
Robin Hood's Bay Coastal Strategy

Appendix F

Stakeholder Engagement

This appendix contains the Stakeholder Engagement Plan which provides details of all stakeholder engagement undertaken as part of the original Robin Hood's Bay Coastal Strategy study (Mouchel, 2011).

Since production of the Stakeholder Engagement plan (Mouchel, 2010), additional consultation has been undertaken by Royal HaskoningDHV with the Environment Agency and Natural England, in order to inform the Addendum Report (Royal HaskoningDHV, 2012) to the Environmental Report produced following the original Strategic Environmental Assessment (SEA) process (Mouchel, 2010).

The Environment Agency's National Environmental Assessment Service (NEAS) officer provided comments on the original SEA (Mouchel, 2010), which led to the production of the SEA addendum report (Royal HaskoningDHV, 2012). Royal HaskoningDHV carried out consultation with the NEAS officer from the offset of the additional works, to agree an approach to the Addendum Report and ensure clarity on all issues raised.

Consultation with Natural England was also undertaken during July 2012 to provide an update on the Strategy, and discuss our proposed methodology to the production of the SEA addendum report. The original SEA documentation was issued to Natural England, who subsequently provided additional comments on the original SEA Environmental Report to assist with production of the Addendum Report. A request was also made for Natural England to issue a Letter of Support for the Strategy (see Appendix H); the Letter of Support was issued following review of the Addendum Report.

Stakeholder Engagement

Appendix F

Robin Hoods Bay Coastal Strategy Study



1 October 2010

Produced for
Scarborough Borough Council



A great place to live, work & play

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Document Control Sheet

Project Title Robin Hoods Bay Coastal Strategy Study

Report Title Stakeholder Engagement

Revision 1.0

Status FINAL

Control Date 11 November 2010

Record of Issue

Issue	Status	Author	Date	Check	Date	Authorised	Date
1.0	DRAFT	NC	01.10.10	ZH	25.10.10	ZH	25.10.10
2.0	FINAL	NC	10.12.11	ZH	10.12.11	ZH	10.12.11

Distribution

Organisation	Contact	Copies
SBC	Robin Siddle	4 + 1 (elec)

Contents

Document Control Sheet	i
Contents	ii
1 Introduction	1
1.1 Background	1
1.1.1 Stakeholder strategy	1
1.1.2 Methodology	2
1.1.3 Tier 1 - Key Stakeholders	2
1.1.4 Tier 2 - Other stakeholders	2
1.1.5 Tier 3 – the public	2
1.1.6 Steering group	2
1.1.7 Meetings	3
1.1.8 Phased Consultation	3
1.2 Initial Consultation	4
1.3 Public Consultation	4
2 Consultation Materials	6
2.1 Consultation Workshop.....	6
2.2 Consultation comments and responses	15
2.3 Meeting Minutes	19
2.3.1 Steering Group Meeting 11th February 2009	20
2.3.2 Steering Group Meeting 23rd March 2009	26
2.3.3 Steering Group Meeting 7 th May 2009	34
2.3.4 Steering Group Meeting 15 th June 2009	41

2.3.5 Steering Group Meeting 13 th July 2009	48
2.3.6 Steering Group Meeting 16 th September 2009	52
2.3.7 Steering Group Meeting 13 th January 2010	54
2.3.8 Steering Group Meeting 23 rd March 2010	57
2.3.9 Steering Group Meeting 3 rd June 2010	60

1 Introduction

1.1 Background

This appendix provides details of all of the stakeholder engagement undertaken as part of the Robin Hoods Bay Coastal Strategy Study. Through engagement with stakeholders, decisions on coastal management have been subject to constant review throughout the preparation of the Strategy, enabling options to be based on local knowledge and expert opinion. Four main groups were involved in development of the Strategy

1.1.1 Stakeholder strategy

For the purpose of the Robin Hoods Bay Coastal Strategy five guiding principles were used influencing stakeholder engagement strategy selection:

Inclusivity -the initiation of the strategy process should indicate whether a participatory or a consultative approach is adopted and outline the extent of wider community involvement.

Transparency - timely, accurate, comprehensive and accessible recording of representations, decisions and their justification is required to track decisions. The strategy should indicate who has responsibility for this.

Appropriateness - the range of stakeholders, their level of involvement and likely knowledge, the potential for differences of view and the opportunity for awareness raising will influence the approach adopted.

Clarity - the roles of different "players", including where final decision-making must be made clear in the strategy.

Comprehensiveness - the strategy should cover all stages, including plan dissemination and arrangements for reporting on stakeholder engagement. Key Stakeholders were involved at a number of stages in the Strategy development. These included:

- Being informed a Coastal Strategy is being prepared
- Being asked to provide relevant information and raise issues of concerns
- Reviewing issues identified
- Reviewing the objectives
- Establish options and identify key drivers for directing future schemes
- Discussions on proposed preferred policy options
- Public examination of draft SMP

- Feedback and dissemination of final SMP

1.1.2 Methodology

Within the study area, there are a number of interests and the consultation aimed to ensure that the views of all of those parties were considered during the consultation process. Consultation is only effective if it is targeted appropriately. There are many hundreds of potential consultees within the Robin Hoods Bay Coastal Strategy study area. The same method of consultation is not always appropriate for all parties. As such, it is recommended that potential consultee lists should be combined then filtered and tiered as follows:

1.1.3 Tier 1 - Key Stakeholders

Top 20 statutory organisations (Environment Agency, Natural England), authorities, significant other charities/organisations with a direct interest in the coast or 'coastal buffer zone', major landholders and industry, councils.

1.1.4 Tier 2 - Other stakeholders

Other local trusts, charities and other organisations with a direct or indirect interest in the coast.

1.1.5 Tier 3 – the public

All others with an interest (property/land/business/industry) in the study area.

The Steering Group identified those parties which should be directly consulted during the strategy development.

1.1.6 Steering group

The strategy development was overseen by a Steering Group which comprised members contained in Table 1 below:

Table 1: Steering Group Members

Councillors:	Address	Phone number	Email Address
Cllr. Jane Mortimer	Inthorpe, Middlewoold Lane, Fylingthorpe Whitby, YO22 4TT	01947 880058	cllr.jane.mortimer@scarborough.gov.uk
Cllr. Andrew Backhouse	15A High Street, Burniston, Scarborough, YO13 0HH	01723 871178	cllr.andrew.backhouse@scarborough.gov.uk
Cllr. Robert Broadley	15 York Terrace, Whitby, YO21 1PT	01947 601699	cllr.rob.broadley@Scarborough.gov.uk
Cllr. Dorothy Clegg	9 Sandgate, Whitby, YO22 4DB	01947 825210	Cllr.dorothy.clegg@scarborough.gov.uk
Parish Council			
Fylingdales Parish Council and Hawsker-cum-Stainsacre Parish Council. Clerk, David Savage	16 Beechfield, High Hawsker YO22 4LQ	01947 880176	dpsavage@hotmail.com
Natural England:			

Councillors:	Address	Phone number	Email Address
Susan Wilson	Government South and Maritime Team, Natural England, Genesis 1, University Road, Heslington, York, YO10 5ZQ	01904 435500	susan.wilson@naturalengland.org.uk
The National Trust:			
Bob Dicker	Peaksider, Ravenscar, Scarborough, North Yorkshire, YO13 0NE	01751 460396	Bob.Dicker@nationaltrust.org.uk
The National Park			
John Beech	North York Moors National Park Authority, The Old Vicarage, Bondgate, Helmsley York, YO62 5BP	01439 770657	j.beech@northyorkmoors-npa.gov.uk
Scarborough Borough Council:			
Stewart Rowe	(Principle Coastal Officer), Technical Services, Scarborough Borough Council, Town Hall, St Nicholas Street, Scarborough, YO11 2HG	01723 232444	stewart.rowe@scarborough.gov.uk
Robin Siddle (Project Manager)	(Senior Coastal & Flooding Engineer), Technical Services, Scarborough Borough Council, Town Hall, St Nicholas Street, Scarborough, YO11 2HG	01723 232448	robin.siddle@scarborough.gov.uk
Martin Lloyd	(Structural Engineer) Technical Services, Scarborough Borough Council, Town Hall, St Nicholas Street, Scarborough, YO11 2HG	01723 232455	martin.lloyd@scarborough.gov.uk
Carol Rehill	(Solicitor), Scarborough Borough Council, Town Hall, St Nicholas Street, Scarborough, YO11 2HG	01723 234322	carol.rehill@scarborough.gov.uk
Mouchel:			
Zoë Hutchison (Project Manager)	Technical Manager, Flooding & Environmental Management, Mouchel 37-39 Perrymount Road, Haywards Heath, West Sussex, RH16 3BN	01444 472 374	zoe.hutchison@mouchel.com
Nick Cane	Coastal Scientist, Flooding & Environmental Management, Mouchel, 37-39 Perrymount Road, Haywards Heath, West Sussex, RH16 3BN	01444 472385	nick.cane@mouchel.com
Peter Whipp	Environmental Scientist ,	07973 564227	peter.whipp@mouchel.com

1.1.7 Meetings

Section 2 details Steering Group Meeting minutes.

1.1.8 Phased Consultation

A number of phases of consultation

1. Initial Steering Group Consultation
2. Public consultation on draft strategy

1.2 Initial Consultation

During the development of the strategy an initial round of written consultation was completed. The primary purpose of this stage was to obtain available information on the consultation issues relevant to the study frontage from the CSG.

During the project duration, regular meetings (at approximately 4 to 6 week Intervals) were held to ensure the CSS continued in a transparent way. The minutes of the meetings are detailed in Section 2 of **Appendix B**.

1.3 Public Consultation

When the project was at a stage where the CSG agreed that the CSS could go to public consultation, dates were put in place for an initial public consultation workshop and a 90 day consultation period. The public consultation workshop which was held at Robin Hoods Bay Methodist Church between 3.30pm and 9pm on Wednesday the 19th January 2011.

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2 Consultation Materials

This section provides materials collated and used during the duration of the Strategy.

2.1 Consultation Workshop

At the workshop event the public could ask questions about how the project developed, what options were being proposed and how they can be involved in the final decision. The following Figures 1 to 17 are the posters used at the workshop to inform the public of the CSS and how they can be involved.

