

**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 Wednesday, 14th December, 2016  
at 2.00 pm in the Chief Executive's Office, King's Court, Chapel Street, King's  
Lynn**

**PRESENT:** Paul Burrows (Environment Agency), Peter Jermany (Borough Council),  
Mike McDonnell (CIC), Kerry Rhodes (Anglian Water), Emma Stainer (Environment  
Agency), Dave Robson (Borough Council).

		<b><u>ACTION</u></b>
<b>1</b>	<p><b><u>APOLOGIES</u></b></p> <p>There were no apologies for absence.</p>	
<b>2</b>	<p><b><u>MINUTES FROM THE PREVIOUS MEETING</u></b></p> <p>The minutes from the meeting held on 23<sup>rd</sup> September 2016 were agreed as a correct record.</p>	
<b>3</b>	<p><b><u>MATTERS ARISING</u></b></p> <p><u>(i) Coastal Policy for Planning</u></p> <p>Peter Jermany confirmed that the Site Allocations and Development Management Policies Plan had been adopted. He explained that the Plan would immediately be reviewed and Supplementary Planning Guidance was in the process of being created which would be used for temporary planning permissions from 2020 onwards and would bring the guidance in line with the Wash East Coastal Management Strategy.</p> <p>Peter Jermany agreed to send Mike McDonnell a copy of the Policy.</p> <p><u>(ii) Report to Cabinet</u></p> <p>Dave Robson confirmed that the draft report had been circulated and comments had been incorporated. The report would be presented to Cabinet on 31 January 2017.</p> <p><u>(iii) Local Levy Application</u></p> <p>It was confirmed that an application for Local Levy funding would be presented to the RFCC at their meeting on 19<sup>th</sup> January 2017.</p>	
<b>4</b>	<p><b><u>BUSINESS CASE UPDATE AND PLANS FOR 2017 WORK</u></b></p>	

Paul Burrows informed the Group that the Outline Business Case had been approved by the Board and would now be submitted to the Business Review Group. He explained that there had been a couple of minor issues but it was hoped that the Review Board would be satisfied with the Business Case. He explained that one issue was that the Environment Agency would like to have Natural England involved at Project Board level and this would be arranged.

The full Business Case would be presented to the Business Review Board on 19<sup>th</sup> December and a decision was expected by 20<sup>th</sup> January 2017. If the Board agreed the Business Case it would then need to be submitted for financial approval.

Paul Burrows explained that he was looking at the possibility of contingency dates for the start of the works because of astronomical tide times. It was possible that the start date could be put back to 6<sup>th</sup> March if required.

It was explained that this project was the first Environment Agency project which was significantly partner funded and ideally legal agreements would be finalised before a contract was awarded. This would not be the case for this project and the Business Review Group would need to be satisfied that all agreements would be in place as soon as possible.

The Group was informed of the following timescales:

- 16<sup>th</sup> December 2016 – Borough Council to provide their initial reaction to the legal agreements.
- 15<sup>th</sup> February 2017 – Legal agreements to be signed off and money drawn in.
- 27<sup>th</sup> February 2017 – recycling work to commence, but the possibility of extending this to 6<sup>th</sup> March was being investigated if there were issues with the tide. The RSPB would have to agree to any delay in the commencement of works.

**ACTIONS:** Dave Robson to send the Council's initial reaction to the legal agreements to the Environment Agency no later than 16<sup>th</sup> December 2016 so that it could be presented to the Business Review Group.

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**RECHARGE WORK UPDATE. INCLUDING EA BID TO THE RFCC FOR LOCAL LEVY TO SUPPORT ANY MINI-RECHARGE.** (Pages 6 - 8)

Paul Burrows reminded those present that now that the Business Case had been extended for 15 years it included the potential for a mini recharge. Presently there was a funding gap of approximately £600,000 for this work and the Environment Agency had drafted a report to be presented to the RFCC on 19<sup>th</sup> January 2017 for local

