



# LOWESTOFT

FLOOD RISK MANAGEMENT PROJECT

## Appendix 1. Engagement Log

## Contents

<b>Log of external communications .....</b>	<b>3</b>
<b>Log of consultation activities .....</b>	<b>6</b>
<b>Log of engagement with LFRMP Governance.....</b>	<b>11</b>
<b>Log of engagement with Government organisations.....</b>	<b>14</b>
<b>Log of engagement with Associated British Ports (ABP) .....</b>	<b>15</b>
<b>Log of engagement with the Royal Norfolk and Suffolk Yacht Club (RNSYC) .....</b>	<b>26</b>
<b>Log of engagement with navigation users.....</b>	<b>29</b>
<b>Log of engagement with emergency responders.....</b>	<b>33</b>
<b>Log of engagement with Lowestoft regeneration/ infrastructure projects.....</b>	<b>34</b>
<b>Log of engagement with Lowestoft businesses/ community organisations .....</b>	<b>37</b>
<b>Log of engagement with businesses/ organisations impacted by the tidal flood walls .....</b>	<b>39</b>
<b>Log of engagement relating to utility/ service providers .....</b>	<b>47</b>
<b>Log of engagement relating to Fluvial and Pluvial works.....</b>	<b>61</b>
<b>Log of engagement relating to social value.....</b>	<b>63</b>

### Log of external communications:

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
First edition community newsletter	12/01/2016	Winter edition available on LFRMP website.	Raise awareness of the project.
Second edition community newsletter	05/01/2017	Available on LFRMP website.	Raise awareness of the project.
Community newsletter	06/01/2018	Available on LFRMP website.	Raise awareness of the project.
Press Release	16/06/2018	Watertight words art installation.	Picked up by Lowestoft Journal.
Factsheet	06/2019 – 07/2019	Factsheet on ground investigations works.	Highlight works programme and implications of the works. Contact details provided to assist raising concerns.
Media Article	08/03/2020	Velda Close/ Kirkley Stream construction start, wider LFRMP mention.	Appeared in the Eastern Daily Press.
Press Release	13/07/2020	Press release regarding £43m funding for LFRMP.	Full page in EDP and piece in EADT. Interview with BBC Radio Suffolk. TV coverage on regional ITV and BBC.
Press Release	02/02/2021	Marine Ground Investigations.	Picked up by Lowestoft Journal, Ground Engineering.
Media Inquiry	26/02/2021	LFRMP section in Lowestoft regen special of Lowestoft Journal.	Article included, providing a good overview of the project.
Press Release	08/03/2021	Press release regarding site compound set up.	Picked up by Lowestoft Journal.
Newsletter	12/03/2021	LFRMP Newsletter.	Regular newsletters will be issued following feedback in Strategic Steering Group and Key Stakeholder Group meetings. Positive feedback from Chairs Peter Aldous MP and Phil Aves.
Media Article	31/03/2021	A47 Road Closure.	Lowestoft Journal pick up on UKPN works for LFRMP which will close A47 overnight.
Press Release	08/04/2021	Press release re. start of flood wall construction.	Picked up by EDP, Lowestoft Journal.
Press Release	30/04/2021	Press release regarding Virtual Public Meetings.	Picked up by East Suffolk One, Lowestoft Journal.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Press Release	21/05/2021	Press release regarding Tidal Flood Walls Ground Breaking.	Picked up by EADT, EDP, Lowestoft Journal, Global Legal Chronicle.
Press Release	25/05/2021	Press release regarding Virtual Visitor Centre opening.	Picked up by East Suffolk One, EADT, EDP, Lowestoft Journal.
Letter	27/05/2021	Letter – Waveney Road Night Works .	Letter to residents/ businesses of Waveney Road, uploaded to website & linked on SM.
Letter	27/05/2021	Letter – Hamilton Road Sheet Piling Works.	Letter to businesses of Hamilton Road, uploaded to website & linked on SM.
Factsheet	04/06/2021	Start of flood wall construction.	Distributed to residents on Waveney Road and Hamilton Road.
Letter	05/06/2021	Letter re. Waveney Road night works.	Distributed to residents on Waveney Road.
Media Article	06/07/2021	Lowestoft Journal pick up on A47 Road closure.	Picked up from tweet, with info from letter to residents on website.
Newsletter	26/07/2021	LFRMP Newsletter.	Newsletter distributed via Mailchimp.
Letter	13/08/2021	Letter – Hamilton Road SPR Cadent Works.	Distributed to businesses on Hamilton Road.
Press Release	19/10/2021	Press release re. temporary flood defence exercise.	Picked up by EDP and Lowestoft Journal.
Media Article	23/11/2021	Media articles from full Council report on delays to the start of package two.	Articles on BBC, EDP, EADT & Lowestoft Journal. Comment provided by ESC.
Press release	01/12/2021	Press release – 40m mitre floodgate.	Announcement of 40m mitre flood gate design. Picked up by EDP, EADT, Lowestoft Journal and Suffolk News.
Newsletter	21/12/2021	Newsletter shared to the Lowestoft Harbour and Maritime Business Group.	Info shared on LFRMP behalf.
Press Release	02/01/2022	Press release from BDB Pitmans regarding representing LFRMP.	Law trade press highlighting legal process of preparing for a tidal walls/tidal barrier project.
Letter	04/01/2022	Letter/ SM re. night closure of Waveney Road and footpath closure.	Letter hand delivered to residents on Waveney Road – included link to Virtual Visitor Centre.
Factsheet	17/01/2022	Factsheet – Package 2 work start.	Delivered to local businesses and residents and uploaded to the website.
Factsheet	17/01/2022	Factsheet – Port Entrance Works.	Delivered to ABP and their tenants.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Press Release	20/01/2022	Press release – Start of work on flood gate (Flood Walls Package 2).	Picked up by Lowestoft Journal, online and print.
Press Release	31/01/2022	Press release – Pink Orange sponsorship.	Picked up by Lowestoft Journal, EDP and EADT online and in print. Achieved BB's SCAPE “good news” story KPI.
Newsletter	01/02/2022	Newsletter – January edition	Raising awareness, highlighting progress and social value.
Newsletter	29/04/2022	Newsletter – April edition	Raising awareness, highlighting progress and social value.
Factsheet	01/06/2022	Factsheet re. footpath closure on Waveney Road.	Shared widely on social media, uploaded to website and shared with ESC comms team.
Factsheet	05/06/2022	Factsheet re. Hamilton Road Closure.	Shared with Hamilton Road businesses, on SM, project website and with ESC comms team.
Email	13/06/2022	Email query re. footpath closure on Waveney Road	Email response explaining the reasons for the footpath closure and shared the factsheet.
Newsletter	29/07/2022	Newsletter - July Edition	Raising awareness, highlighting progress and social value.
Social Media	04/08/2022	Social media re. pause of floodwall works on South Pier for the season.	Reshared by ESC.
Factsheet	08/08/2022	Factsheet re. traffic management changes to the port entrance.	Shared with ABP to share with their tenants and uploaded to website.
Letter	08/08/2022	Letter to residents of Waveney Road re. night closure 22/08 - 26/08.	Shared on SM, uploaded to website & informed ESC comms.
Factsheet	04/10/2022	Factsheet regarding recommencement of works on the South Pier/ Yacht Club	Factsheet sent to businesses and residents on/ around South Pier; shared on social media.
Factsheet	03/11/2022	Factsheet re. change of access to the South Pier works to allow for Anglian Water sewage works	Sent to businesses on/ around the South Pier, local residents, blue light responders. Shared on social media.
Press Release	15/11/2022	Press release promoting public consultation and drop-in events.	Picked up by BBC, Lowestoft Journal, Greatest Hits Radio, Suffolk Live.
Social Media	w/c 06/02/2023	Raise awareness of apprenticeship opportunities for local young people on LFRMP.	Profiles produced and shared on SM.

