

C-SCOPE Steering Group Meeting
Wednesday 14th October 2009 – 2:00 pm – 5:00 pm
Borough Gardens Community Rooms, Dorchester

Present:

- Ness Smith, Dorset Coast Forum
- Peter Moore, Dorset County Council
- James Feaver, Dorset Coast Forum
- Peter Tinsley, Dorset Wildlife Trust
- Rachel Waldock, Natural England
- Sandie Wilson, Portland Harbour Authority Ltd/ Portland Port Ltd
- Ken Buchan, Dorset County Council
- Malcolm Turnbull, Jurassic Coast Trust
- Mark Foxwell, Dorset County Council
- Tom Munro, Dorset AONB
- Vince May, Bournemouth University
- Sally King, World Heritage Team
- Nick Lyness, Environment Agency
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Apologies:

- Bob Huggins, DCF Chairman
- Tony Flux, The National Trust
- Simon Cripps, Dorset Wildlife Trust
- Simon Williams, W&PBC
- Steve Collins, Defra

		Action
1.	Introductions MT explained that he was chairing the meeting today in BH absence. MT welcomed the group and introductions were made.	
2.	Minutes of the previous meeting MT went through minutes of the previous meeting, focusing on action points. Action 1: NS has not yet to contacted Nicky Hoar, DWT Press Officer regarding future press releases related to C-SCOPE. NS to contact Nicky Hoar soon. Action 2: MF monthly visits to DWT not yet arranged, will happen early Nov Action 3: PM has agreed to chair the C-SCOPE MSP Task and Finish Group. Coastal Explorer Planning Task and Finish Group still has no chair. Action 4: SK spoke to Richard Edmonds re. PMC visit day. Action 5: Steering group comments regarding the C-SCOPE MSP Conference were received. Action 6: Letters regarding Steering group attendance were sent by BH.	NS MF
3	Project Update – Ness Smith <ul style="list-style-type: none"> • Project Management Committee Meeting Held PMC meeting on 18th and 19th August 2009. The first day was a successful field trip, visiting WPNSA, Portland Port, Portland Marina, Chesil beach. • Seascape Assessment Received 17 Expressions of Interest, the steering group helped whittle down to 6, who were then interviewed. The top two were seen again – one had a more innovative approach to Seascape assessment, and although the other could deliver a standard assessment it was felt there was an opportunity to push the boundaries in terms of our 	

understanding of seascape characterisation and evaluation using the former. The final decision was to go with – LDA Design, although currently confidential. LDA Design has just completed the East Midlands Regional Landscape Character Assessment Project. Their methodology for Seascape Assessment is a very exciting and looks at characterisation in a different way.

- **Offshore Renewable Tender**

This project will be looking into capacity for Offshore Renewables in Dorset and will create GIS data layers for the C-SCOPE project. The invitation to tender for this project was sent out to five organisations, four of these have expressed an interest in the project. The return date for tenders is 23rd October 2009, interviews will take place on 29th October 2009.

Action: PT will ask Victoria if she would like to be involved in this.

PT

- **C-SCOPE Marine Spatial Planning Conference**

C-SCOPE MSP Conference will take place on 19th and 20th October 2009. This will be a high profile, international event with speakers from Great Barrier Reef and The Baltic. Sara Catahan, previous DCF Policy Assistant, will also be attending and will present the MSP vision from Defra.

- **Marine Management Area Description Document**

This piece of work is ongoing, will be completed in next two months. Will be going out to Steering Group for peer review once complete.

- **Policy Library**

Joe Lockhart, a student volunteer from Bournemouth University worked with us over the summer to complete a policy library. This is a public policy library that the Coastal Explorer Planning Task and Finish Group are reviewing. If anybody in the steering group wishes to view this policy list please email ness.smith@dorsetcc.gov.uk

- **Communications Strategy**

This has gone to the joint secretariat to view.

Seabed Mapping update – Peter Tinsley

Ground truthing of the area from the acoustic surveys took place over the summer. PT pointed out lines on the seabed map and explained that these indicate where videos and still photographs of the seabed were taken.

DWT paid for a University of Southampton MCA research studentship to look into the habitat and geology map of the seabed, this has been completed and PT passed around the final research report.

A huge amount of data has been collected and this is being analysed at the moment. The Hydrographic Office is looking at the data. The data will be then be cleaned up and brought together to make the final data set.

