

Norfolk Projects Offshore Wind Farm Benthic Implementation and Monitoring Plan

**Annex 4 Further information to
support Education, awareness and
facilities to limit further marine
debris**

Developer: Norfolk Boreas Limited, Norfolk Vanguard Limited, and Norfolk Vanguard East Limited
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Author: Royal HaskoningDHV

Photo: Kentish Flats Offshore Wind Farm

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23/03/2023	01F	Final for submission to the SoS	DT	LB	JL

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Introduction

1. This Annex 4 of the Norfolk Projects Benthic Implementation and Monitoring Plan contains further information on how The Norfolk Projects has been working with the East of England Plastics Coalition (EEPC) and the East Inshore Fisheries and Conservation Authority (IFCA) to develop a detailed programme of work aimed at preventing further debris entering the marine environment.
2. This document contains:
 - A proposal of works to be undertaken collaboratively by The Norfolk Projects the EEPC and the Eastern IFCA which will be funded by The Norfolk Projects. Following approval of the BIMP by the SoS a formal contract will be signed committing the Norfolk projects to undertake this work;
 - A Letter from the EEPC showing intent to accept the proposal (terms of a contract will be agreed with the EEPC once the BIMP has been approved by the SoS); and
 - A Letter from the Eastern IFCA showing intent to accept the proposal (terms of a contract will be agreed with the Eastern IFAC once the BIMP has been approved by the SoS).
 - An extract from the contract which has been signed for Vattenfall to part fund the EEPC Marine Debris Working group secretariate (The Norfolk Projects is funding this work irrespective of BIMP approval); and
 - An extract from a contract which has been signed for Vattenfall to fund reporting of the proposed works. Reports which will be used to monitor its success. (The Norfolk Projects is funding this work irrespective of BIMP approval).

1 PROPOSAL OF WORKS TO BE UNDERTAKEN COLLABORATIVELY BY THE NORFOLK PROJECTS, THE EEPD AND THE EASTERN IFCA

William Fitter



Date: 6 March 2023
Your reference:
Our reference: PB5640.008.0052
Classification: Confidential
Enclosures

Contact name: Sam Freeman
Telephone:
Email:



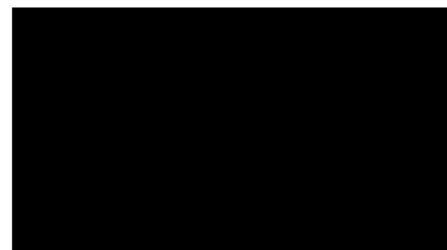
Proposed collaboration between the Norfolk Projects, the East of England Plastics Coalition's Marine Debris Working Group and Eastern Inshore Fisheries and Conservation Authority.

Dear William Fitter (Eunomia) and Jon Butler (Eastern Inshore Fisheries & Conservation Authority),

On the 2nd March 2023 the Norfolk Projects held a meeting with Adele Powell (Chair of the East of England Plastics Coalition Marine Debris Working Group) and Jon Butler (Head of Operations, Eastern Inshore Fisheries & Conservation Authority) to discuss an opportunity for collaboration between the [East of England Plastics Coalition's](#) (EEPC) Marine Debris Working Group (hereon, Marine Debris WG) and Vattenfall's offshore wind development – [The Norfolk Projects](#).

Having identified synergy between our collective objectives regarding marine debris in the Norfolk and Suffolk area, we write this letter to formally outline in the **appended proposal (overleaf)** how collaboration between the Norfolk Projects the Marine Debris WG could take place.

Kind Regards,



Jake Laws

Consent Manager for the Norfolk Projects

The Norfolk Projects Context

As initially discussed with the Marine Debris WG (of which the EIFCA are a member) on the 19th of August 2022, and again on the 16th of September 2022, the Norfolk Boreas and Norfolk Vanguard offshore wind farm projects (collectively referred to as “the Norfolk Projects”) are being developed by Vattenfall.

