

**WASH EAST COASTAL MANAGEMENT STRATEGY FUNDING GROUP
MEETING**

**Friday, 4th December, 2015 at 11.00 am in the Chief Executive's Office,
King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES FROM THE PREVIOUS MEETING** (Pages 2 - 6)
3. **MATTERS ARISING FROM THE PREVIOUS MEETING**
4. **INFORMATION LEAFLET** (Pages 7 - 12)
5. **FUNDING UPDATE**
6. **ADDITIONAL FUNDERS** (Pages 13 - 16)
 - RSPB
 - Utilities
 - Beach Huts
 - Beach Bungalows
 - Others
7. **ANY OTHER BUSINESS**
8. **DATE OF THE NEXT MEETING**

WASH EAST COAST MANAGEMENT STRATEGY
FUNDING GROUP MEETING

**Minutes of the Meeting of the above held on
Tuesday 29 September 2015 at 3.00pm in the Chief Executive's Office,
King's Court, Chapel Street, King's Lynn**

PRESENT:

Paul Burrows	-	Environment Agency
Ray Harding	-	Borough Council
Peter Jermany	-	Borough Council
Mike McDonnell	-	McDonnell Caravans Ltd
Mark Ogden	-	Norfolk County Council
Kerry Rhodes	-	Anglian Water
Dave Robson	-	Borough Council

		<u>ACTION</u>
1.	<p><u>TERMS OF REFERENCE</u></p> <p>Those present considered the draft Terms of Reference which had been circulated with the Agenda.</p> <p>AGREED: (i) The Terms of Reference were agreed. (ii) The Terms of Reference could be reviewed in the future if required.</p>	
2.	<p><u>UPDATE ON UNIT B (HUNSTANTON TOWN)</u></p> <p>Dave Robson informed those present that the purpose of this group was to look at Unit C, however an update was provided on Unit B. It was explained that an application for funding had been submitted for works to Unit B and would be considered in October.</p> <p>Paul Burrows explained that the application for funding had been submitted to the Environment Agency, and would be presented to the Regional Flood and Coastal Committee. If approved funding would be allocated for 2021 however if other schemes were slipped or did not progress then this surplus may be allocated. Discussions were ongoing on how this could be taken forward.</p> <p>In response to a question from Kerry Rhodes, it was explained that once the funding gap was filled discussions could take place on the best use of the funds.</p> <p>Dave Robson confirmed that funding had been applied for 2021, however if the funding gap was met before 2021 plans could be considered earlier.</p>	

	Kerry Rhodes commented that it was important for timescales to be made clear to contributors.	
3.	<p><u>UPDATE ON UNIT C (SOUTH HUNSTANTON TO WOLFERTON CREEK)</u></p> <p><u>(i) Project Team</u></p> <p>Paul Burrows explained that project level conversations were ongoing. The next stages were:</p> <ul style="list-style-type: none"> • Appoint a consultant to progress the business case. • Develop appraisal work • Review the Business case in January • Get a firm view of costs • Investigate monitoring and MMO licensing costs. • Criticality of delivery milestones. <p>At the end of the appraisal process the relevant legal agreements would need to be signed off by all parties. Paul Burrows hoped that the standard legal agreement could be used.</p> <p>Paul Burrows explained that work was ongoing with the relevant organisations to bring down cumulative costs including the monitoring and MMO licensing.</p> <p><u>(ii) Objectives</u></p> <p>Dave Robson explained that a timescale for work was being drafted and a lot of work was required between now and when the business case would need to be submitted in January. All agreements would need to be in place before the business plan was submitted.</p> <p>Once the Business Case was agreed funding could be released by the Environment Agency before works were due to commence. It was hoped that funding would then be available for schemes in February/March of 2017/18 and 19. However the commencement of works would be dependent on when a contractor could be appointed.</p> <p>AGREED: Dave Robson to circulate the timescale of works to the Group.</p> <p><u>(iii) Funding</u></p> <p>The Borough Council would collect funding contributions in liaison with the Environment Agency and CIC. The Bank Account had been opened so the Council could now take delivery of receipts.</p> <p><u>(iv) Engagement Plans</u></p>	DR

