

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

THE WASH EAST COASTAL MANAGEMENT STRATEGY – FUNDING GROUP

**Minutes of the Meeting of the above held on Friday, 23rd September, 2016
at 11.00 am in the Chief Executive's Office, King's Court, Chapel Street, King's
Lynn, Norfolk**

PRESENT: Ray Harding (Borough Council), Paul Burrows (Environment Agency), Alan Gillings (Borough Council), Peter Jermamy (Borough Council), Mike McDonnell (CIC), Kerry Rhodes (Anglian Water), Dave Robson (Borough Council)

		<u>ACTION</u>
1	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>There were no apologies for absence.</p>	
2	<p><u>MINUTES FROM THE PREVIOUS MEETING</u></p> <p>The minutes from the meeting held on 8th June 2016 were agreed as a correct record.</p>	
3	<p><u>MATTERS ARISING</u></p> <p><u>(i) Lobbying</u></p> <p>Mike McDonnell explained that he was continuing to lobby the relevant Cabinet Minister and MP about changes to legislation to enable funds to be made available through a local charge to residents.</p> <p><u>(ii) Coastal Policy for Planning</u></p> <p>Peter Jermamy explained that the Site Allocations and Development Management Policies Plan was in the process of being adopted by the Council and as part of this process the Council would look at reviewing the Coastal Policy for Planning so that it took into account the Wash East Coastal Management Strategy.</p> <p>It was explained that the Policy would include limits on new development in coastal areas and timescales of operations. It would also cover renewals.</p> <p>The document would be a supplementary planning document and would be incorporated into the Local Plan review.</p> <p>It was confirmed that there was no intention to shorten the season,</p>	MM

	<p>but some occupancy issues would be looked at in a policy context.</p> <p>(iii) <u>Environment Agency</u></p> <p>Paul Burrows informed those present that he would now act as the lead officer from the Environment Agency on this project.</p>	
<p>4</p>	<p><u>BUSINESS CASE AND TIMESCALE OF WORKS UPDATE</u></p> <p>Paul Burrows provided the Group with an update as follows:</p> <ul style="list-style-type: none"> • Briefing notes were available from the Environment Agency which provided more detail. • A 15 year project was now being developed rather than a five year project. The benefits of extending the project were detailed in the briefing notes. • The 15 year project assumed that a small recharge would be required between year six and year fifteen to support the recycling process • The business case would assume that a recharge would be required in year six, but this depended on annual monitoring of the materials available. • Five yearly reviews would still be carried out on the licences required and sense checks etc. • Long term legal agreements would need to be looked at because the current agreements being drawn up were for five years. Paul Burrows was to liaise with his legal team regarding the requirements for the agreements. He hoped to draw up an agreement for the recharge works in advance, so that it was ready to be signed off when recharge work was required. • Efficiencies would be gained through a fifteen year project as only one Business Case would be required. • 43% Grant in Aid would be available for the project and it was estimated that approximately £3.2million would be required in partnership funding over the fifteen year project. More accurate figures would be available once actual costs were known. • Annual recycling was still on track to commence in February 2017. It was hoped that the Business Case would be submitted in December for consideration in January and legal agreements would be drawn up in the meantime. <p>Mike McDonnell referred to the CIC and how a five year project had been promoted to contributors. He also asked how the fifteen year programme would fit in with the tender for a five year contract. Paul Burrows explained that information on the tender process could be made available to him and he could promote the long term benefit to the CIC through information available in the Business Case.</p>	<p>PB</p>