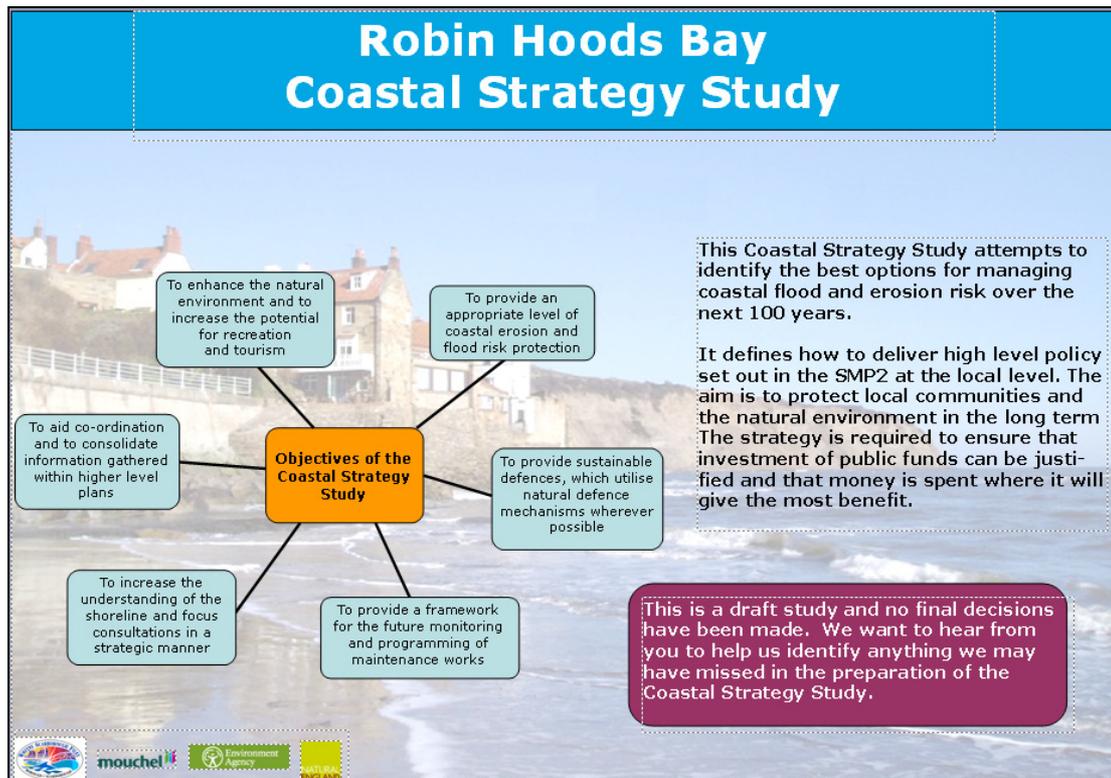


Figure 1: Public Consultation Poster 1

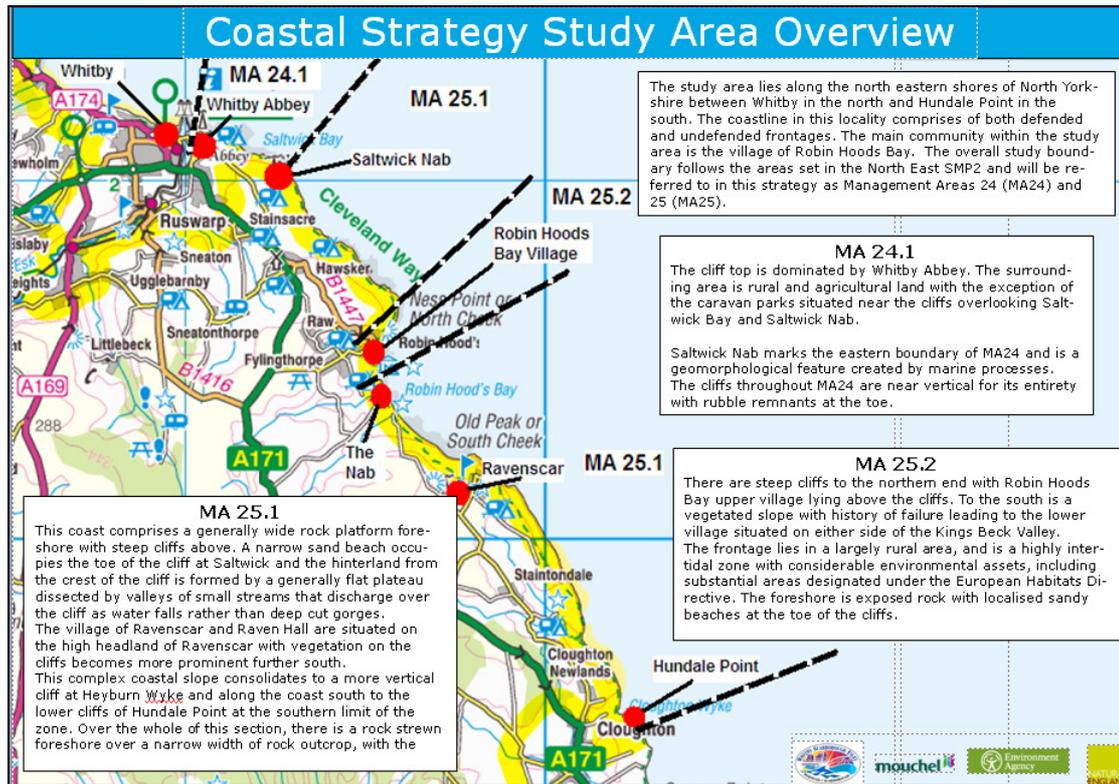


Figure 2: Public Consultation Poster 2

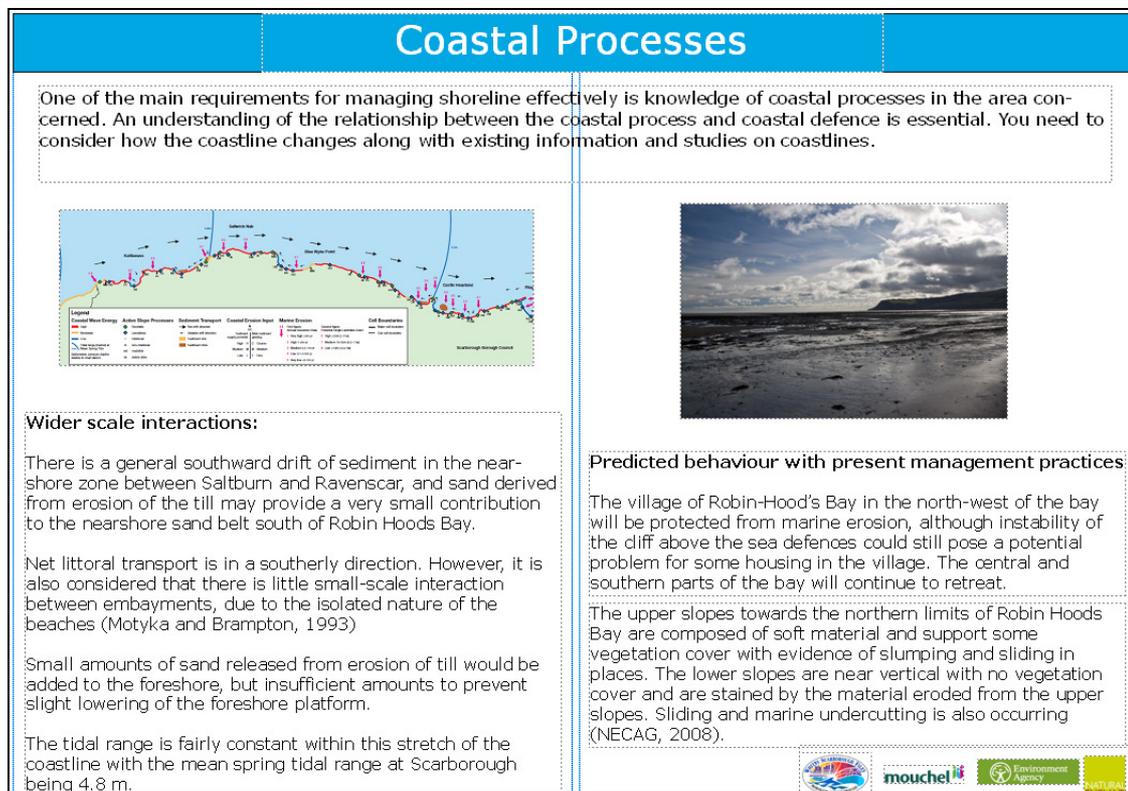


Figure 3: Public Consultation Poster 3

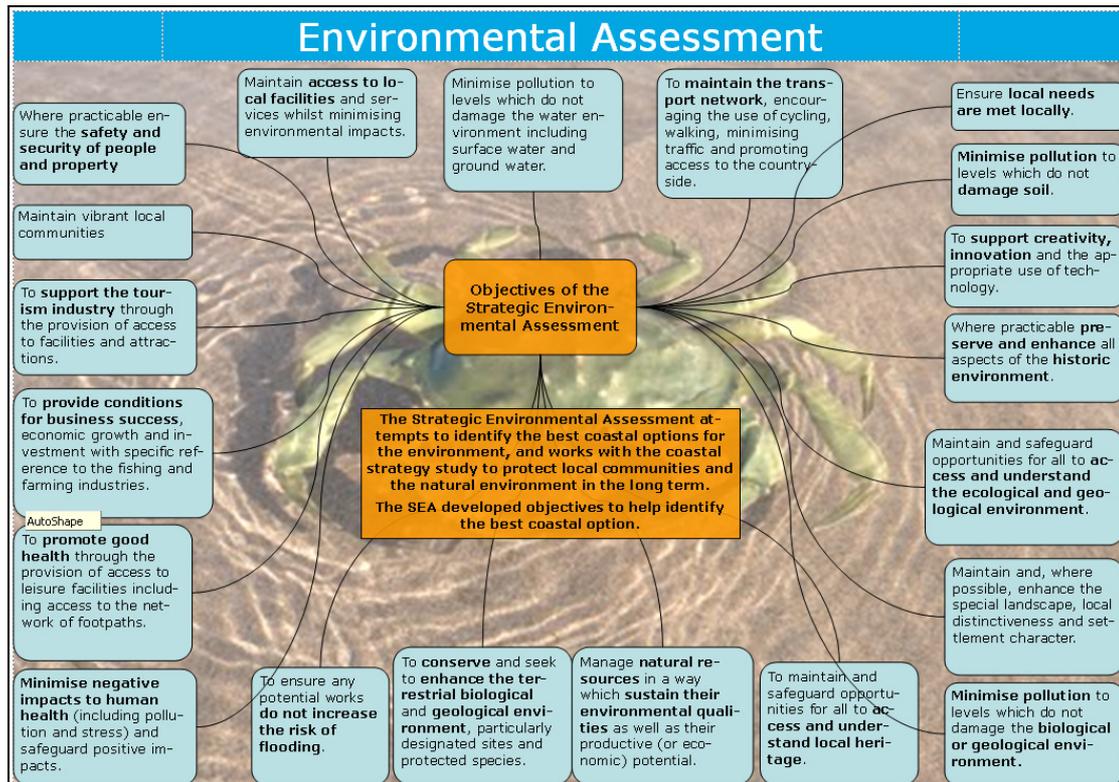


Figure 4: Public Consultation Poster 4

Environmental Assessment

Key Environmental Issues

Key issues were identified for the Strategic Environmental Assessment. These included:

- The populated area of Robin Hood's Bay which is an important centre for tourism and local business.
- The Cleveland Way strategic coastal footpath which is heavily used and is important for access, tourism and recreation.
- The ecology within the study area is heavily protected with European and nationally important designations. In total there is one Special Area of Conservation, four Sites of Special Scientific Interest and four areas of ancient woodland.
- Text Box** The geology of the study area is nationally important and is an important factor in the designation of the four Sites of Special Scientific Interest.
- The entire coastline is designated as a Heritage Coast due to its significant archaeological and heritage value. There are 6 Scheduled Ancient Monuments and 172 listed buildings within the study area including the Grade 1 buildings surrounding Whitby Abbey.

Habitat Regulations Assessment

The Strategic Environmental Assessment has been supported by a Habitats Regulations Assessment. This aims to identify any significant impacts on any nature conservation sites of European importance that could potentially arise as a result of the policies included in the Strategy Study.

Based on the information from the Habitats Regulation Assessment and subject to future consultation with Natural England and other stakeholders, it is considered that there will be no impact on any of the European designated sites and therefore no requirement for further work.

Legend:
 Special Protection Areas (SPA)
 Special Areas of Conservation (SAC)

Scale: 0, 1,000, 2,000, 4,000 meters

Figure 5: Public Consultation Poster 5

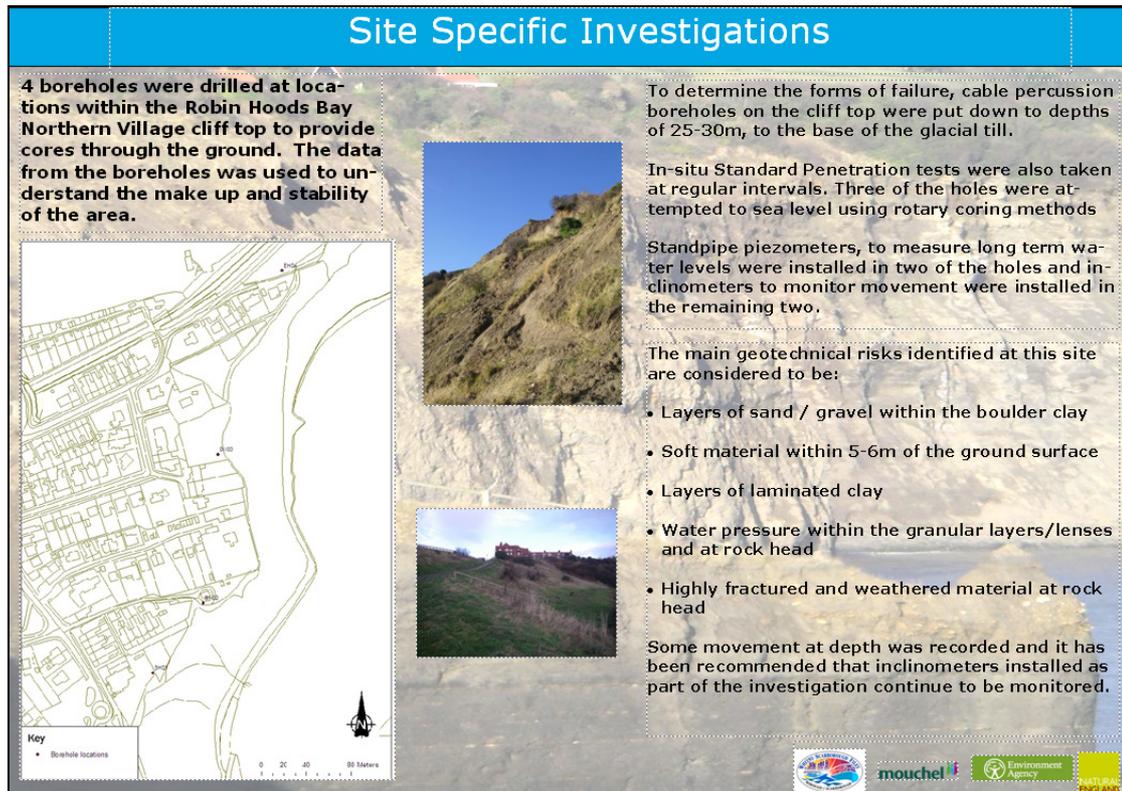


Figure 6: Public Consultation Poster 6

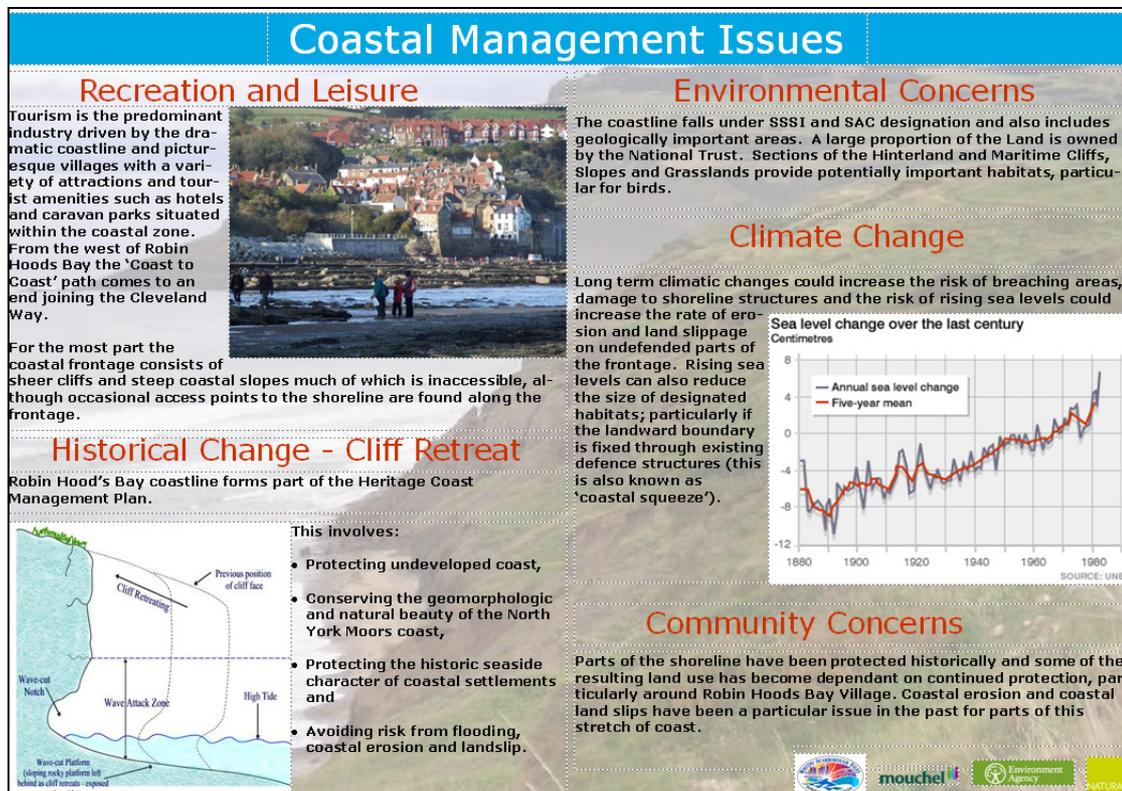


Figure 7: Public Consultation Poster 7

Options Appraisal Process

For the Coastal Strategy Study, various options for each frontage of the coastline have been assessed against technical, economic, social and environmental criteria and taken into account features, issues and objectives in the area, to make our recommendation for the best option. For each option we have considered:

- How it would address flood and erosion risk to people, land, properties and the environment;
- Whether it is going to work for the short term and equally importantly, the medium and long term given the effects of sea level rise and climate change;
- How it would be built or maintained (if it is a structure);
- How it could impact on the people who live in, work in and visit the area;
- Plans for securing funding where possible for individual schemes and including looking at alternatives where national funding is unlikely;
- The cost of the option and the value of flood and erosion damages avoided by providing defences; and
- The effect it could have on the environment.

Following this, consultation with stakeholders and a further economic analysis has been undertaken and will continue until the final document has been approved.

Particular attention was paid to developing coastal management solutions that are economically justified while providing a sustainable solution as regards to the coastal processes and natural environment of the frontage.

This will be achieved through the identification of a range of options that can be compared against the strategic aims and objectives for the frontage.

Figure 8: Public Consultation Poster 8

Options Considered - 24.1 Whitby to Saltwick Nab

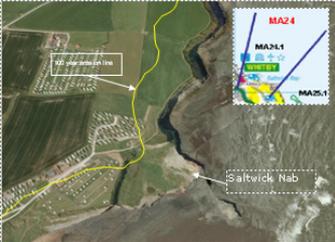
<p>No Active Intervention</p> <p>This policy option would increase the risk of losing parts of Abbey Farm Storage House and Saltwick Bay Caravan Park over the next 100 years.</p> 	<p>Adaptive Management</p> <p>A Property Roll Back Scheme where land would be made available by the National Park Authority to local people who are directly affected by coastal erosion.</p> <p>Advantages</p> <ul style="list-style-type: none"> Minimal public funding, potential grant funds available. Allows natural retreat of cliffs <p>Disadvantage</p> <ul style="list-style-type: none"> Relocation of farm buildings <p>Approximate Cost</p> <ul style="list-style-type: none"> Removal of damaged properties 	<p>Active Intervention Improve</p> <p>Rock Armour at cliff toe in areas where property is at risk</p> <p>Advantages</p> <ul style="list-style-type: none"> Protects cliff toe from erosion <p>Disadvantage</p> <ul style="list-style-type: none"> Weathering still occurs to upper section of cliff and costs outweigh the benefits. <p>Approximate Cost</p> <ul style="list-style-type: none"> £1.8M to protect affected areas of coast 
		
<p>Environment Issues</p> <ul style="list-style-type: none"> • Grade 3 agricultural land • The Cleveland Way Coastal Footpath • National Trust land • Heritage Coast 	<ul style="list-style-type: none"> • Whitby Saltwick SSSI • Saltwick Nab Scheduled Ancient Monument • Saltwick Bay Caravan Park 	