	<p>levy funding to assist in meeting the funding gap.</p> <p>It was anticipated that if the application for local levy funding was approved there would still be a £300,000 funding gap and ways to raise the funds required would be investigated.</p> <p>The group discussed Norfolk County Council involvement and the contents of an email which was sent from Norfolk County Council to the Leader of the Borough Council (as attached).</p>	
<p><b>6</b></p>	<p><b><u>LEGAL AGREEMENTS</u></b></p> <p>The Group was reminded that Legal agreements would need to be in place as soon as possible. The Council would provide their initial reaction to the draft agreement between the Environment Agency and the Borough Council which would be submitted with the Business Case to the Environment Agency Business Review Board.</p> <p>Legal agreements would also need to be put in place between the Borough Council and the CIC and the Borough Council and Anglian Water. Kerry Rhodes explained that Anglian Water required a standard set of terms for partnership schemes and agreed to send the terms to the Borough Council for inclusion in the legal agreements.</p> <p>Mike McDonnell commented that Julie Foley from the Environment Agency had previously mentioned that the Environment Agency would carry out emergency repairs if there was damage due to high tides. Emma Stainer and Paul Burrows agreed to investigate if this was correct and report back to the group. Emma Stainer explained that if a large event was to occur, similar to in 2013, there was the possibility that the Government could make funds available for emergency repairs, however nothing was guaranteed.</p> <p><b>AGREED:</b> (i) Kerry Rhodes to send through to the Borough Council Anglian Water's standard terms for inclusion in legal agreements.  (ii) Emma Stainer and Paul Burrows to report back to the group who would be responsible for emergency repairs.</p>	
<p><b>7</b></p>	<p><b><u>COMMUNICATIONS UPDATE</u></b></p> <p>Dave Robson explained that at the next meeting the Group would need to look at the Communications Strategy for 2017, post recycling works.</p>	
<p><b>8</b></p>	<p><b><u>FUNDING UPDATE</u></b></p>	

In response to a question from Mike McDonnell, it was explained that the legal agreements included the business case figures, which were the worst case scenario. They included a percentage of risk and contingency. Mike McDonnell confirmed that he was now in a position to pass on £50,000 of CIC contributions to the Borough Council.

Paul Burrows explained that for future years it would be important that money was available in advance and arrangements for this would be put in place after the 2017 works had been completed.

Mike McDonnell explained that he wanted to achieve a surplus through the CIC so that funding was available for the mini recharge. He also explained that it was important that the voluntary contribution asked for did not increase. He was working at achieving a higher contribution area and had already sent out letters seeking contributions for next year and some cheques had been received.

Dave Robson informed those present that he had arranged a meeting regarding Parish contributions. The relevant Parish Council Chairmen and Clerks had been invited to the meeting along with representatives from the Council and Environment Agency. The meeting would be an informal discussion to discuss the powers of Parish Councils in raising additional funds from residents.

**AGREED:** (i) Kerry Rhodes to send a purchase order to the Borough Council for the initial £25,000 of funding.  
(ii) Dave Robson to provide feedback on the meeting with Parishes at the next meeting of the Funding Group.

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**ANY OTHER BUSINESS**

(i) Agenda Items for the next meeting

- Reporting arrangements throughout the term of the Business Case, including financial reporting and CIC updates.
- Conversion of the project appraisal to the delivery phase and get Natural England on Board.
- Operational Management of the recycling works.

(ii) Environment Agency

Paul Burrows explained that the Environment Agency had been restructured and now there was one coastal team covering the East Anglia area. He explained that there was the possibility that this area of work would be handed over to the operational team once all legal agreements had been signed off.

(iii) Communications

	<p>Mike McDonnell explained that there could be concerns from contributors of the CIC if there was a major tidal event shortly after the recycling works. The group agreed that it would be important to include in the Communications Strategy information on why the time of year was chosen for the recycling works and information on why the work was important.</p>	
<p><b>10</b></p>	<p><b><u>DATE OF THE NEXT MEETING</u></b></p> <p>The next meeting was scheduled to take place on Friday 10<sup>th</sup> February at 12pm in the Chief Executive's Office, King's Court, Chapel Street, King's Lynn.</p>	

**The meeting closed at 2.55 pm**

**Rebecca Parker**

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**From:** Peter Jermany  
**Sent:** 14 December 2016 14:41  
**To:** Rebecca Parker  
**Subject:** FW: Wash East Coast Management Strategy - Stakeholder Forum

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

As discussed for circ with minutes.