Questions

- Q. How accurate are the student's maps?
A. In order to determine this PT would have to ask the student about this. The data will be accurate enough to be used for navigational purposes.
- Q. What are the white sections (gaps in the survey) on the seabed map?
A. Three reasons 1. One section has already been surveyed by the Channel Coast Observatory therefore their data will be inserted. 2. In one section the backscatter has been lost and cannot be recovered. 3. There are some areas where the depth was too shallow for the boat e.g. Kimmeridge ledges, this will not be a problem

	<p>though as aerial photographs can give enough detail or bathymetric lidar could be used.</p> <ul style="list-style-type: none"> • NL mentioned that EA is looking at some areas along the coast and could possibly fill in the gaps. • VM suggested using sonar maps as they record much higher resolution. They are not as visually attractive but very useful. VM suggested that we need to think about how the maps will be interpreted, a map of character and landscape will come out of the seabed mapping, is the importance of the data to tell a story? To be used as a public picture? Or is the seabed mapping going to be used for monitoring? PT mentioned that within the DWT project there is money set aside for an outreach project. <p>Coastal Explorer Planning tool – pilot demonstration – James Feaver JF gave a demonstration of the tool and the types of datasets already collected.</p> <p>Questions</p> <ul style="list-style-type: none"> • Q. VM asked whether JF has had any major issues with data collection? A. JF has got too much data, has taken time out of collecting at the moment and is waiting for a greater steer from Task and Finish Groups to find out key datasets. • Q. SW questioned how JF will deal with changes to datasets, for example changes to anchorage areas. A. Anchorage areas have changed recently in Portland harbour; JF has changed this on the datasets. • Q. Is there any declaration of the source of the data? A. A separate metadata base has been set up that gives copyright information but not sure how the public will access this information • VM suggested that we add the date the data source was added to the information, then users will know how recent the data is. • Q. SW asked what is going to happen now with the tool. A. A new version of Dorset Explorer is being developed, waiting for a steer on data, need to work out who will use the tool. The policy library will need to be summarised and prioritised as well, this will be addressed in the next Task and Finish meeting, possibly a university to do this. KB added that the policy library is an important part of this project and summarising these policies is a very large task. • Q. AH asked whether you can change the scale on the Dorset Explorer tool. A. Yes, as you zoom in you get more detail and can see different admiralty charts etc. • VM emphasised the importance of the project being maintained and sustainable. NL saw the purpose of the C-SCOPE project as to see what is relevant, at the end of the project the group should take the project back to Defra and get more funding. The learning process of this project is very valuable in itself. 	
<p>4.</p>	<p>Finance update - Mark Foxwell MF passed round a handout that showed the breakdown for budget compared to expenditure for the C-SCOPE project. He explained that expenditure on this chart appears to be lower than the budget at the moment; this is because some things have not been processed yet as they were billed following the end date of the reporting period. MF is concerned about external suppliers and the total amount of the in-kind contribution, DWT have not yet been invoiced. The cost of the seabed mapping should be in by March 2010, will assess expenditure then.</p> <p>The Interreg reporting should be done every six months. The next one covering expenditure up until the end of Nov – will then submit at the end of Jan. The last six monthly report was submitted last week – this was late due to changes in forms and templates and therefore a double submission was made.</p>	

	<p>The auditing process is very detailed, all forms, contracts and payslips are needed. We have our own auditors in Southampton. The report then goes to the first level controller in lead partners to be audited.</p> <p>We will have feedback from Interreg within the next three weeks.</p> <p>There have been complications experienced with financial reporting due to the exchange rate.</p> <p>MF is happy that we are working within budget; once the in kind contribution has been sorted out we will have a better understanding of where we are.</p> <p>NL questioned whether there was any monthly reporting taking place on what we have spent this month. KB and MF have been trying to develop a method for this, however there has been very little spend in the project so far.</p> <p>KB shared his concern that some of the in kind contribution may not be valid – the situation is very unclear at the moment but will become clearer by the end of the year.</p> <p>VM asked if KB or NS could summarise the potential areas that could be cutback in the C-SCOPE project at the next steering group meeting. KB explained that the touch screens for the interactive would be the most obvious cut; these were allocated 50,000 euros in the budget.</p> <p>MF gave an update on contributions from match funding. Money has been received from DCC and NE – will be sending out invoices for more money soon. There was an issue with the Defra contract but this has now been resolved.</p> <p>MF explained to the group that DCC will be implementing a SAP erp system at the end of the year, and forewarned the group that this could make financial reporting more complicated.</p>	
5.	<p>PMC and Risk Register</p> <p>The project agreement has now been signed and it is now official.</p> <p>Possible project setback</p> <p>The Belgian partners are having problems recruiting a Project Manager and Assistant, this has created a project set back and therefore the Belgian partners suggested in PMC meeting that the C-SCOPE project should be put back 6 months and will possibly employ consultants to try and bring them up to speed. KB felt that the project can only go back 3 months into 2012 due to NS and JF contracts but as long as our partners could cover tying up the final project reporting we could extend to six months. We would aim to have the Dorset component of the project completed by the end of March 2012.</p> <p>Joint project deliverables</p> <p>One output of our Belgian Partners is a Belgian Coast Forum, this has been developed as an annual event and is different to the Dorset Coast Forum in that the DCF has a membership and the Belgian coast forum has a less formal arrangement being used for dissemination of information and networking in a conference type setting.</p> <p>Our Partners have decided that the Coastal Explorer Planning tool will not be useful to them, they have a preference to enhance their existing coastal atlas having discussed this with their coastal stakeholders. The Steering Group were concerned that this may affect the project outputs as outlined in the project bid. KB thought that the situation is only a mild concern as for the JTS it is expected that there will be changes from the originally planned project outputs especially when the project depends on stakeholder's views.</p>	