They are separate projects with separate but nearby offshore sites. These projects will share an offshore cable corridor and an onshore cable route. The Norfolk Projects are being developed together in a strategic manner in order to maximise efficiencies and ultimately reduce the cost to the environment as well as the customer of the green energy produced.

Norfolk Boreas was awarded consent in December 2021 followed by Vanguard in February 2022. Due to the potential effects of the Norfolk Boreas and Norfolk Vanguard projects on the qualifying benthic features (namely Annex I Reef, and Annex I Sandbank) of the Haisborough, Hammond and Winterton (HHW) Special Area of Conservation (SAC) both projects are required to provide benthic compensation under Article 6 of the Habitats Regulations.

Benthic Compensation Requirements:

The benthic compensation requirements are outlined in the Norfolk Boreas Offshore Windfarm Order 2021¹ and the Norfolk Vanguard Offshore Windfarm Order 2022² (herein collectively referred to as the Norfolk Projects DCO).

There are two elements to our Benthic compensation requirements³ within the DCO which have collaboration potential:

1. Strand 2: Identification and retrieval of marine debris from the HHW SAC
2. Strand 3: Education, awareness and facilities to limit further marine debris.

We believe that the Marine Debris WG and Norfolk Projects can collaborate on both of these elements through the initiatives and network you have cultivated in the region.

We propose a scaled-up iteration of the Marine Debris WG’s Marine Debris Pilot Project. This would take place between Q1 2023 – Q4 2030 and incorporate the following:

1. **Firstly**, regarding strand 3, the Norfolk Projects would like to provide funding to run a longer-term and scaled-up iteration of the Marine Debris WG’s Marine Debris Pilot Project, undertaken in early 2022.
2. **Secondly**, regarding strand 2, the Norfolk Projects would look to engage with the Marine Debris WG to assist the Norfolk Projects with the coordination of (sustainable) end-of-life pathways for the debris landed and delivered to port in 2024.

Costings provided below are estimates and would be finalised together with relevant members of the Marine Debris WG (specifically the Secretariat and EIFCA) once the Norfolk Project Benthic Compensation Implementation Monitoring Plan has been approved by the Secretary of State. Budget would also be reviewed on a yearly basis and could be increased or decreased appropriately according to the review.

¹ Paragraph 29 of Schedule 19, Part 3 of the Norfolk Boreas Offshore Wind Farm Order 2021

² Paragraph 29 of Schedule 17, Part 3 of the Norfolk Vanguard Offshore Wind Farm Order 2022)

³ More detail is provided in our [benthic compensation plan](#).

Proposed Collaboration

Table 1: An overview of the proposed collaboration between the Norfolk Projects and the EEPC

-	Proposal	Estimated cost (provided by Vattenfall)
Strand 3	<p>Collaboration Area 1: Bins Targeting marine debris encountered through beach cleans and harbour operations that meets the Odyssey Innovation criteria (see Figure 1)</p> <p>Harbour Bins and Bulky Bags: Vattenfall propose to fund the deployment of marine debris bins (from Odyssey Innovation) at locations in East Anglia. Initially this will be at two locations during the first year of the proposed campaign. The two locations will be Southwold and Lowestoft (Suffolk).</p> <p>We intend to increase the scope, incorporating further locations in North Norfolk as the campaign evolves and engagement with local fishermen takes place.</p> <p>Harbour bins would have to be managed under lock and key, to avoid the disposal of incorrect marine debris outside of Odyssey Innovation's requirements (Figure 1). The establishment of bin guardians would need careful consideration, as the successful management of the marine debris that is deposited into these bins is crucial to (sustainable) end-of-life acceptance by Odyssey Innovation.</p> <p>Hornsea Three Offshore Wind Farm (which is being developed by Ørsted) has setup a marine litter removal scheme with Fishing for Litter at various harbour locations in Norfolk and Lincolnshire (Grimsby, Boston, Wells next to the Sea, West Runton, Cromer and Kings Lynn). In order to avoid duplication of effort, The Norfolk Projects has agreed to explore harbour locations outside of these locations. Discussions on how best to collaborate with Ørsted are ongoing. For example, an option is being explored for increasing the Odyssey Innovation bin transportation and collection cycle to include the six harbour locations where Hornsea Three Offshore Wind Farm are operating their Fishing for Litter scheme.</p> <p>As the campaign develops, there may be opportunities to interact with local beach clean groups to recycle marine debris collected from these beach cleans. Pursuant of this, we would deploy bulky bags (for the facilitation of debris collection storage and transportation) at the selected harbour/beach locations in Norfolk and Suffolk.</p> <p>EIFCA would be responsible for the coordination of CA1 with support from the Secretariat.</p> <p>Costings have been provided based on the starting point of 2 x harbour locations - Southwold and Lowestoft (Suffolk). However, as described above, we aim to increase the number of locations for Odyssey Innovation bin deployment as the campaign evolves. Single unit costs are provided to allow easy scale-up.</p>	£5,760

