



MEETING MINUTES

Subject:	Acton Storm Tanks Community Liaison Working Group
Date and time:	Wednesday 27 January 2021, 6pm-7pm
Location:	Virtual via Microsoft Teams
Minute taker:	Andeep Gehlot
Chair:	Don Tanswell

Item	Topic
1	Welcome and introductions
2	Minutes of Meeting (29 September 2020) <ul style="list-style-type: none"> Action Points and Approval
3	Acton Storm Tanks - Tideway Update
4	AOB

Chair:

- Don Tanswell (DT)

Project staff:

- Andeep Gehlot (AG) - Communications Lead, Tideway
- Hussain Ali (HA) - Construction Engineer, Tideway
- Josh Roy (JR) - Section Manager, BMB
- Katie Ashton (KA) - Communication and Community Relations Manager, BMB
- Louise Walsh (LW) - Compensation and Mitigation Lead, Tideway
- Michelle Murphy (MM) - Sub-Agent, BMB
- Patricia Sanchez (PS) - Project Manager, Tideway

Residents / Organisations:

6 residents, 3 representatives from Thames Water and a Councillor from London Borough of Hammersmith & Fulham attended the meeting.

Apologies:

1 apology from a resident.

	Item	Action
1.0	Welcome and introductions	
1.1	Welcome from Don Tanswell (DT) to those who have joined the meeting.	
1.2	All Project Team attendees introduced themselves.	
2.0	Minutes of Meeting (29 September 2020) - Action Points and Approval	
2.1	DT asked for an update regarding the actions from the previous meeting held on 29 September 2020.	

<p>2.2</p> <p>2.3</p> <p>2.4</p> <p>2.5</p>	<p>Action 1 – closed – presentation was distributed with the minutes.</p> <p>Action 2 – closed – resident was advised by Katie Ashton (KA) regarding the cutterhead lift.</p> <p>Action 3 – closed – the tunnel boring machine (TBM) has been recovered, removed from site and recycled so it can be used on other projects. JR explained the site will have some artwork installed towards the end of the project. Artwork will be on the Canham Road side of the site facing the road.</p> <p>No other comments received - minutes approved.</p>	
<p>3.0</p> <p>3.1</p>	<p>Tideway Update - Presentation by Michelle Murphy (MM)</p> <p>Presentation to be issued with the minutes. Action: 1</p> <ul style="list-style-type: none"> • MM explained that across the Tideway project, the Acton Storm Tanks site is the furthest west • There are 24 sites and the tunnel length is 25km. There are seven sites in west and the tunnel section is approximately 7km long. The Frogmore Connection Tunnel in Wandsworth and is 1km. • MM said currently, there are up to 29 discharges per year of sewage (312,000 tonnes). Discharges occur when there is a storm and the heavy rainfall overflows into the River Thames. This fills up tanks 3 and 4 and then triggers the odour control system. • Once the main tunnel is complete, no discharges of sewage are expected • MM provided a project timeline update, which has taken into account the effect that COVID-19 restrictions have had. The site was shut down for almost a month during lockdown, to ensure safety measures were in place for workers and the community. The team returned to site at the end of April but there were a number of restrictions in place, so it was a slow restart • TBM Rachel arrived in September and has since been dismantled and removed from site • MM said the main focus of the site is the preparation of the secondary lining of the main tunnel, which will take place until May/June time. The shaft will then be secondary lined. • The point of completion for the project at Acton is September 2022 but this does not include the testing and commissioning period • MM explained what has been completed on site over the past four months: <ul style="list-style-type: none"> ○ Focus has been on the TBM removal ○ Preparing the site for the secondary lining ○ Mechanical and electrical work within the chamber • October saw the TBM cutterhead lift, which was the largest the team had to lift as it weighed approximately 80 tonnes • In November the team removed other sections of the TBM. Once the cutterhead was removed, the TBM could be pushed out further so the rest of the gantries could be removed. • In December TBM Rachel was fully removed and the team began to install the rails for the secondary lining preparations • MM said that this month the team have been fully focused on the preparations of secondary lining and installing the gantries for the shutters • MM explained the work taking place over the next three months: <ul style="list-style-type: none"> ○ Continue building the gantry sections ○ Set up the concrete pump section on site 	<p>AG</p>

