

Norfolk Suffolk Coastal Network Executive Group Meeting

Minutes of the Norfolk Suffolk Coastal Network Executive Group (name TBC) meeting at 9.30am on 27th October 2015 in Riverside Enterprise Centre, Lowestoft.

Present: Bill Parker (Suffolk Coastal and Waveney District Councils), Trevor Tolhurst (UEA and M-KEN), Tony Dolphin (Cefas), Karen Thomas (Water Management Alliance), Simon Hooton (Broads Authority), Andy Miller (Natural England), Keith Moore (Environment Agency)

With: Lisa Johnson (M-KEN), Mary Symons (M-KEN)

Apologies: Rob Goodliffe (North Norfolk District Council), Rob Young (North Norfolk District Council), Mark Johnson (Environment Agency)

1. PURPOSE OF MEETING

Reported

The purpose of the meeting is to:

- a) Provide a brief overview of the group activities to date.
- b) Outline terms of reference including governance, scope, aims and objectives and desired outcomes.
- c) Determine the format of the workshop scheduled for 23rd November
- d) Consider the name.

2. ACTIVITIES TO DATE

Reported

- a) The group have held two meetings to date but notes were not produced for the second meeting.
- b) The previous meetings confirmed enthusiasm for the network to join up existing knowledge and expertise to identify relationships and commonalities in problems affecting the Norfolk and Suffolk coastlines, resulting in evidence based, long-term strategic management actions.
- c) M-KEN have been appointed as secretariat for the group, and confirmed the next meeting is scheduled in the morning on 23rd November at UEA (room to be confirmed).

3. TERMS OF REFERENCE, AIMS AND OBJECTIVES

Considered

The terms of reference, USP and governance for the group.

Confirmed:

- a) The network, a wide partnership of relevant organisations *and* academics, will bring together cross-sectoral expertise using evidence-based decision making to inform long-term policy and strategic management decisions on a regional level. This group is larger scale and with a much longer term and more strategic evidence based vision than other existing structures, which are often reactionary, localised and immediate.
- b) Spatial definition: Kings Lynn → Harwich, the coastal strip encompassing the offshore wind turbines to inland stretches affected by water resource quality.
- c) Temporal definition: Medium to Long (c. 100 yrs) term.
- d) The following framework should be proposed to the wider group:



4. FORMAT OF THE WORKSHOP ON 23RD NOVEMBER

Considered

The format for the forthcoming workshop, noting it should demonstrate why the network is needed, have a clear purpose and proposed output.

Resolved

- a) Open the workshop with a regional map identifying some key coastal areas/issues in Norfolk and Suffolk (e.g. Clacton as a good example even though it is outside the target area). Identify common issues and cross-cutting themes, include past-scenario solutions. Ask the network to validate the map, add to it, and identify how the existence of the network can add value to resolving current issues or how it could have changed the outcomes of the past-scenario solutions.
Action: Bill Parker to identify issues on the Suffolk Coast, Rob Young to identify issues on the Norfolk Coast (Bill to feedback to Rob).
- b) Breakout groups to explore the cross-cutting themes in more detail, look at common themes arising and how they relate to resources locally and capacity to tackle issues within existing structures. List of cross cutting themes:
 - Governance
 - Evidence Base/Planning

- Funding
 - Skills/Capacity/Resource
 - Policy and Legislation
 - Communication and Education
 - Community/Politics
 - Economy
 - Innovative/Technical Solutions
 - Natural Resources
 - Regulations and Emission
 - Coastal Change
- c) Call for details of known research (past or present) which includes evidence from or research impact for the Norfolk and Suffolk Coast. This could be spatial or thematic, and relevant to any of the cross-cutting themes. Longer-term aim to create a map of known research.
- Action: Lisa Johnson to compile a 'survey monkey' survey to gather this information from the wider M-KEN network as well as the Norfolk and Suffolk Coastal Network.**
- d) Incorporate a 10 minute presentation highlighting a problem, solution/breakthrough.
- Action: Bill Parker / Karen Thomas to decide who/what.**
- e) Carousel/networking brainstorm of cross-cutting themes. Ask the network to consider themes with identified problems/solutions or with resource gaps or opportunities to work more effectively together.
- f) Consider the outputs:
- Investigate the possibility of presenting a GIS map to the group for further population by the network, with the aim of creating a multi-layered regional GIS map for the Norfolk and Suffolk Coastlines covering the temporal and spatial definitions of the group, and incorporating the main cross-cutting themes.
- Action: Trevor Tolhurst to discuss with GIS colleagues at UEA to determine what is possible.**
- Identify potential task & finish groups
- g) Consider membership of the group (to be tabled as list of organisations), aims and objectives and governance, including membership of the executive group.
- Action: Lisa Johnson to draft aims and objectives.**
- h) Decide on a name – suggestions put forward as follows:

East Anglia(n)	Estuarise	Partnership
Norfolk and Suffolk	Coastlink	Network
Coastal Collective	Triton	Institute
Coastal Consensus	NeXus	Hub
Collaborative Coasts		Centre

NB: It was confirmed that the term 'Institute' or 'Centre' would be problematic for UEA for governance reasons.

Actions

WHO	ACTION	STATUS
Bill Parker	1. Collect issues and cross-cutting theme	

	information for Suffolk 2. Confirm speaker/subject for 10 minute presentation on 23 rd .	
Rob Young	Collect issues and cross-cutting theme information for Norfolk	
Karen Thomas	Co-ordinate collection of other issues and themes and confirm speaker/subject for 10 minute presentation on 23 rd .	
Lisa Johnson/Mary Symons	Draft aims and objectives of group	
	Compile Survey Monkey questionnaire to gather data on existing research	
	Organise room booking/agenda etc. for Nov 23rd	
Trevor Tolhurst	Discuss the generation of a GIS map with colleagues at UEA and feedback to inform the workshop on 23 rd .	
All others	Assist Karen by providing issues and themes that you are aware of	
	Think of group name	