

Project Planning Overall Work Packages

			Planning			Work			
	Work Packages		J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	Complete
1	Establish an organisational structure and Stakeholder Engagement Plan, work through stakeholder engagement plan	Project Officers Defra SG	Start					Finish	√
2	Reiterate national progress on Marine Spatial Planning by the Defra implementation team and communicate to stakeholders	Project Officers Defra SG	Start			Finish			√
3	Scope with Solent stakeholders the case for a marine plan at a Solent scale	KMc Defra				Start	Finish		
4	Understand the information requirements for a Solent Marine Planning system	Project Officers SG		Start		Finish			√
5	Agree pilot case study sectors, to represent pressing Solent issues and land and marine interactions, and use these to test the data and information	Project Officers		Start				Finish	√
6	Obtain and map all sectoral policies within the Solent; obtain further data as agreed in work package 4	Project Officers				Start		Finish	√
7	Evaluate project Findings and make recommendations to all stakeholders	Project Officers						Start	√

Project Officers (POs) Karen McHugh, Bernadine Maguire, Rhian Edwards

Work Package 1

Establish an organisational structure and Stakeholder Engagement Plan, work through stakeholder engagement plan

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Set up Steering Group and sub-groups on data/visual representation	KMc	Start Finish							✓
2	ID stakeholders and agree stakeholder engagement plan and Communications Strategy to ensure all sectors involved – include face to face interviews, topic groups, final conference. Defra form of words. This strategy to form an evidence base for lessons learnt in work package 7	POs SG Defra	Start		Finish					✓
3	Agree geographic boundaries	SG	Start Finish							✓
4	Work through Stakeholder Engagement Plan and Comms Strategy. Provide evidence base of Communications Strategy for final work package	POs				Start			Finish	✓
5	Finish with final conference	Solent Forum							Start Finish	✓

Deliverables:

Steering group Meetings and minutes	18/2/09	8/7/09	5/11/09	4/3/10	6/7/10	Dec 10
Stakeholder Engagement Plan		July 09 (V1)	Oct 09 (V2)	March (v5)	June 10 (v6)	Dec 10 (v7)

Interviews and topic groups	See next page
Conference with fees	30 th September 2010

Record of Meetings/Topic Groups with Stakeholders (all 2010)

Local Meetings		
Western Solent and Southampton	Local Authorities, Harbour Authorities, Hampshire County Council, EA, NE, Other Orgs	NFNPA Jan 6th
Eastleigh, Fareham, Hamble	Local Authorities, Harbour Authorities, Hampshire County Council, EA, NE, Other Orgs	Warsash Sailing Club 20 th May
Portsea, Havant, Gosport, Langstone	Local Authorities, Harbour Authorities, Hampshire County Council, EA, NE, Other Orgs	PCC 17 th June
Chichester and West Sussex	Local Authorities, Harbour Authorities, Hampshire County Council, EA, NE, Other Orgs	WSCC 17 th May
Isle of Wight	Local Authorities, Harbour Authorities, Hampshire County Council, EA, NE, Other Orgs	Quay Arts 19 th April
Sectoral Interest		
Planning for Sea Level Rise and Marine Business	EA RHCP, EA Solent South Downs, NE, SMP leads, PUSH, HCC planning and ecology, SCG, Business Representation	HCC 10 th March
Planning for Port and Shipping	ABP, QHM, RHHA – separate meetings	November 09 and January
Planning for Fishing and Aquaculture	MFA, IFCAs, Fishing and oyster fishing reps	Warsash Sailing Club 1 st April
Planning for Water based Recreation and Access to the Coast	SF Recreation Group	Solent University 15 th July
Planning for Nature Conservation	SF Nature Conservation Group	FBC 24 th June

Work Package 2

Reiterate national progress on MSP by the Defra implementation team and communicate to stakeholders

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Officer to work with Defra implementation team to prepare communication material. Prepare material to link with work package 3	PO Defra	Start		Finish					√
2	Set-out the generic aims and objectives of a marine plan as set out by the Defra Marine Planning Implementation team and document their emerging ideas on how such a plan could be implemented	PO Defra	Start		Finish					√
3	Link with stakeholder engagement plan which meetings/methods to present data	PO				Start Finish				√
4	Brief stakeholders on information obtained and identify how if at all they can influence national thinking	PO				Start Finish				√

Deliverables:

Report	Report produced and on SoMaP website – August 09 “Marine Planning Report: A Review of Current Progress				
Presentations	SG 8/709	SF SG 23/10/09	All stakeholder meetings listed on previous table	Final conference 30 th Sept	

Work Package 3

Scoping a Solent Planning System with stakeholders (indicative only)

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Scope with stakeholders at what scale a marine plan will be effective over a range of sectors. Use proformas. Work with Defra for background material and link with their timetable for consultation.. Questions: Regional, sub regional, include IOW, to what landward boundary, how far seaward. Scope need for a non-statutory/statutory marine plan Mail out Solent Forum student report that scoped this before	PO Defra				Start		Finish		✓
3	Understand local awareness of MSP and experience	PO				Start		Finish		✓
3	Specifically scope the effectiveness of, matters to be covered by, and process for preparing a marine plan at a Solent level	PO				Start		Finish		✓
4	Scope how such a planning system could be set-up in the Solent and the scheme of management	PO				Start		Finish		✓
5	Scope how understanding of the need for a Sustainability Appraisal (SA) of policies – develop this in Work Package 5.	PO				Start		Finish		✓
6	Scope understanding of how Solent plan would have to have regard to all other plans and strategies. List plans.	PO				Start		Finish		✓
7	Link with Stakeholder Engagement Plan to communicate back findings to stakeholder	PO				Start		Finish		✓

