

# East Head Coastal Issues Advisory Group Meeting

West Wittering Football Pavilion  
19<sup>th</sup> April 2011, 10.30am

## MINUTES

### Present:

Stella Hadley (SH)	Cakeham Manor Estate (CME)
Gavin Holder (GH)	Chichester District Council (CDC)
David Lowsley (DL)	Chichester District Council (CDC)
Liz Rogers (LR)	Chichester District Council (CDC)
Siun Cranny (SC)	Chichester Harbour Conservancy (CHC)
Richard Craven (RC)	Chichester Harbour Conservancy (CHC)
Alison Fowler (AF)	Chichester Harbour Conservancy (CHC)
Nick Gray (NG)	Environmental Agency (EA)
Richard Shrubbs (RS)	F.G. Woodger Trust (FGWT)
Emma Kelman (EK)	Natural England (NE)
Andrew Laurence (AL)	National Trust (NT)
Mark Wardle (MW)	National Trust (NT)
Clive Moon (CM)	Portsmouth, Havant and Gosport Coastal Partnership (PHGCP)
Marcus Irwin-Brown (MIB)	West Wittering Estates (WWE)
Keith Martin (KM)	West Wittering Parish Council (WWPC)

**Apologies:** No apologies were received

Discussions focused on two separate areas of work:

- Ongoing progress of the trigger points;
- Flood defences at West Wittering involving the funding available from DEFRA.

Item		Action
1		
	<b>Introductions</b>	
	a) Round table introductions welcoming back David Lowsley. b) Welcome to Siun Cranny who has joined the Chichester Harbour Conservancy taking on the role of Director.	
2		
	<b>Review of actions from meeting of 21<sup>st</sup> September 2010.</b>	
	a) All Actions were undertaken and no issues were raised.	
3		
	<b>Trigger Points for Management Actions at East Head</b>	
	a) <u>Update</u> - Following the last meeting <b>GH</b> has amended the trigger point document following comments made. <b>GH</b> passed a copy of the document to each member of the group. <b>ACTION GH</b> is going to email a copy of the	GH

	<p>document to the group.</p> <p>b) <u>Changes made</u> –</p> <ol style="list-style-type: none"> <li>I. <u>Maintenance</u> of the groynes has been made clearer</li> <li>II. <u>Trigger Points</u> updated to Track, Watch and Action</li> <li>III. <u>Geotextile Sill</u> further info has been added to section F onwards.</li> </ol> <p>c) <u>Further Comments</u> - <b>DL</b> asked that item 2 which discusses the failures of 1 - 2 planks be updated to say that CDC will repair up to 5 planks. However if more than 5 planks are damaged then action T4 would occur and the group would meet to decide what action was needed for the damaged planks. <b>ACTION GH</b> to update document.</p> <p>d) <u>Predicted costs of groynes</u> – This figure will be increased to match the amendment to the number of planks CDC will repair. The new figure will be approximately £350 – £400 <b>ACTION GH</b> will update</p> <p>e) <u>Aim for next meeting</u> - is for the finalised document to be on the West Wittering website.</p> <p>f) <u>Monitoring Sheets</u> – <b>GH</b> circulated these in the meeting and explained that they have been condensed into one A3 sheet to make recording easier. <b>ACTION MIB</b> will take a picture of each measuring point. <b>DL</b> explained that timing for the monitoring is flexible, with less monitoring sessions taking place in the summer months and more in the winter. There were a number of questions raised about the trigger sheets;</p> <ol style="list-style-type: none"> <li>I. <b>MW</b> asked whether the data could be made into a visual model – <b>DL</b> said that if there are a lot of level changes being recorded, then this can be done.</li> <li>II. <b>KM</b> asked how long it would take to complete a groyne survey – <b>GH</b> said that it should take between 40 – 60 minutes.</li> <li>III. <b>DL</b> asked how often the Channel Coastal Observatory had surveyed the area in the past – <b>CM</b> explained that surveying took place about 3 times a year along with 1 additional post storm survey.</li> </ol> <p>g) <u>Spreadsheet</u> - <b>GH</b> explained that he has created a spreadsheet, which will record the differences in beach levels between surveys, any triggers that have been met and any damage to defences. <b>GH</b> explained that the spreadsheet was a good way of keeping track of what is going on. <b>GH</b> stated that it would also be useful for the data to be available on the website when it is up and running.</p> <p>h) <u>Maintenance</u> - Following the last meeting the top layer of planking has been removed from groynes C20 and C22</p> <p>i) <u>Feedback</u> - <b>ACTION GH</b> has asked the group to have a look through the trigger document and contact him if there are any comments or changes.</p>	<p>GH</p> <p>GH</p> <p>MIB</p> <p>GH, ALL</p>
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	<p><b>West Wittering Flood Defences</b></p> <p>a) <u>Update</u> – <b>NG</b> gave an update about the scheme and explained that it had been allocated some Flood Defence Grant-In-Aid funding. Although the amount was less than hoped, it is still very good news.</p> <p>b) <u>Timescales</u> - The project appraisal report will begin in the next month, and once this has been signed off, the construction designs will start. The project will stop for the bird migration period in October of this year and will then begin again in March 2012. EK has been working with NG and Natural England is happy with the proposals.</p> <p>c) <u>Pre Planning Assessment</u> - This is taking place to determine whether or not the scheme needs planning permission. The proposal builds on the existing bunds and could therefore be interpreted as improvement works.</p> <p>d) <u>Funding</u> – <b>KM</b> explained that there had been a meeting with all the contributors to the scheme. The contributors have given approval for their money to be kept and used for the project.</p> <p>e) <u>Legal Issues</u> – There are a number of legal issues, which are being dealt with at present. These include;</p> <ul style="list-style-type: none"> <li>o The EA need to be contracted to undertake the whole project. If the project overruns or runs into other issues, any extra costs associated should not be passed back the contributors.</li> <li>o 2012 – 2013 funding issue, because if the project has started it must be finished, whether or not funding is available in the following financial year.</li> </ul> <p>f) <u>Design</u> – <b>DL</b> asked the group if they liked the design of the scheme. <b>NG</b> explained that the designs which people have seen are only preliminary and during the construction design stage these designs will be further developed on feedback already sought on the design.</p>	
6		
	<p><b>Coastal strategies, shoreline management plans and schemes - updates.</b></p> <p>I. The EA are working on the East Head to Emsworth Strategy at present and the Harbour Conservancy is working closely with the EA on this.</p> <p>II. The Selsey West Beach scheme is now complete with the final cost being £1.5 million.</p> <p>III. The next big project in the Pagham to East Head Coastal Defence Strategy area is the Medmerry Managed Realignment Scheme with the groundwork's starting now.</p>	
6		
	<p><b>Website news</b></p>	

