

Minutes of the Southern Coastal Group meeting held via MS Teams, 2nd October 2020, 10:00am.

Present:

Lyall Cairns (LC)	SCG Chair (Eastern Solent Coastal Partnership ESCP)
Matt Hosey (MH)	SCG Vice-chair (BCP Council)
Neil Watson (NW)	SCG Vice-chair (Environment Agency)
Dr Samantha Cope (SC)	SCOPAC Research Chair (ESCP)
Alan Frampton (AF)	BCP Council
Andy Pearce (AP)	ESCP
Charlie Thompson (CT)	Chanel Coastal Observatory
Clare Newton (CN)	ESCP Minute Taker
David Pickett (DP)	Eastleigh Borough Council
Dominic Henly (DH)	Chichester District Council
Emma Stainer (ES)	ESCP
Jane Ryan (JR)	ESCP
Jenny Jakeways (JJ)	Isle of Wight Council
Keith Nursey (KN)	Environment Agency
Kim Catt (KC)	Gosport Borough Council
Lauren Burt (LB)	ESCP
Lucy Taylor (LT)	ESCP Minute taker
Mark Stratton (MS)	ESCP
Martin Hurst (MHu)	Southern RFCC
Mike Jones (MJ)	Environment Agency
Nick Everington (NE)	The Crown Estate
Rhian Edwards (RE)	Environment Agency
Samantha Box (SB)	ESCP
Simon Cramp (SCramp)	Hampshire County Council
Steve Fitzmaurice (SF)	ESCP
Steve Cook (SCook)	New Forest District Council
Stevyn Ricketts (SR)	Gosport Borough Council
Stuart McVey (SMV)	Channel Coast Observatory, South East Regional Coastal Monitoring Programme

1. Apologies

Angela Marlow, Natural England
Bridget Betts, Dorset Council
Lorraine Horsted, ESCP
Matt Penney, Dorset Council
Mike Greenslade, National Trust
Nick Gray, Environment Agency
Nick Hardiman, Environment Agency
Richard Jolley, Fareham Borough Council
Stephen Woolard, ESCP
Tim Adams, Yarmouth Harbour
Dr Uwe Dornbusch, Environment Agency

2. Minutes of Previous SCG Meeting 2nd June 2020, Actions and Matters Arising – Lyall Cairns

All Actions had been completed and it was confirmed the minutes were a true record of the meeting. Matt Hosey added:

Item 9 AOB: The partnership was looking at purchasing a drone to monitor cliff movement.

3. Constitution and Attendees (Paper A) – Lyall Cairns

Constitution

The Chair presented the proposed final version incorporating comments from the group with additional Public Sector Duties added. LC confirmed that the Constitution was based on the country-wide model with SCOPAC elements added. Comments were invited from the floor.

There was some discussion around the wording of Clause 18 ‘Role of Southern Coastal Group members’:

- NW indicated that this should fit the national model and there should also be clarification of the term ‘members’ within the clause as this also applies to Councillors.
- MS suggested that a bullet point be added in the clause to the effect of “to meet the requirements of the Coastal Group responsibilities and DEFRA reporting requirements”.
- It was agreed that the heading ‘Role of Southern Coastal Group Members’ should include SCOPAC.

RE submitted in brief Dr Uwe Dornbusch’s comments in his absence:

- a) Would Cllrs be expected to leave a meeting for voting?
It was agreed that Cllrs could remain although each organisation has only one vote except the EA who have two votes.
- b) Virtual meetings – should these be optional for all meetings?
It was agreed that there should be the option to join remotely or in person.
- c) If there are changes in the host organisation would there be a change in venue?
LC noted that HBC are able to provide a room and facilities FOC but other venues could be considered.
- d) Should there be an aim to provide more value for money (linked in to virtual meetings) by cost savings on travel, catering etc?
LC confirmed that members vote on where funds are to be spent and this point relates more to the application of the Constitution.

Action: RE to forward Dr Dornbusch's questions in full to LC to address with a view to signing off the Constitution at the next SCG meeting

Attendees

(see also Item 12: Field Visit and Conference)

There was a discussion about the advantages of Councillor attendance and LC suggested that although the meetings increase in formality with Councillors present, they were important as there was a danger of losing touch.

