

SMP2 Meeting of Client Steering Group (#22)
At Bournemouth Learning Centre
Monday 2nd November 2009, 1300 lunch for 1330 start

AGENDA

1. Apologies

2. To approve minutes of the last meeting

CSG Minutes 21 - 28 09 09

3. Action Items arising from previous minutes

4. Matters Arising since 28th Sep

Thurs 8 Oct DCC

Wed 21 Oct NE

Tues 3 Nov Bournemouth Planners

Wed 9 Dec HENRA

5. Royal Haskoning - progress report

- Draft SMP2 to be published on website - 25 Nov
- All old documents to be removed from website.
- Programme v9

6. AOB

7. Dates of next meetings (changed details are highlighted):

2 November 2009	<u>CSG#22</u>	BLC Main Hall
9 November 2009	KSG#2 @ 1800	Bournemouth Town Hall, Council Chamber
26 November 2009	<u>KSG#2 @ 1800</u>	Bournemouth Town Hall, HMS Phoebe Room
14 December 2009	<u>CSG#23</u>	BLC SCITT Room
18 January 2010	<u>CSG#24</u>	Bournemouth Town Hall, "Willows" Room
22 February 2010	<u>CSG#25@0930, EMF#6@1400</u>	BLC Room 4
29 March 2010	CSG#26	Location to be determined
3 May 2010	CSG#27	Location to be determined

Public meetings

- 30 Nov. Christchurch
- 1 Dec. New Forest
- 2 Dec. Purbeck
- 3 Dec. Bournemouth
- 4 Dec. Poole

**MINUTES OF DURLSTON HEAD TO HURST SPIT SMP2
CLIENT STEERING GROUP MEETING #22
BOURNEMOUTH LEARNING CENTRE - MONDAY 2nd NOVEMBER 2009**

Present:

Andrew Bradbury (AB)	New Forest District Council
Peter Ferguson (PF)	New Forest District Council
Dave Harlow (DH)	Bournemouth Borough Council (Chair)
Geoff Tyler (GTy)	Bournemouth Borough Council (Minutes)
Simon Hill (SH)	Bournemouth Borough Council
Mike Goater (MG)	Purbeck District Council
Neil Watson (NW)	Environment Agency (South West)
Tim Kermode (TK)	Environment Agency (South East)
Nick Reed (NR)	Environment Agency
Richard Edmonds (RE)	Dorset County Council
Tony Flux (TF)	National Trust
Sue Burton (SB)	Natural England
Fiona McNie (FM)	Natural England
Tara-Leigh Eggiman (TE)	Royal Haskoning

Apologies:

David Robson (DR)	Poole Borough Council
Sarah Austin (SA)	Poole Borough Council
Stuart Terry (ST)	Poole Borough Council
Steve Cook (SC)	New Forest District Council
Geoff Turnbull (GT)	Bournemouth Borough Council
Steve Woollard (SW)	Christchurch Borough Council

Item No.		Action
1	Minutes of Last Meeting on 28th September 2009	
1.1	The minutes of the previous meeting on 28 th September 2009 were agreed.	
2	Action Items Arising from Previous Minutes	
2.1	Item 4.3 - DH had asked for the draft SMP to be withheld from Bournemouth's website because it would be publicly available before consideration by the other LA's, but was advised that this would not be possible because of Council policy. The document duly appeared on the website but no feedback was received. NR said the SMP had featured in the Bournemouth Echo and on Meridian Television following the Christchurch Council committee meeting.	
2.2	Item 4.5 - DH confirmed that he had attended the Dorset County Council meeting and had contributed to the briefing.	
2.3	Item 7.7 - DH said that a meeting with the Bournemouth Council planners had been arranged for 3 rd November 2009.	
3	Matters Arising since the previous Meeting	
3.1	DH outlined the meetings that had either taken place or had been arranged since the last meeting:- 8 th October 2009 - Dorset County Council Councillors and Officers	

21st October 2009 - Natural England
3rd November 2009 - Bournemouth Council planning policy officers.
3rd November 2009 - Communications Group meeting
9th December 2009 - Hengistbury Head Residents Association meeting.