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**From:** Cllr Brian Long <[cldr.Brian.Long@West-Norfolk.gov.uk](mailto:cldr.Brian.Long@West-Norfolk.gov.uk)>  
**Date:** Wednesday, 07 Dec 2016, 09:11  
**To:** Peter Jermany <[Peter.Jermany@West-Norfolk.gov.uk](mailto:Peter.Jermany@West-Norfolk.gov.uk)>  
**Subject:** FW: Wash East Coast Management Strategy - Stakeholder Forum

Peter  
As discussed

Brian

Sent with Good Work ([www.blackberry.com](http://www.blackberry.com))

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**From:** McCabe, Tom <[tom.mccabe@norfolk.gov.uk](mailto:tom.mccabe@norfolk.gov.uk)>  
**Date:** Tuesday, 25 Oct 2016, 3:46 pm  
**To:** Cllr Brian Long <[cldr.Brian.Long@West-Norfolk.gov.uk](mailto:cldr.Brian.Long@West-Norfolk.gov.uk)>  
**Subject:** RE: Wash East Coast Management Strategy - Stakeholder Forum

Cllr Long,

Thank you for your email on behalf of the Wash East Coast Management Strategy Forum. As acknowledged by the forum and in your email Norfolk County Council does not have a responsibility for Coastal Protection. The previous financial support provided by this authority was as part of the one-off Coastal Fund that members created in response to damage caused to our coastal communities following the tidal surge in December 2013. Following the completion of this fund no further monies have been allocated by members to support additional coastal flood or erosion works that remain outside the County Councils core statutory functions.

With regard to officer support Cllr Bird understandably questioned in February (23<sup>rd</sup>) this year whether ongoing officer support by NCC for the WECMS was appropriate, given that the County Council has no statutory remit for coastal flooding or erosion. There followed an email exchange that responded to Cllr Bird's concerns confirming that going forward NCC officers would not be attending the Funding Group of the WECMS. It was also agreed with Cllr Dobson, Cllr Bird and Tom McCabe via correspondence in March (2<sup>nd</sup>) that NCC officers would only attend WECMS meetings where there are specific issues that relate to NCC's role as Lead Local Flood Authority ("LFFA") with responsibility to manage local flood risk within the county. As such the Borough Council were informed on 8<sup>th</sup> March 2016 that on completion of the beach recycling works this year NCC officers would no longer attend the WECMS Funding Group. This was due to the

ending of our financial involvement in the maintenance programme. As previously highlighted to local members officer attendance at future WECMS stakeholder meetings will be decided once the agendas are circulated.

Kind regards,

Tom

**Tom McCabe**  
**Executive Director**  
**Community and Environmental Services**  
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**From:** Cllr Brian Long [<mailto:cldr.Brian.Long@West-Norfolk.gov.uk>]  
**Sent:** 13 October 2016 09:11  
**To:** McCabe, Tom <[tom.mccabe@norfolk.gov.uk](mailto:tom.mccabe@norfolk.gov.uk)>  
**Subject:** Wash East Coast Management Strategy - Stakeholder Forum

Dear Tom,

I write to you as the chairman of the Wash East Coast Management Strategy Forum, who at their meeting in March asked that I write to express the meeting’s disappointment that the Forum will no longer receive the support of the County Council. Previously as you will be aware the scheme had officer support from the Flood and Water Management team as well financial support from the £50k towards last year’s beach recharge. I do appreciate that funds are limited and NCC does not have a responsibility for Coastal Protection and this was mentioned to the forum, however members were insistent that this happened, hence me writing today. The most vocal support for this communication was from Cllr John Dobson and Cllr Richard Bird, who really do feel there should be support for our efforts from Norfolk County Council.

Regards,

*Cllr. Brian Long*

Leader Of The Council  
Portfolio Holder For Environment  
Councillor for Mershelande Ward.

Tel. 01553 616245 Office PA

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