-	Proposal	Estimated cost (provided by Vattenfall)
	<p><u>Frequency:</u></p> <ul style="list-style-type: none"> We propose CA1 to run for 4 years (subject to annual review, see payment schedule below for timings of fund release and reviews), Every month at a set date these bins and any associated bulky bag content would be emptied, and data collected (12 x per year) <p><u>Cost:</u></p> <ul style="list-style-type: none"> Unit cost (2 x bins, 12 transport and collection cycles for 4 years) = <u>£11,520</u> <ul style="list-style-type: none"> Odyssey Innovation bins provided for free through strong network with the Marine Debris WG Transport and collection for Odyssey Innovation bin = £120 per bin x 2 (for 1 location) = £240 12 x transport and collection per location for 1 x year = £240 x 12 = £2,880 Annual transport and collection x 4 years = £2,880 x 4 = £11,520 <p>Aspirational additions for the CA1 (costs not included in estimates)</p> <ul style="list-style-type: none"> Bulky Bags = £4 per bag x 10 bags (for 1 location) = £120 Estimated costings for a single year at two locations = £2,880 x 2 locations = £5,760 Estimated costings for the proposed four-year duration at two harbour locations = £11,520- x 2 = £23,040 Estimated costings presented in the costs column will be for the first year of the Marine Debris Removal Project (£5,760). 	
	<p>Collaboration Area 2: Amnesty Day Skips <i>Targeting out of action/unused fishing gear that lies dormant in yards which may otherwise enter the marine environment.</i></p> <p>Further to a suggestion made during the Marine Debris Pilot Project, we propose trialling the deployment of large commercial skips to coincide with amnesty days at Lowestoft. These would be collected for recycling after the amnesty day and would provide the opportunity for local fishermen to easily dispose of “hard to recycle” (lengthy & expensive process) fishing gear and marine debris. Material collected would be transported to Odyssey Innovation. For material not recyclable by Odyssey Innovation (e.g. crab and lobster pots), we will look to send the material to other recycle facilities (e.g. ReFactory). We aspire to recycle as much of this material as possible based on current end-of-life processing capacity and litter criteria.</p> <p>Unit costs are provided below. We have costed for a base case of a single depository location (Lowestoft), which will be access ble to local fishermen during amnesty days. Amnesty days would be carefully scheduled to coincide with fishermen’s schedules (tides, season etc.). We estimate 4 x amnesty</p>	£13,140

