

SMP2 Meeting (2)  
At Town Hall Annexe, Bournemouth.  
Monday 16th July 2007, 1430

MAF3-13-023 SMP2 Agenda

AGENDA

1. To receive a presentation from Mouchel Parkman; Bournemouth & Poole's Partnering Consultant.
2. To consider if Mouchel Parkman should carry out the SMP2
3. To approve minutes of the last meeting, 11<sup>th</sup> June 2007
4. Action Items arising from previous minutes
5. Membership of Steering Group:
  - To consider request from PHC to join steering group.
  - If join, voting rights?
6. Structure of SMP2 group.
  - Member's steering Group
  - Officers' steering group (this group)
  - Stakeholder's group
7. Location of meetings:
  - Bournemouth is Lead Authority and is central;
  - All meetings to be held in Bournemouth, or do members wish to alternate?
  - If so, offers to host next meeting please.
8. Working name of SMP2:
  - 5f "Hurst Spit to Durlston Head"
  - "Poole & Christchurch Bays"
  - "Poole & Christchurch Bays and Harbours"
9. Website
  - Use Bournemouth's corporate website?
  - Use Poolebay.net?
  - Set up a new website dedicated to SMP2?
10. Date of next Meeting
  - ? Monday 10<sup>th</sup> September 2007

**MINUTES OF SMP2 CLIENT STEERING GROUP MEETING (2)  
BOURNEMOUTH TOWN HALL ANNEXE - MONDAY 16<sup>th</sup> JULY 2007**

**Present:** Dave Harlow (DH), Bournemouth Borough Council (Chair)  
Andrew Bradbury (AB), New Forest District Council  
Peter Ferguson (PF), New Forest District Council  
Andrew Gill (AG), Environment Agency  
Mike Goater (MG), Purbeck District Council  
David Robson (DR), Poole Borough Council  
Geoff Turnbull (GT) Bournemouth Borough Council  
Steve Woolard (SW) Christchurch Borough Council  
Geoff Tyler, Bournemouth Borough Council (Minutes)

**Also in attendance:** Zoe Hutchison )  
(for Item 2 only) Catriona Paterson ) Mouchel Parkman  
Uwe Dornbusch )

**1. Presentation by Mouchel Parkman**

- 1.1 The Steering Group received a presentation from Mouchel Parkman during which they outlined their experience of similar schemes and their ability to assist the Group with the delivery of SMP2. Zoe Hutchison summarised the key recommendations for SMP2 and explained the benefits of using Mouchel Parkman's services. General details of their fees for the various stages were also provided.
- 1.2 During the general discussion that ensued Mouchel Parkman responded to questions from the Steering Group on a range of issues including the compatibility of GIS packages; management of small units; consistency of numbering systems; modelling; working with H R Wallingford; economic considerations; managed re-alignment of sites; compensation and mitigation; third party landowners; the consultation process; experience of over-topping and breaches; resourcing and programming of work.
- 1.3 Zoe Hutchison agreed to forward a copy of the presentation to DH for distribution to members of the Group.

**2. Consideration of Mouchel Parkman's Suitability**

- 2.1 After the presentation members of the Group considered the information provided. Positive opinions were expressed about Mouchel Parkman's competence to undertake the work but there was also some concern about their technical ability and strength in depth.
- 2.2 GT explained that Mouchel Parkman's services could be commissioned through the existing framework agreement which had no upper financial limit.

Reservations were raised however about the propriety of engaging consultants through an engineering services partnering contract that did not include specific provision for coast protection work. GT said that he would check the position with the Council's legal advisers. DH agreed to write formally to the Authorities involved, including the EA, regarding the legal position and tendering arrangements so that similar checks could be carried out by each Authority. DH said that he would be on annual leave and asked that replies be sent to GT in his absence. It was agreed that the letters should be emailed as well as being posted.

- 2.3 Attention was drawn to the importance of a properly defined brief that contained the right balance between the consultant's areas of work and the in-house responsibilities. It was felt that much of the modelling work had already been completed in SMP1 and that the existing data could be used to formulate the policies. There was a need to produce a task list and identify project managers. DH said that the task schedules could be lifted out of the guidance. It was agreed that Eastleigh and Southampton would be the most appropriate sources from which to obtain references and feedback on Mouchel Parkman's performance.

### **3. Minutes of Last Meeting on 11<sup>th</sup> June 2007**

- 3.1 The minutes of the last meeting were agreed with the following amendment: Items 6.2 and 6.3 related to the breach at Double Dykes and Nick Lyness of the EA is to be reminded about the need to produce a statement on the final report from Halcrow.

### **4. Actions Arising from the Previous Minutes**

- 4.1 DH is still to be notified of the elected members from each Authority who will stand on the Member's Steering Group.
- 4.2 DH is to check with NFDC in order to prepare the brief.
- 7.1 Attention was drawn to the need to submit the application by September.

### **5. Membership of Steering Group**

- 5.1 It was agreed that Poole Harbour Commissioners and Natural England should be invited to join the Steering Group but not given voting rights.

### **6. Structure of SMP2 Group**

- 6.1 DH pointed out that the "Officers' Steering Group" should be renamed the "Client Steering Group".
- 6.2 It was agreed that the County Councils should be consulted as key stakeholders but should not be invited to join the Steering Group.

## **7. Location of Meetings**

- 7.1 It was agreed that Bournemouth should continue to be the venue for future meetings of the Steering Group.

## **8. Working Name of SMP2**

- 8.1 Consideration was given to the name of SMP2 and it was decided that this should be "Poole and Christchurch Bays".

## **9. Website**

- 9.1 Attention was drawn to the need for an appropriate website and "poolebay.net" was suggested in view of its success with the publicity for the beach renourishment scheme. DR said he would check with Sarah Austin whether this was feasible and whether the domain name could be changed to "Poole and Christchurch Bays". DH said that the North Solent website was particularly good and he would email the link to members of the Group.

## **10. Date of Next Meeting**

The next meeting is to be held at 2.00 pm on Monday 10<sup>th</sup> September 2007.