	<ul style="list-style-type: none"> ○ Start shutter fabrication in the tunnel ○ Start secondary lining of the main tunnel ● MM showed an image of a slice-through of the secondary lining. Pieces of the shutters are being delivered and lifted down into the tunnel, which make up the machine. The concrete is then pumped behind the shutters. Once the concrete has cured, the shutter releases itself from the tunnel and moves along on the rails onto the next section. ● MM provided a landscaping update and confirmed that the landscaping design was approved by the London Borough of Ealing in July 2019. Some advance tree planted has taken place down by Warple Way, and the soft landscaping will be implemented by the northern part of Canham Road. 	
3.2	<p>Community Engagement - presentation by Katie Ashton (KA)</p> <ul style="list-style-type: none"> ● Since the last CLWG in September, six information sheets have been sent out; four for abnormal loads and parking suspensions; one detailing the Christmas shut down times; and one for the new working arrangements on site ● 24 complaints were received: <ul style="list-style-type: none"> ○ 21 x noise ○ 1 x lighting ○ 1 x vibration ○ 1 x odour ● The general enquiries received were about the abnormal load removals. ● All enquiries and complaints were responded to within 24 hours ● We work closely with Thames Water when investigating complaints 	
3.3	<ul style="list-style-type: none"> ● Community investment activities were put on hold due to COVID-19, however these have now restarted where they can be done safely. ● Looking to continue with some activities virtually. For example, this week we are holding a virtual work experience session with students from local colleges. ● Before Christmas we took part in a collection for a local foodbank ● As activities can only be done outside at the moment, we have taken part in some site clearance work for local community groups and centres ● If you are aware of any community groups that we could help, please get in touch with our Helpdesk. If we can't support them now, it might be something we can look into when lockdown has been lifted. ● KA advised of the communication methods in place to ensure the community stays up to date with project progress. Methods include: <ul style="list-style-type: none"> ○ Information Sheets ○ CLWGs ○ Quarterly newsletter ○ Social media ○ Monthly virtual drop-in sessions ● KA advised that if residents are not receiving updates, please contact Helpdesk and they can be added to the distribution list 	
3.4	<p>How to make a claim</p> <ul style="list-style-type: none"> ● If anybody wishes to make a claim if they are affected by Tideway's work, they can get advice from the following: <ul style="list-style-type: none"> ○ Independent Advisory Service (IAS) Helpline for independent advice - 0800 917 8845 / info@tidewayias.co.uk ○ Louise Walsh (LW) for personal assistance and advice - via the Tideway Helpdesk 08000 30 80 80 or helpdesk@tideway.london or direct 07971 077165 / louise.walsh@tideway.london 	

	<ul style="list-style-type: none"> • To submit a claim: <ul style="list-style-type: none"> ○ LW can submit this for you to the Independent Compensation Panel (ICP) on your behalf ○ You can submit your claim direct to the ICP - admin@tidewayicp.london ○ The IAS can send you a claim form, or you can download a form from the Tideway website, or click here (then click on 'contact the ICP team', then click on 'ICP claim form') 	
3.5	<p>Overall Project Update – Andeep Gehlot (AG)</p> <ul style="list-style-type: none"> • Both west and central sections of the project have completed tunnelling. • East have recently started tunnelling. TBM Selina is based at Chambers Wharf and is tunnelling part of the main tunnel. TBM Annie is creating a connection tunnel from Greenwich. • There is a live TBM tracker on the Tideway website, which provides live updates on the TBMs - https://tideway.london/tbm-tracker • There is also a graphic on the presentation which shows the construction phase for each site across the project. As each phase of work is completed, it will be coloured in on the graphic 	
3.6	<ul style="list-style-type: none"> • Presentation concluded and questions were welcomed from attendees. • AG told residents that the virtual drop in will take place next week (Tuesday 2 February) and if they would prefer to talk in a closed forum, she, KA and JR will be on the call from 3-5pm. • These are the Helpdesk contact details if anyone wants to get in touch. <ul style="list-style-type: none"> ○ Tel: 08000 30 80 80 ○ Email: Helpdesk@Tideway.London 	
4.0	AOB	
4.1	Next meeting TBC	

Actions Register:

Meeting Date	Item	Action	Responsibility	Status
27/01/2021	3.1	Action 1: Presentation to be distributed with the minutes.	Tideway	Closed. Sent out with the minutes