Figure 9: Public Consultation Poster 9

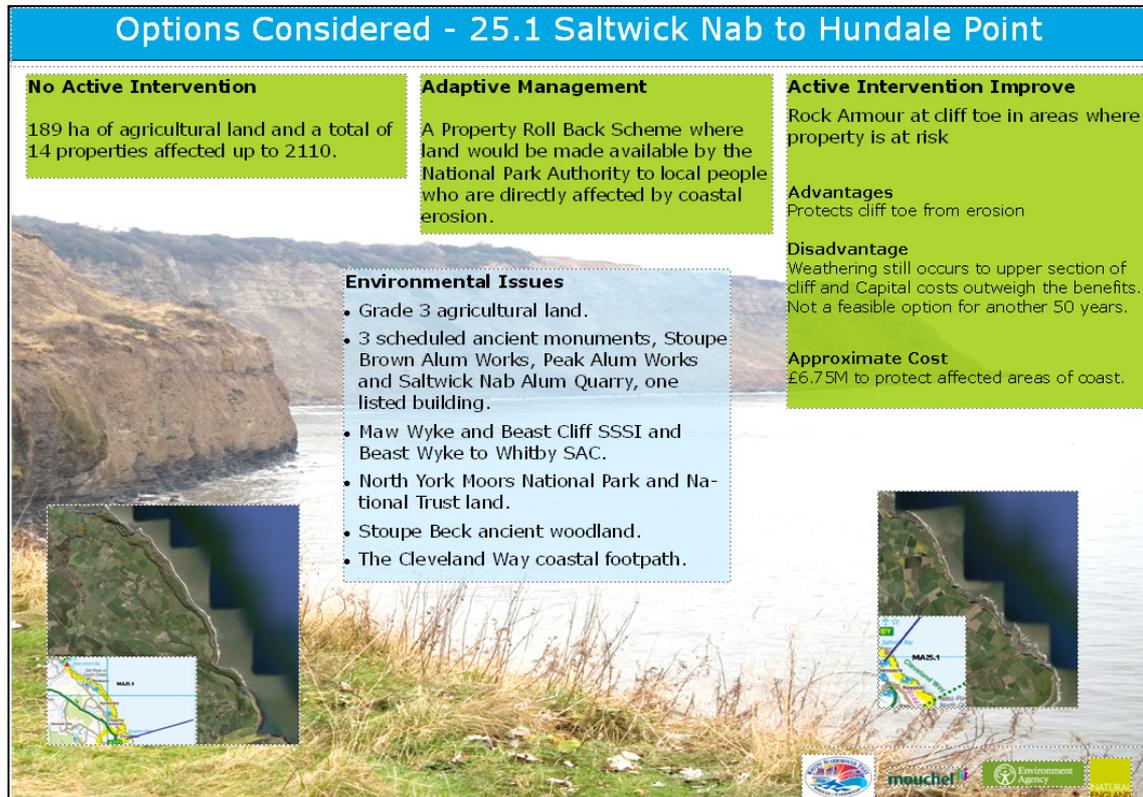


Figure 10: Public Consultation Poster 10

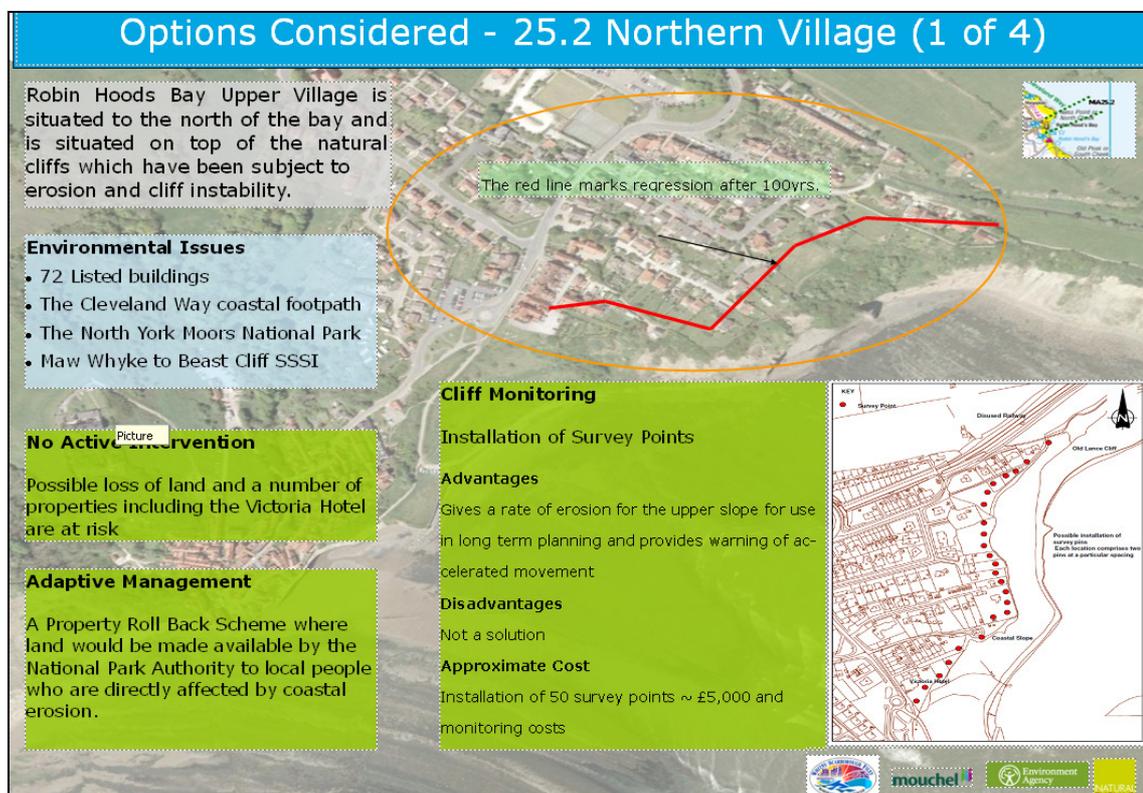


Figure 11: Public Consultation Poster 11

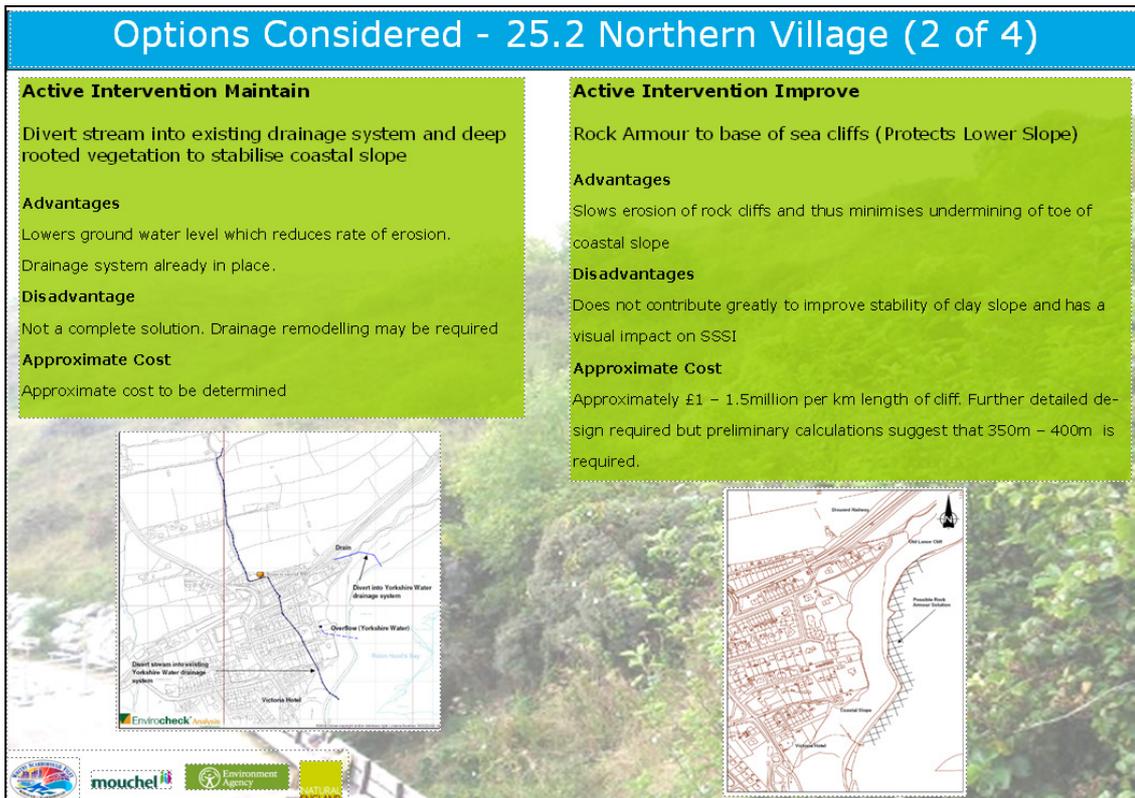


Figure 12: Public Consultation Poster 12

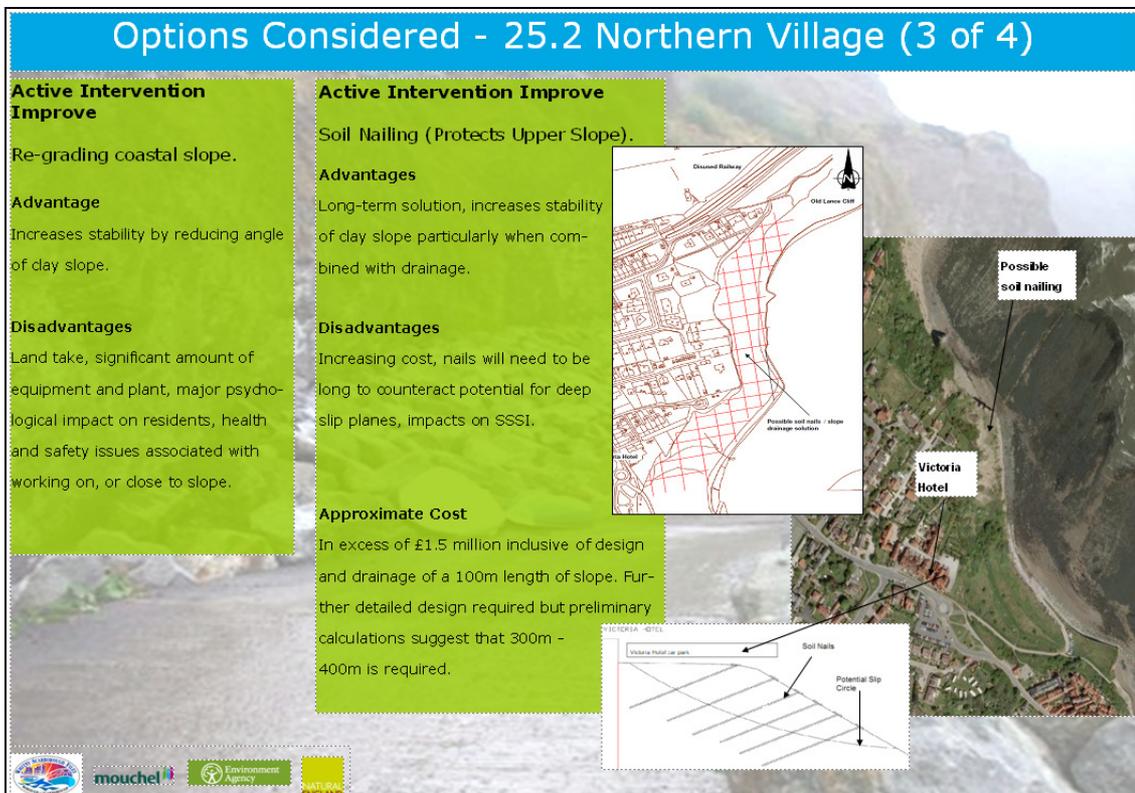


Figure 13: Public Consultation Poster 13

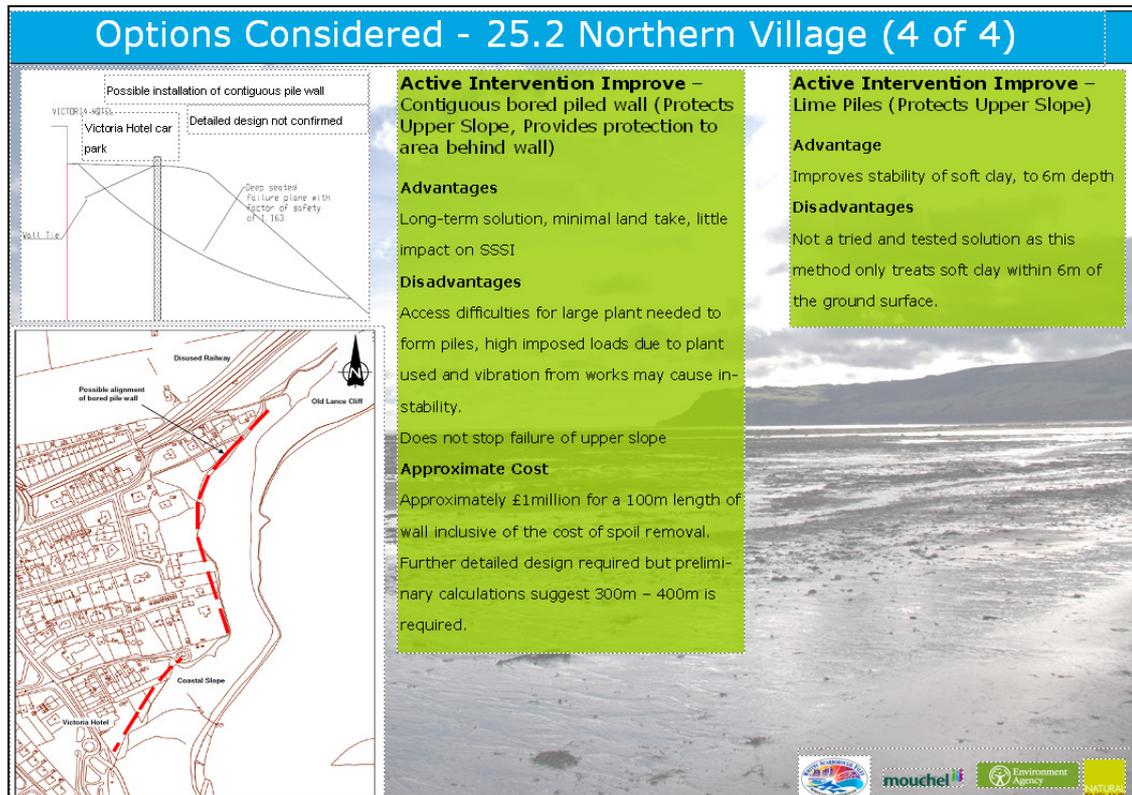


Figure 14: Public Consultation Poster 14

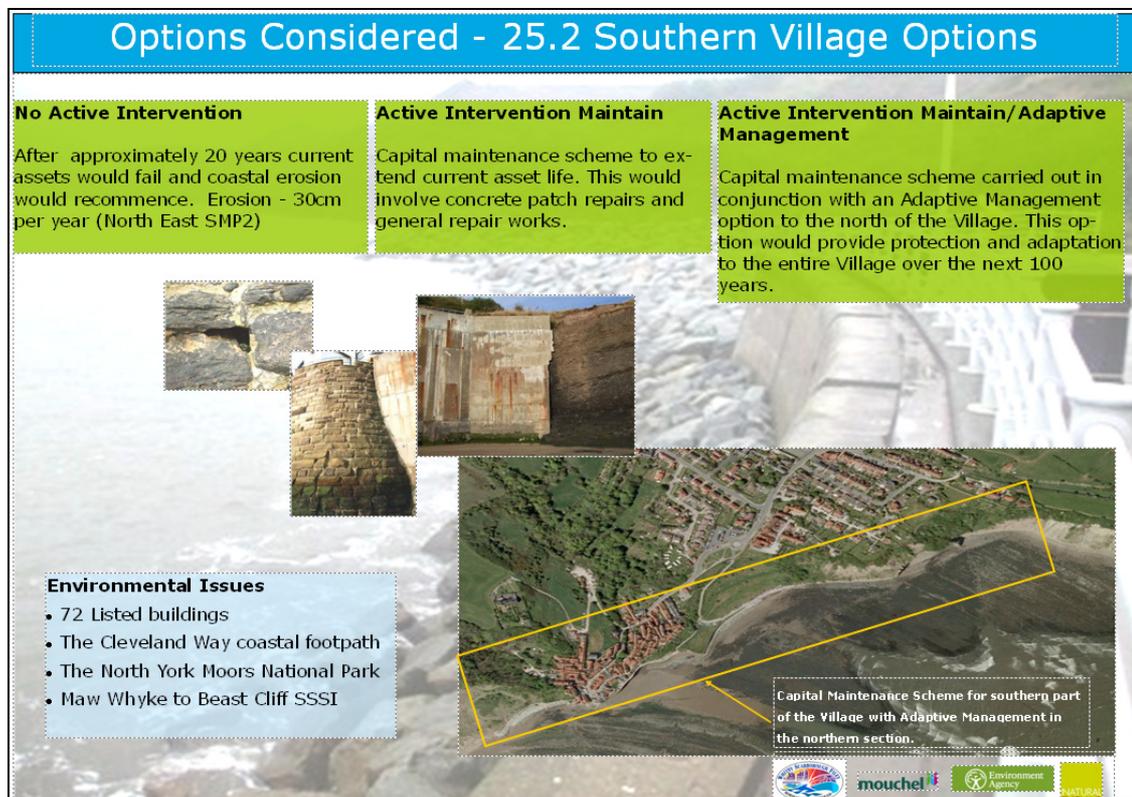


Figure 15: Public Consultation Poster 15

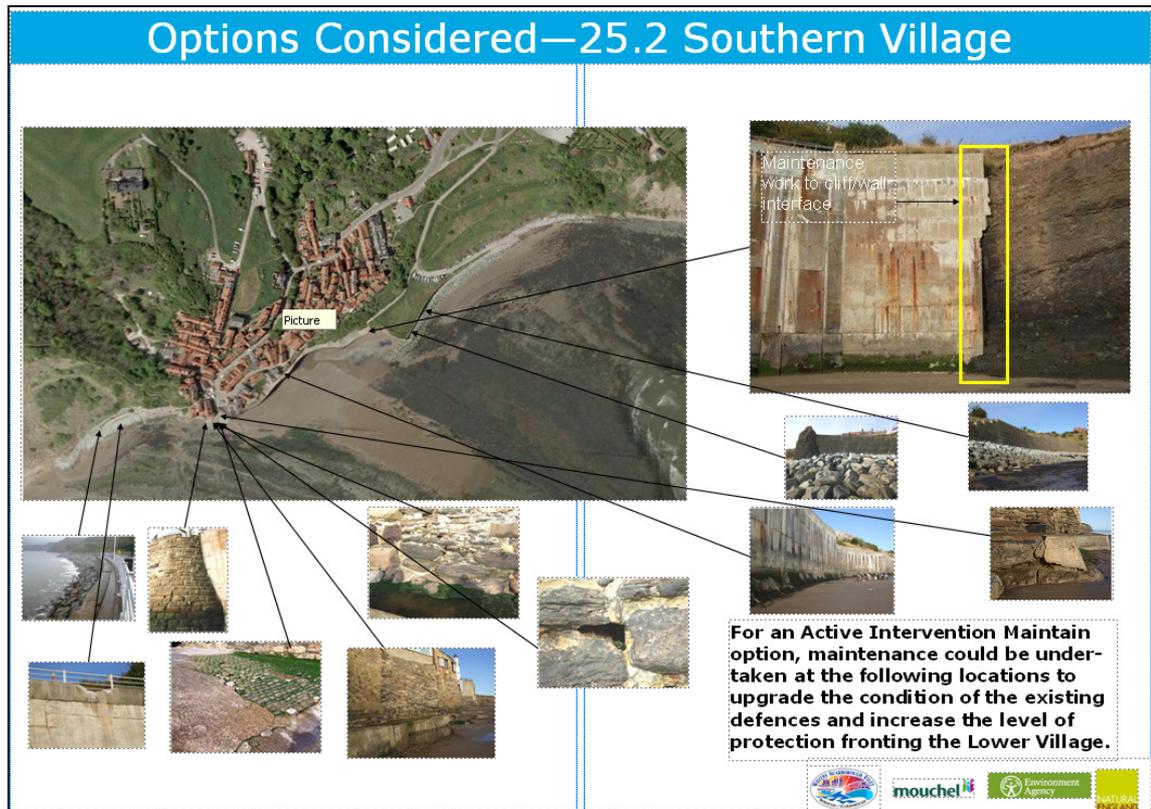


Figure 16: Public Consultation Poster 16

Action Plan for the Next 100 Years													
Policy Unit	Recommended Policy 0 - 20 years	Recommended Policy 20 - 50 years	Recommended Policy 50 - 100 years	Action (0 - 20 years)	Estimate of Cost	Action (20 - 50 years)	Estimate of Cost	Action (50 - 100 years)	Estimate of Cost				
24.1	Adaptive Management	Adaptive Management	Adaptive Management	Monitoring and identification of timing for property roll back schemes for public safety to property owners and the general public (SBC/NPA).	£30,000	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£37,700	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£63,700				
				Initial development plan (study by National Park Authority investigating feasibility of a property roll back scheme (recommended in year 3)).	£15,000								
25.1	Adaptive Management	Adaptive Management	Adaptive Management	Safety signs and fencing for unsafe sections of cliff identified in monitoring at key residential property locations. Includes administrative costs to inform affected residents of the 'Coastal Erosion Assistance Grant'. (SBC).	£6,300	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£37,700	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£63,700				
				Monitoring and identification of timing for property roll back schemes for public safety to property owners and the general public.	£30,000								
25.2	Active Intervention (Maintain)/ Adaptive Management	Active Intervention (Maintain)/ Adaptive Management	Active Intervention (Maintain)/ Adaptive Management	Initial development plan (study by National Park Authority investigating feasibility of a property roll back scheme (recommended in year 3)).	£15,000	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£37,700	Monitoring and identification of public safety issues arising from coastal flooding and erosion.	£63,700				
				Safety signs and fencing for unsafe sections of cliff identified in monitoring at key residential property locations. Includes administrative costs to inform affected residents of the 'Coastal Erosion Assistance Grant'. (SBC).	£6,300								
25.2	Active Intervention (Maintain)/ Adaptive Management	Active Intervention (Maintain)/ Adaptive Management	Active Intervention (Maintain)/ Adaptive Management	Safety signs and fencing for unsafe sections of cliff identified in monitoring at key residential property locations. Includes administrative costs to inform affected residents of the 'Coastal Erosion Assistance Grant'. (SBC).	£6,300	Safety signs and fencing for unsafe sections of cliff identified in monitoring at key residential property locations. Includes administrative costs to inform affected residents of the 'Coastal Erosion Assistance Grant'. (SBC).	£1,200	Condition assessment for coastal defences in the Robin Hoods Bay southern village in year 30 (to identify required maintenance).	£18,000				
				Detailed structural condition assessment for coastal defences in the Robin Hoods Bay southern Village (to identify required maintenance). (SBC).	£12,000								
				Capital Maintenance to coastal defences in lower village.	To be confirmed after condition assessment (approximately £900,000)					Capital Maintenance to coastal defences in lower village approximately year 30.	To be confirmed after condition assessment (approximately £1,400,000)	Capital Maintenance to coastal defences in lower village approximately year 60.	To be confirmed after condition assessment (approximately £2,000,000)
				Monitoring and walkover survey to identify timing for property roll back schemes for public safety to property owners and the general public (SBC/NPA).	£36,000								
				Initial development plan (study by National Park Authority investigating feasibility of a property roll back scheme (recommended in year 3)).	£15,000								
				Carry out a Project Appraisal Report (PAR) to seek funding for a capital maintenance scheme. (recommended in year 1) (SBC).	£15,000								
Investigation to identify ownership, location and condition of drainage in the northern section of the village. (SBC, Yorkshire Water)	£12,000												
Total					£1,205,000		£132,300		£2,315,100				

Figure 17: Public Consultation Poster 17

2.2 Consultation comments and responses

The comments made to the project team throughout the development of the CSS have been recorded and documented. Where possible, individual comments have been put to the CSG and addressed by the project team. The comments received throughout the development and how they have been addressed are contained in Table 2 below.

Table 2: Table showing consultation comments and how they have been addressed

Consultation Undertaken	Feedback Summary	Addressed in Strategy
Steering Group Meetings		
11/02/2009	<ul style="list-style-type: none"> Keep project programme up to date Undertake badger survey Determine land ownership Undertake SEA / HRA Complete risk register Contact English Heritage 	<p>Appendix E and F, the SEA and HRA will incorporate all environmental issues including badger habitat. The SEA is referred to in Section 4.2 of the main report. English Heritage were consulted (Section 1) and heritage concerns have been incorporated throughout the development of this the main report. Further information can be found in the SEA, Appendix F to the main report. Programme and risk register were updated throughout the course of the steering group meetings to ensure accurate forecasting and consideration of all aspects, see Section 3 'Steering Group Minutes' for ongoing development.</p>
23/03/2009	<ul style="list-style-type: none"> EH to participate in Steering Group Meetings Liaise with NE Undertake environmental workshops 	<p>This stakeholder engagement outlines those included in the Steering Group in Section 1. Section 3 shows arrangement of the workshops as documented in the SGM minutes. EH invited to SGM's.</p>
07/05/2009	<ul style="list-style-type: none"> Clarify with National park the extent of RHB referred to as the RHB CSS 	<p>Section 3 provides details of the management units and the boundaries of the Robin Hoods Bay Village.</p>

15/06/2009	NP confirmed area of RHB Village	
13/07/2009	Complete Topo Undertake GI work Take into account public concerns	Ground investigation works have been undertaken and a full report is provided in Appendix C2 to this report. Topographical survey was undertaken during the steering group consultation as documented in the meeting minutes in Section 3 of this report, whilst section 4 summarises the public feedback which was considered in further development of the preferred options
16/09/2009	Climate change projections to be considered in RHB CSS	Climate change has been incorporated in the analysis of preferred options and details of this process are described in Section 3 of the main report.
13/01/2010	Accommodate comments of SEA scoping report undertake optioneering including coastal process study and site visit info	A baseline understanding report has been included in Appendix C to the main report which incorporates details of the coastal processes acting within the study area. Copy of SEA sent to NE to check the amendments in accordance with their comments.
23/03/2010	Consideration of Sewer Network in flooding problem, investigate water diviner potential. Also locations of soil anchors to be provided by Client	Inspections and ownership of the drainage network has been identified as part of the preferred option along with a maintenance programme for repairs.
03/06/2010	Consider in options: Drainage study to north Outflanking of existing seawall Outflanking and slippage to the south on the quarterdeck Include slipway in scheme Identify watercourses,	Water courses have been identified as part of the landscape descriptions in Section 3.3 of the main report. Outflanking of seawall made clearer by clarification that capital maintenance only effective for 20-30 years in the optioneering (Section 5.4 of the main report). The management unit comprising the revetment to the south has been deemed, by a condition survey undertaken in 2008, as inactive, the status of which has not changed since. This is contained in Appendix C3 to the main report.

27/07/2010	Liaise with Yorkshire Water	Yorkshire water have been identified as the water authority in the area and liaison with them has been considered within the options assessment on the main report.
Public Exhibition		
Member of public	Drainage needs to be improved, further survey work required but something needs to be done now.	Identified as part of the options (preferred option), establish ownerships, then undertake CCTV survey then undertake maintenance as part of existing maintenance programmes.
Member of public	Report needs to be more precise on the preferred options	Report tidied to clarify the preferred solution
Member of public	-	
Member of public	-	
Member of public	Ensure work undertaken at the Upper Village. Try not to lose the Alum Quarries	Alum Quarries have been considered as part of the SEA Report and are mentioned again in Section 7 of the main report, The upper village has been considered in selection of the preferred option by identifying the need to undertake a drainage investigation / maintenance
