

# SOUTHERN COASTAL GROUP

## Action Plan

Action No.	Proposed Action	Lead Body	Proposed Start	Proposed Finish	Progress
1	Prepare, approve and adopt new Terms of Reference and Constitution for the Southern Coastal Group	Southern Coastal Group	April 2008	July 2008	Completed
2	Publish an annual forward programme of meeting dates for the Southern Coastal Group	Southern Coastal Group	April 2008	July 2008	Completed
3	Maintain an up to date database of Group contact details	Secretary	On-going	On-going	Completed
4	Continue to manage and update website	IW Centre for the Coastal Environment	On-going	On-going	In progress
5	Contribute to improvements, links and updating of national 'Coastal Groups Website'	Chairman/IW Centre for the Coastal Environment	On-going	On-going	On-going
6	Continue progress towards availability of electronic agendas and minutes	Secretary	On-going	December 2008	Agendas delivered electronically
7	Prepare an Annual Report and Business Plan for the Group	Chairman	Annually	Annually	Completed
8	Host an annual awareness-raising workshop for elected members and officers	Chairman	Autumn 2008	On-going	To be arranged
9	Arrange early meetings with RFDC Chairmen and EA officers to discuss input of coast protection issues to RFDC meetings	Chairman and Chairman SCOPAC	Summer 2008	On-going	Completed
10	Examine and support opportunities for joint-working, collaboration and joint-procurement between Group members (eg beneficial use of dredgings)	All	On-going	On-going	On-going discussions
11	Support workshops and training activities within the Group and/or with adjacent Groups on key topics and new scientific advances	Chairman and Research Sub-Group	On-going	On-going	To be arranged

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12	Prepare an updated web-based map showing progress with SMPs Round Two and Coastal Defence Strategy Studies	Chairman	Summer 2008	Spring 2008	Completion February 2009
13	Maintain firm links with Solent and Dorset Coastal Fora and the LGA Coastal Special Interests Group	Chairman and Forum officers	On-going	On-going	On-going
14	Encourage attendance by Group members at key coastal-related national/international conferences (with subsidy where appropriate)	All	On-going	On-going	On-going
15	Continue to support technical field meetings to see examples of coastal good practice in action (with subsidy where appropriate)	All	On-going	On-going	On-going involvement
16	Treasurer to attend meetings on occasions of fees setting for the year ahead and budget review	Treasurer	Annually	Annually	To be arranged
17	Liaison with EA over funding issues relating to Group's new role and delivery of Strategic Overview	Chairman	On-going	On-going	Business case for EA funding being prepared
18	Support the successful completion and adoption of Round Two SMPs and Strategy Studies and delivery of actions	All	On-going	On-going	SMPs being developed to agreed timetable
19	Encourage improved links between coastal engineers, development control and planning policy officers through the LDF process	All	On-going	On-going	For discussion
20	Complete review and update of SCOPAC Bibliographic Database 'list of favourites' on website	IW Centre for the Coastal Environment	On-going	December 2008	To be completed as part of website update
21	Exchange good practice on coastal risk management with Officers of the Environment Agency	All	On-going	On-going	On-going
22	Establish a system for reporting on coastal erosion issues to RFDC(s)	Chairman	Summer 2008	December 2008	Reporting in accordance with RFDC procedures
23	Work together with EA officers to influence and assist the preparation of Medium and Long Term Plans	All	Annually	Annually	All Coast Protection Authority Group members
24	Oversee the successful implementation of the	Research Chairman	On-going	On-going	On-going

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	Research forward programme				
25	Review research programme against timescales and targets	Research Sub-Group	Annually	Annually	On-going
26	Monitor progress on individual research projects	Designated technical officer	On-going	On-going	On-going
27	Propose additions to Research Programme as required and within budget constraints	Research Sub-Group	On-going	On-going	No changes to date
28	Approve minor projects for funding within agreed 'De-minimus' limits	Southern Coastal Group	On-going	On-going	None to date
29	Develop and adopt a Communications Strategy	Southern Coastal Group	April 2009	On-going	Report to next meeting
30	On-going input and development of the Regional and National Monitoring Programme	Research Chairman	On-going	On-going	On-going
31	Work with the EA to organise a workshop for the new Coastal Groups	EA/Coastal Groups	April 2008	On-going	Conference - Bournemouth 2008; Workshop - Reading Jan 2009
32	To develop and recommend to Defra additional Outcome Measures for FCERM	Southern Coastal Group	On-going	September 2009	On-going

Dr R McInnes OBE  
Southern Coastal Group

January 2009