NW's view was that there was a need for officer-only meetings with interim meetings/site visits to include Councillors. MH agreed and suggested that the content could possibly dilute if there was Councillor participation at every meeting. SC made the point that duplication of information would also be a factor.

It was agreed that in future Councillors would be invited to an annual conference + field visit and MH emphasised that there was an expectation for Councillors to attend and this should be actively encouraged by the group.

The Chair requested ideas/comments to be sent to him and the Vice-Chairs for discussion.

Action: Suggestions to be forwarded to LC/MH/NW

4. Finances (Paper B) – Lyall Cairns

In Lorraine Horsted's absence, the Chair presented the SCG and SCOPAC Interim Financial Report August 2020.

The Executive Summary showed that the budget for 2020/21 will show a surplus of £12,993.07 however, expenditure will have to be tightly controlled to achieve this:

2020/21 SCG and SCOPAC:
Income £131,399.36
Expenditure £118,406.29
Net Surplus/Deficit £12,993.07

There were no questions or comments. LC will thank LH for her work on the Report.

5. Business Plan – general update from Mark Stratton and invite theme leads to comment anything notable (Paper C)

MS presented the updated Business Plan, some elements of which would be addressed by SC in Item 10.

Points of note:

Some BCP recharges need to be added.

SMP: SC/AF have been working on templates and will be attending a webinar 6/10/20.

KN reported that guidance documents and health checks should be approved in the next week or two. LC confirmed that they were ready for the next phase.

MS emphasised how levies have allowed an increase of engagement.

Mapping Tool: There is a reliance on officers to update to show efficiencies and a reminder email will be distributed by SB. Support will be available to gather the information.

Action: SB to circulate email

Coastal Landfill: MS and SC attended a meeting with a landfill mining company but it was felt it was not worthwhile pursuing any further.

MS will be presenting on coastal landfill and the SCOPAC landfill study to CIRIA later in the year.

Questions and Comments:

- LC felt the Business Plan was a powerful way to coordinate the group's efforts
- MH agreed and added that this clarifies how we recharge and encourages others to be involved
- LC stressed that involvement will strengthen the group

6. Climate Change Champions and Carbon Champions – Lyall Cairns

SF presented work in progress slides including a Venn diagram comprising a Sustainability Champion, Climate Change Champion and Carbon Champion, indicating that there was significant overlap between the three roles.

AF felt that the Carbon Champion role was quite specialist and the Climate Change Champion had wider aspects to the role.

LB recommended the ICE Course "Carbon Management in Infrastructure" that she has attended which underlines the need to include carbon management in the early stages of project management. LB now has a toolkit to help with this and it is an opportunity for the group to share experiences and feedback lessons learnt.

NW was cautious about the limitations of some toolkits where in certain circumstances there is no choice of materials e.g. concrete and that the common sense logic of habitat creation needs also to be considered.

MH questioned whether the wording should be 'champions' or 'experts'.

The diversity of Local Authorities' understanding of climate change will be a challenge. SF is planning to undertake audits across the Local Authorities in the region.

The Chair stressed that this needs to be managed on a national rather than local basis with the work mitigated by sharing the load. LC asked whether the group agree there is a need to share best practice to take forward and pool resources, bearing in mind the small budget allowed.

Action: To register interest in becoming involved, contact coastal.assurance@havant.gov.uk. NW expressed interest during the meeting.

7. CGN priority themes, leads and a “Call to Arms” (Place Making, Asset Management, Adaptation and Coastal Landfill) – Lyall Cairns

The themes were well received by the 7 groups through EA and DEFRA to work to. It is hoped that these will be circulated to SCG and sub-groups across the country by the end of October to report back nationally to EA/DEFRA.

MS/SC will be working on Coastal Landfill and AP on Asset Management.

SC opened the floor for volunteers:

AF and SCook volunteered for Place Making
CT volunteered for Adaptation

Action: MS/SC to send terms of reference to AF and SCook
AP to send terms of reference to CT

MJ reported that the East Anglia Coastal Group had expressed interest in linking in with other groups around the country.