Member of public	Establish a maintenance contract which includes landscaping for the future	A future programme for maintenance works has been established as part of the preferred option as mentioned in Section 1.5 of the main report.
Member of public	unadopted road part of cycle track, drainage not maintained	Noted SBC now aware of this
Member of public	Specify upper village solution, North of Victoria hotel to be ignored? And result in loss to the village.	The upper village will be subject to a drainage investigation and maintenance and repair programme to lower ground water levels and hence reduce the rate of erosion.
Member of public	Private property losing land, suggest planting	Option 2 outlines that no hard engineering techniques will be undertaken in the northern part of the village, though the damaged

	and drainage measures	buildings will be removed from the cliff edge.
Member of public	More drainage info in northern section, reinstate land drains to culvert down Cleveland way.	The drainage investigation has been clarified for the works to be undertaken in the northern part of the village in Section 7 of the main report
Member of public	Make preferred options stand out more	More emphasis on the preferred option
Member of public	Mount pleasant drainage issues, railway drainage, old redundant culvert at rocket post field been blocked up.	The drainage investigation has been clarified for the works to be undertaken in the northern part of the village in Section 7 of the main report
Member of public	-	
Member of public	Concern over work being agreed then shelved in future, assurances?	A programme for delivery of the various scheme aspects has been included as part of the main report (Section 8) together with a programme for maintenance works, all of which is subject to funding.
Member of public	-	
Member of public	Slope stability at picnic area and clarity on the predicted shape of the coastline.	The upper village will be subject to a drainage investigation and maintenance and repair programme to lower ground water levels and hence reduce the rate of erosion.
Member of public	Sort spelling and grammar	Amended in report
Environment Agency		
Feedback	Specific comments on the content of the Star document. Email dated 1-3-11 included in this report outlines the feedback obtained. Feedback provided in Section 5 of this report.	Comments addressed throughout the report and main coastal strategy report.

Natural England		
Natural England Liaison	<p>Happy with the proposal and the Sac will not be impacted upon whilst further detail will be required for further comment on the seawall works in the SSSI. Feedback provided in Section 6 of this report.</p>	<p>Comment included to consult Natural England when further developments are made around the seawall in the Robin Hood's Bay, 'May Wyke to Beast Cliff' Site of Special Scientific Interest.</p>
National Park Authority Liaison	<p>Property Roll-back is the most sustainable way forward and would require a feasibility study, though it is not appropriate for the authority to commission a feasibility study or to release land for property roll back. Feedback provided in Section 7 of this report. It is the NPA's understanding that properties at risk from coastal erosion could be considered as part of the review of the Local Development Frameworks which would be subject to wide public consultation.</p>	<p>Strategy has been altered in the description of property roll back. Land shall be identified for property roll back and the national park authority will be responsible for granting planning permission under the requirements of PPS25.</p>

2.3 Meeting Minutes

The following documents are the recorded meeting minutes for each SGM.

2.3.1 *Steering Group Meeting 11th February 2009*

Notes from the Robin Hoods Bay Steering group meeting

Held on the 11th of February 2009 at

Fylingdales Village Hall

Present:

Stewart Rowe (SR)) Scarborough Borough Council
Robin Siddle (RS)) Scarborough Borough Council
Martin Lloyd (ML)) Scarborough Borough Council
Cllr. Jane Mortimer (JM)) Scarborough Borough Council
Susan Wilson (SW)) Natural England
Abby Pulham (AP)) Mouchel
Peter Whipp (PW)) Mouchel
Nick Cane (NC)) Mouchel

ACTION

1.0 Introduction

1.1 RS welcomed all for their attendance. The group was asked to introduce themselves to each other. RS explained that the purpose of these meetings would be to act as a steering group for the project. It was noted that the meetings will take place on a monthly basis and attendance at all meetings is not necessary.

2.0 Apologies

2.1 Apologies for absence were received from Bob Dicker (National Trust), John Beech (National Park), Adrian Gill (The Environment Agency), Cllr. Andrew Backhouse, Carol Rehill (SBC).

3.0 Previous minutes

3.1 N/A

4.0 Matters Arising

4.1 N/A

5.0 Background

5.1 100% grant aid Funding to the sum of £180,126 has been secured and received from the Environment Agency to undertake;

1.) A further and more detailed study and investigations to the north of the present coast protection works at Mount Pleasant Cliffs (Robin Hoods Bay.)

2.) A review of the 1999 Robin Hood's Bay Coast Protection & Cliff Stabilisation study with the revised Flood and Coastal Defence Project Appraisal Guidelines (FCDPAG) taking into account climatic changes and

	<u>ACTION</u>
<p>predicted sea level rises.</p> <p>3.) Produce a strategy study from Abbey Cliffs (Whitby) to Hundale Point (Cloughton)</p> <p>The recently completed Shoreline Management Plan 2 recommended two studies, one North of Mount Pleasant (Robin Hoods Bay) and secondly to develop a Strategy for Robin Hoods Bay. It is therefore proposed to combine the two recommendations and develop a comprehensive Coastal Defence Strategy Study for Robin Hoods Bay for both the lower and upper part of the village.</p> <p>The full extent of the study area is Management Areas 24 and 25 extending from Abbey Cliff (Whitby) in the North to Hundale Point (Cloughton) in the South. The new investigations will provide more site specific information necessary to inform the decision process, to ensure the development of the most appropriate strategy for this frontage.</p> <p>The project is expected to last around 16 months until completion.</p> <p>5.2 The community of Robin Hood's Bay was originally a fishing village, which, at its peak in the early 19th century, was a more important fishing centre than nearby Whitby. However, by the end of the 19th century, the lack of harbour facilities prevented Robin Hood's Bay from remaining a viable port and the industry declined. The arrival of the railways in 1885 led to the expansion of the village and the development of The Mount Pleasant area, where there are large brick houses and hotels with southerly views across the Bay. Despite the closure of the railway in 1965 the village has continued to thrive, attracting tourists and retired people as well as providing homes for others who work in the surrounding area. The village is now an important tourist attraction because of its unspoilt nature, ancient charm and outstanding beauty of the surrounding countryside and coastline.</p> <p>The area is recognised by its environmental designations, which include Heritage Coast and several Sites of Importance for Nature Conservation. The foreshore and sea cliffs are designated as SSSI's on the basis of their geological values, and the Beast Cliff Special Area of Conservation. The geology of the area reflects its recent glaciation and the subsequential rise in sea level. Quaternary drift deposits of boulder clay cover the older Jurassic lias deposits of shales</p> <p>Therefore, Robin Hood's Bay has had a long history of coastal</p>	

ACTION

erosion problems. In 1780 much of the original road into the village (Kings Street) was lost. Since 1780, over two hundred properties have been lost as a consequence of cliff top recession.

Vertical concrete sea walls, 14 metres high and anchored into the cliff were built in 1975 to prevent erosion along "The Landing" a section of cliff located between the village slipway and Ground Wyke Hole

With the eroding cliff edge just 2 metres away from the only access road to the lower part of the village, SBC commissioned consultants in 1996 to evaluate the problem and identify suitable coast protection measures. The study, which extended from the Victoria Hotel Mount Pleasant southwards to the Quarterdeck was completed in 1999 and based upon the recommendations coast protection works between Ground Wyke Hole and Mount Pleasant were undertaken during 2000 and 2001. The most significant findings of the 1999 study was the progressive relative high rate of erosion and the outflanking and the sequential risk to existing coastal defence assets.

Although the recent coast protection works have addressed the issue for the lower part of the village, the upper part of the village (North of the Victoria Hotel Mount Pleasant) which is undefended remains at risk. Based on the 1999 'Robin Hood's Bay Coast Protection & Cliff Stabilisation study,' the SMP2 has assessed that only 9 properties are at risk. However the more recent and detailed assessment (2006 Cliff condition analysis) has identified Mount Pleasant as a potential cliff failure hotspot.

The recently completed SMP2 recognises that there is increasing pressure on defences being outflanked with continual erosion (0.3m per year) of the coastal cliffs. Furthermore the SMP also recognises that with relative small local communities such as Robin Hood's Bay, there is a risk in maintaining short sections of coastal defences without harming the natural open rural character of the North Yorkshire coast.