-	Proposal	Estimated cost (provided by Vattenfall)
	<p>days through the first year of the campaign. As with CA1 there is room for flexibility and additional fund release for additional locations around North Norfolk and Suffolk.</p> <p>The EIFCA would lead on the coordination and promotion of amnesty days, with support from the Marine Debris WG's Secretariat.</p> <p><u>Cost:</u></p> <ul style="list-style-type: none"> Unit cost (Rental of a Commercial Skip for 4 x days through the first year of the campaign plus transport to end of life pathway) = £13,140 <ul style="list-style-type: none"> Annual rental of a single commercial skip = £1,140 Hire of transportation to end of life pathway = £1,000 Contribution to amnesty day organisation = £1,000 ReFactory end-of-life processing = £10,000 <p>After the first year has concluded, funding would be revised to accommodate for any evolution in scope. Estimated costings presented here cover the first year of the Marine Debris Removal Project.</p> <ul style="list-style-type: none"> Total Costs for running CA2 for 1 year at single locations = £13,140 	
	<p>Collaboration Area 3: Investigation into the development of a code of best practice for fishing in the HHW SAC <i>Targeting the Norfolk fisheries (especially those who fish in the HHW SAC).</i></p> <p>CA3 involves the Norfolk Projects showing intent to create a Code of Best Practice for fishing within the HHW SAC. This would involve investigating the current fishing methods used by fishermen who fish the HHW SAC.</p> <p>The Norfolk Projects would work primarily with its Benthic Steering Group (BSG) (which includes Natural England, The Marine Management Organisation (MMO), EIFCA and the National Federation of Fishing Organisations) to investigate and if necessary, implement a code of best practice for fishing within the HHW SAC. The code could resemble that which has successfully been established to reduce the impact of lost gear from potting fisheries in the Cromer Shoal Chalk Beds Marine Conservation Zone (see links: https://www.eastern-ifca.gov.uk/press-release-code-of-best-practice-launched-to-tackle-lost-gear-in-cromer-shoal-chalk-beds-mcz/ and https://www.eastern-ifca.gov.uk/wp-content/uploads/2022/05/Code_of_Best_Practice_MCZ.pdf).</p> <p>The Norfolk Projects note that within the context of the HHW SAC this will mostly apply to areas outside of 6 nautical miles and therefore outside EIFCA Jurisdiction. As a result, The Norfolk Projects will work mainly together with the MMO who hold jurisdiction outside of 6nm. The investigation may yield results that show there is no benefit to producing a code of best practice.</p>	£10,000

-	Proposal	Estimated cost (provided by Vattenfall)
	<p>An estimated budget of £10,000 is proposed for EIFCA and/or Marine Debris WG support on CA3. Costs would cover the first year of the Marine Debris Removal Project.</p> <p>Collaboration Area 4: Engagement with Fishermen <i>Targeting the Norfolk fisheries (especially those who fish in the HHW SAC).</i></p> <p>We see CA4 as key to the success of this proposal. Once CA1, CA2 and CA3 are organised and ready to initiate, we propose that the Marine Debris WG would run a series of replicated "Food for Thought" events outlining CA1 and CA2 concepts in pursuit of feedback and engagement.</p> <p>EIFCA will deliver the engagement events, with the Secretariat supporting the production of materials.</p> <p>The Norfolk Projects would assist the promotion of these events through existing stakeholder networks and can liaise with the Norfolk Projects communications team to create press releases about the campaign. Combining our collective networks within the fishing community we would aim to get significant buy-in for the launch of CA1 and CA2.</p> <p>As the Marine Debris Removal Project progresses, we would look to incorporate fishermen's feedback to allow an increase in the efficacy of the current proposal.</p> <p><u>Frequency:</u></p> <ul style="list-style-type: none"> A series of replicated in-person events, meeting with small groups of fishermen. Costs would cover the first year of the Marine Debris Removal Project. = £4000 <p><u>Cost:</u></p> <ul style="list-style-type: none"> Logistics for organisation of consultation = £3,000 	7,000
Strand 2	<p>We would look to progress Strand 2 in due course as further marine debris clearance campaign details arise later in 2024. We are interested in exploring the potential opportunity to process the marine debris gathered from the sea floor of the HHW SAC through the end-of-life pathway recycling initiatives identified for CA1 and CA2. The Norfolk Projects expects to land an unknown amount of marine debris at an industrial port along the east coast of the UK, following an offshore marine debris removal campaign within the HHW SAC.</p> <p>The Norfolk Projects would fund labour, transport and recycling costs.</p>	-

