

East Head Coastal Issues Advisory Group Meeting

West Wittering Football Pavilion
2nd December 2008, 10.00 a.m.

Present:	Andrew Lawrence	The National Trust
	Jon Curzon	Natural England
	David Lowsley	CDC
	Nick Bean	Environment Agency
	Richard Shrubb	F.G. Woodger Trust
	Jim Robertson	West Wittering Parish Council
	John Davis	Chichester Harbour Conservancy
	Philip Couchman	Consultant
	Peter Morton	West Wittering Estate
	John McKerchar	Cakeham Manor Estate

1. Minutes of Last Meeting

There were no amendments to the minutes of the last meeting.

2. Pagham to East head Coastal Defence Strategy

DL reported that the Strategy was signed off by Full Council last week. Now has to be signed off by DEFRA and the Treasury; anticipated return by March 2009.

Pagham are still talking and have yet to produce their strategy. Have accepted the principle of adapted management. All actions have been assessed as environmentally appropriate and strategically the process has a green light.

Amendments to the Pagham to East Head document are small and will have only a minor effect on the Strategy. Reference was made to wording in the document 'the line established in the last 20 years' and JC requested the word 'established' be removed.

DL was asked if a copy of an Executive report on the Pagham to East Head Coastal Defence Strategy could be circulated to panel members.

Action: DL to circulate copies of the Executive Board report together with the Appendix showing strategy frontages.

JD referred to (Green Paper document ????) and said the appendices should be included so that they are available for future use by successive panel members.

DL pointed out that the final Consultation Report is made up of several other documents and is available on CDC website.

3. Contributions to running of Group

A contribution of £400 (including VAT) is required from each organisation to pay towards the cost of running the group. The group also decided to continue to use West Wittering Football Club as the venue for EHCIAG meetings.

4. Terms of Reference

DL requested that Terms of Reference of signed off by next meeting.

5. Implementation Plan : Immediate Recycling

JD said it was necessary to proceed with works if the spring deadline was to be met and the following points were decided:

- Single tender action was approved by the panel
- JD to appoint a Project Manager
- £5,000 to be made available for the recycling scheme
- PC to complete planning application and contract documents
- JD to oversee site supervision; H&S and plant hire
- PC outlined the costs for initial works such as footpath closure (footpath diversion order to be submitted soon), planning application etc together with his charge for six weeks work which was £2,500. JD said these costs would be met by the Harbour Conservancy as part of their £5,000 contribution.
- PC met with met with the contractors on the 1st December 2008 and a risk assessment is to be completed between PC and the contractors.
- NT and West Wittering Estates to have a meeting to ensure there are no problems.
- Reg3 application to be submitted by CDC
- PC to check with Environment Agency the need to submit a Flood Risk Assessment and also to complete a biodiversity survey report for submission on 12 December 2008.

It is anticipated that the recharge will be undertaken at the end of March. It is estimated that 14,000 cubic metres of material will be moved over a 12-14 day period. PC detailed the type and size of the equipment to be used and said he would supply figures for their hire. It is hoped the work will be completed by 16th March.

DD asked to see a diagram of where the material is to be laid – **DL to provide technical drawings.**

PC pointed out that shrubbery to the south of the hinge is likely to be damaged by work but PM said the planting was tamarisk and was unlikely to be permanently damaged. It was also pointed out that the 3 ton limit on the bridge at the car park would mean the plant would be unable to use it. JMCK said Berry Barn Lane was not an option because of the weight restriction; JD suggested vehicles accessed the beach at Bracklesham and came up through

the hedge anywhere along the beach at West Wittering. PC to reconnoitre the route from Bracklesham to West Wittering to see if this is viable.

The meeting also discussed:

- Consultation with partners – PC to submit a monthly report to keep members up to date with progress
- Land drainage consent not necessary
- Planning application should be decided in 6 weeks
- Plant to be provided by B&M Plant Hire at Runcton
- Beach at hinge to be closed. DD stated that legally NT are unable to close the beach on H&S reasons because of a caveat prohibiting this. A risk assessment is to be completed.
- PC to look at licence to ensure large vehicles are able to access beach and will ensure warning signs are put up.

National Trust want to see extent of work and liability to be undertaken on their land. They would like details of footprint and overall height and where material is to be extracted from and the possible effect of works on the birds and nesting sites. DD asked to see a method statement, detailed drawings and planning application before work begins. PC to forward draft documents by Friday, 5th December and pointed out the biodiversity survey and report will cover nesting birds and their sites.

JD asked that DD come back with National Trust comments within 48 hours.

JD also suggested that a press release be issued before the planning application goes in and another before plant begins to forewarn the public.

Action: Harbour Conservancy and National Trust to confer on press releases.

JD to circulate copy of Terms of Contract

6. Monitoring – Proposal from Malcom Bray

DL to circulate Monitoring report by Malcom Bray.

DL presented picture of sea bed movement. JR requested a sequence of diagrams for use as comparison.

Malcom Bray is to conduct an analysis of data on the movement of sand at East Head. Monitoring is due to start in spring 2009 and MB's first report is envisaged for autumn next year.

DL said a baseline survey was needed and suggested analysis be carried out before a report is commissioned. He said a base line survey had been undertaken at marsh level approximately 5 years ago.

M Bray uses a digital terrain model with a 6 month variation and recommends an immediate before and after survey.

JD proposed that work should get underway and a survey be undertaken on completion. It was also suggested that another survey be done on Groyne 24.

JR requested the groynes be renamed, from (a), (b), (c) to 21-24.

7. Future Timetable - Gantt Flow Chart

JD proposed commissioning core sampling to assess 'firm depth' along the beach line before recharge began. DL to look into possibility of core sampling.

JR circulated copies of a Gantt chart he had completed using the coastal issues at East Head and explained its relationship to 'who does what' and to the coastal work under discussion. At item 9 on the chart, with reference to funding, JD said all funding was to be channelled through the Harbour Conservancy; DL is to pay for the planning application; JD is to pay for the footpath closures. RS said £30,000 from the Woodger Trust will go to the Harbour Conservancy and West Wittering Parish Council is to contribute £5,000. RS also confirmed that West Wittering Parish Council are still firmly in support of undermining the sill.

JR proposed linking the Gantt chart to agenda items.

RS pointed out that once planning permission has been achieved further planning applications will not be needed for any further work. DL said this was an adaptive management scheme which allows for change which will happen and this plan takes this into consideration.

8. Any other business

(1) DD proposed that it should be made clear in any press releases that they were from all agencies and that all the agencies were going forward together and supporting this initiative.

(2) JD said he would only propose a meeting if needed, ie

after the recharge was complete.
Monitoring report is in place (DL)
sill consultant's report is in progress (May/June)
to report on progress of recharge

(3) DL Proposed writing paper to submit to DEFRA for submission to conference on the 7th December but will submit to panel members before sending to DEFRA.

9. Date of Next Meeting

Tuesday 19th May, 10.00 a.m. at West Wittering Football Club.