MS stressed the importance of setting objectives and key actions for change rather than just discussion groups. The LGA have adopted a similar approach and MS underlined that it was important to create workstreams that won't duplicate their work.

8. New National Flood Risk Assessment NaFRA2 – asset data request (Paper D) – Andrew Pearce/Charlie Thompson

AP introduced Paper D and encouraged the SCG to support this request from the EA. CT presented the paper, although not a simple task, the group were rising to the challenge. The group should have received an email requesting the information for their section of the asset database and CT requested that if not, they should inform her. It is hoped that an extension to the deadline of 9th October will be granted.

Some organisations had been able to respond quickly as they already had their information available through their own asset management systems. The information we collate will give us a head start on records for spring/summer 2021.

NW suggested that a linear structure was required and asked if CT could feedback questions. CT agreed; the EA won't be familiar with our assets and may come back to the SCG & SCOPAC with questions.

Action: CT to feedback questions from the EA

LC noted the little understanding of coastal assets in our area and that in the south west they were given the benefit of a RFCC levy. CT will be pushing for a better understanding of coastal assets, possibly for the whole of Southern and Wessex.

MH reported that BCP Council had been successful last year in securing a £23k levy towards their coastal asset information system, which they are now in the process of building. MH advised that BCP bid had shared details of the bid with AP and CT.

The Chair congratulated CT/AP on their work and emphasised that a focus group was necessary to coordinate efforts and avoid duplication. AP added now is a good time to be moving to common standards, following the publications of the national digital strategy and EA information requirements.

9. SCG Procurement Framework Update (Minor Works and PSF) (Paper E) – Andrew Pearce

AP presented an update for Professional Services and Minor Works Frameworks. LC noted that the minor works values were of a reasonable size (£970k 2019/20, £1.8M forecast 2020/21).

MH pointed out that Professional Service framework had the option to extend (4+2+2) and queried a Minor Works extension. LC questioned if a 4+2+2 in 18 months would make it even more fit for purpose, by aligning. AP explained no option to extend the minor works as this market is more dynamic and suppliers need to be re-appraised.

Framework use and asset information would help authorities support each other to lobby for funding which has been especially difficult this year due to COVID-19.

MH highlighted that in the last week the RFCC reported the lack of asset maintenance spend by Local Authorities.

Action: LC to add an item for the next agenda to collect evidence

10. Research Programme (Paper F) & South East Regional Coastal Monitoring Programme (Paper G) – Sam Cope/Stuart McVey

SC presented Paper F
(see also Item 5 above)

Points highlighted:

- £17.5k is required to finish the outstanding projects from the previous 2015 – 2020 programme.
- Current programme this Financial Year – approximately 10 live projects.
- SCOPAC research – an interim meeting was held in July and the next is scheduled for 30th October. There is still a delay to the Bibliographic Database scanning research because of COVID restrictions not allowing access to Portsmouth University for scanning. Funding for this will move over to next year. The same applies to the acoustic tag work and Ebb delta study. Funding will be carried over where appropriate.
- The 2010/21 Bursary was awarded to Jake Carley, ECE Master's thesis title: 'Modelling Gravel Beach Profile Evolution Using Parametric and Process Based Models'.
- CIRIA Groynes in Coastal Management Manual – item closed.

- Dr Matthew Wadey and Dr Ivan Haigh will be presenting to SCG/SCOPAC on latest sea level rise findings and storms as part of the SCOPAC Storm Research in early winter.

SC put forward the recommendation from the RSG that surplus research funds be used for dissemination of the SCOPAC research and if possible, the IOW and Milford wave buoys be included in an addendum. BCP agreed to releasing Matt Wadey's time to undertake more work on this.

The Chair proposed that the group agree in principal to assign £5k to extend to supporting storm analysis. This was agreed.

Action: SC to work through the details in consultation with the Chair and Vice Chairs

Website: Sarah Austin of Vivid Websites has been working on a new site to merge SCOPAC and SCG and SC gave a quick overview.

Comments were invited regarding logo, domain name (southerncoastalgroup-scopac.org.uk) together with the general look of the website. The previous domain name will redirect to the new website.

Action: All to feedback to SC

SMV presented Paper G

Following SMV's summary LC commented on the value and power of real time data e.g. the stormy conditions at Boscombe/Weymouth/Swanage during the meeting.