	<p>Steering Group were a little disappointed that Partners are not adopting Coastal Explorer, KB explained that their stakeholders felt the tool should be different, more like our interactive tool. NL thought it was a shame because if our Partners were using the tool too it would help it to be accepted at a European scale. Members of the group were concerned that if our Partners cannot use the tool, we might need to question how transferable it is. NS explained that the Partners made this choice not because the tool wouldn't transfer, just that their focus was different.</p> <p>Risk register New risk added to register:</p> <ul style="list-style-type: none"> • Employment risks – delay in employing 1st level controller • Delay in employing joint project officer <p>Action: Group would like KB to add deviations from project output as a risk. It was agreed that it would be good to have this noted so that the Auditors can look back and see when we had any concerns.</p>	KB
6.	<p>Task and Finish Group updates Communications Group This group is very small and specifically qualified. There were five members at the first meeting but it was very constructive.</p> <p>Action: All to think about whether they know of anybody else who works in communications that could join the group.</p> <p>At the first meeting the following issues were discussed:</p> <ul style="list-style-type: none"> • The need to explain to the public what C-SCOPE is • The need to foster ownership in MMA • Public suspicion about why they are being asked to become involved • Contacting the public via parish newsletters • Locations along the Dorset Coast suitable for public engagement • Do we need to catch tourists or are locals enough? • Should we be going out with a clipboard? Possibly at Great Dorset Beach Clean • The cost of marketing interactive and changing the name – needs to be snappy and short for public. SK thought the name should include the word DORSET. • NS would ideally like to have more marketing people on the group. <p>Coastal Explorer Interactive Group At the first meeting:</p> <ul style="list-style-type: none"> • JF demonstrated Dorset Explorer, the group also looked at Google interactive maps such as those used by Finding Sanctuary. • Discussed target audience, not yet clear and will discuss further at next meeting • Discussed embedding the Interactive map and tool into other websites such as Destination Dorset, which was not seen as suitable as it is a unique tool and Interreg may not allow embedding. • Bridget Betts is drafting a set of objectives for the group – the primary objective is to promote the sustainable use of the coast. • At the next meeting the group will be visiting Zeta, to explore possibilities for the website. <p>GF warned that the chair of Zeta is also a member of W&PBC.</p>	All

