

**Joint Coastal Project Board  
Corton/Gunton/Pakefield/Thorpeness  
Terms of Reference  
(9<sup>th</sup> August 2021)**

**1. Introduction**

These terms of reference are for the Joint Coastal Project Board, covering projects in Corton, Gunton, Pakefield and Thorpeness. The Board are responsible for providing an oversight of the projects relating to the coast from Corton in the north to Thorpeness in the south, taking into consideration the Gorleston to Lowestoft Coastal Management Strategy and the relevant Shoreline Management Plan (SMP) policies (SMP7). Both the coastal strategy and the SMP have been endorsed by East Suffolk Council and formally signed off by the Environment Agency.

The role of the Board is in the context of a wider Governance Structure, which includes an officer-led Project Teams and community-led stakeholder groups. The projects are all partnership, encompassing a range of flood and coastal risk management issues that require the involvement of community and businesses locally.

Given the many elements involved in the project areas from Corton to Thorpeness and the number of local parishes, communities and businesses involved it is important that there is a Joint Coastal Project Board who are able to provide strategic direction to enable recommendations to be taken to the relevant authorities such as the East Suffolk Council Cabinet or the Environment Agency, provide guidance to the officer led Project Team and act as a democratically representative group on behalf of all those affected by the flood and coastal erosion risk issues encompassed by the studies and other related work happening in this area.

**2. The Project Board is therefore required to:**

- Support the partnership approach.
- Support and steer the Project Team and assist with opportunities and challenges faced by them.
- Challenge and endorse recommendations of the Project Team regarding potential options for flood and coastal erosion risk management in the project areas from Corton to Thorpeness.
- Ensure local people and businesses have had opportunity for appropriate involvement in the project(s) through an agreed communications strategies for each project.
- Make recommendations on funding requirement/spend.

- Ensure cost beneficial strategic flood and coastal risk management options are developed where it is appropriate to do so.

This will be achieved by.

- Attending 4 Board Meetings per annum
- Collaborative working at the Board meetings.
- Seeking wider views of those you represent outside of Board meetings
- Facilitating discussions outside of Board meetings, where appropriate, regarding funding and facilitating options that bring a wide range of benefits

### **3. Group Responsibilities and Membership**

**The Project Board will:**

- Review tasks undertaken by the relevant Project Manager and Project Team and monitor progress at Board meetings and through updates.
- Have an understanding of the flood and coastal erosion risk issues and potential solutions (following presentations at Board meetings).
- Support the project team development of any FDGIA Business Cases, towards the delivery of flood and coastal erosion protection measures.
- Agree communications and public engagement strategies and action plans for each project.
- Support the project(s) with engagement opportunities, where appropriate and share feedback from stakeholders and partners.
- Identify any other relevant work that might need to be included in the project(s) or linked to other projects as part of the delivery of flood and coastal erosion risk management work in this area.
- Identify any opportunities that could be encompassed within the project(s).
- Identify other sources of funding and flag opportunities to the project team.
- Highlight any technical, social, economic or political risks to developing any of the projects or work in this area.

**Membership of the Project Board includes:**

- **Corton Parish Council**
- **Lowestoft Town Council**
- **Thorpeness Parish Council**
- **Suffolk County Council (Highways, Lead authority for Rights of Way and Lead authority for Archaeology, Lead Local Flood Authority)**
- **East Suffolk Council (Lead Planning Authority/ Coast Protection Authority)**
- **Environment Agency**
- **Natural England**
- **Nominated District councillors**
- **Anglian Water**