### Log of consultation activities:

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Lowestoft Rising Community Event	11/02/2015	Initial introduction to the project.	Over one hundred visitors to the event who had an early opportunity to discuss what
Email	15/05/2016	Draft of consultation materials by email for comment to business advisory group.	To ensure that the consultation materials were fit for purpose and to gather independent views to help them to be developed.
Public Consultation	06/06/2016 - 29/07/2016	Introduction to the Lowestoft Flood Risk Management Strategy and to demonstrate links to the Gorleston to Lowestoft Coastal Strategy. Drop ins on 20th and 21st June.	Opportunity for the community and businesses to make early comment.
Lowestoft Fayre	17/03/2017 - 18/03/2017	Introduction to all projects and initiatives happening or planned for in Lowestoft.	Good engagement and information promoted.
Consultation period on four aspects: Fluvial / pluvial, Tidal, Environmental aspects of tidal, and views from river users.	30/10/2017 - 14/12/2017	Initial options appraisal. Setting out options considered, withdrawn and the reasoning behind this. Comments requested on information shared, to stakeholder data base, through local papers, social media.	Comments received largely supportive of the approach.
Workshop	01/11/2017	To explore the options appraisal and environmental concerns. Comments requested on information shared, to stakeholder data base, through local papers, social media.	Comments received largely supportive of the approach.
Project Open Day	30/11/2017	To set out options appraised and strategy progress. Format followed was a mix of formal presentation and Q&A and informal drop in style engagement. Comments requested on information shared, to stakeholder data base, through local papers, social media.	Comments received largely supportive of the approach.
Public Meetings (virtual)	04/05/2021 06/05/2021	Update on the project for the public to begin to bring out any concerns.	Concerns recorded; attendees added to contact database for future engagement.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
	10/05/2021		
Tidal Flood Walls Ground Breaking (In person and live streamed)	21/05/2021	Tidal Flood Walls Ground Breaking (In person and live streamed)	Coverage in local newspapers. EADT/EDP/Lowestoft Journal and across social media. In person engagement with 30 key stakeholders on site due to COVID restrictions. Over 140 people joined the event through the live-streaming provision. Coverage included mention of the full project objectives, including tidal barrier.
Virtual Visitor Centre Launched	24/05/2021	Virtual Visitor Centre Launched.	Launched due to restricted rules (COVID 19) to allow multiple people to learn about the project, receive updates, and leave comments and questions. This form of basic gaming technology has allowed the project to reach age ranges that have previously proved challenging. Analytics are used to help continue to shape the virtual room. Will be updated throughout the project.
Virtual Visitor Centre Query	21/06/2021	"How will the defences at Lowestoft affect the River Waveney and likelihood, frequency and impacts of flooding upstream?"	Directed to flood risk assessment, clarified the project will have no influence on flooding in Bungay.
Virtual Visitor Centre Query	22/06/2021	"How will the defences at Lowestoft affect the River Waveney and likelihood, frequency and impacts of flooding upstream"	Response sent 22nd June: "As part of the planning application process a Flood Risk Assessment was undertaken, which found the project will not increase flood risk upstream of the scheme. The project will not have any influence on the flood risk in Bungay. The Flood Risk Assessment can be found at the planning portal under "supporting documents""
Virtual Visitor Centre Query	10/07/2021	"I have noticed through observing the Environment Agency tidal buoy at Lowestoft that wave heights have been very high this week. I believe wave heights reached 6.83 metres at one point. Is this indicative of an increase in wave heights and tidal velocities in the Lowestoft area?"	Response sent 26th October: "Thank you for your message. Details of the coastal management strategies for the Lowestoft area can be found in the Gorleston to Lowestoft Coastal Strategy."