4 Royal Haskoning - Progress Report

- 4.1 TE thanked everyone for getting their comments back on the draft SMP document by the deadline date.
- 4.2 DH asked whether the late comments from ST were to be accepted and suggested that they could be circulated to CSG members for consideration and incorporated with the comments received from the public consultation rather than altering the document at this late stage.
- 4.3 SB confirmed that Natural England had involved their Hampshire team in the consultation process.
- 4.4 TE said that the contract provided for a certain number of copies of the SMP document to be produced and asked how many would be required.
- 4.5 DH said that a copy of the document should be lodged with each central library. TK said that one copy of the main document would be sufficient for the Environment Agency together with a CD of the appendices. NW and TK pointed out that the National Review Group preferred all their documents in electronic format. TF said that the electronic version would suffice for the National Trust.
- 4.6 It was agreed that one hard copy should be provided for each authority, one for each of the Environment Agency's two regional offices and three copies of the main document with one copy of the appendices for the roadshows.
- 4.7 It was also agreed that 5,000 copies of the leaflet should be produced for the consultation exercise.
- 4.8 TK drew attention to the importance of having a leaflet showing the finally agreed policies. TF said that a leaflet should be produced 6 months after completion of the SMP to allow time for the policies to bed in.
- 4.9 TE said that it had been a generally quiet period and no changes had been made to the programme which was still Version 9.
- 4.10 TE asked that Royal Haskoning be advised if their attendance was required at any of the local meetings with the planners, etc.
- 4.11 DH drew attention to the agenda which contained the revised dates for future meetings.

TE

5 Public Meetings

- 5.1 DH confirmed that the Communications Group had been looking at the posters and other publicity for the consultation exercise.
- 5.2 NR distributed copies of the eight posters for the CSG to consider. It was felt important to include a poster about the changes to the coastline as experience had shown that the public did not always fully understand the effects.

5.3	NR said that help was needed with the pictures intended to represent the four policies and that a higher resolution copy of the map was also required.	
5.4	RE said he could let NR have a picture of Gun Cliff at Lyme Regis. AB pointed out that the pictures used should be of this SMP's coastline.	
5.5	DH commented that photographs would have to be restricted to 'Hold the Line' and 'No Active Intervention' as the other policies were difficult to show in a picture. It was felt that 'Managed Re-alignment' was a difficult concept and that it would not be possible to get a simple message across in one picture. The general view was to have just two pictures.	
5.6	TF asked if the posters stated anywhere that the SMP was not a statutory document and that there was therefore no legal obligation to fulfil the policies. TK said that the document was a statement of intent.	
5.7	AB drew attention to the need to present the information in a simple and unambiguous form. MG said that it should be in a form that appeals to the lay person and the emphasis should not be on technical accuracy. NR pointed out that the information was not stand alone and that experts would be on hand to put it into context.	
5.8	NW pointed out that a distinction needed to be drawn between flood risk and coastal erosion and that this would have to be explained quite carefully at the public exhibitions.	
5.9	FM asked whether the comments were to be captured by the Comms Group. SB said it would be helpful if the Comms Group could liaise with Natural England to ensure that their views were properly understood.	
5.10	SB said she could attend the New Forest, Poole and Purbeck roadshows and that it would be useful to get together with Bournemouth, as the lead authority, and also Christchurch.	
5.11	DH said that a combined Comms Team meeting with Natural England could be held during the week commencing 16/11/09. SB said she would get back to DH about the meeting. NR pointed out that the timetable was quite tight.	
5.12	In reply to a query from PF that the bands on the maps obscured some of the text, TE confirmed that the format had been used in other SMPs.	
5.13	DH said that the principle was effective and agreed that the overarching map with bands should be retained. The posters and leaflet were designed to draw people into the SMP discussion but the focus must be the SMP and not the posters. Any change in the message must be avoided.	SB
5.14	DH drew attention to the need for risk assessments to be carried out for the public meetings. It was noted that a standard risk assessment form produced by the Environment Agency could be used. DH said the BIC had disabled access and security facilities.	
5.15	DH said it would be advisable for the operating authorities to check that their roadshow and publicity material complied with their local equalities and consultation policies.	