6.0 Project Programme

6.1 The project programme consist of:

- 1) Desktop Study
- 2) Topographic Study
- 3) Ground Investigation
- 4) Strategic Environmental Assessment (SEA)
- 5) Habitats Regulations Assessment (HRA)
- 6) Coastal Strategy Development

		<u>ACTION</u>
	7) Consultation 8) Final report and PAR preparation	
6.2	Deliverables/Desired Outcomes: <ul style="list-style-type: none"> • Produce a high quality Strategy Report. • Prepare a Project Appraisal Report for agreement by the EA. 	
6.3	To date SBC have appointed Mouchel as the consultant on this Project. Since their appointment, SBC have done a data handover and work has begun on the desktop study and the topographic survey.	
6.4	Mouchel gave a brief overview of the project with the aid of a Gantt Chart indicating the estimated start and finish dates of each stage.	
6.5	Mouchel to update the project programme adding in anticipated costs and PAR preparation.	AP
	7.0 Topographic Survey	
7.1	A provisional sum of £6000 has been allocated to complete this survey. The area being surveyed is the coastal cliff side north of Mount Pleasant (Robin Hoods Bay)	
7.2	The Topographic survey is being conducted by Mouchel's in house Topographical survey team. The survey is being carried out by one person on foot, with hand held equipment. It will not be necessary to install permanent survey points. Access to property has been sought in order to conduct this survey. So far residents have been willing to let the survey occur within their exterior property boundaries. A letter seeking permission was issued to affected residents.	
7.3	The physical survey began on the 2 nd of February and is due to be completed by the 13 th of February. Mouchel advised SBC that the survey is running to schedule.	
7.4	RS question to Mouchel: Is the provisional sum of £6000 going to cover the cost of this survey? Mouchel to seek confirmation of cost.	AP
	8.0 Ground Investigation	
8.1	Mouchel have identified the preferred location of the ground investigation through on site analysis and a desk top study. It has been suggested that 6 boreholes will be needed as this will provide a good overview of the area. Also proposed is a window sampling area on the coastal slope its self.	
8.2	Four of the six boreholes are estimated to reach a depth of 25-30 metres and the other two would go down to c.60 metres.	
8.3	Budget restraints may reduce the scope of the ground investigation when the preferred option has been finalised. Mouchel to supply RS with an informed estimated cost for undertaking the ground investigation. Extra funding for the ground investigation may need to be sought from the Environment Agency.	AP
4		

		<u>ACTION</u>
8.4	Mouchel have suggested undertaking some window sampling on the cliff below Mount Pleasant. The information gained from this would indicate if the cliff instability is caused by groundwater or by a coastal influence. The window sampling would be undertaken by hand held equipment. This area happens to be a SSSI. SW has agreed to look into the area suggested by Mouchel for the window sampling. The samples would be taken to a depth of c.5 metres.	SW
8.5	JM pointed out to the group that badgers are apparent in the areas close to the proposed borehole locations. It was stated that the areas close to boreholes 1, 2 and 3 may be a problem. PW confirmed the possibility of badgers in the area as during a walk over survey by Mouchel it was noted as a potential habitat area. It was suggested that a badger survey be undertaken around the proposed ground investigation area. PW to look into in more detail aided by SW. The group was informed that the winter period was a good time to conduct a Badger survey.	PW/SW
8.6	RS noted that he is currently conducting a land registry search to ascertain who owns the land where Mouchel would like to site the boreholes. The results from this search will be back soon. It is understood that Mouchel will determine access and obtain necessary permissions for the ground investigation.	
8.7	It was noted that proposed Borehole 6 is possibly on National Trust Land.	
8.8	ML noted that a condition survey of properties close to the proposed borehole location sites may need to be undertaken. Once exact locations have been identified this item will be looked at in more detail.	
8.9	Monitoring equipment may be installed into the boreholes to monitor the stability of the cliff. Piezometers and Inclometers may be installed if advised and needed.	
9.0	Environment Assessments	
9.1	Data collection for the strategic environmental assessment (SEA) is underway.	
9.2	A SEA scoping workshop is proposed for April (although may be moved to May due to Easter break). This will present all of the environmental data collected to date and give the public, stakeholders and affected parties to opportunity to comment on the features proposed to be scoped in and out of the assessment. It was agreed that this would be a good idea. PW to arrange in conjunction with RS.	PW
9.3	After the workshop a SEA scoping report will be produced.	PW
9.4	The habitats regulations assessment (HRA) for the Beast Cliff Special Area of Conservation will happen in parallel with the SEA with data collection occurring over the next few months	
10.0	AOB	
10.1	Mouchel to supply SBC with a risk register	RS
10.2	AP noted that some new staff will be working on the project.	AP

	<u>ACTION</u>
AP to supply RS with the new staff rates and CV's to approve as necessary.	
10.3 JM asked if the parish Council had been invited to the meeting. RS said that they had not at this stage however it was our intention to invite them to a meeting before the public consultation. RS to invite the parish Council to the next meeting.	RS
10.4 SR noted that we could set up a Robin Hoods Bay Management Committee at a later date if needed.	
10.5 It was suggested that English Heritage should be invited to attend the next meeting. RS agreed to invite them.	RS
10.7 RS to send a blank compensation event form to AP	RS
10.8 A list of all members of the steering group will be drawn up and issued to the group. RS to pull together.	RS
10.9 ML to pass on retaining wall details to Mouchel.	ML
10.10 JM suggested that we use the same car-park for the site equipment that was used last time work occurred in the village.	
10.11 JM: The Fylingdales monthly magazine could be used to keep the public informed about what is happening. It was agreed that this was a good idea along with issuing a press release in the Whitby Gazette and the Scarborough Evening News. The contact for the magazine is Jim Foster and usually if an article is with him by the 25 th of the month it will make it into the next issue.	
10.12 RS to arrange and book the next meeting.	RS
14.0 Next Meeting	
14.1 The next meeting is scheduled for the 26 th of March at 10.30 at Scarborough Town Hall. (Operational Services Conference Room)	

2.3.2 *Steering Group Meeting 23rd March 2009*

Notes from the Robin Hoods Bay Steering group meeting

Held on the 23rd March 2009 at

Scarborough Town Hall

Present:

Stewart Rowe (SR)	} Scarborough Borough Council
Robin Siddle (RS)	} Scarborough Borough Council
Martin Lloyd (ML)	} Scarborough Borough Council
Cllr. Jane Mortimer (JM)	} Scarborough Borough Council
Cllr. Andrew Backhouse (AB)	} Scarborough Borough Council
Susan Wilson (SW)	} Natural England
Peter Whipp (PW)	} Mouchel
Nick Cane (NC)	} Mouchel
Linda Frances (LF)	} Mouchel
Graham Evines (GE)	} Fylingdales Parish Council

4. Item 8.14: the BH in land owned by the absent owner of the Moorings is BH3

ACTION

1.0 Introduction

1.1 RS welcomed all for their attendance. The group was asked to introduce themselves to each other. RS explained that the purpose of these meetings would be to act as a steering group for the project. It was noted that the meetings will take place on a monthly basis and attendance at all meetings is not necessary.

2.0 Apologies

2.1 Apologies for absence were received from Bob Dicker (National Trust), John Beech (National Park), Adrian Gill (The Environment Agency) Carol Rehill (SBC). Abby Pulham (Mouchel)

3.0 Previous minutes

3.1 The previous minutes were agreed as correct

4.0 Matters Arising

4.1 Previous item 6.5: Mouchel have updated the project programme.

4.2 Previous item 7.4: Mouchel have provided RS with a final cost for the Topographic Survey which has come slightly over the £6k provisional Budget.

4.3 Previous item 8.3: Mouchel have supplied RS with the estimated costs for undertaking ground investigations.

4.4 Previous item 8.4: SW has been looking into the area suggested for the window sampling.

4.5 Previous item 8.5: A badger survey has been undertaken.

4.6 Previous item 9.2: The SEA workshop is currently being

	<u>ACTION</u>
4.7	arranged by RS and PW.
4.7	Previous item 9.2: Mouchel supplied RS with an up to date risk register.
4.8	Previous item 10.3: Mouchel have supplied a list of new staff rates for their team working on the project.
4.9	Previous item 10.5: RS has invited English Heritage to the steering group meeting.
4.10	Previous item 10.7: RS has sent a blank compensation event form to Mouchel.
4.11	Previous item 10.8: RS produced a list of all steering group members and issued this to the group.
4.12	Previous item 10.9: The retaining wall details/report have been passed on to Mouchel.
4.13	Previous item 10.12: RS booked the next meeting.
5.0	Background
5.1	100% grant aid Funding to the sum of £180,126 has been secured and received from the Environment Agency to undertake; 1.) A further and more detailed study and investigations to the north of the present coast protection works at Mount Pleasant Cliffs (Robin Hoods Bay.) 2.) A review of the 1999 Robin Hood's Bay Coast Protection & Cliff Stabilisation study with the revised Flood and Coastal Defence Project Appraisal Guidelines (FCDPAG) taking into account climatic changes and predicted sea level rises. 3.) Produce a strategy study from Abbey Cliffs (Whitby) to Hundale Point (Cloughton) The recently completed Shoreline Management Plan 2 recommended two studies, one North of Mount Pleasant (Robin Hoods Bay) and secondly to develop a Strategy for Robin Hoods Bay. The SMP 2 policy for Robin Hoods Bay village is 'Hold the Line' and No Active Intervention for the rest of the coast. It is therefore proposed to combine the two recommendations and develop a comprehensive Coastal Defence Strategy Study for Robin Hoods Bay for both the lower and upper part of the village. The full extent of the study area is Management Areas 24 and 25 extending from Abbey Cliff (Whitby) in the North to Hundale Point (Cloughton) in the South. The new investigations will provide more site specific information necessary to inform the decision process, to ensure the

	<u>ACTION</u>
development of the most appropriate strategy for this frontage.	
5.2 The project is expected to last around 16 months until completion.	
The community of Robin Hood's Bay was originally a fishing village, which, at its peak in the early 19th century, was a more important fishing centre than nearby Whitby. However, by the end of the 19th century, the lack of harbour facilities prevented Robin Hood's Bay from remaining a viable port and the industry declined. The arrival of the railways in 1885 led to the expansion of the village and the development of The Mount Pleasant area, where there are large brick houses and hotels with southerly views across the Bay. Despite the closure of the railway in 1965 the village has continued to thrive, attracting tourists and retired people as well as providing homes for others who work in the surrounding area. The village is now an important tourist attraction because of its unspoilt nature, ancient charm and outstanding beauty of the surrounding countryside and coastline.	
The area is recognised by its environmental designations, which include Heritage Coast and several Sites of Importance for Nature Conservation. The foreshore and sea cliffs are designated as SSSI's on the basis of their geological values, and the Beast Cliff Special Area of Conservation. The geology of the area reflects its recent glaciation and the subsequential rise in sea level. Quaternary drift deposits of boulder clay cover the older Jurassic lias deposits of shales	
Therefore, Robin Hood's Bay has had a long history of coastal erosion problems. In 1780 much of the original road into the village (Kings Street) was lost. Since 1780, over two hundred properties have been lost as a consequence of cliff top recession.	
Vertical concrete sea walls, 14 metres high and anchored into the cliff were built in 1975 to prevent erosion along "The Landing" a section of cliff located between the village slipway and Ground Wyke Hole	
With the eroding cliff edge just 2 metres away from the only access road to the lower part of the village, SBC commissioned consultants in 1996 to evaluate the problem and identify suitable coast protection measures. The study, which extended from the Victoria Hotel Mount Pleasant southwards to the Quarterdeck was completed in 1999 and based upon the recommendations coast protection works between Ground Wyke Hole and Mount Pleasant were undertaken during 2000	

	<u>ACTION</u>
<p>and 2001. The most significant findings of the 1999 study was the progressive relative high rate of erosion and the outflanking and the sequential risk to existing coastal defence assets.</p>	
<p>Although the recent coast protection works have addressed the issue for the lower part of the village, the upper part of the village (North of the Victoria Hotel Mount Pleasant) which is undefended remains at risk. Based on the 1999 'Robin Hood's Bay Coast Protection & Cliff Stabilisation study,' the SMP2 has assessed that only 9 properties are at risk. However the more recent and detailed assessment (2006 Cliff condition analysis) has identified Mount Pleasant as a potential cliff failure hotspot.</p>	
<p>The recently completed SMP2 recognises that there is increasing pressure on defences being outflanked with continual erosion (0.3m per year) of the coastal cliffs. Furthermore the SMP also recognises that with relative small local communities such as Robin Hood's Bay, there is a risk in maintaining short sections of coastal defences without harming the natural open rural character of the North Yorkshire coast.</p>	
<p>6.0 Project Programme</p>	
<p>6.1 The project programme consist of:</p> <ol style="list-style-type: none"> 1) Desktop Study 2) Topographic Study 3) Ground Investigation 4) Strategic Environmental Assessment (SEA) 5) Habitats Regulations Assessment (HRA) 6) Coastal Strategy Development 7) Consultation 8) Final report and PAR preparation 	
<p>6.2 Deliverables/Desired Outcomes:</p>	
<ul style="list-style-type: none"> • Produce a high quality Strategy Report. • Prepare a Project Appraisal Report for agreement by the EA. 	
<p>6.3 To date SBC have appointed Mouchel as the consultant on this Project. Since their appointment, SBC have done a data handover and work has begun on the desktop study. A topographic and Badger survey has also taken place.</p>	
<p>6.4 Mouchel to update the project programme.</p>	AP
<p>7.0 Topographic Survey</p>	
<p>7.1 A provisional sum of £6000 has been allocated to complete this survey. The area being surveyed is the coastal cliff side north of Mount Pleasant (Robin Hoods Bay)</p>	
<p>7.2 The Topographic survey was conducted by Mouchel's in house Topographical survey team. The survey was carried out by one</p>	

	<u>ACTION</u>
	<p>person on foot, with hand held equipment. It was not necessary to install permanent survey points. Access to property was sought in order to conduct this survey. Residents have been willing to let the survey occur within their exterior property boundaries. A letter seeking permission was issued to affected residents.</p>
7.3	The physical survey began on the 2 nd of February and was completed by the 13 th of February.
7.4	Topographic survey has come in slightly over the £6K provisional budget at £6,492.24.
8.0	Ground Investigation
8.1	Mouchel have identified the preferred location of the ground investigation through on site analysis and a desk top study. It has been suggested that 4 boreholes will be needed as this will provide a good overview of the area. Also proposed is a window sampling area on the coastal slope its self.
8.3	The proposed ground investigation will be located in the upper part of the village in the area where the properties are at risk and the area of cliff failures.
8.4	Previous ground investigation work at Robin Hood's Bay has shown laminated clay to be present at depth. This was a contributory factor in the large scale movement that occurred immediately south of the Victoria Hotel. Information from the ground investigation that was carried out in this area in 1996 is not available. Stabilisation works were undertaken in 2000 to the south of the hotel.
	<p>To determine the forms of failure it is proposed to put down four cable percussion boreholes on the cliff top, to depths of 25-30m, to the base of the glacial till. Disturbed and undisturbed samples will be taken at intervals for testing in the laboratory. In-situ Standard Penetration tests will also be taken at regular intervals. Three of the holes will be continued to sea level, a total depth of 50-70m, by rotary coring methods.</p> <p>The layout of boreholes is considered to be the minimum number of holes to provide an adequate soil profile for the affected length of cliff in the Mount Pleasant area. It is necessary to core to the base of the cliffs to determine the presence or absence of existing shear planes and also to provide a strength profile should deep embedded retaining structures be deemed the only option to safeguard against failure.</p>
8.5	Standpipe piezometers, to measure long term water levels, will be installed in two of the holes and inclinometers, to monitor movement, will be installed in the remaining two. The cost estimate allows for six return visits by the contractor to monitor these instruments.
8.6	The boreholes will be 200mm diameter, maximum, reducing to

	<u>ACTION</u>
	<p>150mm with depth. The rotary cores will be continued in the same holes at 100mm diameter. On completion the instruments described above will be installed in the boreholes and grouted in. The grout will be stronger than the glacial clay and as strong as the underlying rock. This will ensure that there are no voids and no route for ingress of water. At the surface the holes will be finished with a steel cover set in concrete.</p> <p>The ground investigation proposal also includes two days work at the base of the coastal slope in the glacial till to determine the surface nature of the material exposed to the elements and groundwater seepage. The investigation will also be used to determine the geotechnical properties of the material that has already failed. The ground investigation in this area will be undertaken using hand held window sampling and probing equipment.</p> <p>Laboratory testing will be undertaken to classify the soils present (moisture content, Atterberg Limits and particle size distribution), provide total and effective shear strength properties, parameters for attack on buried steel or concrete and settlement characteristics. Tests on the rock cores will comprise moisture content and strength. All the cores will be photographed.</p> <p>The GI Contractor will compile a factual report to include the exploratory hole logs, test results, monitoring data as available, and location and levels of the holes.</p> <p>The cost estimate for the ground investigation, which would be carried out by specialist ground investigation contractors, is £42-54,000. This estimate is based on an existing term schedule of rates that Mouchel Limited holds with Soil Mechanics, Allied Exploration and Geotechnics, Norwest Holst.</p>
8.7	<p>Budget restraints may reduce the scope of the ground investigation when the preferred option has been finalised. Extra funding for the ground investigation may need to be sought from the Environment Agency. RS explained to the group that SBC will need to wait until they get a price back from a GI contractor before they can seek additional funding from the Environment Agency. It is almost certain that the price will exceed the £25,000 allocated as indicated by our estimate. The EA is aware that we may need extra funding.</p>
8.8	<p>JM suggested that we use the same car-park for the site equipment that was used last time work occurred in the village. AB noted that if we need to use the car parks we should define the area we need by spaces and then agree this with the parking</p>

	<u>ACTION</u>
department. GV suggested that we use the overflow part of station car park to avoid using up spaces already heavily in demand during the summer period.	
8.9 AP to forward the draft GI Tender documents to RS for comment from SBC's Legal department.	AP
8.10 SW asked LF amount the extent of the window sampling that is proposed. LF noted that around 8 holes in total would be sunk.	
8.11 SW explained that SBC need to apply to NE for a letter of assent to work on the SSSI. The application would be better coming directly from SBC rather than Mouchel.	
8.12 Mouchel to write a letter of to seek assent from NE to work on the SSSI and near it. Mouchel to forward this on to RS.	AP/LF
8.13 AP/LF to send RS a copy of the permission to undertake ground investigations on private land letter.	AP/LF
8.14 RS to seek the permission for BH3 to be sunk. The owner is in Singapore and it is let to a tenant. Apparently the let is administered by the owner's sister who lives locally. The house name is the 'Moorings.'	RS
9.0 Environment Assessments	
9.1 Data collection for the strategic environmental assessment (SEA) is underway.	
9.2 A SEA scoping workshop is proposed for May. This workshop will present all of the environmental data collected to date and give the public, stakeholders and affected parties to opportunity to comment on the features proposed to be scoped in and out of the assessment.	
9.3 After the workshop a SEA scoping report will be produced.	
9.4 The habitats regulations assessment (HRA) for the Beast Cliff Special Area of Conservation will happen in parallel with the SEA with data collection occurring over the next few months	
9.5 SW noted that Natural England is currently reviewing the conservation objectives of the Robin Hood's Bay SSSI. SW will forward this on to RS&PW once it has been completed.	
9.6 It has been suggested that SEA workshop should take place in the first or second week of May. JM noted that Fylingdales village hall gets booked up fast. RS to seek availability of the village hall and book a date.	RS
9.7 It was suggested that we invite the statutory consultees to the workshop. PW to arrange once a date is confirmed.	PW
9.9 It was proposed that there should be two meetings during the workshop. One should be between 2 till 5 and the other from 6 till 9. It was also proposed that if needed we should have a steering group meeting before the workshop occurs. RS to confirm final arrangements.	RS
9.10 RS to liaise and publicise the SEA workshop. JM Suggested doing this through the parish councils, Whitby Gazette, Bay News Jeff Foster (01947 880660) and the Scarborough Evening news.	