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Virtual Visitor Centre Query	12/02/2022	"Hi, one question, where will the water go that is deflected by the barrier. What other flood are at risk as a result of that?"	Response confirming there would be no increased flood risk and added flood risk assessment to the Virtual Consultation Room.
Meeting	26/07/2022	Represented LFRMP at the Lowestoft Ambassadors meeting.	Regen team now have footfall counters in place - may be useful data for funding. Opportunity for volunteering/ social value with Warm Rooms. Potential construction on Station Square.
Email	21/09/2022	Email Invite to 21/10 workshop.	Sent to members of the Key Stakeholder Group as hosts, separate invite sent to list of stakeholders identified. Invite sent to Peter Langford who raised at Suffolk Resilience Forum meeting to ensure attendance of blue light responders, Suffolk Highways and National Highways.
Email	29/09/2022	Chase email invite to 21/10 workshop.	Individual chase emails to invite to 21/10 workshop - increase in RSVPs.
Letter	11/10/2022	Letter invites for 21/10 workshop.	Letter invites to stakeholders identified as landowners/ tenants of land packages impacted by barrier.
Email	14/10/2022	Final chase email invite to 21/10 workshop.	Individual chase emails to invite to 21/10 workshop - increase in RSVPs.
Workshop	21/10/2022	Key Stakeholder Workshop aiming to draw out concerns and impacts from Key Stakeholders relating to the EIA, NIA, barrier construction, operation, and maintenance.	Concerns across a range of topics drawn out and distilled for Project Team to respond to. Attendance from range of stakeholders including navigation users, schedule 5 and 6 stakeholders and blue light responders.
Letter	16/11/2022	Letter invite for consultation and drop in events to residents/ businesses potentially impacted by the tidal barrier construction.	Letter sent to addresses on Waveney Road, Pier Terrace, Marine Parade, London Road South and landowners identified in the land packages document.
Email	16/11/2022	Notes and presentation from Key Stakeholder Workshop (21/10) distributed.	Briefing sent to ESC councillors, Strategic Steering Group and Key Stakeholder Group.



Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Email Briefing	18/11/2022	Briefing for councillors and members of LFRMP governance structure to make aware of consultation to share with their networks.	Briefing sent to ESC councillors, Strategic Steering Group and Key Stakeholder Group.
Consultation	21/11/2022 - 12/01/2023	Consultation to draw out impacts/ concerns from stakeholders and community around the construction, operation and maintenance of the tidal barrier. Materials available to view on the virtual engagement room, Riverside, Marina Centre and Library.	13 surveys completed by stakeholder, underrepresented groups identified, and further consultation organised.
Email	21/11/2022	Email inviting database to view consultation materials and attend drop-ins.	Email sent to LFRMP stakeholder database
Drop-in Sessions	23/11/2022 - 24/11/2022	Drop-in sessions for public and stakeholders to find out more about the barrier, view consultation materials and answer any questions.	42 people attended over the two sessions. Concerns around adverse weather affecting attendance – further consultation with underrepresented groups planned.
Business Engagement	28/11/2022	The purpose of the outreach was to discuss the project with local business owners and share the consultation paper with those who are close to the construction area and might be impacted by the building works.	Covered: Station Square, Bevan Street East ( Part), East end of Commercial Road, A47 on the North side of the Harbour/Trawl Dock, Denmark Road ( nearest station square). Project team discussed with the business owners, which were open, the nature of the works, providing them with the booklet for reference and encouraged them to provide feedback on the TWAO. Directed any specific concerns to email the team and someone would be in touch to discuss the concerns.  Where businesses were closed, copy of the booklet posted though the door, distributing approximately 50 booklets.
Email	05/12/2022	Email to Danny Steel asking to share consultation materials with contacts, including property/ landowners in Lowestoft.	Paul Rice - Outlon Broad Yacht Station Manager - got in touch to be added to the stakeholder database.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Email	06/12/2022	Ensure those on the project stakeholder database has received information regarding the consultation.	Email to each person on stakeholder database with booklet, virtual engagement room link and survey.
Email	06/12/2022	Email to Julian Gregory at Eastern IFCA to organise meeting with fishermen/ fishing businesses re. tidal barrier consultation.	IFCA provided the project with contact details for the Lowestoft Inshore Fishing Fleet Association.
Booklet Delivery	06/12/2022	Kya dropped off some booklets and a poster to the Taylor's properties office for display.	Poster displayed in Taylors Properties on Waveney Road (A47).
Letter / Booklet Delivery	08/12/2022	Ensure residents in the immediate vicinity to the barrier construction have engaged with the consultation and are aware of potential impacts during construction.	Letters, booklets and surveys sent to addresses in the immediate vicinity of the barrier location (Waveney Road, Station Square, Marine Parade, London Road South, Pier Terrace).
Email	16/12/2022	Request from David Bennet at Lowestoft Cruising Club to share consultation booklet to share with members.	Shared booklet, linked to survey and offered to provide paper copies of survey if needed.
Email	05/01/2023	Post-Christmas email regarding consultation.	Email sent via Mailchimp to the stakeholder database.
Radio	09/01/2023	Final push for consultation.	Info regarding consultation added to the East Coast One radio bulletins.
Email	13/01/2023	Email from Mr John Sparks with additional comment on the consultation.	Additional comment: "it is (still) important to ensure that "backflow" is prevented on all drainage ("combined" or "otherwise") from road gullies (and "basements") in the event that the water level in "Lake" Lothing (or MORE importantly "seaward" of the "proposed" barrier - if that is where ANY discharge to) rises above "inlet" levels."
Email	22/02/2023	Communication regarding change to TWAO Location Plan and increased length of channel closures to 4-5 x 3-week channel closures. Offered to meet with anyone concerned and/or felt they would be impacted.	Sent to the project stakeholder database.

### Log of engagement with LFRMP Governance:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Suffolk County Council (SCC)	Meeting	14/03/2016	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
Project Board	Meeting	01/04/2016	Meetings to agree key decisions.	
SCC	Meeting	20/04/2016	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
SCC	Meeting	16/09/2016	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
SCC	Meeting	21/11/2016	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
Project Board	Meeting	13/02/2017	Meetings to agree key decisions.	
Project Board	Meeting	21/06/2017	Meetings to agree key decisions.	
SCC	Meeting	06/07/2017	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
Waveney District Council (WDC)	Cabinet Meeting	06/07/2017	Permission to proceed to Business Outline Case, begin work on TWAO.	Approval awarded to proceed with TWAO.
SCC	Meeting	08/01/2018	Strategy discussion chaired by SCC.	Meetings to progress work and discuss issues.
Project Board	Meeting	17/01/2018	Meetings to agree key decisions.	
Project Board	Meeting	29/03/2018	Meetings to agree key decisions.	
Project Board	Meeting	31/05/2018	Meetings to agree key decisions.	
Project Board	Meeting	28/11/2018	Meetings to agree key decisions.	
WDC	Meeting	20/03/2019	Presentation to WDC full council meeting.	

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Suffolk Coastal District Council	Meeting	28/03/2019	Presentation to WDC full council meeting.	
Project Board	Briefing	12/10/2019	Written update to Board members and Cllr Keith Patience.	
WDC	Meeting	14/01/2020	Obtaining planning committee decision about the floodwalls application and listed building consent.	Planning application accepted subject to resolving one outstanding objection.
Project Board	Meeting	07/02/2020	Meetings to agree key decisions.	
Project Board	Virtual Meeting	20/07/2020	Meetings to agree key decisions.	
Project Board	Virtual Meeting	04/12/2020	Meetings to agree key decisions.	
Strategic Steering Group Meeting	Virtual Meeting	19/01/2021	Strategic Steering Group Meeting.	Re-introduction to the project following long break – further meetings planned as project progresses. Workshop to investigate group membership; list updated.
Project Board	Virtual Meeting	12/03/2021	Meetings to agree key decisions.	
Key Stakeholder Group	Virtual Meeting	23/02/2021	Key Stakeholder Group Meeting. Introduction to the project.	Workshop to evaluate group membership; list updated. Suggestion of separate groups/ meetings for navigation. Began to discuss concerns – communication key – establish routes. Warning of any disruption. users and property landowners.
Key Stakeholder Group	Virtual Meeting	06/04/2021	Key Stakeholder Group Meeting. Introduction to the project. Repeat of 23rd Feb meeting for those unable to attend.	
Project Exec.	Virtual Meeting	15/04/2021	Meetings to agree key decisions.	
Strategic Steering	Virtual Meeting	30/04/2021	Strategic Steering Group Meeting.	