	<p>There was a suggestion that the tool could be part of a university website.</p> <p>The steering group discussed the tool as a “brand” and “package”. GF thought that the tool should be sold as a package, SK questioned whether C-SCOPE should be a separate brand to DCF or should use DCF as already a recognised brand. The group considered codes of conduct and where they fit in. This will be soft management built into the Interactive website.</p> <p>Legacy and sustainability of the project was highlighted and it was suggested that this should be something that the Steering Group should work on, not Task and Finish Groups. Therefore it should appear as an agenda item every time for the Steering Group.</p> <p>MSP Group</p> <p>The first meeting was very introductory, bringing everyone up to speed on MSP. Existing examples of MSP were given and the group overall preferred zoning to policies. Group was asked to consider the following:</p> <ul style="list-style-type: none"> • Definition of MSP • Policies or zones • 2 objectives for the MSP <p>Coastal Explorer Planning Group</p> <p>A demonstration of Dorset Explorer was given. The list of policies was shared with the group and they were asked to review list, consider relevance of policies and prioritise policies. There was not a great deal of feedback on this; SW could not remember receiving final list though.</p> <p>Group was also asked to review relevance of datasets and see if any were missing. VM stressed that we need to make it clear to local people that they can use the tool to make opportunities; it will not just be a preventative tool. KB is temporarily chairing the group.</p>	
7.	<p>Objectives for Dorset MSP – Peter Moore</p> <p>No objectives finalised yet but PM has looked though suggestions from group and come up with the following “key principles”</p> <ol style="list-style-type: none"> 1. An overarching principle to promote sustainable development – groups discussed different definitions of Sustainable development. Group thought that considering what the area will look like in 50 years time would be helpful. GF – “Future is not what we think it will be, it is what our children will do” therefore GF stressed educational importance. 2. Evidence – needs to be based on good science with measurable outcomes. The evidence needs to mean something to society. 3. Clarity and flexibility – reactions to unforeseen circumstances 4. Accessibility and accountability – locally driven and adopted, stakeholder engagement to create stakeholder ownership. Consider presentation and language. 5. Aligning with other documents – plans and strategies locally and nationally would give added value. Need to be aware of legislation coming out and avoid duplication. Aligning with existing designations in MMA e.g SAC, MCZ, SSSI. 6. Legacy and long term sustainability of the product (suggested by SW) <p>PM suggested that the objectives of the MSP should be tested to these principles. The group stressed the importance of the plan needing to be able to adapt to different cultures if it is to go out to EU.</p>	

	<p>Action: PM will write up comments and re circulate to Steering Group, then take these to the MSP task and finish group at their next meeting.</p>	<p>PM</p>
<p>8.</p>	<p>Public engagement strategy We would like to get out to people that have not heard about C-SCOPE yet and possibly gain information from them on how they use the coast. Initial thoughts on public engagement were to put on events in village halls. NS has presented to Rangers and will be presenting to Purbeck Heritage Committee and Coastlink.</p> <p>Action: Suggestion that NS should contact Nick Reed, Coastal Community Engagement Officer for EA, and to TM regarding Dorset AONB work on rural roads GF suggested using social networking sites such as facebook and twitter. This means that if people go to a village hall, they can follow the project afterwards on twitter. Another idea was to make short videos and post on youtube and DCF website.</p> <p>Alignment of the project with other public engagement should be considered to prevent public bombardment. SK suggested that Jurassic Coast , 2012 Olympics and C-SCOPE could approach public together.</p> <p>Suggestion to use Harbour group consultative committees.</p> <p>The Steering group asked whether they would be required to give any talks. SW would find 4 summary PowerPoint slides on C-SCOPE very useful.</p> <p>Action: NS to create and circulate summary slides (with more pictures and less words)</p> <p>GF suggested using media students to create a short film on C-SCOPE. VM is talking to a group of media students in a couple of week's time. Tony Flux has also worked with media students in the past. Anjana of Jurassic Coast would also be a good person to talk to about this.</p> <p>Action: NS to follow up</p> <p>VM mentioned that he was giving a talk to Pimperne Camera Club and would be taking to opportunity to talk about C-SCOPE there.</p> <p>NS asked the group how they thought we should attract people to the events. Choosing a controversial local issue was considered a good way to draw people in, but need to be careful with language. Free wine or cake was also suggested.</p>	<p>NS, TM</p> <p>NS</p> <p>NS</p>
<p>9.</p>	<p>Work programme for next quarter</p> <ul style="list-style-type: none"> • Seascapes assessment – inception meeting, policy review, start of characterisation • Offshore renewables – consultant appointed, desk-top study, data gathering • MMA completed and sent for peer review • Interactions matrix sent out to key stakeholders • 'Retreat week' – strategic review: Might be calling on members of the Steering Group to join the planning at certain points during the week. Action: NS will send dates out and plan for week. • Further development of Coastal Explorer Planning tool • Next round of Task & Finish Group meetings • Project & Finance report for mid-December • Visit to CEFAS and Finding Sanctuary to learn more about decision making 	<p>NS</p>

	tools	
10	<p>Any other business</p> <p>GF spoke about the BT Broadband legacy that will come out of the Olympic games. 4 fibreoptic cables will be placed in Portland. This led to the suggestion that the finished format of the C-SCOPE project outputs could also be applications on an i-phone. The finished format of the MSP will be discussed next meeting.</p> <p>The royal mint will also be issuing a range of 50p coins for the Olympic games. The sailing 50p coin has a relief map of Weymouth and Portland on it.</p> <p>Date of next meeting: 13th January 2010 – 2 pm – venue TBC</p>	