		<u>ACTION</u>
10.0	Badger Survey and Works within the SSSI	
10.1	A Badger Survey in and around the areas identified for ground investigation work has been commissioned by SBC and undertaken by Mouchel in order to determine the presence/absence of badgers.	
10.2	RS has obtained permission/funding from the EA in order to conduct the badger survey. The cost of the survey was £2499.87.	
10.3	The survey has determined that no license will be needed for GI work in the proposed borehole locations or window sampling area, however certain recommendations have been made for the management of site based activities during the works.	
10.4	The draft GI tender documents have been amended to reflect the findings of the badger survey.	
10.4	Mouchel to forward a copy of the Draft Badger Survey to RS.	AP
10.5	RS to forward a copy of the Draft Badger Survey to SW.	RS
11.0	SW stated that there is unlikely to be an objection from Natural England although a formal request from Scarborough Borough Council will need to be sent asking for ascent to complete works.	
11.1	LF is able to provide SBC with a detailed method of works which are proposed to be included in the formal letter to NE.	RS
11.2	GV and JM suggested that we should forward a copy of the meeting notes on to Hawsker-cum-Stainsacre Parish Council. RS to agreed to do this.	RS
11.3	RS to clarify the policy of the SMP2 for the area of Robin Hoods Bay.	RS
11.4	Make sure the SMP2 policy for the area is on the next meeting agenda.	RS
11.5	RS to obtain a copy of the Rapid Coastal Zone Assessment, produced by English Heritage and then forward this on to Mouchel.	RS
10.12	RS to arrange and book the next meeting.	RS
14.0	Next Meeting	
14.1	To be arranged	

2.3.3 *Steering Group Meeting 7th May 2009*

Draft Notes from the Robin Hoods Bay Coastal Strategy Study Steering
group meeting

Held on the 7th of May 2009 at

Fylingdales Village Hall

Present:

Stewart Rowe (SR)	} Scarborough Borough Council
Robin Siddle (RS)	} Scarborough Borough Council
Cllr. Jane Mortimer (JM)	} Scarborough Borough Council
Susan Wilson (SW)	} Natural England
Abby Pulham (AP)	} Mouchel
Peter Whipp (PW)	} Mouchel
Dick Hoyle (DH)	} Fylingdales Parish Council
John Beech (JB)	} Heritage Coast/ National Park

ACTION

1.0 Introduction

1.1 RS welcomed all for their attendance. The group was asked to introduce themselves to each other.

2.0 Apologies

2.1 Apologies for absence were received from Bob Dicker (National Trust), Adrian Gill (The Environment Agency) Carol Rehill (SBC), Martin Lloyd (SBC) Cllr. Andrew Backhouse (SBC)

3.0 Previous minutes

3.1 A few changes to the previous notes were made, notably the names of the SSSIs in the area were corrected.

4.0 Matters Arising

4.1 Previous item 6.4: Mouchel have updated the project programme.

4.2 Previous item 8.9: AP forwarded the draft GI tender documents to RS for comment.

4.3 Previous item 8.12: AP wrote a letter to seek assent from NE.

4.4 Previous item 8.13: AP sent a copy of the permission to undertake GI to RS.

4.5 Previous item 8.14: RS sought and received permission to sink borehole 4.

4.6 Previous item 9.6: RS sought availability of the village hall and booked it.

4.7 Previous item 9.7: PW invited statutory consultees to the workshop.

4.8 Previous item: 9.10: RS publicised the SEA workshop.

4.9 Previous item: 10.4: Mouchel forwarded a copy of the draft badger report to RS.

	<u>ACTION</u>
4.10	Previous item 10.5: RS forwarded a copy of the draft badger report on to SW of NE.
4.11	Previous item 11.1: Mouchel have supplied RS with an up to date risk register.
4.12	Previous item 11.2: RS forwarded a copy of the meeting notes on to Hawsker-cum-Stainsacre Parish Council.
4.13	Previous item 11.3: SR clarified to some extent the SMP2 policy for the area, it is understood that further investigation will be needed to resolve this matter.
4.14	Previous item 11.4: RS added the SMP2 policy on to the agenda.
4.15	Previous item 11.5: RS forwarded a copy of the RCZA on to Mouchel.
4.16	Previous item 11.6: RS to booked the next meeting.
5.0	Background
5.1	100% grant aid Funding to the sum of £180,126 has been secured and received from the Environment Agency to undertake; <ol style="list-style-type: none">1.) A further and more detailed study and investigations to the north of the present coast protection works at Mount Pleasant Cliffs (Robin Hoods Bay.)2.) A review of the 1999 Robin Hood's Bay Coast Protection & Cliff Stabilisation study with the revised Flood and Coastal Defence Project Appraisal Guidelines (FCDPAG) taking into account climatic changes and predicted sea level rises.3.) Produce a strategy study from Abbey Cliffs (Whitby) to Hundale Point (Cloughton) <p>The recently completed Shoreline Management Plan 2 recommended two studies, one North of Mount Pleasant (Robin Hoods Bay) and secondly to develop a Strategy for Robin Hoods Bay. It is therefore proposed to combine the two recommendations and develop a comprehensive Coastal Defence Strategy Study for Robin Hoods Bay for both the lower and upper part of the village.</p> <p>The full extent of the study area is Management Areas 24 and 25 extending from Abbey Cliff (Whitby) in the North to Hundale Point (Cloughton) in the South. The new investigations will provide more site specific information necessary to inform the decision process, to ensure the development of the most appropriate strategy for this frontage.</p> <p>The project is expected to last around 16 months until</p>

	<u>ACTION</u>
<p>5.2 completion.</p> <p>The community of Robin Hood's Bay was originally a fishing village, which, at its peak in the early 19th century, was a more important fishing centre than nearby Whitby. However, by the end of the 19th century, the lack of harbour facilities prevented Robin Hood's Bay from remaining a viable port and the industry declined. The arrival of the railways in 1885 led to the expansion of the village and the development of The Mount Pleasant area, where there are large brick houses and hotels with southerly views across the Bay. Despite the closure of the railway in 1965 the village has continued to thrive, attracting tourists and retired people as well as providing homes for others who work in the surrounding area. The village is now an important tourist attraction because of its unspoilt nature, ancient charm and outstanding beauty of the surrounding countryside and coastline.</p> <p>The area is recognised by its environmental designations, which include Heritage Coast and several Sites of Importance for Nature Conservation. The foreshore and sea cliffs are designated as SSSIs on the basis of their geological values, and the Beast Cliff Special Area of Conservation. The geology of the area reflects its recent glaciation and the subsequential rise in sea level. Quaternary drift deposits of boulder clay cover the older Jurassic lias deposits of shales</p> <p>Therefore, Robin Hood's Bay has had a long history of coastal erosion problems. In 1780 much of the original road into the village (Kings Street) was lost. Since 1780, over two hundred properties have been lost as a consequence of cliff top recession.</p> <p>Vertical concrete sea walls, 14 metres high and anchored into the cliff were built in 1975 to prevent erosion along "The Landing" a section of cliff located between the village slipway and Ground Wyke Hole</p> <p>With the eroding cliff edge just 2 metres away from the only access road to the lower part of the village, SBC commissioned consultants in 1996 to evaluate the problem and identify suitable coast protection measures. The study, which extended from the Victoria Hotel Mount Pleasant southwards to the Quarterdeck was completed in 1999 and based upon the recommendations coast protection works between Ground Wyke Hole and Mount Pleasant were undertaken during 2000 and 2001. The most significant findings of the 1999 study was the progressive relative high rate of erosion and the outflanking and the sequential risk to existing coastal defence assets.</p>	

	<u>ACTION</u>
<p>Although the recent coast protection works have addressed the issue for the lower part of the village, the upper part of the village (North of the Victoria Hotel Mount Pleasant) which is undefended remains at risk. Based on the 1999 'Robin Hood's Bay Coast Protection & Cliff Stabilisation study,' the SMP2 has assessed that only 9 properties are at risk. However the more recent and detailed assessment (2006 Cliff condition analysis) has identified Mount Pleasant as a potential cliff failure hotspot.</p>	
<p>The recently completed SMP2 recognises that there is increasing pressure on defences being outflanked with continual erosion (0.3m per year) of the coastal cliffs. Furthermore the SMP also recognises that with relative small local communities such as Robin Hood's Bay, there is a risk in maintaining short sections of coastal defences without harming the natural open rural character of the North Yorkshire coast.</p>	
<p>6.0 Project Programme</p>	
<p>6.1 The project programme consist of:</p> <ol style="list-style-type: none"> 1) Desktop Study 2) Topographic Study 3) Ground Investigation 4) Strategic Environmental Assessment (SEA) 5) Habitats Regulations Assessment (HRA) 6) Coastal Strategy Development 7) Consultation 8) Final report and PAR preparation 	
<p>6.2 Deliverables/Desired Outcomes:</p>	
<ul style="list-style-type: none"> • Produce a high quality Strategy Report • Prepare a Project Appraisal Report for agreement by the EA. 	
<p>6.3 To date SBC have appointed Mouchel as the consultant on this Project. Since their appointment, SBC have done a data handover to Mouchel. Mouchel have conducted a topographic, survey, Badger survey and have nearly finished the SEA.</p>	
<p>6.4 Mouchel to update the project programme.</p>	AP
<p>6.5 AP noted that there has been a change in the programme to reflect the time it is taking to get the GI programme tendered.</p>	
<p>6.6 RS to issue a copy of the project programme to the steering group.</p>	
<p>7.0 Topographic Survey</p>	
<p>7.1 The Topographic survey is now complete.</p>	
<p>8.0 Ground Investigation</p>	
<p>8.1 Mouchel have identified the preferred location of the ground investigation through on site analysis and a desk top study. It</p>	

	<u>ACTION</u>
	<p>has been suggested that 4 boreholes will be needed as this will provide a good overview of the area. Also proposed is a window sampling area on the coastal slope its self.</p>
8.3	<p>The proposed ground investigation will be located in the upper part of the village in the area where the properties are at risk and the area of cliff failures.</p>
8.4	<p>Previous ground investigation work at Robin Hood's Bay has shown laminated clay to be present at depth. This was a contributory factor in the large scale movement that occurred immediately south of the Victoria Hotel. Information from the ground investigation that was carried out in this area in 1996 is not available. Stabilisation works were undertaken in 2000 to the south of the hotel.</p> <p>To determine the forms of failure it is proposed to put down four cable percussion boreholes on the cliff top, to depths of 25-30m, to the base of the glacial till. Disturbed and undisturbed samples will be taken at intervals for testing in the laboratory. In-situ Standard Penetration tests will also be taken at regular intervals. Three of the holes will be continued to sea level, a total depth of 50-70m, by rotary coring methods.</p> <p>The layout of boreholes is considered to be the minimum number of holes to provide an adequate soil profile for the affected length of cliff in the Mount Pleasant area. It is necessary to core to the base of the cliffs to determine the presence or absence of existing shear planes and also to provide a strength profile should deep embedded retaining structures be deemed the only option to safeguard against failure.</p>
8.5	<p>Standpipe piezometers, to measure long term water levels, will be installed in two of the holes and inclinometers, to monitor movement, will be installed in the remaining two. The cost estimate allows for six return visits by the contractor to monitor these instruments.</p>
8.6	<p>The boreholes will be 200mm diameter, maximum, reducing to 150mm with depth. The rotary cores will be continued in the same holes at 100mm diameter. On completion the instruments described above will be installed in the boreholes and grouted in. The grout will be stronger than the glacial clay and as strong as the underlying rock. This will ensure that there are no voids and no route for ingress of water. At the surface the holes will be finished with a steel cover set in concrete.</p> <p>The ground investigation proposal also includes two days work at the base of the coastal slope in the glacial till to determine the surface nature of the material exposed to the elements and groundwater seepage. The investigation will also be used to determine the geotechnical properties of the material that has</p>

		<u>ACTION</u>
	<p>already failed. The ground investigation in this area will be undertaken using hand held window sampling and probing equipment.</p> <p>Laboratory testing will be undertaken to classify the soils present (moisture content, Atterberg Limits and particle size distribution), provide total and effective shear strength properties, parameters for attack on buried steel or concrete and settlement characteristics. Tests on the rock cores will comprise moisture content and strength. All the cores will be photographed.</p> <p>The GI Contractor will compile a factual report to include the exploratory hole logs, test results, monitoring data as available, and location and levels of the holes.</p> <p>The cost estimate for the ground investigation, which would be carried out by specialist ground investigation contractors, is £42-54,000. This estimate is based on an existing term schedule of rates that Mouchel Limited holds with Soil Mechanics, Allied Exploration and Geotechnics, Norwest Holst.</p>	
8.7	<p>Budget restraints may reduce the scope of the ground investigation when the preferred option has been finalised. Extra funding for the ground investigation may need to be sought from the Environment Agency. It has been explained to the group that SBC will need to wait until they get a price back from a GI contractor before they can seek additional funding from the Environment Agency. (If additional funding is needed at all) The EA is aware that we may need extra funding.</p>	
8.8	<p>RS informed the group that he has been able to obtain permission to undertake the ground investigation of BH4. The owner of the property is based in Switzerland and has given his full consent.</p>	
8.9	<p>The draft GI tender documents have been checked by SBC's legal department and returned to Mouchel to action the required changes.</p>	
8.10	<p>Mouchel to return final GI tender document to RS</p>	AP
8.11	<p>RS to get the GI tender document live on the councils Alito procurement system.</p>	RS
9.0	<p>Environment Assessments</p>	
9.1	<p>Data collection for the strategic environmental assessment (SEA) is underway and almost complete pending feedback from the SEA workshop.</p>	
9.2	<p>The SEA scoping workshop will present all of the environmental data collected to date and give the stakeholders and affected parties the opportunity to comment on the features proposed to be scoped in and out of the assessment.</p>	

		<u>ACTION</u>
9.3	After the workshop a SEA scoping report will be produced.	
9.4	The habitats regulations assessment (HRA) will happen in parallel with the SEA with data collection occurring over the next few months.	
9.5	The SEA workshop will take place today followed by a public display of data collected so far. The workshop will cover: <ul style="list-style-type: none"> • An overview of the project • What is a Strategic Environmental Assessment • An overview of data collected so far • SEA Issues & Objectives • Discussion of issues and objectives • Plenary Session 	
9.6	Both the SEA meeting and the public display have been arranged by RS to take place at the Fylingdales village hall. The workshop will begin at 2pm and close at 4pm followed by the public display between 5pm to 7pm.	
9.7	All statutory consultees have been invited to the workshop.	
9.9	RS has published the Public display through the following mediums, Whitby Gazette, Bayfair and Scarborough Evening news. Media attention has also come from the Yorkshire Post, Radio York and two local news channels.	
10.0	SMP2 Policy for Robin Hoods Bay	
10.1	The matter of what is defined as the village of RHB was discussed in detail. The SMP2 notes the potential loss of 9 properties but at the same time expresses the view that the Village of Robin Hoods Bay should be protected. The final definition of the village is still to be confirmed and this matter is not closed and will be looked at in more detail as the strategy is developed.	
10.2	RS to clarify with the National Park what they class as the extent of the village of RHB.	RS
11.0	AOB	
11.1	Mouchel to supply SBC with an updated risk register	AP
11.2	It was noted that we should all be using the correct name for this project in correspondence with each other to avoid confusion. The correct name for this project is: The Robin Hoods Bay Coastal Strategy Study.	
11.4	RS to arrange and book the next meeting.	RS
14.0	Next Meeting	
14.1	The next meeting is scheduled for the 15 th of June at 1pm at Scarborough Town Hall. (Sea View conference Room)	

2.3.4 *Steering Group Meeting 15th June 2009*

**Draft Notes from the Robin Hoods Bay Coastal Strategy Study Steering
group meeting**

Held on the 15th of June 2009 at

Scarborough Town Hall

Present:

Stewart Rowe (SR)	} Scarborough Borough Council
Robin Siddle (RS)	} Scarborough Borough Council
Cllr. Jane Mortimer (JM)	} Scarborough Borough Council
Susan Wilson (SW)	} Natural England
Abby Pulham (AP)	} Mouchel
John Beech (JB)	} Heritage Coast/ National Park

ACTION

1.0 Introduction

1.1 RS welcomed all for their attendance.

2.0 Apologies

2.1 Apologies for absence were received from Bob Dicker (National Trust), Adrian Gill (The Environment Agency), Carol Rehill (SBC), Martin Lloyd (SBC), Cllr. Andrew Backhouse (SBC).