-	Proposal	Estimated cost (provided by Vattenfall)
Renumeration Grant	<p><u>Costs:</u></p> <ul style="list-style-type: none"> A budget would be setup for campaign related expenses incurred during the first year by the Marine Debris WG and any relevant harbour authorities/beach cleaners/bin guardians. This budget could be used (for example) to subsidise petrol costs and any other logistics of the campaign = £10,000 Remuneration payment for the time of relevant Marine Debris WG members = £20,000 The EEPC have issued The Norfolk Projects with two funding proposals; the first requests (part) funding (£4,500) the Marine Debris WG Secretariat role, the second requests funding (£3,500) for the Secretariat to undertake the reporting and project management aspects of the Marine Debris Removal Project. The Norfolk Projects have accepted both funding proposals (totalling £8,000) <p><i>Notably, this cost is not incorporated into the costings presented here.</i></p> <p><u>Frequency:</u></p> <ul style="list-style-type: none"> Costs would cover the first year of the Marine Debris Removal Project. 	£30,000
Reporting	<p><u>Frequency:</u></p> <ul style="list-style-type: none"> Annual reports, and open communication channels between the Norfolk Projects and the Marine Debris WG. <p><u>Cost:</u></p> <ul style="list-style-type: none"> The Secretariat for the Marine Debris WG, he would be best placed to oversee the preparation of reports and we understand that to some extent this is included within his existing work remit. As mentioned above, reporting costs for the first year of the Marine Debris Removal Project are incorporated within the £8,000 outlined in the separate proposals issued to us by the EEPC, and are therefore not costed here. 	-
Total Costs		£65,840

Odyssey Innovation Marine Debris Requirements for CA1 Bins



Marine Plastic Recycling Guidelines

www.odysseyinnovation.com

WE ACCEPT		WE ACCEPT		WE ACCEPT	
	polypropylene polyethylene - rigid plastic		plastic buoys		plastic crates
	plastic bottles and caps		plastic drums		loose rope (bagged separately and free from contamination)
	plastic food containers		floating pontoons		gill nets (bagged separately from ropes)
	plastic toys		whisker pots (nets and weights removed)		net trimmings / fisherman's kisses (if bagged separately)
			net bins		trawl nets (if stripped of metal and rubber and bagged separately or in a bundle)

NOT ACCEPTED		NOT ACCEPTED		NOT ACCEPTED	
	rubber		polystyrene		glass
	general rubbish		heavily contaminated materials		fiberglass
	sanitary products, cotton buds		containers with any contents or contamination inside/outside		metal
					lead-lined ropes

About the Marine Regeneration Scheme

Globally only 9% of plastic waste is recycled, 12% is incinerated, whilst the remaining 79% is either sent to landfill, stockpiled in developing countries or dumped on land or in the marine environment. This is not due to the lack of recyclability but a lack of recycling infrastructure and consumer demand. In 2016, Odyssey Innovation pioneered the UK's first marine litter recycling scheme to counteract this issue. By adopting a circular economy business model we add value to the recovered plastic by creating award-winning sustainable products and by doing so, change the way marine plastic is viewed, 'from waste to resource'. The MRS collaborates with numerous communities across the UK to recycle marine plastic, including plastic recovered via its Paddle For Plastic campaign.

About the Net Regeneration Scheme

Whilst the MRS scheme works to support communities in the recovery of marine plastic, the NRS offers preventative solutions and tools to facilitate behavioural change within the fishing industry. It does this by offering free recycling facilities for end-of-life fishing gear and marine plastic in a traceable and sustainable manner whilst being an excellent alternative to sending gear to landfill, incineration or to it being abandoned. By removing cost barriers the scheme also supports fishermen to collect lost fishing gear and marine plastic waste whilst out at sea further supporting sustainability within the fishing industry. For more info kindly contact recycle@odysseyinnovation.com.

Follow Us @OdysseyInnovation @NetRegeneration @PaddleforPlastic



Figure 1: Odyssey Innovation Marine Debris Bin Requirements

Branding

The bins and bulky bags suggested in Collaboration Area 1 (**Table 1**) could contain the Norfolk Projects Vattenfall branding if deemed useful (see **Figure 2**).



