



## **NORTH WEST COASTAL FORUM**

### **AIM, STRUCTURE AND TERMS OF REFERENCE**

#### **AIM OF THE COASTAL FORUM**

To promote and deliver integrated coastal zone management (ICZM\*) in the North West to secure the long term sustainability of the regions Coastal Zone\*\*.

#### **TERMS OF REFERENCE**

- To identify and help address significant issues in the North West needed to secure the sustainable management and use and sensitive development of the Coastal zone through a partnership approach and within the context of key regional strategies (including the Regional Economic Strategy, Regional Planning Guidance and Action for Sustainability Framework).
- To provide an opportunity for the discussion of strategies and proposals to improve water quality to achieve compliance with EC standards.
- To balance competing interests between the social, economic and environmental issues relevant to the management of the Region's coast.
- To identify and promote best practice in integrated coastal zone management (ICZM), through a range of mechanisms, including research, information collation and dissemination and networking and communication.
- To support the ongoing work and project implementation of local and sub-regional coastal partnerships and other partners.
- To develop and support an effective communication and networking framework for the exchange of information and ideas and examples of good practice and the development of community understanding.
- To inform and assist local, regional, national and international policy formulation affecting the coast.
- To encourage a high degree of creativity in the regeneration and management of the North West coastal zone.
- To facilitate inter- and intra-regional co-operation, including to provide a North West England input into the wider management of the Irish Sea and European Coastal Zone.

## COASTAL FORUM STRUCTURE

The North West Coastal Forum will have a four tier structure as follows (Figure 1):

- A full biennial Conference - to which all those with an interest in ICZM in the North West are invited.
- Networking and Communication Groups – six monthly meetings of the wider Forum to facilitate communication, networking, promotion of good practice, information sharing and wider debate. These meetings will take a variety of formats, for example, discussion seminars, presentations and study tours. These meetings will be open to all those with an interest in the specific topic of discussion. The use of the NWRA Extranet site and the Coastal Forum web site to facilitate networking and information sharing will be investigated as part of the development of this tier.
- North West Coastal Forum Management Board (NWCFMB) – who provide a strategic direction for the Forum by agreeing a work programme, overseeing its implementation, and evaluating progress and outcomes. The Management Board has an independent Chair, currently Laurence Rose. Membership of the Management Board will initially consist of all those formerly on the North West Coastal Forum Steering Group (NWCFSG) and United Utilities and ENCAMS. The Management Board will meet a minimum of 4 times per year. Members of the Management Board will have both a representative role and also role of technical/professional expertise.
- Sub Groups – Groups made of a range of partners tasked with taking forward the working themes of the NWCFMB (currently being developed) and specific pieces of work. A number of these will be standing groups, others are likely to be task and finish groups. The groups will be chaired by a member of the NWCFMB.

The North West Regional Assembly (NWRA) will, from a range of staff resources provide the secretariat function. The ongoing day to day management of the Forum will be provided by the NWRA in consultation with the Management Board Chair.

A Coastal Project Officer (based at the NWRA) will be appointed to carry forward the project work of the Coastal Forum.

## MANAGEMENT BOARD WORKING PRINCIPLES

- The Management Board will be chaired by an independent chair, who will be elected on an annual basis.
- The Management Board will seek to move forward by consensus. Where a consensus view cannot be reached, a simple majority vote will resolve the issue. Each represented organisation will have one vote. The chair may defer decisions until the next meeting or use the casting vote.
- To discharge its work programme, the Management Board may convey its view on behalf of the Forum as a whole, as required. It is open to members of the Management Board to disassociate themselves from the views expressed if they wish.
- The Management Board will adopt principles of e-governance in undertaking its business and will wherever possible circulate papers 7 days in advance of meetings.
- Members of the Management Board will do their best to attend all Steering Group meetings to demonstrate commitment and ensure that social, economic and environmental issues are consistently represented. Non attendance at three consecutive meetings will result in a review of the organisations position on the Board.
- Day to day activities of the Forum will be co-ordinated and managed by the Secretariat in consultation with the Forum chair where appropriate.

*\*ICZM – the “process which brings together all those involved in the development, management and use of the coast within a framework which facilitates the integration of their interests and responsibilities to achieve common objectives” (DOE 1996)*

*\*\* The Coastal Zone is based on the definition in draft Regional Planning Guidance Policy CZ1.*