3.0 Previous minutes

3.1 The previous minutes were agreed as correct.

4.0 Matters Arising

4.1 Previous item 6.4: Mouchel have updated the project programme.

4.2 Previous item 8.10: AP forwarded the final GI tender documents to RS.

4.3 Previous item 8.11: RS put the GI tender on to the council's procurement system.

4.4 Previous item 8.13: AP sent a copy of the permission to undertake GI to RS.

4.5 Previous item 10.2: RS clarified with the NP what they classed as the village of Robin Hood's Bay.

4.6 Previous item 11.1: Mouchel have supplied RS with an up to date risk register.

4.7 Previous item 11.4: RS booked the meeting room.

4.8 Previous item: 9.10: RS publicised the SEA workshop.

4.9 Previous item: 10.4: Mouchel forwarded a copy of the draft badger report to RS.

4.10 Previous item 10.5: RS forwarded a copy of the draft badger report on to SW of NE.

4.16 Previous item 11.6: RS to booked the next meeting.

5.0 Background

	<u>ACTION</u>
<p>5.1 100% grant aid Funding to the sum of £180,126 has been secured and received from the Environment Agency to undertake;</p> <p>1.) A further and more detailed study and investigations to the north of the present coast protection works at Mount Pleasant Cliffs (Robin Hoods Bay.)</p> <p>2.) A review of the 1999 Robin Hood's Bay Coast Protection & Cliff Stabilisation study with the revised Flood and Coastal Defence Project Appraisal Guidelines (FCDPAG) taking into account climatic changes and predicted sea level rises.</p> <p>3.) Produce a strategy study from Abbey Cliffs (Whitby) to Hundale Point (Cloughton)</p> <p>The recently completed Shoreline Management Plan 2 recommended two studies, one North of Mount Pleasant (Robin Hoods Bay) and secondly to develop a Strategy for Robin Hoods Bay. It is therefore proposed to combine the two recommendations and develop a comprehensive Coastal Defence Strategy Study for Robin Hoods Bay for both the lower and upper part of the village.</p> <p>The full extent of the study area is Management Areas 24 and 25 extending from Abbey Cliff (Whitby) in the North to Hundale Point (Cloughton) in the South. The new investigations will provide more site specific information necessary to inform the decision process, to ensure the development of the most appropriate strategy for this frontage.</p> <p>The project is expected to last around 16 months until completion.</p>	
<p>5.2 The community of Robin Hood's Bay was originally a fishing village, which, at its peak in the early 19th century, was a more important fishing centre than nearby Whitby. However, by the end of the 19th century, the lack of harbour facilities prevented Robin Hood's Bay from remaining a viable port and the industry declined. The arrival of the railways in 1885 led to the expansion of the village and the development of The Mount Pleasant area, where there are large brick houses and hotels with southerly views across the Bay. Despite the closure of the railway in 1965 the village has continued to thrive, attracting tourists and retired people as well as providing homes for others who work in the surrounding area. The village is now an important tourist attraction because of its unspoilt nature, ancient charm and outstanding beauty of the surrounding</p>	

ACTION

countryside and coastline.

The area is recognised by its environmental designations, which include Heritage Coast and several Sites of Importance for Nature Conservation. The foreshore and sea cliffs are designated as SSSIs on the basis of their geological values, and the Beast Cliff Special Area of Conservation. The geology of the area reflects its recent glaciation and the subsequential rise in sea level. Quaternary drift deposits of boulder clay cover the older Jurassic lias deposits of shales

Therefore, Robin Hood's Bay has had a long history of coastal erosion problems. In 1780 much of the original road into the village (Kings Street) was lost. Since 1780, over two hundred properties have been lost as a consequence of cliff top recession.

Vertical concrete sea walls, 14 metres high and anchored into the cliff were built in 1975 to prevent erosion along "The Landing" a section of cliff located between the village slipway and Ground Wyke Hole

With the eroding cliff edge just 2 metres away from the only access road to the lower part of the village, SBC commissioned consultants in 1996 to evaluate the problem and identify suitable coast protection measures. The study, which extended from the Victoria Hotel Mount Pleasant southwards to the Quarterdeck was completed in 1999 and based upon the recommendations coast protection works between Ground Wyke Hole and Mount Pleasant were undertaken during 2000 and 2001. The most significant findings of the 1999 study was the progressive relative high rate of erosion and the outflanking and the sequential risk to existing coastal defence assets.

Although the recent coast protection works have addressed the issue for the lower part of the village, the upper part of the village (North of the Victoria Hotel Mount Pleasant) which is undefended remains at risk. Based on the 1999 'Robin Hood's Bay Coast Protection & Cliff Stabilisation study,' the SMP2 has assessed that only 9 properties are at risk. However the more recent and detailed assessment (2006 Cliff condition analysis) has identified Mount Pleasant as a potential cliff failure hotspot.

The recently completed SMP2 recognises that there is increasing pressure on defences being outflanked with continual erosion (0.3m per year) of the coastal cliffs. Furthermore the SMP also recognises that with relative small local communities

	<u>ACTION</u>
	such as Robin Hood's Bay, there is a risk in maintaining short sections of coastal defences without harming the natural open rural character of the North Yorkshire coast.
6.0	Project Programme
6.1	The project programme consists of: <ol style="list-style-type: none">1) Desktop Study2) Topographic Study3) Ground Investigation4) Strategic Environmental Assessment (SEA)5) Habitats Regulations Assessment (HRA)6) Coastal Strategy Development7) Consultation8) Final report and PAR preparation
6.2	Deliverables/Desired Outcomes: <ul style="list-style-type: none">• Produce a high quality Strategy Report.• Prepare a Project Appraisal Report for agreement by the EA.
6.3	To date SBC have appointed Mouchel as the consultant on this Project. Since their appointment, SBC have done a data handover to Mouchel. Mouchel have conducted a topographic, survey, Badger survey and have nearly finished the SEA and the HRA screening report.
6.4	Mouchel circulated an up to date project programme at the meeting.
6.5	AP noted that there has been a change in the programme to reflect the time it will take to seek additional funding to conduct the ground investigation. AP also explained that the SEA was a little behind schedule, however the HRA was coming in about two weeks ahead of schedule.
7.0	Topographic Survey
7.1	The Topographic survey is now complete.
8.0	Ground Investigation
8.1	Mouchel have identified the preferred location of the ground investigation through on site analysis and a desk top study. 4 boreholes are needed to provide a good overview of the area. Window sampling is proposed on the coastal slope itself.
8.3	The proposed ground investigation will be located in the upper part of the village in the area where the properties are at risk and the area of cliff failures.
8.4	Previous ground investigation work at Robin Hood's Bay has shown laminated clay to be present at depth. This was a contributory factor in the large scale movement that occurred immediately south of the Victoria Hotel. Information from the ground investigation that was carried out in this area in 1996 is not available. Stabilisation works were undertaken in 2000 to the south of the hotel.

	<u>ACTION</u>
	<p>To determine the forms of failure it is proposed to put down four cable percussion boreholes on the cliff top, to depths of 25-30m, to the base of the glacial till. Disturbed and undisturbed samples will be taken at intervals for testing in the laboratory. In-situ Standard Penetration tests will also be taken at regular intervals. Three of the holes will be continued to sea level, a total depth of 50-70m, by rotary coring methods.</p>
	<p>The layout of boreholes is considered to be the minimum number of holes to provide an adequate soil profile for the affected length of cliff in the Mount Pleasant area. It is necessary to core to the base of the cliffs to determine the presence or absence of existing shear planes and also to provide a strength profile should deep embedded retaining structures be deemed the only option to safeguard against failure.</p>
8.5	<p>Standpipe piezometers, to measure long term water levels, will be installed in two of the holes and inclinometers, to monitor movement, will be installed in the remaining two. The cost estimate allows for six return visits by the contractor to monitor these instruments.</p>
8.6	<p>The boreholes will be 200mm diameter, maximum, reducing to 150mm with depth. The rotary cores will be continued in the same holes at 100mm diameter. On completion the instruments described above will be installed in the boreholes and grouted in. The grout will be stronger than the glacial clay and as strong as the underlying rock. This will ensure that there are no voids and no route for ingress of water. At the surface the holes will be finished with a steel cover set in concrete.</p>
	<p>The ground investigation proposal also includes two days work at the base of the coastal slope in the glacial till to determine the surface nature of the material exposed to the elements and groundwater seepage. The investigation will also be used to determine the geotechnical properties of the material that has already failed. The ground investigation in this area will be undertaken using hand held window sampling and probing equipment.</p>
	<p>Laboratory testing will be undertaken to classify the soils present (moisture content, Atterberg Limits and particle size distribution), provide total and effective shear strength properties, parameters for attack on buried steel or concrete and settlement characteristics. Tests on the rock cores will comprise moisture content and strength. All the cores will be photographed.</p>
	<p>The GI Contractor will compile a factual report to include the</p>

		<u>ACTION</u>
	exploratory hole logs, test results, monitoring data as available, and location and levels of the holes.	
8.7	RS noted that 7 tender quotes have been received from GI contractors. Their quotes for the ground investigation ranged from £42k to £69k. These tenders are currently being analysed on a cost/quality ratio and the preferred contractor will be identified on the 17 th of June. Budget restraints may reduce the scope of the ground investigation if additional funding is not forth coming from the Environment Agency. A variation funding bid will be submitted to the EA shortly.	
8.8	RS to submit a variation order to the EA for additional funding.	RS
8.9	AP explained that health and Safety issues will need to be clarified with the preferred contractor before their appointment.	
8.10	It is anticipated that site work will last around three weeks and hopefully be completed before the summer school holidays.	
8.11	JB raised concerns about the heavy plant equipment being used to drill the boreholes and whether or not this equipment would be fenced off from the public. AP explained that this may be an issue for one of the boreholes on the NT land, however this would be picked up when we walk the site with the preferred contractor. If there is a need to fence off the ground investigation machinery this will be done.	
9.0	Environment Assessments	
9.1	Data collection for the strategic environmental assessment (SEA) is underway and almost complete.	
9.2	The SEA scoping workshop presented all of the environmental data collected to date and gave the stakeholders and affected parties the opportunity to comment on the features proposed to be scoped in and out of the assessment. Many different statutory consultees attended the SEA workshop.	
	The SEA workshop covered: <ul style="list-style-type: none"> • An overview of the project • What is a Strategic Environmental Assessment • An overview of data collected so far • SEA Issues & Objectives • Discussion of issues and objectives • Plenary Session 	
9.3	The public presentation was attended by 25 members of the public and around 30 comments were written down to be taken into consideration.	
9.4	The SEA and HRA are due to be completed by the 1 st of July.	
11.0	AOB	
11.1	Mouchel to supply SBC with an updated risk register	AP
11.2	RS to forward NP park comments to the ground ready their classification of the village of RHB.	RS
11.4	RS to arrange and book the next meeting.	RS
14.0	Next Meeting	

14.1 The next meeting is scheduled for the 13 th of July at 1pm at Scarborough Town Hall. (Committee room 2)	<u>ACTION</u>
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2.3.5 *Steering Group Meeting 13th July 2009*

<u>Notes from the Robin Hoods Bay Coastal Strategy Study Steering group meeting</u>	
<u>Held on the 13th of July 2009 at</u>	
<u>Scarborough Town Hall</u>	
Present:	
Stewart Rowe (SR)	} Scarborough Borough Council
Robin Siddle (RS)	} Scarborough Borough Council
Cllr. Jane Mortimer (JM)	} Scarborough Borough Council
Susan Wilson (SW)	} Natural England
Abby Pulham (AP)	} Mouchel
John Beech (JB)	} Heritage Coast/ National Park
Bob Dicker (BD)	} National Trust

	<u>ACTION</u>
1.0 Introduction	
1.1 RS welcomed all for their attendance.	
2.0 Apologies	
2.1 Apologies for absence were received from Adrian Gill (The Environment Agency), Carol Rehill (SBC), Martin Lloyd (SBC), Cllr. Andrew Backhouse (SBC).	
3.0 Previous minutes	
3.1 The previous minutes were agreed as correct.	
4.0 Matters Arising	
4.1 Previous item 8.8: Variation order has been submitted to the EA for the additional GI funding. Decision maker has just got back from holiday RS to chase decision.	RS
4.2 Previous item 11.1: Mouchel have provided SBC with an updated risk register.	
5.0 Background	
5.1 100% grant aid Funding to the sum of £180,126 has been secured and received from the Environment Agency to undertake;	
1.) A further and more detailed study and investigations to the north of the present coast protection works at Mount Pleasant Cliffs (Robin Hoods Bay).	
2.) A review of the 1999 Robin Hood's Bay Coast Protection & Cliff Stabilisation study with the revised Flood and Coastal Defence Project Appraisal Guidelines (FCDPAG) taking into account climatic changes and	

	<u>ACTION</u>
predicted sea level rises.	
3.) Produce a strategy study from Abbey Cliffs (Whitby) to Hundale Point (Cloughton).	
The recently completed Shoreline Management Plan 2 recommended two studies, one North of Mount Pleasant (Robin Hoods Bay) and secondly to develop a Strategy for Robin Hoods Bay. It is therefore proposed to combine the two recommendations and develop a comprehensive Coastal Defence Strategy Study for Robin Hoods Bay for both the lower and upper part of the village.	
5.2 SBC have appointed Mouchel as the consultant on this Project. Since their appointment.	
6.0 Deliverables/Desired Outcomes	
6.1 <ul style="list-style-type: none">• Produce a high quality Strategy Report.	
6.2 <ul style="list-style-type: none">• Prepare a Project Appraisal Report for agreement by the EA.	
7.0 Project Programme	
7.1 The project programme consists of: 1) Desktop Study 2) Topographic Study 3) Ground Investigation 4) Strategic Environmental Assessment (SEA) 5) Habitats Regulations Assessment (HRA) 6) Coastal Strategy Development 7) Consultation 8) Final report and PAR preparation	
7.2 Mouchel circulated an up to date project programme, agenda, and progress report at the meeting.	
7.3 AP noted that there has been a change in the programme to reflect the time it will take to seek additional funding to conduct the ground investigation.	
8.0 Data Exchange	
8.1 SBC have done a data handover to Mouchel.	
9.0 Topographic Survey	
9.1 The Topographic survey of the Mount Pleasant area is now complete.	
10.0 Ground Investigation	
10.1 Mouchel have identified the preferred location and scope of the	

	<u>ACTION</u>
<p>ground investigation through on site analysis and a desk top study.</p> <p>In summary this work entails:</p> <ul style="list-style-type: none"> • Four cable percussion boreholes on the cliff top • Window sampling on the coastal slope <p>The proposed ground investigation will be located in the upper part of the village in the area where the properties are at risk and the area of cliff failures.</p>	
10.2	7 tender quotes were received with bids ranging from £42k to £69k.
10.3	The preferred contractor has been identified as Geotechnics.
10.4	RS has submitted a variation order for the additional funds to the EA and waiting for feedback.
10.5	If additional funding cannot be secured the scope of the ground investigation will need to be reduced.
10.6	Several of the landowners still need to be consulted to gain access for boreholes but it was agreed to wait until the funds and timing of the works could be confirmed. Before contacting landowners.
11.0	Environment Assessments
	Mouchel have completed a badger survey in the area of the planned ground investigation works.
11.1	Data collection for the strategic environmental assessment (SEA) is complete.
11.2	The SEA scoping workshop presented all of the environmental data collected to date and gave the stakeholders and affected parties the opportunity to comment on the features proposed to be scoped in and out of the assessment. Many different statutory consultees attended the SEA workshop.
	The SEA workshop covered:
	<ul style="list-style-type: none"> • An overview of the project • What is a Strategic Environmental Assessment • An overview of data collected so far • SEA Issues & Objectives • Discussion of issues and objectives • Plenary Session
11.3	The public presentation was attended by 25 members of the public and around 30 comments were written down to be taken into consideration.