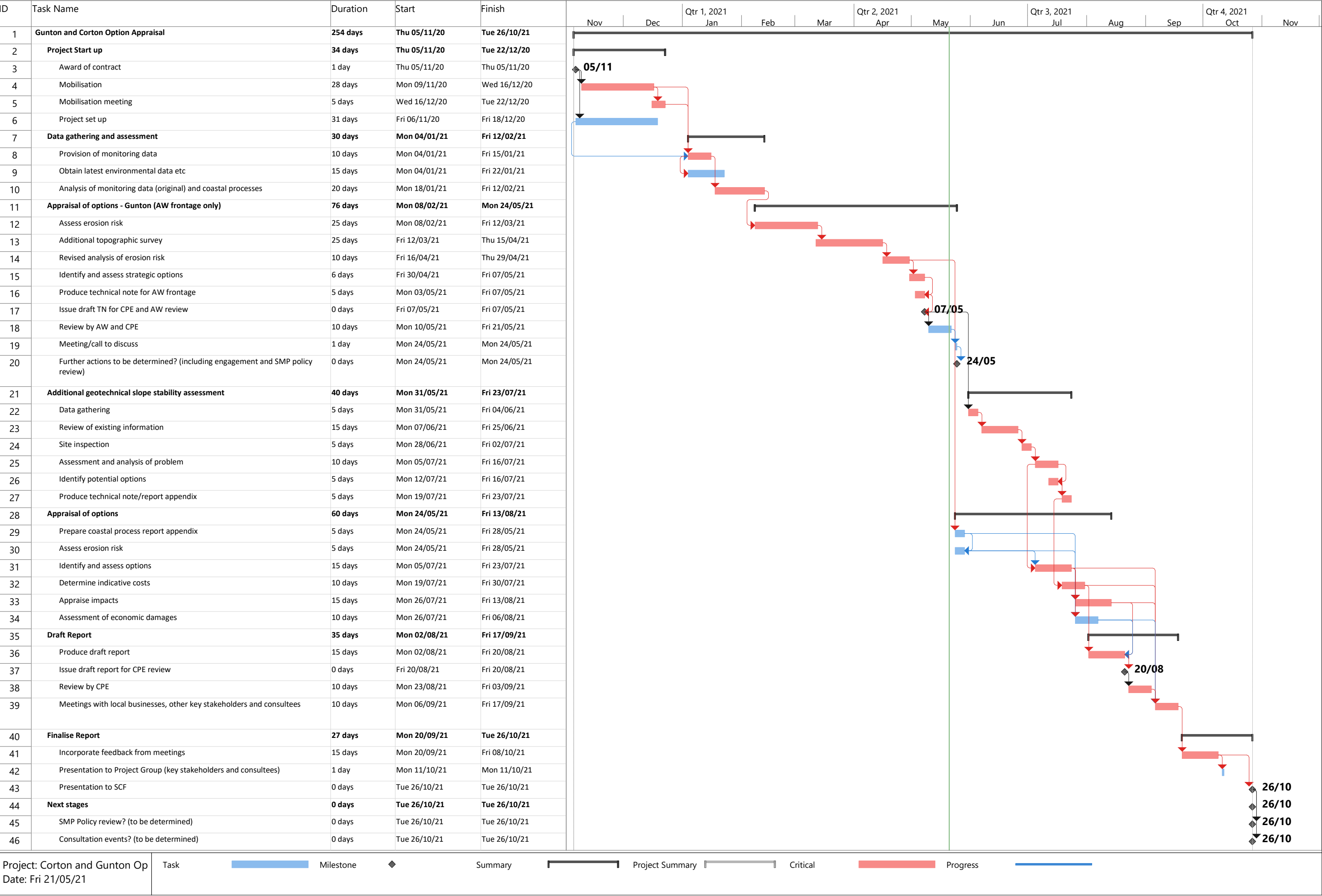
#### **4. Governance.**

The Project Team will report to the Project Board with technical information, communication and funding activities and feedback and development of preferred solutions or next steps depending on the project involved. The Project Team will highlight project risks to the Board for their consideration. The Project Board will also receive feedback from the community steering groups following local engagement activities.

