be reconciled and how decisions should be reached on which views should prevail.	
5.6	GG pointed out that evaluation of objectives is a difficult process when the whole concept is about balanced sustainability, interaction and signing up to a broader vision. GG said it was important to identify the risks and threats.	
5.7	RC drew attention to the need to propose options for the different policy units. TF said that people are mainly interested in protecting their own section of coastline.	
5.8	NW felt it would be useful to include a case study from outside of the SMP to illustrate the point.	
5.9	TF said that the Mullion Harbour Study documented the processes very well and he would be happy to provide a copy.	
5.10	DH said he would draft an agenda for the meeting and circulate it to CSG members for comment.	DH
6	Key Stakeholders Group Meeting on 23rd March 2009	
6.1	DH said that the KSG could have the same presentation as the EMF and be advised of the programme so as to know when to input their views.	
6.2	TE suggested two case studies rather than one to reflect the stakeholders' particular interests. DH said care needed to be taken over the case studies.	
6.3	GG said that the KSG need to know that the SMP has taken account of their issues even though they may have a different view.	
6.4	AB felt it would be helpful to explain the decision making process so that all interests are taken into account. This could be provided in a presentation.	
6.5	DH said he would circulate a draft agenda for comment.	DH
6.6	SC said that spare leaflets were available for the meetings and that there was a register page for names and email addresses of the attendees.	
7	Royal Haskoning - Progress Report	
7.1	TE said that the estuaries report had been issued and had been returned. The coastal processes report is to be sent out this week with a two-week deadline for comments.	

7.2	The Hengistbury Head report will be issued after it has been to GG and the CCO. It was noted that Hengistbury Head could be raised at the public meetings. The draft report could also be discussed at the EMF and KSG meetings.	
7.3	TE said that she would submit the programme to DH. There had been a two-week delay but Task 2 could be completed in 2 to 3 weeks.	TE
7.4	TE said that Rachael Gallagher of Hampshire County Council had been contacted and clarified that ongoing involvement through emails/minute circulation was appropriate.	
7.5	It was intended to complete the theme review in draft by the end of the week and to forward it to DH for circulation to CSG members.	TE/DH
7.6	JR said that the SEA scoping report is at the draft stage. He would be discussing the report further and it will go out for consultation to the key stakeholders.	
7.7	TE said she would build the dates into the updated programme to make it more defined.	
8	CCO/NFDC Progress Report	
8.1	AB confirmed that the flood mapping was on target and that the 100-year information would be ready tomorrow for Royal Haskoning.	
8.2	The erosion mapping has been completed on schedule for Christchurch Bay. Information is awaited for the Christchurch Harbour area.	
8.3	SC said that the invitations had been sent out to the key stakeholders. DH said that several councillors wanted to be on the KSG. SC said that four councillors are currently included and another Poole councillor wished to be added.	
9	Website Report	
9.1	It was noted that very positive feedback had been received about the 'TwoBays' website for which SA should be commended.	
10	Any Other Business	
10.1	DH said there was a meeting with Terence O'Rourke Ltd on 12 th February concerning a proposed small to medium off-shore wind farm west of the Isle of Wight about 10 miles out parallel to Studland Bay. DH said the implications needed to be considered. TF felt there would be negligible visual impact and agreed to attend the meeting and copy the minutes to TE and JR.	TF
10.2	TF said that Vincent May's report on Brownsea Island will be made available to the SMP.	

10.3	<p>NW explained that the work on erosion mapping is being progressed gradually and is expected in November. A briefing note is to be forwarded to DH for consideration. NW said that guidance is available on the recovery of salary costs.</p>	NW
10.4	<p>In response to an enquiry from JR, members confirmed that they were happy to review documents in pdf format. The difficulty of tracking changes was discussed and AB pointed out that it was helpful to see what changes had been made and not to have to re-read an entire document. It was suggested that text that had been changed could be highlighted.</p>	
10.5	<p>GG said that a summary could be produced where policy has changed from the previous SMP.</p>	
11	<p>Date of Next Meeting</p>	
11.1	<p>The next meeting of the CSG is to be held at 14:00 on Monday 16th March 2009 at Bournemouth Town Hall.</p>	