		<u>ACTION</u>
11.4	The SEA Scoping and HRA reports have been completed and will be sent to all consultees for a 5 week consultation period. Hard copies were circulated at the meeting.	PW
11.5	PW handed out draft printed copies of the SEA scoping report and HRA screening report at the meeting.	
12.0	AOB	
12.1	Mouchel to supply SBC with an updated risk register.	AP
12.2	SR discussed the use of adaptation options and if this will be included in the Strategy. SR asked AP to develop a brief for completing a cost benefit analysis for adaptation options in Robin Hoods Bay as a case study.	AP
13.0	Next Meeting	
13.1	RS to arrange and book the next meeting. Date and venue to be confirmed.	RS

2.3.6 *Steering Group Meeting 16th September 2009*

Robin Hood's Bay Steering Group Meeting Minutes		
Meeting held at Scarborough Town Hall 16/09/2009		
Attendees:		Apologies:
Robin Siddle	Scarborough BC	Susan Wilson
Stuart Rowe	Scarborough BC	Abby Pulham
Cllr Jane Mortimer	Scarborough BC	Natural England
John Beech	Heritage Coast	Mouchel
Peter Whipp	Mouchel	
Nick Cane	Mouchel	
1.0 Previous Actions		
1.1	10.1 - EA NRG want to review the Variation Order therefore a teleconference is being set up for early October for Robin to attend. It is expected that this is when a decision will be made regarding the availability of the funding.	
1.2	10.5 – This needs to be looked into after the NRG in October.	
1.3	11.4 – This has been completed.	
1.4	11.5 – This has been completed	
1.5	11.6 – An update on the Risk Register is required from Mouchel.	AP
2.0 Project Programme		
2.1	The GI tender is subject to a 90 day period although discussions with the contractor have been ongoing and they are happy to extend this duration if required but the funding.	
2.2	The GI will delay the programme and will move the options appraisal work back relative to the delay.	
3.0 GI Work		
3.1	All on hold until October and a decision is made on the additional funding required.	
3.2	Carol Redhill in the SBC legal team will be liaising with Mouchel as SBC will want to issue formal notices to the affected landowners when the contractors are going on site.	
4.0 Environmental Work		
4.1	All comments have been received and have been integrated into the relevant environmental sections for the development of the SEA Environmental Report	
5.0 Strategy Development		
5.1	Nick Cane brought a map showing the erosion rates from for the different sections of the frontage based on the SMP2 erosion rates.	
5.2	Mouchel have completed a desk review which was emailed to RS and is to be circulated to the steering group for comment.	RS
5.3	Mouchel are to investigate if they can start work on some of the sections of the Strategy to reduce the anticipated delays due to the GI work.	NC/AP

5.4	Mouchel have produced a review of instability which was circulated to the steering group.	
5.5	Robin Siddle requested an updated risk register.	AP/NC
6.0 AOB		
6.1	Robin passed on a guidance note from the EA regarding UK Climate Change Projections to Mouchel for information.	
6.2	Next meeting to be arranged after GI work has been approved and has started on site. The next meeting will be in Robin Hood's Bay and a site visit may be included.	RS

2.3.7 *Steering Group Meeting 13th January 2010*

Robin Hood's Bay Coastal Strategy Steering Group Meeting Minutes			
Meeting held at Fylingthorpe Village Hall at 10.30am on 13/01/2010			
Attendees:		Apologies:	
Robin Siddle	Scarborough BC	Carol Rehill	Scarborough BC
Stuart Rowe	Scarborough BC	Abby Pulham	Mouchel
Cllr Jane Mortimer	Scarborough BC	Bob Dicker	National Trust
Linda Frances	Mouchel		
Susan Wilson	Natural England		
Jim Hill	National Trust		
John Beech	Heritage Coast		
1.0 Previous Actions			
1.1	1.5 & 5.5 AA supplied an updated Risk Register to RS.		
1.2	5.2 – Mouchel supplied a draft desk review to RS it was not circulated to the group as RS was not satisfied with the quality of the draft report.		
1.3	5.3 – Mouchel have started work on sections of the strategy not affected by the Ground Investigations (GI).		
1.4	6.2 – RS arranged the next steering group meeting for when the GI funding was secured.		
2.0 Project Programme			
2.1	The programme is now delayed by 6 months, due to the delays in gaining approval from the Environment Agency for funding the GI work. The overall programme is now scheduled to finish in mid-April 2011 rather than August 2010. This is likely to have some impact on the overall project cost and AA is to provide an estimate of this impact and issue an Early Warning Notice to RS.	AA	
2.2	The risk register has been updated and issued. Changes are shown in bold type.		
2.3	A copy of the project programme was issued to all attendees.		
3.0 GI Work			
3.1	RS advised the steering group that he had been successful in attracting additional funding from the Environment Agency to undertake the ground investigation. It was noted that this was a long process.		
3.2	RS has been in contact with Geotechnics Ltd about when they can start on site. Geotechnics have advised RS that work can begin on the 8th of February.		
3.3	RS has issued access permission letters to the landholders of the preferred borehole location sites. So far one permission has been granted by the owner of the		

	<p>land on which Borehole 3 will be drilled.</p> <p>The National Trust are happy for us to undertake the drilling of Borehole 4 on their land, however they still have to speak to their land tenants and get agreement from them before they give us the ok through their own legal agreement.</p> <p>RS has not had a response from the landowners of Boreholes 1 and 2. Cllr. Mortimer suggested visiting the land owners after the meeting to seek agreements directly from them.</p> <p><i>Post-meeting note: Permission to access Borehole 1 was granted by the Victoria Hotel following the meeting.</i></p>	RS/JM
3.4	<p>The top car park near the village hall will be used as the location for the site contractor's base. RS to arrange permission from the council to take up some car parking spaces. The GI contractor will need to use part of the car park to site a 20ft site store, one welfare unit, one skip and a portaloo.</p>	RS
3.5	<p>Site work in the village will last between 3 to 5 weeks. The store will be used to hold soil cores from the ground investigation.</p>	
3.6	<p>Mouchel will be supervising the GI contractor on site on a part-time basis. RS will be making visits throughout the investigation.</p>	
3.7	<p>There are contractual agreements in place to ensure that reinstatement works are carried out by the GI contractor after the GI is complete. Any damaged caused by the GI contractor will be reinstated by them at their own cost. Mouchel and SBC will assess any damages during and after the work as part of their site supervision role.</p> <p>RS is also looking into doing a structural survey of the Rocket House both before and after site work in this vicinity. RS to arrange survey.</p>	RS
3.8	<p>RS and LF are to meet with the GI site contractor on-site on Thursday the 21st of January to discuss issues such as access, programme of works and any special requirements for the work.</p> <p>Post-meeting note: Access to Borehole 4 is to be looked in to during the site visit as the muddy conditions may mean special arrangements need to be made to get heavy machinery on to the site.</p>	
4.0 Environmental Work		
4.1	<p>All comments on the SEA Scoping Report have been received and have been integrated into the relevant environmental sections in the draft SEA Environmental Report. SW requested a copy of this document to see the incorporation of her comments. AA to supply a copy to SW.</p>	AA
4.2	<p>The SEA Environmental report will be completed once policy options have been identified and preferred options assessed.</p>	

5.0 Strategy Development		
5.1	The Coastal Processes Study has been completed and issued to RS. This will be circulated to the Steering Group members shortly by RS. AA would appreciate feedback from steering group members, to be sent to Nick.Cane@mouchel.com by 12th Feb 2010.	RS All
5.2	We are now at the Identification of Options stage (line 86 of the programme). Information from the Coastal Processes study and site visits is being used to calculate the benefits of any 'Do Something' policies compared to the losses experienced by a 'Do Nothing' policy. The options for RHB have not yet been looked at as this is dependent on the outcome of the GI works.	
5.3	Currently further strategy development is on hold until we have the results from the GI.	
6.0 AOB		
6.1	RS to arrange the next Steering Group meeting for after the GI report is produced.	RS
6.2	RS to send a copy of the risk register to JM.	RS
6.3	RS/ Mouchel to produce a poster to explained what the GI contractor is doing.	AA/RS
6.4	RS to produce a press release about the planned GI works.	RS

2.3.8 *Steering Group Meeting 23rd March 2010*

Robin Hood's Bay Coastal Strategy Steering Group Meeting Minutes			
Meeting held at Scarborough Town Hall 23/03/2010			
Attendees:		Apologies:	
Robin Siddle	Scarborough BC	Stuart Rowe	Scarborough BC
Abby Pulham	Mouchel	Bob Dicker	National Trust
Cllr Jane Mortimer	Scarborough BC	Jim Hill	National Trust
Zoe Stanley	Natural England	John Beech	Heritage Coast
		Martin Lloyd	Scarborough BC
1.0 Previous Actions			
1.1	AA to provide an estimate of the impact of the project delay on project costs and advise RS – see item 2.1.		
1.2	All access issues were resolved by visits to the landowners by RS and JM. The Victoria Hotel owners signed the access permission on the day.		
1.3	RS arranged permission for the GI contractor's compound to be located in the top car park near the village hall.		
1.4	RS had a structural survey of the Rocket House carried out by Martin Lloyd (SBC Structures Engineer) before the GI work started. He will arrange a post-GI work survey if required.		
1.5	Peter Whipp (Mouchel) spoke with Susan Wilson (NE) to advise that re-issue of the SEA Scoping Report was not appropriate.		
1.6	RS has reviewed the Coastal Processes Study and will circulate to Steering Group members once his initial comments have been addressed by Mouchel.		
1.7	RS arranged the next Steering Group meeting for after the GI site work was complete (this meeting).		
1.8	RS sent a copy of the latest risk register to JM after the last meeting.		
1.9	AA produced a poster explaining the GI works which was displayed at the contractor's compound.		
1.10	RS produced a press release about the GI works.		
2.0 Project Programme			
2.1	<p>The programme has been delayed by 6 months, due to the delays in gaining funding approval from the Environment Agency for the GI work.</p> <p>The GI work has been completed on schedule with the revised programme. Lab analysis of the cores is underway. The full GI interpretative report is expected to be on time, so overall programme remains the same and is scheduled to finish in mid-April 2011.</p> <p>The site supervision was carried out by Pierce Power who had a slightly lower rate than the original site supervisor proposed in</p>		

	Mouchel's bid. AA is to look at the fee implications of this change, together with the additional cost from the extension to the project programme and advise RS of any net variation to the overall project fees.	AA
2.2	The risk register is unchanged since its last issue.	
2.3	A copy of the project programme was issued to all attendees.	
3.0 GI Work		
3.1	Initial Findings - AA ran through a report prepared by Linda Frances who has overseen the GI work outlining some of the initial findings. These are still to be confirmed by the lab work and interpretative process. AA provided a copy of this outline report <i>for internal use only</i> . All four boreholes were drilled satisfactorily and monitoring equipment was successfully installed. This monitoring equipment is currently being monitored by the GI contractor, but this will be taken over in the future by Mouchel as part of the SBC local Coastal Monitoring programme. It is currently expected that we should have the GI logs back by the middle of May.	
3.2	Feedback from Site Work - JM said that generally the feedback from the locals has been fairly positive with just a few niggles that have been easily remedied. RS said that this had included the provision of a bag of gravel to the owner of the Rocket House to mediate the mud on his unpaved drive. The owners of the Victoria Hotel had also commented on how impressed they were with how quickly the work was carried out. RS commented that overall the team worked well and he was very happy with that. JM said that she hadn't had any negative comments.	
3.3	GI Costs - Final costs for the GI work are to be advised to RS asap. AA to discuss with Linda Frances.	AA
4.0 Strategy Development		
4.1	Currently further strategy development is on hold until we have the results from the GI.	
4.2	An initial look at potential cause of problems in the village had determined that the exact layout of the combined sewer network was unknown. JM said she would send through details of her contact Lee Pitcher who might be able to provide more information about this. JM also asked whether this was something a water diviner could help with. AA to investigate this as a possible course of action.	JM AA
4.3	There was some discussion of the current location of anchors in the slopes. JM believes plans exist showing this. RS to investigate in the SBC archives.	RS
4.4	It was noted that we should be in a position to have some draft options put together in July.	

4.5	No further action on the Environmental Reports as this is now waiting for the options to be identified. PW is to liaise with ZS now that SW is on maternity leave. ZS to forward her contact details to AA for her to pass to PW.	ZS
4.6	RS commented that it is important that we do not focus all our energy on the area known as north of Mount Pleasant Robin Hoods Bay, although this is an important area. The SMP2 does suggest that works may need to be undertaken following strategy recommendations. It may be that we find capital works needs doing to others areas of the defences as well. It has been suggested that we may need to look in more detail at the quarterdeck outflanking and issues relating to north of the dock. It maybe that the strategy study makes a recommendation to study these areas in more detail and identify if capital works are needed.	
6.0 AOB		
6.1	RS to send a copy of the latest version of the Asset Inspection report to AA.	RS
6.2	RS to send a copy of the Monitoring Report to AA.	RS
6.3	AA to check her level of access to NFCDD	AA
6.4	RS to arrange the next Steering Group meeting for after Initial Options (line 79 on the programme) have been prepared for discussion (around end May/early June).	RS
6.5	RS to send JM a copy of the RHB sea wall report.	RS

2.3.9 *Steering Group Meeting 3rd June 2010*

Robin Hood's Bay Coastal Strategy Steering Group Meeting Minutes			
Meeting held at Scarborough Town Hall 03/06/2010			
Attendees:		Apologies:	
Robin Siddle	Scarborough BC	Stuart Rowe	Scarborough BC
Abby Pulham	Mouchel	Bob Dicker	National Trust
Cllr Jane Mortimer	Scarborough BC	Jim Hill	National Trust
Nick Cane	Mouchel	John Beech	Heritage Coast
Linda Francis	Mouchel	Martin Lloyd	Scarborough BC
		Zoe Stanley	Natural England
1.0 Previous Actions			
1.1	Final costs for the GI work are to be advised to RS asap. AA to discuss with Linda Frances.	AA	
1.2	JM said she would send through details of her contact Lee Pitcher who might be able to provide more information about this.	JM	
1.3	JM also asked whether this was something a water diviner could help with. AA to investigate this as a possible course of action.	AA	
1.4	There was some discussion of the current location of anchors in the slopes. JM believes plans exist showing this. RS to investigate in the SBC archives.	RS	
1.5	No further action on the Environmental Reports as this is now waiting for the options to be identified. PW is to liaise with ZS now that SW is on maternity leave. ZS to forward her contact details to AA for her to pass to PW.	ZS	
1.6	RS to send a copy of the latest version of the Asset Inspection report to AA.	RS	
1.7	RS to send a copy of the Monitoring Report to AA.	RS	
1.8	AA to check her level of access to NFCDD	AA	
1.9	RS to arrange the next Steering Group meeting for after Initial Options (line 79 on the programme) have been prepared for discussion (around end May/early June).	RS	
1.10	RS to send JM a copy of the RHB sea wall report.	RS	
2.0 Project Programme			
2.1	<p>Extra meeting added (see line 11 of programme chart) for 03/06/2010.</p> <p>Interpretation period extended to 02/07/2010</p> <p>Identification of options period reduced but moved forward to tie in with GI.</p> <p>Net impact on programme is a 2 week delay with completion scheduled before 01/04/2011</p>		

2.2	The risk register is unchanged since its last issue.	
2.3	A copy of the project programme was issued to all attendees.	
3.0 GI Work		
3.1	GI Costs – Not yet confirmed - Some testing still to be received - Some re-visits for piezometer (£400 p.v.) - Some boreholes not as deep, therefore may be a saving.	AA/NC
3.2	Problem re: GI B/H 4 – NT now ok	
3.3	Results of GI found presence of water, boulder clay, gravel lenses, and laminated clay. Interpretive report now underway.	LF
4.0 Strategy Development		
4.1	RS discussed areas for Mouchel to look at options for inclusion in the MTP and eventually into the strategy. Areas discussed were: - - Drainage study for northern RHB area - Major issue of outflanking of existing seawall at RHB village - Outflanking and slippage at southern end of the Quarterdeck, and slipway could be included in a capital scheme (JM mentioned John Woodhead as a contact for this area)	AA/NC
4.2	Discussed the need for locating watercourses. Possible search areas are: - - Northallerton archive data (LF to investigate) - History Society (JM to investigate) - Yorkshire Water (JM to investigate) - Parish Council OS Maps (JM to investigate) - National Trust may know of watercourse bordering their land in RHB (LF to investigate).	LF/JM
4.3	RS has renewed H&S file - Piles @ bottom of slope (156). Location of anchors not known.	
4.4	RS to check with Yorkshire Water if they have any schemes planned for RHB drainage.	RS
6.0 AOB		
6.1	RS to pass on details of the RHB Geological Society to LF and JM	RS
6.2	Next meeting to be arranged for around the 22/07/2010	RS