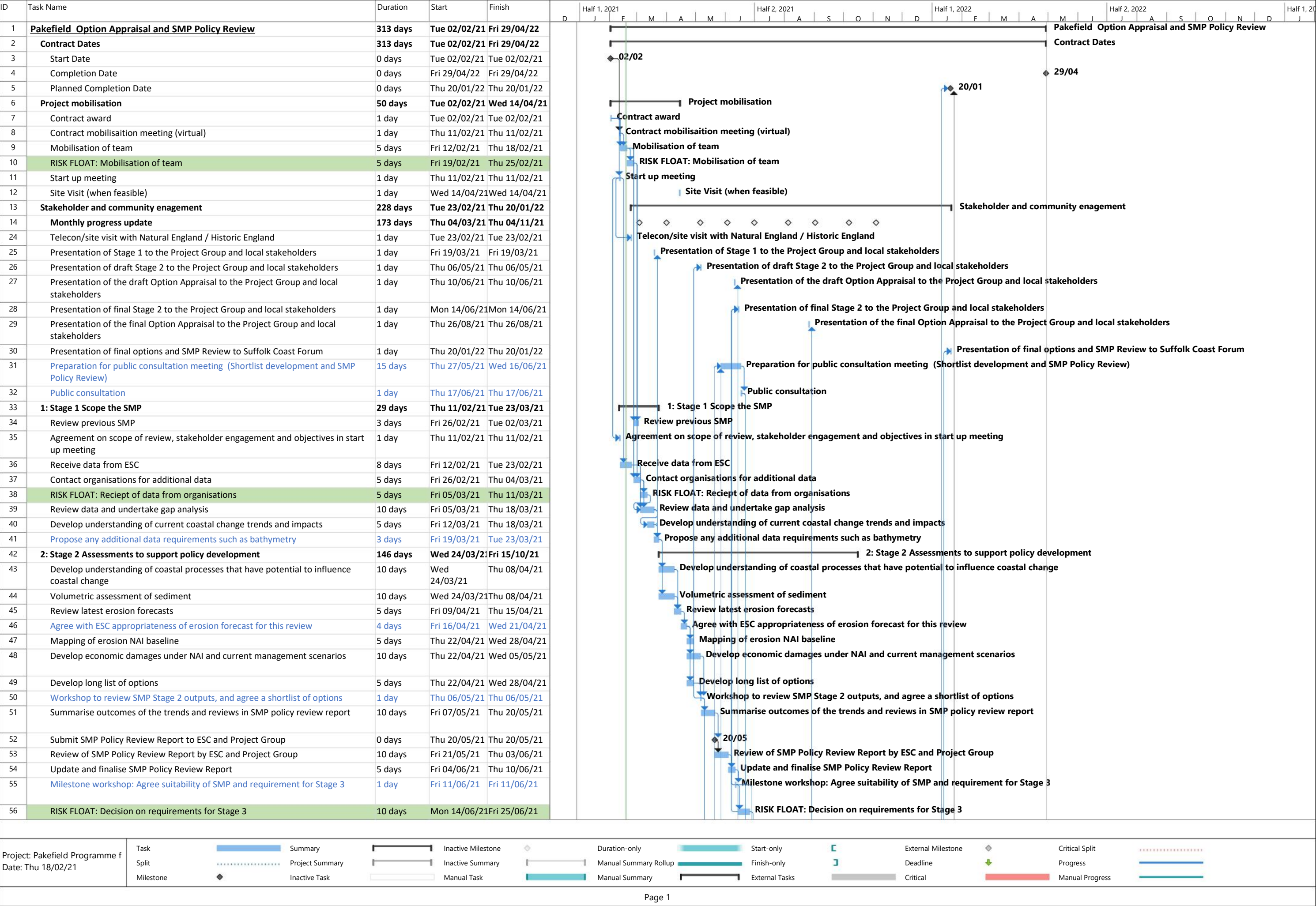
Key matters for Project Board Governance.

1. The Chairman of the Board will be chosen from its members and elected on an annual basis.
2. Each member appointed to the Board will be afforded a vote except that the Chairman of the Board will be afforded a casting vote in the event of a tied vote.
3. Where a member is not able to attend a meeting, substitute provision from the same organisation is encouraged.
4. The quorum for meetings will be 5 Board members
5. In attending Board Meetings, it is assumed that each member has the backing of their respective organisations and can speak on their behalf excepting that funding decisions may need to be referred back to the relevant organisation.
6. Board Meetings are not open to the public nor press to attend.