Figure 2: Vattenfall Branding

Reporting & Monitoring

In return for the contributions suggested in **Table 1** the Norfolk Projects would require the Marine Debris Working Group (EIFCA and/or the Secretariat) to undertake (or organise the undertaking of) the monitoring of the debris collected and submit the relevant information/data to Eunomia (an independent evaluator), for annual reporting to the Norfolk projects.

On acceptance of this proposal a reporting schedule and contents of the report can be agreed, however we would expect that at a minimum it would include:

1. Size and volume of material recovered.
2. An approximation of how much of the above could be attributed to the support provided by the Norfolk Projects
3. A breakdown of the various pathways the material took following its collection.
4. What products the recycled material has been used for.

We propose that annual reports be prepared in a similar manner and contents to the report produced for the Marine Debris Removal Pilot Project. The main overall requirement of the reporting would be to ascertain the volume of material recovered and therefore how much material has been prevented from entering or re-entering the marine environment as this will be necessary for the Norfolk Projects to demonstrate successful discharge of the benthic compensation condition.

Vattenfall will provide a contribution toward the reporting costs...

Annual Budget Review

After submission of the year 1 report, and after a project review meeting, the Norfolk Projects would look to review the budget for the new year of the campaign.

2 EEPC LETTER OF COMFORT



Date: 13 March 2023

Address to:

Norfolk Vanguard Limited,
Norfolk Vanguard East Limited,
Norfolk Boreas Limited,
each of:

5th Floor
70 St Mary Axe
London
EC3A 8BE
United Kingdom

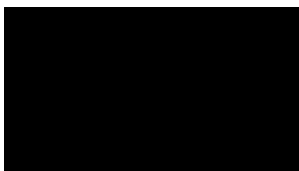
Letter of Comfort for the proposed collaboration between Norfolk Boreas Limited, Norfolk Vanguard East Limited, and Norfolk Vanguard Limited, Eastern Inshore Fisheries Conservation Authority and the East England Plastic Coalition Marine Debris Working Group with regard to the Norfolk Boreas offshore windfarm, the Norfolk Vanguard East offshore windfarm and the Norfolk Vanguard West offshore windfarm (each a “Norfolk Project”)

Dear Sirs,

Further to the proposal discussed during our Microsoft teams meeting on the 2nd March 2023 and later issued to us in writing on the 6th March 2023 (the “**Proposal**”), we the Eastern England Plastic Coalition’s ([EEPC](#)) Marine Debris Working Group, write this letter to formally accept the Proposal.

We are content with the collaboration areas set out in the Proposal and agree to work together with the Eastern Inshore Fisheries Conservation Authority ([EIFCA](#)) to support the discharge of each Norfolk Project’s DCO compensation requirement (set out in the Norfolk Boreas Offshore Windfarm Order 2021 - Sch19, Pt 3, Para 28(b) and the requirement set out in the Norfolk Vanguard Offshore Windfarm Order 2022 - Sch17, Pt 3, Para 28(b)) “*to Develop Education, Awareness and Facilities to Limit Further Marine Debris to develop education, awareness and facilities to limit further marine debris*” in Norfolk and Suffolk.

Kind Regards,



William Fitter

Marine Debris Working Group Secretariat

3 EASTERN IFCA LETTER OF COMFORT

Date: 10 March 2023

Address to:

Norfolk Vanguard Limited,
Norfolk Vanguard East Limited,
Norfolk Boreas Limited,
each of:

5th Floor
70 St Mary Axe
London
EC3A 8BE
United Kingdom

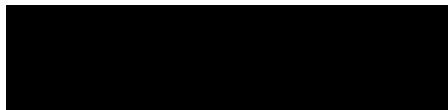
Letter of Comfort for the proposed collaboration between Norfolk Boreas Limited, Norfolk Vanguard East Limited and Eastern Inshore Fisheries & Conservation Authority, as a member of the East of England Plastics Coalition's Marine Debris Working Group, with regard to the Norfolk Boreas offshore windfarm, the Norfolk Vanguard East offshore windfarm and the Norfolk Vanguard West offshore windfarm (each a "Norfolk Project")

Dear Sirs,

Further to the proposal discussed during our Microsoft teams meeting on the 2nd March 2023 and later issued to us in writing on the 6th March 2023 (the "**Proposal**"), we the Eastern Inshore Fisheries & Conservation Authority ([EIFCA](#)), write this letter to formally accept the Proposal.

