

LYME BAY & SOUTH DEVON COASTLINE GROUP

DRAFT CONSTITUTION

1. Terms of Reference

To promote sustainable coastal management in general, and shoreline management in particular, and facilitate the duties and responsibilities of local authorities and other organisations managing the coastal zone of Lyme Bay and South Devon (between Portland Bill in Dorset and Rame Head in Cornwall) by:

- Overseeing the implementation of the Shoreline Management Plan (SMP) for Lyme Bay & South Devon.
- Developing and overseeing implementation of Scheme Strategy Plans.
- Monitoring progress
- Initiating reviews of the SMP and future Scheme Strategy Plans.
- Liaising closely with the work of other coastal groups, in particular SCOPAC, on all shoreline management issues.
- Liaising with Defra on future proposals
- Promoting, co-ordinating and undertaking research to increase understanding of the regional shoreline environment, as recommended in the SMP and, in other ways, expanding the knowledge base appropriate to regional policy and practice.
- Actively representing the interests of member organisations in the development of national policies and the promotion of appropriate legislation (e.g. representing the Group at Special Meetings by the Coastal Group Chairman).
- Providing a forum for mutual exchange of experience and good practice and, as appropriate, to discuss other issues of concern related to coastal zone management.

2. Objectives

The primary objectives of the coastal group, in respect of shoreline management, are as follows:

- To assess SMP linkages with other Plans (e.g. LEAP's, Estuary Management Plans) and to ensure that conflicts are minimised and opportunities maximised.

- To establish a framework to prepare detailed scheme strategies and a framework for action.
- To co-ordinate and develop mechanisms to implement and deliver the adopted SMP policies.
- To steer and review the outputs of the SMP so that its agreed objectives are met.
- To ensure consistency on all aspects of shoreline management planning.
- To agree the timescale for future reviews of the SMP (5 yearly recommended).
- To establish an organisational management framework for future up-dating of the master SMP document and related digital database.
(It is important to ensure that each copy of the SMP document held by operating authorities is the latest version - envisaged that responsibility for up-dating will be assigned to one member/lead organisation).

3. Membership

- 3.1 Membership of the coastline group shall comprise of the operating authorities having a statutory responsibility for the management of the shoreline between Portland Bill in Dorset and Rame Head in Cornwall [sediment sub-cells 6(a), (b) & (c)], together with Railtrack and the County Councils of Devon and Dorset.
- 3.2 Significant bodies who have an interest, or stake, in the shoreline should also be considered for membership (e.g. English Nature).
- 3.3 Other consultees or stake holders to be invited to group meetings, when appropriate, to discuss their issues of concern.
- 3.4 MAFF to be kept informed of all group meetings and to be invited to attend as observer.
- 3.5 Members shall be requested to contribute an annual fee (£750 was agreed for 2005/06) towards the administrative and secretarial costs of the Chairman and Technical Secretary.
- 3.6 The Treasurer to the coastal group for administering contributions shall, for the time being, be the authority of the Chairman (i.e. West Dorset District Council).

4. Chairman and Technical Secretary

A Chairman and Technical Secretary shall be appointed and the posts reviewed annually.

5. Meetings and Reporting

- 5.1 The number and frequency of meetings shall reflect the needs and the key issues within the SMP boundary and the number of scheme strategies being developed.
- 5.2 Meetings shall be held at venues within the SMP region as offered, and agreed, by member representatives.
- 5.3 The Chairman to represent the coastal group on national and regional committees and, as appropriate, to provide reports on all progress and issues.