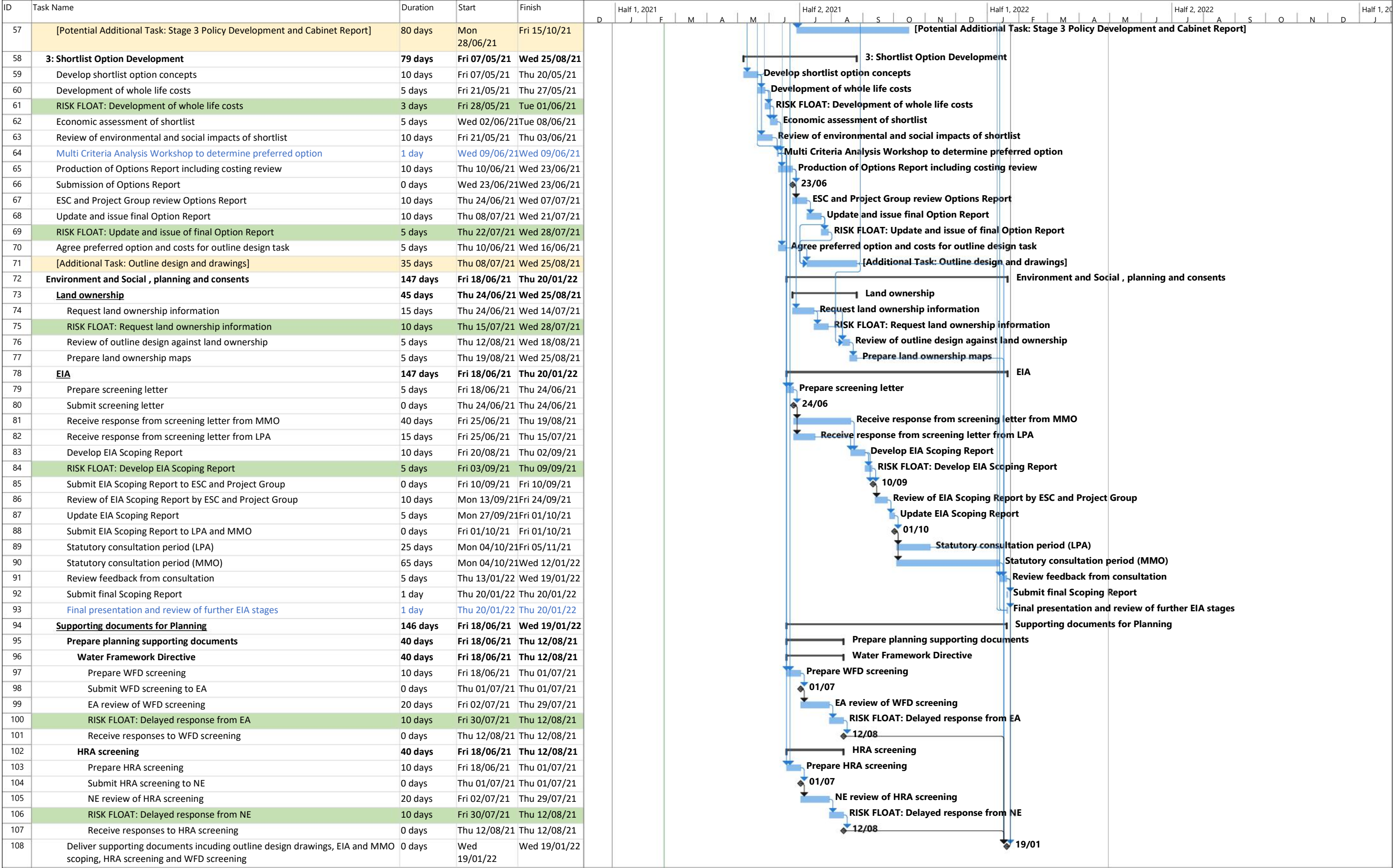
Appendix B: Corton & Gunton project programme