	<p>The group discussed how they would engage with the community to encourage them to make contributions.</p> <p>Mike McDonnell explained that he had written to caravan owners and was confident that most of them would be willing to contribute. He had asked for contributions to be passed on to the relevant Caravan Owners Associations by 1st November. He would then collect the money and pass it on to the CIC. The CIC would then publish a list of everyone who had contributed.</p> <p>Mike McDonnell had also liaised with Parish Councils and discussions were ongoing. Snettisham Parish Council were keen to be involved, but had limits on what they could spend. He informed those present that he had been advised by the Borough Council's Planning Department that if funding was not in place planning permissions could be withdrawn from 2020, which was when renewals were due on temporary planning permissions.</p> <p>It was suggested that beach hut owners could be made aware of the proposals in their annual lease renewal notice.</p> <p>Dave Robson thanked Mike McDonnell for all the engagement work carried out. He explained that to engage people further articles could be published in the press and on the website and an information leaflet could be produced.</p> <p>Kerry Rhodes asked if utility companies had been approached for contributions. Dave Robson agreed to check where BT cables and sub stations were and approach the relevant companies.</p> <p>It was clarified that contributions were being sought for recycling work for a five year period. If funds were available renewal work could also take place and there was also an aspiration to raise the level of protection available. The Business Case being produced currently was for the five year recycling project. A separate Business Case would need to be progressed for any further work. Paul Burrows explained that funds available would be regularly reviewed and additional works could be considered dependent on funding available.</p> <p>AGREED: (i) Dave Robson to investigate what would happen to temporary planning permissions in 2020. (ii) Dave Robson to keep the website updated and the group to provide feedback on the content of the webpage. (iii) An information leaflet to be produced and forwarded to the group for consideration. (iv) The Council to approach beach hut owners for contributions. (v) The Council to approach utility companies for contributions. (vi) Mike McDonnell to speak to representatives of the IDB</p>	<p>DR</p> <p>DR</p> <p>DR/ALL</p> <p>DR</p> <p>DR/PJ</p> <p>DR</p> <p>MMcD</p>
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	The next Stakeholder Forum meeting would be held on 15 th October at 10.00am in the Hunstanton Offices at Valentine Road. Councillor Long would Chair the meeting. The minutes of the Stakeholder meetings would be published on the Borough Council's website.	
5.	<u>DATE OF THE NEXT MEETING</u> A teleconference or meeting to be arranged prior to submission of the Business Case in January. Date to be confirmed.	

The meeting closed at 4.35pm

FUNDING GROUP – INFORMATION LEAFLET



*Information
Leaflet on the
future funding
for Hunstanton
to Snettisham
Coastal Flood
Protection*

Funding Group – Information Leaflet

Background

The Wash East Coastal Management Strategy (WECMS) was prepared to take forward policies in The Wash Shoreline Management Plan (SMP) covering the coastal area from Gibraltar Point in Lincolnshire to Old Hunstanton. This document can be viewed on the East Anglian Coastal Group (EACG) website at www.eacg.org.uk/smp4.asp

The SMP identified that due to uncertainties about the impact of climate change and the availability of future government funding it could not set out a clear policy for the management and maintenance of the sea defences between Old Hunstanton and Wolferton Creek.



The WECMS which started in 2010 is supported by the Environment Agency, Borough Council, Natural England and Anglian Water.

The WECMS

The WECMS covers the coast from Old Hunstanton to the River Ingol outfall at Wolferton Creek. It was a joint Environment Agency and Borough Council project to look at the whole frontage and develop an integrated plan for the future management of the sea defences and adjacent land.

The Strategy set out options for coastal management for the short to medium term i.e. 25 to 50 years.

The coast was divided into three units, each chosen for their distinct geographical features and challenges:

Unit A – Hunstanton Cliffs

The Strategy has determined that the approach to manage erosion is to pilot a range of options that reduce erosion at the base of the cliffs caused by wave action.

Unit B – Hunstanton Town

The recommended approach for Unit B is to hold the line by maintaining the promenade and sea walls, including maintaining the groynes.

Unit C – South Hunstanton to Wolferton Creek

The Strategy confirms that it is sustainable to hold the line for the short and medium term. It assumes that the existing combination of hard and soft defences will remain and that maintenance of the existing groynes will continue.

Current Funding - Unit C

The defences need continuous maintenance and the Environment Agency operational staff undertake an annual beach recycling activity in February/March after the winter and spring tides have eroded the shingle defences.



