

Metropolitan Line Extension (MLX) Community Liaison Group (CLG) Three Rivers

Wednesday 16 March 2016
TS Renown, Cassio Bridge, Watford Road, WD3 3DG

Attendees

Name	Organisation
Glenn Keelan (GK)	Transport for London (MLX)
Olivia White (OW)	Transport for London (MLX)
Paulo Lotter (PL)	Taylor Woodrow (MLX)
Cllr Peter Getkahn (PG)	Three Rivers District Council
Cllr Philip Brading (PB)	Three Rivers District Council
Cllr Jeremy Hollands (JH)	Croxley Green Parish Council
Cllr Chris Mitchell (CM)	Croxley Green Parish Council
Barry Grant (BG)	Croxley Green Residents Association
Steven Hancox (SH)	Workman LLP, on behalf of Columbia Threadneedle (Croxley Green Business Park)
Ann MacDonald (AM)	Cassiowharf

Apologies

Name	Organisation
Cllr Steve Drury	Three Rivers District Council & Hertfordshire County Council
Cllr Chris Lloyd	Three Rivers District Council
Cllr Alison Wall	Three Rivers District Council
Cllr Rupert Barnes	Three Rivers District Council
Tony Walker	Croxley Hardware

	Item	Action
1.0	Welcome and introductions	
2.0	Aims of Community Liaison Group and appointment of chair	
2.1	OW explained that Community Liaison Groups were offered to Three Rivers and Watford councils as a way of engaging with the local community and keeping them informed about the project. The MLX Community Liaison Group (CLG) for Three Rivers has been set up following conversations with Three Rivers Council officers. Currently Watford Borough Council has not requested a CLG for the Watford area.	
2.2	GK outlined that the primary purpose of the CLG, as described in the draft Terms of Reference, is to provide a forum for community representatives to directly interact with MLX team members and to consolidate communication with the local community. In particular it will provide an opportunity for the project team to provide a look ahead for work in the local area and for local concerns about the project to be raised and responded to.	
2.3	GK informed the group that TfL felt the CLG should not be chaired by the project but instead by a representative from the local council, and asked if any councillors present would act as Chair. PB put himself forward as role of Chair. All members agreed with PB as Chair.	
2.4	Current members were asked if the members invited were a correct and	

	<p>reasonable representation of the local community. All agreed membership could be changed as the project progressed and new members added if needs be. GK requested that the number of members be kept under review and limited to a degree so that communication could be streamlined.</p>	NOTE
2.5	<p>Members suggested a representative from the canal boats would be appropriate due to the proximity of the viaduct construction. Ann MacDonald from Cassiowharf agreed to be a member.</p>	
2.6	<p>SH questioned if the business community was fully represented. All agreed Tony Walker from Croxley Hardware would be an appropriate representative of local business. Mr Walker was unable to attend the meeting on 16 March.</p>	
2.7	<p>SH asked if the CLG will include information on some MLX work in Watford, in particular Cassiobridge station. OW confirmed this would be the case due to the close proximity to Three Rivers.</p>	
2.8	<p>CM asked that the CLG should cover viaduct, traffic management, communication to residents and project programme.</p>	
2.9	<p>PG stressed the need for open and honest communications from the project and that the CLG should not be the only form of communication to residents. GK advised that MLX intended to use a range of different types of communications including monthly look-ahead notification letters, specific works bulletins, the use of helpline numbers on hoardings. Also agreed to report complaint and enquiry figures at the CLG.</p>	OW
2.11	<p>All agreed quarterly meetings for CLG was appropriate.</p>	
2.12	<p>Members agreed draft minutes would be circulated to members after the meeting. Once they have been given an opportunity to comment, the draft minutes will be added to the TfL website. The minutes will be formally approved at the following CLG meeting. OW to amend Terms of Reference accordingly.</p>	ALL
2.13	<p>There were no further comments about the Terms of Reference at the meeting. Any comments from members can be fed back to OW by the next meeting.</p>	
3.0	<p>Update on project</p>	
3.1	<p>GK presented an update on the project, current timelines and progress since TfL took over the MLX from Hertfordshire County Council.</p>	
3.2	<p>Update since meeting: Clarification on the timescale for local economy benefits quoted in the presentation. In 2015 HCC and WBC commissioned some research to assess the potential economic impacts associated with the MLX within Watford. This study considers the economic impacts associated with a number of major development sites proposed to come forward along the MLX route in Watford during the Watford Core Strategy plan period up to 2031.</p>	
3.3	<p>SH asked if the project is at a point of no return and will definitely go ahead. GK said the funding for project has been confirmed, the formal Transition from HCC 'ownership' to TfL has been executed, and the</p>	