5.16	TE said that Royal Haskoning would bring their laptop to the roadshows but each authority would need to provide a projector and screen for the presentations.	
5.17	<p>It was agreed that the minutes should record the times of the roadshows:-</p> <ul style="list-style-type: none"> • Monday 30 November - Christchurch: market area during the day and presentation in the Council Chamber in the evening at 6pm • Tuesday 1 December - New Forest: Beachcomber Café, Barton on Sea, 1pm to 7pm • Wednesday 2 December - Purbeck: Wareham Town Hall in the morning, Swanage Town Hall afternoon and evening • Thursday 3 December - Bournemouth: Bournemouth International Centre, 10am to 6pm with presentations at 2-hourly intervals • Friday 4 December - Poole: Dolphin Centre 9.30am to 4pm. No separate presentation. 	
6	Key Stakeholders Group Meeting	
6.1	DH said that the KSG meeting scheduled for 9 th November had been cancelled and would now be held at Bournemouth Town Hall on Thursday 26 th November 2009. PF confirmed that New Forest District Council had contacted the Key Stakeholders.	
6.2	It was agreed that all stakeholders should be invited and that individual invitations should also be sent to the local MPs for both the KSG meeting and the Roadshows. DH is to prepare the letter and circulate it to each of the other operating authorities so that the invitations can be forwarded to the local MPs by the EMF councillor.	
6.3	In response to a query from RE, it was confirmed that all DCC councillors were on the stakeholders list. It was also agreed that DCC county councillors should be invited to the EMF but that they would not be voting members.	
6.4	RE said he would be unable to attend the KSG meeting on 26 th November 2009.	DH
7	Adoption of SMP	
7.1	The meeting discussed the appropriate method of annotating the SMP document to confirm its adoption by the authorities involved. The insertion of a page containing the signatures of all parties was suggested. A preferred option however was a page showing each operating authority's endorsement by reference to an appropriate committee minute.	
7.2	SB said that Natural England approve rather than adopt the SMP and that they had no formal committee for this purpose so they would have to sign the document. It was pointed out that the Regional Director's signature should appear at the bottom of the page.	
7.3	RE said that DCC's Overview Committee could indicate their adoption of the SMP and that in this case Hampshire County Council should also be asked to confirm their approval.	

8	Future Meetings	
8.1	DH said that the need for the CSG meeting on 14 th December would be reviewed in the light of the feedback from the public meetings.	
8.2	DH said that the entire business of the CSG meeting on 18 th January 2010 would be consideration of the comments received from the public consultation and whether they should be accepted or rejected. All the remaining points raised would be looked at the morning CSG meeting on 22 nd February which precedes the EMF meeting in the afternoon.	
8.3	Provisional dates had been set for CSG meetings on 29 th March and 3 rd May 2010 which in the event may not be required.	
8.4	It was agreed that the CSG meeting time should remain as 1.00pm for a 1.30pm start.	
8.5	It was noted that the public consultation would close on 17 th February 2010, a final draft would be prepared taking all comments into consideration, and the SMP would then be adopted by each LA.	
9	Any Other Business	
9.1	NW said that funds had been secured for extending the SMP into the next Financial Year 2010/2011. A Variation Order is required, but the budget provision had been approved.	
9.2	TE said that the Poole Bay Strategy Study is starting in January and it would be worth inputting information from the SMP. NW said he would be meeting with all the authorities involved in Poole Bay plus Christchurch Council because of their interest with Hengistbury Head.	
9.3	Individual meetings are to be held with the first steering group meeting taking place in January 2010. The date of the meeting is to be confirmed. The National Review Group is considering the matter this week. Consortium consultants have been identified for the 23 month programme.	
9.4	SB said that Natural England needs to be involved in the Strategy Study.	
9.5	RE said that he had a copy of the High Court Ruling on the Boggis and Natural England case and he would circulate an electronic version. FN said she had an interpretation of the ruling if anyone wished to have a copy.	DH
9.6	The CSG meeting closed at this point but the discussion continued with a more detailed review of the posters for the public meetings.	
10	Date of Next Meeting	
10.1	The next CSG meeting is to be held at 1.00pm on 14 th December 2009 at the Bournemouth Learning Centre.	
10.2	The KSG meeting is to be held at 6.00pm on Thursday 26 th November 2009 at Bournemouth Town Hall.	