If this recycling were to stop it could result in an immediate increase in the risk of flooding.

The beach recycling work was funded by government grant until 2013, as part of a scheme approval in 2006. The introduction of the Government's partnership funding approach has meant that the work can no longer be fully funded by Government and so between 2013 and 2015 the work has been paid for by Local Levy funding provided by the Regional Flood and Coastal Committee (RFCC). The RFCC has approved the use of the local levy, alongside contributions from the Borough and County Councils, to extend the beach recycling operation to February 2016.

Funding Group – Information Leaflet

This was to allow time for the required partnership funding arrangements to be set up.

Funding Options – Unit C

The Strategy developed a number of options with varying standards of flood protection. The standard of protection that the defence provides will depend on the level of contributions that the local community and businesses can afford.

Option: Do Nothing

Cease all current maintenance activity. The shingle bank will rapidly erode and stops providing protection in 3 – 5 years or sooner.



Option: Do Minimum

Continue current annual recycling work at the same investment level. The shingle bank gradually erodes reducing protection until no protection is afforded in around 30 years.

Option: Sustain Defence Standard

Continue current annual recycling work and gradually increase the amount of ten yearly recharge work to offer the same standard of protection as the current level despite climate change (a chance of between 1:10 and 1:50 of flooding in any one year).

Option: Equal Improvements 1

Improve to a 1:20 chance of flooding in any one year around Snettisham and to a 1:50 chance of flooding in any one year around Hunstanton/Heacham.

Option: Equal Improvements 2

Improve to a 1:50 chance of flooding in any one year around Snettisham and to a 1:75

chance of flooding in any one year around Hunstanton/Heacham.

Option: Equal Standards 1

Improve to a 1:50 chance of flooding in any one year throughout the frontage. Higher investment would be needed around Snettisham than around Hunstanton/Heacham.



Option: Equal Standards 2

Improve to a 1:75 chance of flooding in any one year throughout the frontage. Higher investment would be needed around Snettisham than around Hunstanton/Heacham.

Future Funding – Unit C

Under the Government's Partnership Funding policy, a contribution from national Government for funding Unit C will only be available if partnership funding can be secured. Using partnership funding for Unit C could attract a contribution of up to 25% of the cost of the option selected. The remaining costs will need to be funded from partnership contributions.

The WECMS considered a wide range of funding mechanisms to try to be fair and equitable and finally recommended that a Community Interest Company (CIC) would be the most effective means to manage local funding contributions.

Local caravan park owners and landowners, who directly benefit from flood defences in this area, had already expressed a willingness to make voluntary contributions to flood defence work.

Funding Group – Information Leaflet

Community Interest Company (CIC)

To form the East Wash Coastal Management Community Interest Company an *Application to Register a Company* and *Declaration on Formation of a Community Interest Company* were submitted to Company House in early 2015 with standard *Articles of the Association* and *Memorandum of the Association*.

The CIC currently comprises of three directors:

- Mike McDonnell
- Stephen Plumb
- Mark Robinson

A Funding Group has also been established with representatives from the CIC and:

- Environment Agency
- Norfolk County Council
- Borough Council
- Anglian Water

The Borough Council would collect funding contributions in liaison with the Environment Agency and the CIC. A standalone Bank Account has been opened so the Council can take delivery of contributions without any on-costs.

A meeting at the end of September 2015 outlined the next stage of events:

- Appoint a consultant to progress the business case
- Develop appraisal work
- Review the Business case in January 2016
- Investigate monitoring and Marine Management Organisation (MMO) licensing costs
- Identify critical delivery milestones

Legal issues would be dealt with by the Environment Agency.

Next Steps

The CIC would be writing to caravan owners and were confident most would be willing to contribute. Contributions would then be passed on to the relevant Caravan Owners' Associations by 1st November 2015 and then on to the CIC. The CIC would then publish a list of contributors.

Snettisham Parish Council were also keen to be involved but had limits on spend.

Other contributors, including beach hut owners, the King's Lynn Internal Drainage Board (IDB), the RSPB and utility companies would also be approached for funding.

The CIC were aware that if funding was not in place planning permissions could be withdrawn from 2020, which was when renewals were due on temporary planning permissions.