	<p>A) <b>KM</b> has been working on the West Wittering website and a forum has been created. The draft trigger points have been loaded onto the website.</p> <p>B) <b>KM</b> asked the group how they would like to publish the monitoring data. It was agreed that the forum and monitoring data would only be available to the group to begin with.</p> <p>C) <b>ACTION KM</b> is going to remove the trigger points data from the website until it has been collated and finalised.</p> <p>D) <b>ACTION GH</b> will distribute the trigger sheets in May once everyone has responded with their comments.</p> <p>E) It was agreed that once the data has been loaded onto the website an email will be sent to the group to make them aware that new data is available.</p> <p>F) <b>ACTION KM</b> is going to let the group know the login details in next few days following his meeting with the website designers.</p>	<p>KM</p> <p>GH</p> <p>KM</p>
7		
	<p><b>Financial Issues</b></p> <p>A) <b>GH</b> sent out the invoices and has received all the monies for the budget. In total this year's budget is £3,277.25. <b>GH</b> suggested that it does not need to be spent within the year and can always roll into next years budget.</p> <p>B) <b>GH</b> explained that to get a geomorphology update study the cost would be approximately £1000. <b>CM</b> explained that there might not be much new information available since the last survey so it might be worth waiting a while before doing another study. <b>CM</b> said that it would be worth talking to him after the meeting to decide if it is beneficial to do another survey. <b>SH</b> is concerned about the sand dunes and asked if a small study could be done for just that area. The group agreed that it was in their interests to fund a small survey if necessary. <b>ACTION SH</b> is going to discuss with Malcolm Bray the cost of doing a smaller more focused survey.</p>	<p>SH</p>
8		
	<p><b>AOB</b></p> <p>A) <u>Boscombe Surf reef</u> – <b>CM</b> updated the group on the surf reef and explained that it had not worked well and the Geotextile bag has now failed.</p> <p>B) <u>Tracer Study update</u> – There are 2,314 pebbles currently being traced. There are 1000 at East Stoke, 500 at Southsea and 525 at Langstone Harbour.</p> <p>C) <u>Tracer Study at Selsey</u> - The pathfinder project is going to provide funding for Selsey to undertake a tracer study which will involve 500 tracer pebbles being introduced at</p>	

	Selsey for tracing.	
9		
	<b>Date of Next Meeting</b> A) The next meeting for the group will be held on 4 <sup>th</sup> October 2011 at 10.30am at West Wittering Football Pavilion. <b>ACTION GH</b> is going to look into incorporating a site visit into the meeting.	GH