

**MEETING MINUTES
CVP CORE STRATEGIC TEAM
MAIN ROAD NURSERIES
17 JULY 2014**

ITEM	DISCUSSION	ACTION
1.0	<p>Attendance:</p> <p>Core: Russell Knight (Heathrow Airport Ltd.) – RK; Andy Smith (London Borough of Hounslow) – AS; Jean Rolfe (Green Corridor) – JR; Ilse Steyl (Green Corridor) – IS.</p>	
2.0	<p>Apologies:</p> <p>David Allister (London Borough of Richmond-upon-Thames)</p>	
3.0	<p>Minutes of Previous Meeting</p> <p>No minutes available – previous meeting (13 February 2014) only discussed Thames Water applications – see 4.0 below.</p>	
4.0	<p>Update on current Thames Water projects:</p> <p>Ilse Steyl gave a brief overview of the two Citizen Science projects (collectively known as Citizen Crane) and the Donkey Wood Wet Woodland project approved in February.</p> <p><u>Citizen Crane</u></p> <p>Close working links have been developed between the River Monitoring Initiative (RMI) and Phosphorous projects.</p> <p>Eleven sites have been identified so far and monitoring started in May. A number of training courses were held to train volunteers. Surveys are undertaken once a month (generally on the third weekend of the month).</p> <p>More information on the projects will be available on the CVP website - http://cranevalley.org.uk/project/citizen-crane/.</p> <p><u>Donkey Wood Wet Woodland</u></p> <p>This project was approved in principle, subject to providing a definitive amount for funding. An archaeological survey has been completed and is currently being assessed. Applications for Flood Consent, Abstraction License, Land Drainage Consent and Internal Flood Defence Consent have been drafted. A tender process has been initiated to determine the amount that the TW Fund will cover. At present this seems to be in the region of £15k.</p>	
4.0	<p>Signing of Core Strategic Terms of Reference:</p> <p>The signing of the ToR document was requested. Not all parties were present and RK needed Heathrow Airport Ltd’s legal team to peruse the document before he could sign. AS signed the document on behalf of Hounslow BC.</p>	<p>IS to send draft to all Core members again. They will electronically sign the document and IS will consolidate this into one document to be included on the</p>

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5.0	<p>Catchment Based Approach (CaBA) update:</p> <p><u>London Catchment meetings</u></p> <p>Meetings of the London catchment group are held every few months (approx. 3 times a year) chaired by Thames21. Hosts of catchment groups attend meetings. Discussion points include aspects relevant to all catchments, including flood consents, planning, links with local government, river basin planning (EA), etc. Training workshops are also organised through the group, and Partnership members are invited to these through the hosts. The most recent workshop was given by the EA on Flood Consents and was very useful.</p> <p><u>RBMP</u></p> <p>The EA is currently compiling summary information of all management and operational catchments to include within the second round River Basin Management Plans. The consultation process will begin in September/October 2014. IS are compiling information for the Crane catchment and sending sections through to Partnership members for their comments. These also include summaries of the cost benefit assessment undertaken by the EA. All information has been sent to the EA by 22 August.</p> <p><u>CaBA Evaluation Survey</u></p> <p>Cascade has been contracted by Defra to carry out a survey to evaluate the catchment based approach. Cascade also did a review on the pilot phase of the catchment based approach in 2011 and this is a follow-on study.</p> <p>IS has provided contact details of representatives of members of the CVP to Cascade who will receive questionnaires to complete.</p> <p><u>CaBA national workshop</u></p> <p>IS has attended workshops and meetings arranged for hosts of catchment partnerships. These included workshops on the general approach of catchment partnerships, consultation, information management, etc. IS is also involved in the GIS group and provide feedback on approaches, data needs and management of spatial data.</p> <p>The CaBA website has also recently been launched - http://www.catchmentbasedapproach.org/. IS has sent information on the CVP, which has been included on the website.</p>	website.
6.0	<p>River Restoration Centre Conference:</p> <p>IS attended the RRC conference on May. This was held in Sheffield and was a very successful conference. Attended by both river restoration professionals as well as other groups, such as local government planners. In general the focus is still very much on the involvement of national agencies on river restoration and big consultancies' input. The catchment partnership approach was not focussed on very much, due to its infancy. However, IS felt that this will be different at future conferences once more catchment partnerships have been established and the catchment based</p>	

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	<p>approach has filtered through both government and non-government organisations.</p>	
<p>7.0</p>	<p>GIS database update:</p> <p>IS has setup an ArcGIS geodatabase structure that includes data received through the CaBA GIS group (EA national datasets); EA data more specific to the Crane catchment; data received from local authorities; data captured by IS. IS will demonstrate the system at the next general CVP meeting to be held later in the year.</p> <p>IS is also examining ways of providing these data and information to the rest of the CVP via interactive maps on the internet. The current management method of the CVP website does not allow this, but changes will be made after the current hosting ends in September.</p>	<p>IS to keep CVP up to date.</p>
<p>8.</p>	<p>AOB:</p> <p>RK suggested organising a meeting between IS and CAA's Safeguarding Team to discuss management of bird strikes and Crane catchment projects.</p> <p>Core members suggested compiling a list of river restoration contractors used by different authorities and organisations that can be provided by IS to project managers within the Crane catchment. This is to potentially avoid only one organisation working on all projects.</p> <p>IS noted that she will potentially take six weeks off during late Sept/October to visit family in South Africa. This has been discussed with JR and contingency measures will be in place whilst she is not in the country. IS will however be available via e-mail or phone.</p>	<p>RK to organise meeting.</p> <p>IS to approach authorities to provide information of approved contractors.</p> <p>IS to advise when she will not be in the UK.</p>
<p>9.</p>	<p>Date of next meeting:</p> <p>TBC – sometime in November.</p>	<p>IS to send potential dates for meeting.</p>