The priority now is to prepare a Business Case ready for submission in January 2016.

Targets

The minimum annual target to *Sustain the existing Defence Standard* is to raise at least £150,000 per year.



Contributions

Currently contributions totalling £ 40,000 have been received. **Every pound collected will support the beach recycling project.**

You can contribute directly either:

Online – use the Council's online form to make your donation direct to our "ring fenced & secure" bank account.

By phone – call xxxx

By cheque – make cheques payable to the *BCKLWN – Recycling*

Please note - unless you request otherwise we will only publish a list of contributors (not the amount).

Funding Group – Information Leaflet

F A Q

Q1. What is the WECMS?

The Wash East Coastal Management Strategy (WECMS) <http://www.west-norfolk.gov.uk/pdf/FW02.pdf> was prepared to take forward policies in The Wash Shoreline Management Plan (SMP) covering the coastal area from Gibraltar Point in Lincolnshire to Old Hunstanton. The SMP can be viewed on the East Anglian Coastal Group (EACG) website at www.eacg.org.uk/smp4.asp

Q2. What is a CIC?

Community Interest Companies (CICs) were introduced by legislation in 2005.

To register a CIC it must have a community interest - "Community Interest Test".

- The formation and registration is similar to that of any limited company
- CICs are specifically identified with social enterprise
- The definition of community interest that applies to CICs is wider than the public interest test for charity
- Directors have the same liability as a Private Limited Company
- The CIC is registered as a Company Limited by Guarantee
- A CIC also has a "lock" on its assets. Assets owned by the company are held in an asset lock which secures those assets to applications for the good use of community
- All assets must be used for the community purpose or, if they are sold, open market value must be obtained for them and the proceeds used for the community purpose
- If the CIC is wound up, its assets must be transferred to another, similarly asset-locked body
- CICs are less heavily regulated than charities. This means that other

organisations, including local authorities and other public bodies, may be more willing to contract with a CIC than a commercial company. As the social purpose is protected

- CICs are also increasingly successful in attracting the kind of grant-funding traditionally restricted to charities
- CICs do not currently benefit from any of the tax advantages that charities do.
- Directors have no personal liability.

Q3. What is the difference between recycling and recharging?

Recycling is the mechanical shifting of sand, shingle or even boulders from an area of accretion to an area of erosion. Normally recycling would be undertaken at a local level, with sediment being taken from an accreting ridge, the lower beach or an estuary bar, and transported a short distance to an eroding dune face or a blow out.

Reprofiling is an alternative term, usually referring to the direct transfer of material from the lower to the upper beach or, occasionally, the transfer of sand down the dune face from crest to toe.

Beach nourishment (also known as beach **recharging**) involves the importing of sand or gravel to make good losses due to erosion. If the source of material is local and related by coastal processes to the eroding area then this approach is known as **recycling**. Nourishment schemes can vary from a few truckloads to repair a blow out or other small eroded area up to multi-million pound schemes requiring sea delivery of sand dredged from the seabed.

Q4. When will the next recharge be required ?

Recharging depends mainly on the severity of the winter storms but there is sufficient material to continue with recycling only for at least two years

Q5. Why has my rent been increased to pay for flood defences?

Funding Group – Information Leaflet

The annual beach recycling work between South Hunstanton and Wolferton Creek was funded by government grant until 2013, as part of a scheme approval in 2006. The introduction of the Government's partnership funding approach has meant that the work can no longer be fully funded by Government and so between 2013 and 2015 the work has been paid for by Local Levy funding provided by the Regional Flood and Coastal Committee (RFCC). The RFCC has approved the use of the local levy, alongside contributions from the Borough and County Councils, to extend the beach recycling operation to February 2016. This was to allow time for the required partnership funding arrangements to be set up.

Caravan park operators are collecting money on a voluntary basis from tenants through a Community Interest Company (CIC) which they have formed.

Q6. How much money is needed?

On average the recycling operation costs about £150,000 per annum. Up to 25% of this cost is likely to come from Flood Defence Grant-in-Aid i.e. from Government provided partnership funding is in place first.

Q7. How do I know that the money will be spent on flood defences?

Any monies collected will be held in a ring-fenced bank account by the Borough Council to ensure that it can only be spent on the purpose for which it has been collected.

Q8. What happens to any surplus money collected?