<p>3.4</p> <p>3.5</p> <p>3.6</p> <p>3.7</p>	<p>scheme instructed under direction from the Mayor of London. GK stressed that TfL was under pressure to keep the project on budget and is looking at cost savings.</p> <p>GK explained that the Notice of Intent for land acquisition had been sent to interested parties. Any land the project may require outside limits of the Order will be undertaken through agreement and the project team is in discussion with the relevant landowners.</p> <p>GK confirmed that the current disused corridor will transfer to TfL under the powers of the Transport and Works Act Order.</p> <p>OW presented on the communication plans for the project. PG asked about a project specific website and Twitter account. OW to investigate with TfL marketing team. OW confirmed current webpage for MLX will be added to notification letters going forward.</p> <p>PB asked about potential site visits. GK confirmed that the project team is looking to offer site visits to key stakeholders and local residents as part of the 'spade-in-the-ground' events.</p>	<p>OW</p>
<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>Update on enabling work</p> <p>PL presented on current enabling work, including tree removal and utility diversions.</p> <p>AM asked about the location of pier 8. PL to provide plan with pier 8 located to AM.</p> <p>Concerns were raised by PG and a member of the public audience about pedestrians walking on the road and not crossing safely. School children are also being forced to cross the Watford Road, due to the footpath closure. OW said she was meeting with Hertfordshire County Council's Highways officer to get his steer on the issue.</p> <p>Update since meeting: HCC Highways have not received complaints directly regarding issue and therefore would be for project team to investigate. Any additional pedestrians crossing would require additional traffic management approval and would impact flow of traffic. MLX asked their traffic management specialists to review traffic management.</p> <p>There were also concerns raised that vehicles used for utilities work were parking on the southern side of Baldwins Lane and not leaving enough space for pedestrian with push chairs etc to pass. Update since meeting: site operative re-briefed. Construction manager has noticed non-project vehicles parking on the southern side.</p>	<p>PL</p> <p>OW</p>
<p>5.0</p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p>Questions</p> <p>OW to send latest CGIs of viaduct with minutes.</p> <p>A member of the public queried the name of Watford High Street as Watford Lower High Street. Update since meeting: Watford High Street Station is the official name of the London Overground station but is located on Lower High Street.</p> <p>CM asked if the viaduct design will change. GK said the final detailed design is still being undertaken and the project is looking across the project</p>	<p>OW</p>

	scope where potential savings could be made. GK reassured members that planning permissions and procedures would be followed.	
5.4	SH asked that Croxley Business Park be notified of any traffic management which may affect staff travelling to the site.	
5.5	A member of public asked about the signalling being put in place. GK confirmed that MLX will be installing legacy signalling.	
6.0	AOB	
6.1	BG presented a petition of over 3330 signatures urging TfL to make the installation of step-free access (SFA) at Croxley station part of the Croxley Rail Link project to GK. GK said the petition would be passed to Nick Brown, Managing Director, London Underground & London Rail	
6.2	PG said the subject had considerable local support because residents felt they were excluded from the benefits of the MLX. Whilst the Croxley Green area was getting a lot of the disruption from construction, many people would be unable to use the link when it opens, in particular those needing to travel to the hospital.	
7.0	Next meeting	
7.1	Suggested date for next meeting Wednesday 15 June. Members to check availability	ALL

Meeting started 18.30 and finished 20.10
Minutes drafted by OW

Minutes distribution list

The minutes will be distributed to CLG members and put up on the MLX webpage on the TfL website. In addition they will be circulated to the below people:

- Peter Simons, Three Rivers District Council
- Helen McCormick, Hertfordshire County Council
- Andy Smith, Watford Borough Council
- Kathryn Robson, Watford Borough Council
- Lucy Gravatt, Hertfordshire Local Enterprise Partnership
- Councillor Stephen Giles-Medhurst,
- Councillor Martin Trevett
- Councillor Terry Douris
- Councillor Ralph Sangster
- Councillor Nigel Bell
- Cllr. Ann Shaw
- Mike Morris, Morris Minors
- Fabian Hiscock, Rickmansworth & Watford Sea Cadets