AP asked whether the CCO need any information from the authorities prior to the next programme in April. CT confirmed that they are making preparations but allocation is not likely until January/February and they are hoping for a letter of comfort from the EA.

The Southeast Regional Coastal Monitoring Programme this year will be held on Wednesday 14th October as an online conference. The morning session will be a series of presentations with the afternoon consisting of discussion workshops. The group were encouraged to sign up for the workshops and feedback.

11. National FCERM Strategy / Action Plan, Government Policy Statement and Funding Opportunity: Innovative Flood and Coastal Resilience Programme – Llyall Cairns

LC will be involved in the FCERM strategy which requires a robust action plan and is seeking views on this from the group.

Action: All to feedback to LC

The Chair reported that Julie Foley of the EA had contacted him about the Innovative Flood and Coastal Resilience Programme.

MH and AF are in the early stages of putting a bid together. MS felt there would be opportunities depending on the parameters of the rules for tendering. Environmental enhancement across the group will require collaboration.

MJ reported that the Innovative Flood and Coastal Resilience Programme document was currently with DEFRA and should be signed off in the near future.

Webinars mark the start of 8-week expressions of interest. 25 places will be awarded funding in the spring to start work in summer 2021.

AF suggested working up proposals and sending to LC/LT to circulate. LC will liaise with Bryan Curtis if there is a requirement to go national.

Action: Proposals to be forwarded to LC/LT.

Action: MH/MS to share links for webinars 13/14/15 with Coastal Assurance (coastal.assurance@havant.gov.uk)

SC shared an email link for the Innovative Flood and Coastal Resilience Programme Team (InnovativeResilience@environment-agency.gov.uk) who can help with questions/information.

12. Field Visit and Conference (Proposed Conference date Friday 22nd January 2021) – Lyall Cairns

This has caused problems over the last few months due to COVID-19 and it was agreed that a field visit is not practical under current conditions.

There was agreement around the convenience of arranging and attending MS Teams meetings/webinars where room bookings, catering and travel aren't required. Also the importance of encouraging Councillor attendance to keep them updated.

Action: Feedback/ideas on engaging Councillors to attend conferences/webinars etc. to be sent to LC/SC/LT

There was some discussion around how these sessions should be organised.

The group voted and agreed:

- **The first webinar would be around 1-1.5 hrs with the theme 'Storm Analysis' (SC)**
- **Sessions would be recorded for redistribution**
- **The original suggested date of 22nd January would be avoided due to a Coastal Futures 2-day Conference 20th-21st January 2021**
- **Field visits would continue to be on hold; instead videos of site visits/voice-over drone footage etc. would be included where possible**
- **The webinars would provide the opportunity to share information to anyone who wants to join but charging attendance would be counter-productive due to the cost of administration**
- **Consultants would be welcome – there could be opportunities to showcase their specialist topics FOC or even pay for the opportunity to present**

- **Funds that would have been spent on field visits would be reinvested**

Action: SC to arrange a date for the Storm Analysis Webinar

13. AOB

Wholescape Approach to Marine Management (WAMM) – Alan Frampton

AF will be attending a workshop led by The Rivers Trust. This project will support a more collaborative approach with a wider group including Solent Forum.

See further details at <https://www.riverstrust.org/projects/wamm-wholescape-approach-to-marine-management/>

Eastern Solent Coastal Partnership Rebranding – Lyall Cairns

As of 7th October 2020 the Eastern Solent Coastal Partnership will be rebranded as Coastal Partners. LC asked the group to look out for the launch.

Milford On Sea Coast Protection Works Site Visit – Steve Cook

Rock is being delivered into Southampton on a daily basis and transferred by barge. There are restricted places to observe delivery on 16th October, weather permitting, co-ordinated by Dave Robson Dave.Robson@NFDC.GOV.UK.

14. Date of next meeting:

The Chair asked the floor if Fridays were still preferred for SGC meetings. This was agreed by the group.

Dates of next meetings:

SCG and SCOPAC Storm Analysis Webinar – date TBC (SC to confirm)
SCG Friday 19th February 2021
SCG Friday 11th June 2021