Any surplus money will be saved up for when additional expenditure may be needed to cover emergency repairs, to increase the standard of protection and/or to pay for recharge.

Q9. Why isn't the Government paying for these works?

The beach recycling work was funded by government grant until 2013, as part of a scheme approval in 2006. The introduction of the Government's partnership funding approach has meant that the work can no longer be fully funded by Government and so between 2013 and 2015 the work has been paid for by Local Levy funding provided by the Regional Flood and Coastal Committee (RFCC). The RFCC has approved the use of the local levy, alongside contributions from the Borough and County Councils, to extend the beach recycling operation to February 2016.

This was to allow time for the required partnership funding arrangements to be set up.

Q10. Who agreed to all of this?

The Strategy was developed with the support and advice of a Key Stakeholder Group (KSG) and an Advisory Group (AG) made up of representatives covering caravan park owners, beach bungalow owners, Parish and Town Councils, landowners, traders, cliff-top property owners and conservation bodies.

The Borough Council approved the Strategy in January 2015; the EA adopted it in July 2015.

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Geoff Hall
Executive Director

Utilities – UK Power Networks, Transco, BT Open Reach

Environment and Planning

25 November 2015

Dear Sirs

Funding for Sea Defences – Snettisham to Hunstanton

You may be aware that a Community Interest Company (CIC) has been established to collect contributions towards the maintenance and improvement of sea defences on The Wash Coast. This East Wash Coastal Management CIC has been set up by local caravan park operators and landowners to ensure that coastal properties and businesses continue to be protected once current arrangements cease following the February 2016 recycling operation.

Some 75% of the annual cost (around £130,000) needs to be raised locally as partnership funding, which will then enable some 25% to be contributed from Government funding. The Borough Council has set up a Funding Group and a Stakeholder Forum to oversee the process. All funding contributions are made on a voluntary basis and will be held in a dedicated bank account by the Borough Council to be transferred to the Environment Agency to carry out the annual recycling works.

As a business benefitting from the current defences with essential infrastructure in the area at risk of inundation and customers that may lose services in a flood event you may wish to consider contributing to these works. The Government recently made business contributions to Flood and Coastal Erosion Risk Management projects tax deductible. You can contribute directly either:

Online – use the Council’s online form to make your donation direct to our “ring-fenced and secure” bank account.

By phone – call xxxx

By cheque – make cheques payable to the *BCKLWN – Recycling*

Please note - unless you request otherwise we will only publish a list of contributors (not the amount).

Yours faithfully

For Executive Director Environment and Planning

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Geoff Hall
Executive Director

Beach Hut Owners

Environment and Planning

25 November 2015

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As a beneficiary you may wish to consider contributing to these works. Currently contributions totalling some £40,000 have been received. **Every pound collected will support the beach recycling project.** You can contribute directly either:

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Yours faithfully

For Executive Director Environment and Planning

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Geoff Hall
Executive Director

Liz Appleton, RSPB Senior Sites Manager -
North West Norfolk
Titchwell Marsh Reserve, Titchwell, King's Lynn
PE31 7PD

Environment and Planning

25 November 2015

Dear Liz

Funding for Sea Defences – Snettisham to Hunstanton

You may be aware that a Community Interest Company (CIC) has been established to collect contributions towards the maintenance and improvement of sea defences on The Wash Coast. This East Wash Coastal Management CIC has been set up by local caravan park operators and landowners to ensure that coastal properties and businesses continue to be protected once current arrangements cease following the February 2016 recycling operation.

Some 75% of the annual cost (around £130,000) needs to be raised locally as partnership funding, which will then enable some 25% to be contributed from Government funding. The Borough Council has set up a Funding Group and a Stakeholder Forum to oversee the process. The RSPB is represented on the Stakeholder Forum and was part of the process of formulating The Wash East Coastal Management Strategy (WECMS). All funding contributions are made on a voluntary basis and will be held in a dedicated bank account by the Borough Council to be transferred to the Environment Agency to carry out the annual recycling works.

As an organisation benefitting from the defences at Snettisham beach you may wish to consider contributing to these works. Currently contributions totalling some £40,000 have been received. **Every pound collected will support the beach recycling project.** You can contribute directly either:

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Yours sincerely

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For Executive Director Environment and Planning