We are content with the collaboration areas set out in the Proposal and agree to work together with relevant members of the East of England Plastics Coalition's ([EEPC](#)) Marine Debris Working Group (specifically the Secretariat) to support the discharge of each Norfolk Project's DCO compensation requirement (set out in the Norfolk Boreas Offshore Windfarm Order 2021 - Sch19, Pt 3, Para 28(b) and the requirement set out in the Norfolk Vanguard Offshore Windfarm Order 2022 - Sch17, Pt 3, Para 28(b)) *"to Develop Education, Awareness and Facilities to Limit Further Marine Debris to develop education, awareness and facilities to limit further marine debris"* in Norfolk and Suffolk.

Yours Sincerely



Jon Butler
Head of EIFCA Operations

4 EXTRACT FROM THE CONTRACT TO PART FUND THE EEPC MARINE DEBRIS WORKING GROUP SECRETARIATE (PAGE 1, 6 & 7)

Jake Laws
Senior Consents Manager
Vattenfall
February 2023

Dear Jake,

East of England Plastics Coalition Secretariat 2023

This letter proposal outlines our suggested approach for providing the Secretariat for the East of England Plastics Coalition (the Coalition) over the coming year.

We see the main aims of the coming year as follows:

- Continue to facilitate collaboration between new and existing stakeholders working towards the eradication of plastic pollution in the region (Task 1);
- Continue to organise and facilitate meetings for the Unflushables and Marine Debris working groups created in 2021, and to take forward key actions from those (Task 2);
- Support the aims and work of the Coalition by creating and tracking measures of success/KPIs (Task 3);
- Market the work of the Coalition (Task 4); and
- Prepare for and deliver the annual Coalition meeting (Task 5).

The following sections outline our suggested approach, along with project team, costs and timescales.

Approach

Within this section, we cover each task in turn, provide a summary of progress from the 2021/22 contract, and outline next steps and areas of focus for the 2022/23 contract.

Task 1: Continue to Facilitate Collaboration Between Coalition Partners

Progress Summary

One of the main functions of the Coalition is to link up partners and introduce new stakeholders to the Coalition who may have previously been unaware that they are working on related activities, or activities that could support each other in the pursuit of eliminating plastic pollution in the region.

In 2022, we welcomed new partners to the Coalition, including Precious Plastic East, Incredible Oceans, Chelmsford City Council, Norfolk Beach Cleaners Collective, The Roman Catholic Diocese of East Anglia, Northants Litter Wombles and Northamptonshire Climate Action, East of England Coop, Plastic Free Cromer and the Norfolk Wildlife Trust.

Next steps

Over the course of 2023, we will continue to enable the establishment of many other meaningful collaborations that will support AWS in its goal to rid the region of plastic

Costs and invoicing

The cost for delivering the work, including VAT is **£24,491.18**. This is detailed in Table 1.

We propose the following invoicing schedule for Anglian Water, which will be funding £19,991.18 (incl VAT):

- 20% on initiation, following acceptance of this proposal;
- 40% upon completion of the annual Coalition meeting; and
- 40% upon completion, 12 months from the date of this proposal being signed off.

We propose the following invoicing schedule for Vattenfall, which will be funding £4,500.00 (incl VAT):

- 50% on initiation, following acceptance of this proposal; and
- 50% upon completion of the annual Coalition meeting.