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Group Meeting				
Project Exec.	Virtual Meeting	09/07/2021	Meetings to agree key decisions.	
Project Board	Virtual Meeting	15/07/2021	Meetings to agree key decisions.	
Project Exec.	Virtual Meeting	01/10/2021	Meetings to agree key decisions.	
Project Board	Virtual Meeting	15/10/2021	Meetings to agree key decisions.	
Key Stakeholder Group	Virtual Meeting	03/11/2021	Key Stakeholder Group meeting (virtual).	Meetings to take place following SSG meetings.
Project Exec.	Virtual Meeting	11/11/2021	Meetings to agree key decisions.	
Project Exec.	Virtual Meeting	17/01/2022	Meetings to agree key decisions.	
Strategic Steering Group Meeting	Virtual Meeting	14/02/2022	Strategic Steering Group Meeting.	
Key Stakeholder Group	Virtual Meeting	28/02/2022	Key Stakeholder Group Meeting.	
Project Exec.	Virtual Meeting	01/04/2022	Meetings to agree key decisions.	
Project Exec.	Virtual Meeting	01/07/2022	Meetings to agree key decisions.	
Strategic Steering Group Meeting	Virtual Meeting	09/09/2022	Strategic Steering Group Meeting.	Outlined upcoming plan for TWAO consultation - workshop on 21/10 and public consultation in November. Decided the Key Stakeholder Group will lead the 21/10 workshop, with a meeting to look at outputs arranged for early November.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Key Stakeholder Group	Virtual Meeting	07/11/2022	Key Stakeholder Group meeting to follow up consultation event on 22/10.	

### Log of engagement with Government organisations:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Department for farming, environment and rural affairs (Defra)	Meeting	06/10/2015	Meeting to outline project ahead of site visit with the Environment Agency.	
Environment Agency	Project Visit	12/11/2017	Project visit Emma Howard Boyd, Chair of the Environment Agency.	Raise profile of LFRMP to highlight its importance and support funding bids to help address potential funding shortfall.
Environment Agency	Virtual Meeting	07/04/2018	Discussion of Lake Loathing threshold levels.	
WMA	Meeting	03/05/2019		
Environment Agency	Meeting	19/02/2020	Environment Agency with Peter Aldous MP.	
Essex County Council	Virtual Meeting	05/04/2020	Power Park discussion.	
Environment Agency	Virtual Meeting	11/04/2020	Green Finance discussion.	
Environment Agency	Virtual Meeting	11/04/2020	LFRMP Measures.	
Townsend/ HMT's IPA	Virtual Meeting	30/09/2020	Lowestoft Tidal Barrier Construction Risk Underwriting.	
Government Actuary's Department	Virtual Meeting	23/11/2020	LFRMP Tidal Walls and Barrier Indemnities.	

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Government Actuary's Department	Workshop	15/12/2020	LFRMP Risk Workshop.	
Environment Agency	Virtual Meeting	18/12/2020	LFRMP Introduction Call – EA and HowdenRB.	
Government Actuary's Department	Virtual Meeting	08/01/2021	LFRMP Marine Ground Investigation Insurance Scenario's discussion.	
Government Actuary's Department	Virtual Meeting	17/12/2021	LFRMP Discussion of Risk Scenarios.	
Government Actuary's Department	Virtual Meeting	21/02/2022	LFRMP Tidal Risk underwriting: HMT Risk Workbook Review Session	
Defra	Briefing	05/05/2022	Sent to Defra ahead of meeting between Peter Aldous MP and floods minister Rebecca Pow MP.	
Peter Aldous MP	Email	06/06/2022	Email response to Peter Aldous MP re. query received about Waveney Road footpath closure.	

### Log of engagement with Associated British Ports (ABP):

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	15/05/2015	ABP engagement.	Discussed the need to develop long/short list of options including one in the Outer Harbour. Roger agreed that this and the outer harbour study are sensible. Also discussed site compound and possible issues of occupancy which will need to be worked through. Roger to provide a list of tenants. SB provided the alignment for temporary defences.
Meeting	10/12/2015	Scope discussion.	Feedback into the scope of work and also gained a better understanding of concerns.
Letter	13/02/2016	Scope/Stakeholder Engagement.	ABP revised wall alignment letter SJB.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Site investigations	16/03/2016	Scope/Stakeholder Engagement.	Identified and agreed sites for northern works.
Meeting	18/04/2016	Wall alignment.	Continued ongoing consultation with ABP.
Email	12/05/2016 - 13/05/2016	Scope/Stakeholder Engagement.	RE: Proposed Flood Defence Works - Lowestoft
Meeting	07/05/2017	With SB	
Meeting	14/08/2017	Lowestoft barrier and walls meeting.	Continued ongoing consultation with ABP.
Meeting	12/12/2017	Lowestoft Flood Barrier Red Line Meeting.	Continued ongoing consultation with ABP.
Email	08/01/2018 - 10/01/2018	Project scope.	RE: LFRMP - Tidal barrier PIER Scoping Report - Email Conversation.
Email	16/01/2018 - 25/01/2018	Scope/Stakeholder Engagement.	FW: Lowestoft FRMP - Current methodology for substructure work - Email Conversation
Email	09/02/2018 - 14/02/2018	Scope/Stakeholder Engagement.	FW: Lowestoft FRMP - Crane rigging etc. response - Email conversation
Ground Investigations	06/03/2018 - 12/03/2018	Ground Investigations.	RE: Phase 2 Non-Intrusive GI Works
Meeting	22/03/2018	Meeting with ABP.	Notes from 22 March Meeting with ABP - Lowestoft FRMP
Meeting	27/03/2018	Meeting with ABP.	Continued ongoing consultation with ABP.
Review of tidal barrier proposals	01/04/2018	Balfour Beatty / ABP / Jacobs / ESC project team	Continued ongoing consultation with ABP.
Email	13/04/2018 - 24/05/2018	Engagement regarding ground investigations.	FW: Marine GI Plan - Lowestoft FRMP.
Meeting	05/08/2018	Wall alignment and construction methodology tidal barrier.	Further meetings to be planned but stakeholder largely comfortable.
Email	03/06/2018 - 06/06/2018	Ground Investigations.	ABP overwater Boreholes method to ABP - email conversation.



Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Email	03/06/2018 - 06/06/2018	Ground Investigations.	RE: ABP overwater boreholes method.
Meeting	17/07/2018	Meeting regarding navigation simulations.	Continued ongoing consultation with ABP.
Meeting	31/07/2018	Flood Wall alignment.	Continued ongoing consultation with ABP.
Meeting	10/09/2018	Meeting with ABP and SSE.	Continued ongoing consultation with ABP.
ABP	10/09/2018 - 11/10/2018	Scope/Stakeholder Engagement.	FW: Lowestoft FRMP - High ground at the Port Entrance - Email Conversation
Meeting	24/09/2018	Tidal Barrier Meeting.	Continued ongoing consultation with ABP
Email	25/09/2018 - 09/10/2018	Scope/Stakeholder Engagement with SSE and ABP.	Email Conversation between SB, Troy Doherty, Christopher Hulme and Robert Holmes, arranging a meeting to discuss the Flood Defences around ABP and SSE.
Email	01/10/2018	Legal agreements.	Lowestoft Flood Risk Management Project - Heads of Terms for the Flood Walls.
Meeting	04/11/2018	Meeting with ABP, RNSCY and Harry Levy to discuss risk, methodology and wall alignment.	Discussion of working period extension and construction methodology.
Email	24/01/2019 - 19/02/2019	Ground Investigations.	FW: Ground investigation schedule - Email conversation.
Email	24/01/2019 - 28/02/2019	Ground Investigations.	FW: Ground investigation schedule - Email conversation.
Meeting	05/03/2019	Flood walls legal meeting.	Continued ongoing consultation with ABP
Meeting	15/03/2019	Flood Walls Update.	Continued ongoing consultation with ABP.
Meeting	12/04/2019	Flood Walls Update.	Continued ongoing consultation with ABP.
Email	31/05/2019 - 01/06/2019	Environmental	RE: ABP - new flood walls and the Environmental Permitting Regulations 2016 - Email Conversation.
Meeting	26/11/2019	Lowestoft Flood Walls - ABP agreement progress.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	07/02/2020	Update local ABP team on the design progress and ground investigation details.	Continued ongoing consultation with ABP.
Telecom	23/04/2020	Catch-up on project progress and ground investigations works.	Continued ongoing consultation with ABP.
Virtual Meeting	19/05/2020	Design Update for elements on ABP land.	Continued ongoing consultation with ABP.
Virtual Meeting	27/05/2020	Tidal Floodwalls and ABP legal agreements.	Continued ongoing consultation with ABP.
Virtual Meeting	18/06/2020	ABP bi-weekly catch up.	Continued ongoing consultation with ABP.
Site Visit	23/06/2020	ABP Site Walkover and clarification.	Continued ongoing consultation with ABP.
Virtual Meeting	25/06/2020	Discussion of Tidal Floodwalls adjacent to Sembmarine SLP land (ABP Owned).	Continued ongoing consultation with ABP.
Virtual Meeting	02/07/2020	ABP Catch Up	Continued ongoing consultation with ABP.
Site Visit	17/07/2020	ABP site walkover and stats discussion.	Continued ongoing consultation with ABP.
Virtual Meeting	21/07/2020	Discussion of affected utilities and coordination.	Continued ongoing consultation with ABP.
Meeting	11/08/2020	Lowestoft Outer Harbour Working Group – Commercial Road.	Continued ongoing consultation with ABP.
Virtual Meeting	13/08/2020	ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	17/08/2020	Hamilton Road Flood Walls Discussion with ABP and Scottish Power.	Continued ongoing consultation with ABP.
Virtual Meeting	18/08/2020	ABP utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	27/08/2020	ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	01/09/2020	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	02/09/2020	Lowestoft Outer Harbour Project Group.	Continued ongoing consultation with ABP.
Virtual Meeting	10/09/2020	Tidal Wall SSE Update Meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	10/09/2020	ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	11/09/2020	Lowestoft Navigation Simulation Dates.	Continued ongoing consultation with ABP.
Virtual Meeting	15/09/2020	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	17/09/2020	CCTV and Fibre re-location for LFRMP duration.	Continued ongoing consultation with ABP.
Telecom	24/09/2020	Catch-up on project progress and ground investigations works.	Continued ongoing consultation with ABP.
Telecom	25/09/2020	Compound discussions for Tidal Walls and Potential Barrier.	Continued ongoing consultation with ABP.
Virtual Meeting	25/09/2020	Lowestoft Port Planning Masterplan.	Continued ongoing consultation with ABP.
Virtual Meeting	29/09/2020	ABP Utilities Liaison.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Site meeting	30/09/2020	ABP port entrance tracing electric cables and feed locations, as well as discussions of temp/permanent service diversion.	Continued ongoing consultation with ABP.
Virtual Meeting	07/10/2020	ABP/ESC Legal Agreements.	Continued ongoing consultation with ABP.
Virtual Meeting	08/10/2020	LFRMP/ABP Catch Up.	Continued ongoing consultation with ABP.
Site Visit	09/10/2020	Potential compound site walk over.	Continued ongoing consultation with ABP.
Virtual Meeting	13/10/2020	ABP utilities liaison – Tidal walls.	Continued ongoing consultation with ABP.
Virtual Meeting	14/10/2020	ABP Progress meeting.	CCTV & Jetting confirmed, discussing ABP temp entrance.
Virtual Meeting	22/10/2020	ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	27/10/2020	ABP Progress meeting.	Continued ongoing consultation with ABP.
Site Meeting	28/10/2020	ABP site meeting.	Discussing south pier tunnel contents.
Virtual Meeting	05/11/2020	ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	10/11/2020	Lowestoft Tidal Walls – ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	10/11/2020	ABP Progress meeting.	ABP backtracked on duct sealing system, temporary entrance proposals agreed.
Virtual Meeting	19/11/2020	ABP/LFRMP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	24/11/2020	ABP Progress meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	03/12/2020	LFRMP / ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	07/12/2020	ABP Compound Discussion.	Continued ongoing consultation with ABP.
Virtual Meeting	08/12/2020	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Testing and Review	14/12/2020	Navigation simulations <b>FAT Day.</b>	Continued ongoing consultation with ABP.
Virtual Meeting	21/12/2020	CPE / ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	04/01/2021	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	05/01/2021	ABP Progress meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	19/01/2021	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	19/01/2021	LFRMP Tidal Barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	28/01/2021	LFRMP Marine Ground Investigation Update.	Continued ongoing consultation with ABP.