	<p>Mike McDonnell confirmed that CIC contributions were sought on an annual basis and a request for the next round of contributions would be sent out in November 2016.</p> <p>Mike McDonnell requested to be involved in the tender process and provided with the detail to pass onto the CIC. Dave Robson explained that a lot of information would be available in the Business Case.</p> <p>Paul Burrows referred to the briefing notes, which contained more information on the financial forecast.</p>	MM/PB
5	<p><u>RECHARGE WORK UPDATE</u></p> <p>Paul Burrows explained that a mini recharge was likely to be required between year six and year fifteen. The Business case would assume that a recharge was required in year six as a worst case scenario. It was explained that there was no loss in volume at the moment, but there was a slow rate of decline. Monitoring would continue.</p> <p>The mini recharge would require 50,000m³ of materials and cost approximately £1.56million, which included design and supervision. After grant in aid was applied, approximately £890,000 would be required in partnership funding. Paul Burrows explained that there could be a shortfall in funding if the current income path was retained.</p> <p>Kerry Rhodes explained that Anglian Water had committed funds for the first five years. She explained that consideration would need to be given to the Business Case, and how far in advance Anglian Water could commit to assistance.</p> <p>Local Levy could be a consideration for meeting any shortfall and Paul Burrows explained that he would present a case to the RFCC to see if they would support this. He asked if Councillor Long and Mike McDonnell would be available to present the case to the RFCC at their meeting on 19th January.</p> <p>Dave Robson agreed to liaise with Councillor Long and Mike McDonnell agreed to provide a written response or video response, as he was unable to attend the meeting in January. Paul Burrows commented that the item could slip to the April meeting if required.</p> <p>Paul Burrows confirmed that Local Levy funding could be banked and carried over if required, unlike GIA which had to be spent within the relevant financial year.</p>	DR/MM PB
6	<p><u>LEGAL AGREEMENTS</u></p>	

	<p>Paul Burrows explained that he would discuss the fifteen year legal agreements with the Environment Agency's Legal Team. The agreement would be with the Borough Council and the Borough Council would then have back to back agreements with Anglian Water and the CIC.</p> <p>Dave Robson explained that the agreements would include break clauses and caveats and that back to back agreements with Anglian Water and CIC with the Council would be drawn up once the draft agreement with the Environment Agency was available.</p> <p>It was anticipated that draft agreements would be available in December before the Business Case was submitted.</p>	PB
7	<p><u>COMMUNICATIONS STRATEGY</u></p> <p>Dave Robson explained that beach hut leaflet drops and drop in sessions had been held. Information was also available on the Borough Council's website.</p> <p>Public engagement for 2017 needed to be looked at and it was suggested that the Cabinet Minister be invited to an event to mark the commencement of the recycling works.</p> <p>Mike McDonnell asked if individual caravan/beach bungalow owners could be written to as part of the next fundraising and Dave Robson agreed to draw up a letter and send out in early 2017.</p>	DR DR
8	<p><u>FUNDING UPDATE</u></p> <p>Mike McDonnell confirmed that the CIC had a current balance of £178,920. He explained that he had received correspondence from the relevant Cabinet Minister which highlighted powers for Parishes and Boroughs through the Local Government Act and he would carry out further research on any additional options available to generate funding.</p> <p>Dave Robson informed those present that a meeting had been arranged with the RSPB. He also referred to a recent article on the National Flood Resilience Review and would investigate further if any funding would be available through this route.</p> <p>Paul Burrows referred to a document relating to assistance from utility providers and suggested that this could be looked at again as another possible form of financial assistance.</p> <p>Alan Gillings confirmed that the following funds had been promised: £20,000 from Anglian Water and £5,000 from the Borough Council. Contributions of £1,455 from Beach Huts and £755 had already been</p>	

	received from public donations. He would send Mike McDonnell a copy of this information.	AG
9	<p><u>ANY OTHER BUSINESS</u></p> <p><u>(i) Report to Cabinet</u></p> <p>Dave Robson to present a report to Cabinet regarding future arrangements and the Business Case and circulate the report to the Funding Group for information.</p> <p><u>(ii) Stakeholders Forum</u></p> <p>Those present were informed that the next meeting of the Stakeholders Forum would take place on Thursday 13th October at 10.00am at the Valentine Road Council Offices in Hunstanton.</p>	DR All
10	<p><u>DATE OF THE NEXT MEETING</u></p> <p>Wednesday 14th December at 2.00pm.</p>	

The meeting closed at 12.10 pm