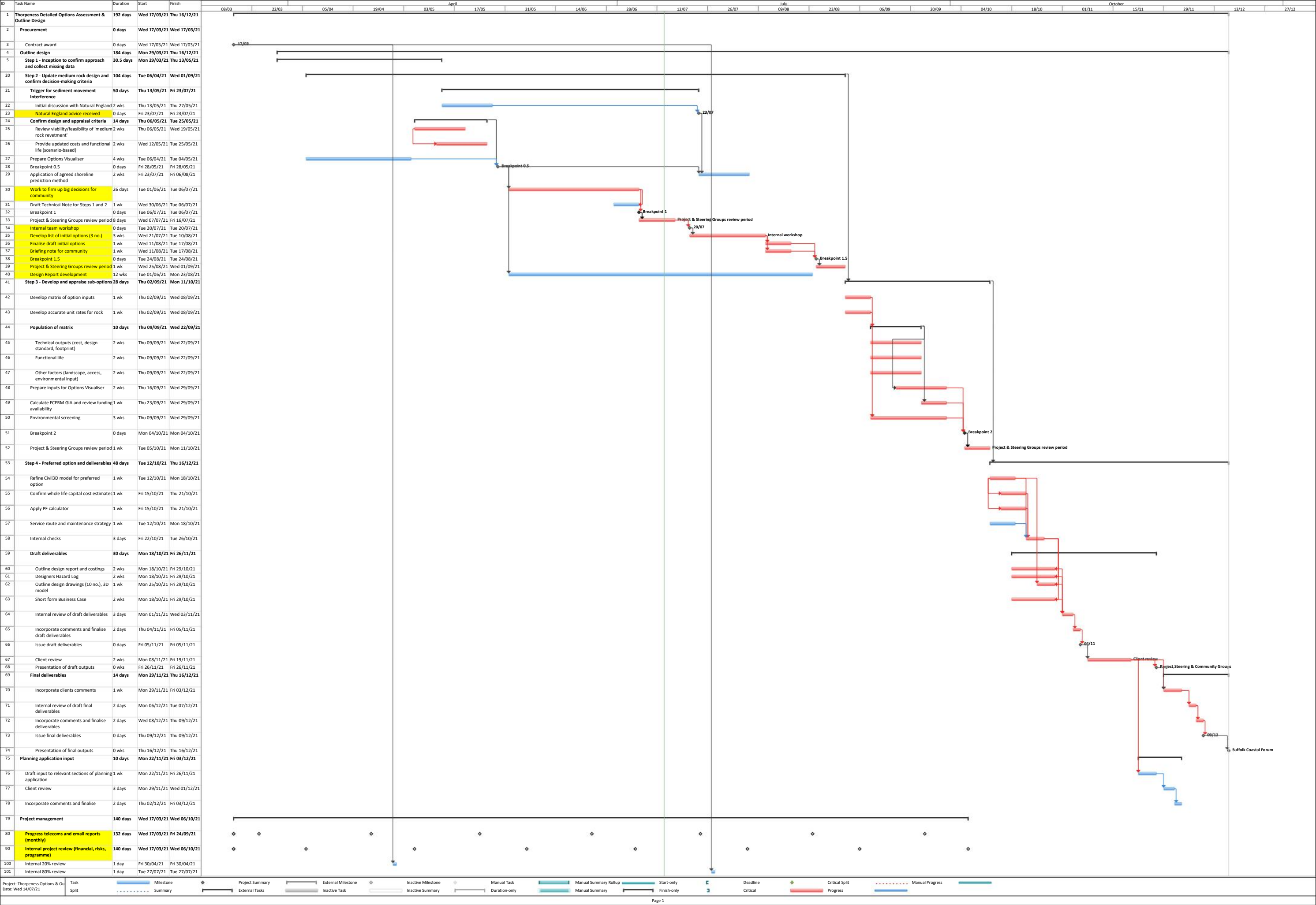
Appendix C: Pakefield project programme







Appendix D: Thorpeness project programme



## Internal briefing:

# The Norfolk & Suffolk Coast Transition Programme



### 1. Overview: The bidding process & announcement

A consortium, led by East Suffolk Council (ESC), with North Norfolk District Council (NNDC) and Great Yarmouth Borough Council (GYBC) has made a successful bid to Defra's 'Innovative Resilience Fund' to deliver the Norfolk & Suffolk Coast Transition Programme.

Approval from Environment Minister Rebecca Pow was granted on 26<sup>th</sup> March 2021 to proceed to the final business case stage, alongside 24 other successful national projects. Our bid proposed an £8M, 6-year programme to deliver coastal adaptation across 8 communities on the Norfolk and Suffolk coast. A public statement is being made on 29<sup>th</sup> March to announce the successful bids.

Defra will make £40k available to ESC for the development of the final business case to unlock the grant. As the project has successfully cleared the competitive stage and close support will be provided with the development of the business case, the final funding approval stage should be straightforward. We should therefore be reassured that the funding is relatively secure.

### 2. What is the Innovative Resilience Fund?

In the 2020 Budget, the government announced a £200 million fund for this programme. The programme will allocate £150 million of the £200 million to 25 local areas. For some, a local area might be a county, city, town or village. For others, a place could mean a river catchment, a tidal estuary or part of the coast. On average each area will receive £6 million between 1 April 2021 and 31 March 2027. With this funding, projects will demonstrate how practical innovative actions can work to improve resilience to flooding and coastal erosion. The programme is managed by the Environment Agency on behalf of Defra.