Deliverables:

Report and Presentation November 2010

Work Package 4

Understand the information requirements for a Solent Marine Planning system

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Scope GIS mapping with local and national data experts. Set-up a local web-based GIS visualisation to spatially represent data collected.	PO DG		Start		Finish				√
2	Agree sectors to be covered. Look at Solent Forum Strategic Guidance to inform this.	PO SG		Start		Finish				√
3	Agree the data and information requirements to describe the physical and biological environment and sectoral uses, and their spatial distribution. To include policies, plans, strategies and activities. Agree matrix framework which can be searched by a/sector b/location c/ Governance level d/ Terrestrial, coastal or marine	PO SG DG			Start	Finish				√
4	Assess degree to which policies are operationalised into specific targets/breakdowns which are SMART, so planners can work with them	PO DG			Start	Finish				√
5	Agree what data and information will be collected within the project with tiers of importance 1/ Collect all policy data 2/begin to collect all other data such as a/plans b/activities for agreed case studies.	PO DG SG			Start	Finish				√
6	Link with Stakeholder Engagement Plan to communicate back findings to stakeholder	PO				Start	Finish			√

DG = Data Group

Deliverables:

Information Requirements Report and Presentation	Draft report to SG 5/11/09	Final Report Dec 09
Matrix framework of data requirements for work package 6	Included in above report	Included in above report

Work Package 5

Agree pilot case study sectors, to represent pressing Solent issues and land and marine interactions, and use these to test the data and information

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Develop a methodology to pick case studies, based upon land/sea interaction. Look at desktop studies conducted by EA/Defra on Poole and Thames	PO Defra EA SG		Start	Finish					√
2	Agree up to 3 case studies which represent Solent issues and interact land and marine Ideas: Lymington Ferry SEA issue, Hamble (streamlined policies and EMP), Medmerry/Farlington coastal adaptation	PO SG		Start	Finish					√
3	Collect data for these sectors according to agreement in work package 4 and according to the SEP. Understand requirements for SEAs, HRA, Appropriate Assessments and Sustainability Appraisal of policies.	PO DG				Start		Finish		√
4	Spatially map information collected	PO DG					Start	Finish		√
5	Provide an iteration on progress made to Steering Group and sectoral stakeholders	PO SG					Start	Finish		√

Deliverables:

List of case studies	8/7/09
matrix framework of data to be collected	April 2010
database of data collected	July 2010
Web-based spatial representation of data collected (see solent Forum website http://www.solentforum.org/forum/SoMaP/)	Sept 2010

Work Package 6

Obtain and map all sectoral policies within the Solent; obtain further data as agreed in work package 4

	Sub-packages	Who?	J, F, M 2009	A,M,J 2009	J,A,S 2009	O, N, D 2009	J,F,M 2010	A,M,J 2010	J,A,S 2010	Complete
1	Collect all information policies by sector. Aspirational to assemble or identify other data. Set hierarchy of other information such as strategies, plans and activities	PO				Start			Finish	√
2	Assess the degree that the above will be “set in stone” when planning is undertaken <ul style="list-style-type: none"> - Status (draft, statutory, consulted, due for review, SA performed) - How reflect marine policy statement - Timetable of policies - Monitoring provision 	PO				Start			Finish	√
3	Scope a methodology to finish the collection of further necessary information on activities within each sector	PO							Start Finish	√
4	Scope the modelling of future use scenarios. Much of this work is already being done by Defra MMO implementation team.	PO Defra							Start Finish	√

Deliverables (same as work package 5):

List of case studies	8/7/09
matrix framework of data to be collected	April 2010
database of data collected	July 2010
Web-based spatial representation of data collected (see solent Forum website http://www.solentforum.org/forum/SoMaP/)	Sept 2010

Work Package 7

Evaluate project findings and make recommendations to stakeholders

	Sub-packages	Who?	J, F, M 2009	A, M, J 2009	J, A, S 2009	O, N, D 2009	J, F, M 2010	A, M, J 2010	J, A, S 2010	Complete
1	<p>Provide a summary of project experience and lessons learnt. Make recommendations on how the process could have been improved. In particular recommend the best way to engage with stakeholders. Use Communications Strategy as evidence base.</p> <p>Use this and the results of the scoping report in work package 3 to help develop guidance to support the MMO in setting up a regional planning system; Defra are producing guidance to inform planning for MMO</p>	PO						Start	Finish	✓
2	Scope Review Solent Forum Strategic Guidance document – in particular the chapter on “Review of systems for regulating development”	Solent Forum						Start	Finish	✓
3	Recommend future stakeholder and community engagement processes such as SMP 2 models of engagement	PO						Start	Finish	✓
4	<p>Recommend the next phase of developing a Solent or other regional scale Marine Planning System. Including:</p> <ul style="list-style-type: none"> - How policies can be recorded - Completeness of policy information - Time to obtain all policy information - Time to conduct and SA on all policy info. - How GIS can be used - How can policies can be monitored 	PO						Start	Finish	✓

Deliverables:

Final Report and Presentation	December 2010
Scope Review Solent Forum Strategic Guidance	December 2010