Table 1: Project Costs

Resource	Chris Sherrington Project Director	Isabelle Williamson Project Manager	Emiliano Lewis Technical Lead	William Fitter Project Support	Junior Consultant Project Support	Total Days per Task	Cost per Task (excl VAT)
Day Rate (excl VAT)	£1,556.25	451.25	£553.75	£451.25	£451.25		
Task							
Project Management							
General Project Management		4.00				4.00	£1,805.00
Task 1 - Facilitate Collaboration/Stakeholder Engagement							
Maintain engagement of existing partners		1.00	0.50	2.00	1.50	5.00	£2,307.50
Introduce relevant additional stakeholders to progress actions		2.00	0.50	2.00	2.00	6.50	2,984.38
Task 2 - Working Groups							
Organise & chair regular meetings for the Strategy WG (quarterly)	0.50	1.00	0.50			2.00	£1,506.25
Organise & facilitate quarterly meetings for the 2 WGs		3.00	1.00	3.00	3.00	10.00	£4,615.00
Task 3 - Expert Plastics & Policy Advice							
Track measures of success/KPIs	0.50	1.50	1.00	2.00	2.00	7.00	£3,813.75
Task 4 - Market the Work of the Coalition							
Management of LinkedIn page & bi-weekly posting	0.10	0.50		1.00	1.00	2.60	£1,283.75
Task 5 - Prepare & Deliver Annual Coalition Meeting							
Invite & track attendees				0.30	0.40	0.70	£315.88
Prepare meeting content	0.20			0.75	1.00	1.95	£1,100.94
Facilitate meetings		0.50	1.00	0.50	0.50	2.50	£676.88
Total Days	1.30	13.50	3.50	11.55	11.40	41.25	
Project Total (excl VAT)							£20,409.31
Project Total (incl VAT)							£24,491.18

Project Timescales

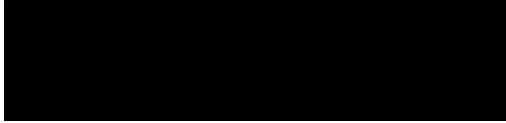
The project is provisionally scheduled to commence on w/c 6th March 2023 and end in 12 months' time in the w/c 4th March 2024. The project timescales are shown in Figure 1 on the following page.

Terms of Business

We suggest using Eunomia's standard terms and conditions, attached at Appendix A1.0.

I look forward to your response and would of course be very happy to modify any aspect of this proposal to meet your needs.

Yours sincerely,



Chris Sherrington

Head of Environmental Policy & Economics

5 EXTRACT FROM A CONTRACT FOR VATTENFALL TO FUND REPORTING OF THE PROPOSED WORKS (PAGES 1 & 2)

Jake Laws
Senior Consents Manager
Vattenfall
February 2023

Dear Jake,

Marine Debris Recycling Project - Reporting & Evaluation 2023

This letter proposal outlines our suggested approach for evaluating and reporting on the Marine Debris Recycling Project funded by Vattenfall and delivered by Vattenfall and partners (including EIFCA) along the Norfolk Coast.

Method

We envisage the evaluation of the project will encompass:

- Project aims, timeline, location and collection sites;
- Key stakeholders involved in the project and their roles;
- Implementation phase of the project, detailing specifics around collection locations, collection monitoring, accepted materials, communications, and the sorting of material prior to recycling;
- Results of the project, including quantities and types of marine debris collected and sent for recycling, recycling partners used, and end markets for different types of material; and
- Key lessons learnt and recommendations for next steps.

Project Team

The Project Manager and Researcher will be William Fitter. William has been the lead in organising the Marine Debris Working Group for the East of England Plastics Coalition (EEPC) and was heavily involved in the 2022 Marine Debris Working Group Pilot Project for Natural England. William's CV is available upon request.

Costs and invoicing

The cost for delivering the work, including VAT, is £3,500. This will cover both project management (£500) and reporting (£3,000). We propose the following invoicing schedule:

- 25% on initiation, following acceptance of this proposal; and
- 75% on upon completion of the Final Report

Project Timescales

The Marine Debris Recycling Project is provisionally scheduled to commence in March 2023 and end in 4 years' time in March 2027. The evaluation and reporting for Year 1 of the project is therefore due to take place at the end of the first year of the project, in February-March 2024.

Terms of Business

We suggest using Eunomia's standard terms and conditions, attached at Appendix A1.0.

I look forward to your response and would of course be very happy to modify any aspect of this proposal to meet your needs.

Yours sincerely,



Chris Sherrington

Head of Environmental Policy & Economics