The aims of the innovative flood and coastal resilience programme are to:

- Encourage local authorities, businesses and communities to test and demonstrate innovative practical resilience actions in their areas.
- Improve the resilience of 25 local areas, reducing the costs of future damage and disruption from flooding and coastal erosion.
- Improve evidence on the costs and benefits of the innovative resilience actions and demonstrate how different actions work together across geographical areas.
- Use the evidence and learning developed to inform future approaches to, and investments in, flood and coastal erosion risk management.

### 3. What is the Norfolk & Suffolk Coast Transition Programme?

- Norfolk and Suffolk have some of the fastest eroding coasts in Europe, with over 2,500 homes at direct coastal risk and thousands more properties and businesses directly and indirectly affected by loss of property, infrastructure and utilities.
- Recent national reports and enquiries have recommended that more is done to support coastal adaptation and resilience. The framework for transitioning our coast is now in place. The Innovative Resilience Fund (IRF) proposal seeks to implement an ambitious resilience programme for the Norfolk and Suffolk coast, that delivers real adaptation and resilience options for our communities.
- The programme will offer a complete suite of planning, engagement, technical, financial and policy tools to support coastal transition for Norfolk and Suffolk communities, which could also be applied to the rest of the UK coast. Tangible, measurable and sustainable changes will be delivered in these locations. This will enable them to physically adapt to climate and coastal change now and for future generations.

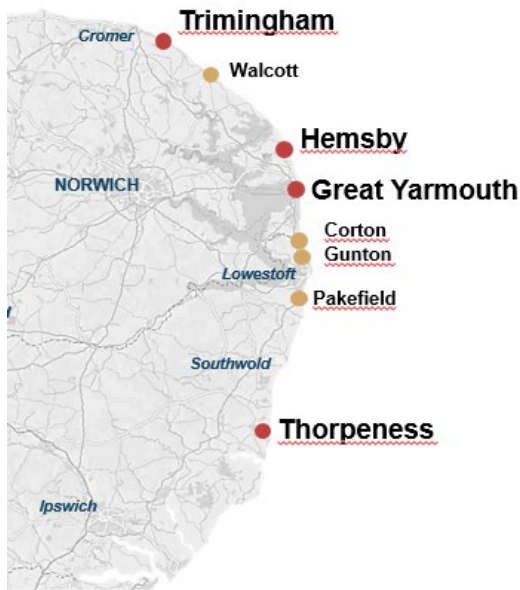
The programme will be implemented in four core pilot locations across the Norfolk and Suffolk coast, plus four additional 'twin' locations. The work will be delivered in close collaboration with communities, alongside a multi-sector and national group of partner organisations with a proven track record of delivering tangible change within their sectors.



## Additional information

### A. Geographical areas of focus.

The following Norfolk & Suffolk coastal communities are our pilot places:



- Trimingham, Norfolk
- Hemsby, Norfolk
- Great Yarmouth, Norfolk
- Thorpeness, Suffolk

Learning and good practice will also be shared with 'twin' communities such as:

- Walcott, Norfolk
- Corton, Suffolk
- Gunton, Suffolk
- Pakefield, Suffolk

### B. Project partners

This is a partnership project across Coastal Partnership East's three Coastal Management Authorities, East Suffolk Council (ESC), North Norfolk District Council (NNDC) and Great Yarmouth Borough Council (GYBC).

The bid was also supported by the following local and national multi-sector organisations. The intention is for these partners to be actively involved in the development / delivery / monitoring of the 6-year programme.

1. Tyndall Centre/University of East Anglia	2. Norfolk County Council Highways Department
3. Trimingham Parish Council	4. Hemsby Parish Council
5. Save Hemsby Coastline Community Group	6. Norfolk Coast AONB
7. Engagement Partner: GroundWork	8. Local Government Association Coastal Special Interest Group (LGA SIG)
9. Anglian Water	10. Finance & Insurance partner: Marsh
11. Climate data partner: Grantham Research Institute, London School of Economics	12. Babergh District Council
13. Zurich Flood Resilience Alliance	14. The Coastal Partnership East Board
15. Anglian Water Centre for Research	16. New Economics Foundation

### C. Coastal Partnership East officer leads

- Karen Thomas (Head of Coastal Partnership East)
- Paul Mackie (Bid Lead Officer, Strategic Funding & Development Manager)
- Rob Goodliffe (Adaptation Lead, Coastal Manager North)
- Sharon Bleese (Comms & Engagement Lead, Coastal Manager South)
- Tamzen Pope (Operational Delivery Lead)