



SID 5A

**Supplementary Information
 to Final Project Report**

ACCESS TO INFORMATION

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This form is in Word format and the boxes may be expanded or reduced, as appropriate.

Project identification

1. **Is the completed SID 5 attached** YES NO
 This form is to be used in conjunction with the SID 5 form for those projects NOT paid at milestone points.
Important: unless both parts of the SID 5 and 5A are completed and submitted together, the Final Report (SID 5) will NOT be accepted.
2. Project title

Understanding the processes for community adaptation planning on the coast
3. Defra Project code

FD2624
4. Defra Project Manager

Steve Bickers/Sarah Nightingale
5. Name and address of contractor

Scott Wilson
 6 Greencoat Place
 London

Postcode SW1P 1PL
6. Contractor's Project Manager

Stuart Woodin
7. Project: start date

January 2009

 end date

November 2009
8. Final year costs: **approved** expenditure

£ 58066

actual expenditure

£ 58066
9. Total project costs/total staff input:
 total **approved** expenditure

£ 58066

 total **actual** expenditure

£ 58066

 ***approved** staff input

£ 58066

 ***actual** staff input

£ 58066

**Staff years of direct science effort*
10. Is there any Intellectual Property arising from this project which is suitable for commercial exploitation YES NO
 This requires a YES/NO answer only. All other details of any Intellectual Property must be included under the Scientific Report in the SID 5 or in an accompanying Annex.

Scientific objectives

11. List the scientific objectives as set out in the contract. If necessary these can be expressed in abbreviated form. Indicate where amendments have been agreed with the Defra Project Manager, giving the date of amendment.

Focussing on scenarios of climate change, the purpose of this research as the fined in the project specification is to:

Design a policy framework within which communities can discuss, prioritise and escalate their community aspirations for adaptation.

Consider and ensure that this framework builds on, and is integrated with the other planning strategies, consultations and public engagement processes such as Local Development Frameworks and Sustainable Communities Strategies.

Design very accessible guidance for communities and practitioners which considers how to develop an adaptation plan, how to start up the process, what models of engagement are available at the different stages in the process etc.

The project will also consider the following questions defined in the project specification:

How do you get started with community lead adaptation planning?

How do you design an overall strategy for community lead adaptation planning which responds/fits to different communities' circumstances?

What methods are available, which ones should be used and when?

And crucially, how does this process of discussion and prioritisation link in with the wider planning and funding routes/mechanisms?

Milestones

12. List the milestones for the final year.

It is the **responsibility of the contractor** to check fully that **all** milestones have been met and to provide a detailed explanation if this has not proved possible.

Milestone		Target date	Milestones met	
Number	Title		In full	On time
1	Minutes of start up meeting	13/01/09	yes	Yes
2	Project profile	20/01/09	yes	Yes
3	Draft Inception Report (including Policy Framework Design)	02/03/09	Yes	Yes
4	Inception report	23/03/09	yes	Yes
5	Draft final report (including guidance)	20/04/09	yes	No
6	Final report	04/05/09	yes	No

13. If any milestones have not been met in the final year or were late, please give an explanation below.

The timescales for the project were changed in consultation with Defra

Declaration

14. I declare that the information I have given in forms SID 5 and 5A is correct to the best of my knowledge and belief.

Name	Stuart Woodin	Date	4 December 2009
Position held	Associate		