Virtual Meeting	26/01/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	02/02/2021	ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	04/02/2021	Lowestoft FRMP Marine GI Update.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Virtual Meeting	05/02/2021 – 08/03/2021	Daily Marine GI Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	09/02/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	16/02/2021	LFRMP Tidal Barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	16/02/2021	ABP Boreholes.	Continued ongoing consultation with ABP.
Virtual Meeting	16/02/2021	Tidal Walls ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Site Meeting	03/03/2021	Meeting to discuss movement of fishermen's containers for period of 18 months for construction of tidal walls.	Continued ongoing consultation with ABP.
Virtual Meeting	04/03/2021	Lowestoft Legal Agreements.	Continued ongoing consultation with ABP.
Virtual Meeting	08/03/2021	Unexploded Ordnance Catch-Up.	Continued ongoing consultation with ABP.
Virtual Meeting	08/03/2021	LFRMP Barrier Temporary Works.	Continued ongoing consultation with ABP.
Virtual Meeting	09/03/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	15/03/2021	ABP Barrier Constraints.	Continued ongoing consultation with ABP.
Virtual Meeting	16/03/2021	LFRMP Tidal Barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	16/03/2021	Lowestoft Tidal Walls ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	22/03/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	23/03/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	25/03/2021	LFRMP Fishermen's Compound Relocation.	Continued ongoing consultation with ABP.
Virtual Meeting	01/04/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	06/04/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	09/04/2021	ESC/ABP Temporary Compound Lease.	Continued ongoing consultation with ABP.
Virtual Meeting	12/04/2021	Lowestoft Tidal Walls ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Navigation Simulations	14/04/2021 – 23/04/2021	Lowestoft Flood Defence <b>Navigation Simulations.</b>	
Virtual Meeting	20/04/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	23/04/2021	Commercial Road Working Group.	Continued ongoing consultation with ABP.
Virtual Meeting	26/04/2021	Tidal Barrier – North Side Land Layout.	Continued ongoing consultation with ABP.
Virtual Meeting	27/04/2021	Lowestoft Tidal Walls – ABP utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	30/04/2021	Tidal Walls Package 2 Walk Through.	Continued ongoing consultation with ABP.
Virtual Meeting	04/05/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Site Visit	05/05/2021	LFRMP Ground Breaking Site Visit.	Continued ongoing consultation with ABP.
Virtual Meeting	11/05/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	11/05/2021	LFRMP tidal walls ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	18/05/2021	LFRMP Tidal barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	18/05/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	25/05/2021	LFRMP Flood Walls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	25/05/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Virtual Meeting	01/06/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	07/06/2021	LFRMP Tidal Barrier – Post-Navigation Simulation Catch-Up.	
Virtual Meeting	08/06/2021	LFRMP Flood Walls Catch-Up.	Continued ongoing consultation with ABP.
Virtual Meeting	08/06/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Virtual Meeting	15/06/2021	Tidal Barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	22/06/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	22/06/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Virtual Meeting	23/06/2021	LFRMP Package 2 Technical meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	29/06/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	06/07/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	06/07/2021	Tidal Barrier Siltation Discussion.	Continued ongoing consultation with ABP.
Virtual Meeting	06/07/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Virtual Meeting	08/07/2021	Package 2 Technical Meeting Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	13/07/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	20/07/2021	LFRMP Tidal barrier Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	20/07/2021	LFRMP ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	27/07/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	03/08/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	03/08/2021	LFRMP ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Meeting	04/08/2021	LFRMP Tidal barrier Options Meeting.	
Virtual Meeting	10/08/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Telecom	10/08/2021	Discussion about isolating the pumping foul to the LEEF peninsula.	ABP confirmed we could isolate for the time we need to do the works required.
Telecom	11/08/2021	To confirm that the controlled cut at wave road has not affected ABP.	Confirmation from ABP that the controlled cable cut has not affected them.
Virtual Meeting	16/08/2021	LFRMP ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	24/08/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	31/08/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Email	06/09/2021	Emailed ABP to invite them to inspect the pumping foul connections at Hamilton Road.	ABP engineers responded that they were happy not to attend as long as BB are happy that the connections were sound and not leaking.
Virtual Meeting	07/09/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Telecom	08/09/2021	Phone call to request key for the CCTV column at Hamilton Road so that BB could lower it to repair it	ABP searched for a key, when they could not find it ABP cut a groove in the lock to allow us to open the service hatch.
Virtual Meeting	14/09/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	21/09/2021	LFRMP Tidal barrier meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	21/09/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	22/09/2021	LFRMP ABP Heads of Terms Discussion.	Continued ongoing consultation with ABP.
Meeting	24/09/2021	Liaison between Lowestoft Fishermen and LFRMP team.	Continued ongoing consultation with ABP.
Virtual Meeting	28/09/2021	Outer Harbour Entrance Flood Defence (Walls and Barrier) Prestart Meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	28/09/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	28/09/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.
Virtual Meeting	30/09/2021	LFRMP / ABP Technical Meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	05/10/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Workshop	05/10/2021	LFRMP ABP Legal Agreements Workshop.	Continued ongoing consultation with ABP.
Site Meeting	12/10/2021	LFRMP Port Control Site Visit and Discussion.	Continued ongoing consultation with ABP.
Virtual Meeting	12/10/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	12/10/2021	To discuss the current stage of the project with ABP concerning the Services.	Continued ongoing consultation with ABP.



Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	15/10/2021	CPE/ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	19/10/2021	LFRMP ABP Catch Up	Continued ongoing consultation with ABP.
Virtual Meeting	26/10/2021	LFRMP Floodwalls Catch Up.	Continued ongoing consultation with ABP.
Telecom	26/10/2021	Called ABP to discuss the option of putting a gully on the foul at CH 310 Hamilton Road.	BB requesting permission to fit gully on private foul.
Email	26/10/2021	Emailed ABP to confirm phone call about gully to be fitted to foul at Hamilton Rd CH 310. Plan issued in the email.	Request for permission to fit gully to existing private foul.
Meeting	29/10/2021	Carparking at Waveney Road.	Agreement that we can commence the new ABP entrance in the first week of December. Carpark spaces would be returned to the water side of Waveney Road and the fence pulled towards the road to act as a barrier for the fence install. Other carpark agreements made between ESC and ABP.
Virtual Meeting	09/11/2021	2-weekly meeting with ABP to discuss progress on site.	Discussion with TD concerning works affecting ABP as well as a chance for TD to raise any concerns to BB.
Virtual Meeting	16/11/2021	LFRMP Tidal barrier meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	18/11/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Site Meeting	26/11/2021	Meeting – ABP Lowestoft Marine Navigation Stakeholder Meeting.	Attendees flagged interest in a Navigation Working Group for the project – TEP confirmed project would get in touch about this in early 2022.
Virtual Meeting	26/11/2021	2-weekly meeting held with ABP.	Updating ABP with the latest Stats works on site.
Virtual Meeting	14/12/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	21/12/2021	LFRMP Tidal barrier meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	28/12/2021	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	07/01/2022	ABP Legal Agreements Catch Up Call.	Continued ongoing consultation with ABP.
Virtual Meeting	07/01/2022	LFRMP Tidal Walls Package 2 Season 1 meeting.	Continued ongoing consultation with ABP.
Virtual Meeting	11/01/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	12/01/2022	LFRMP Navigation simulations January 2022 Scoping.	Continued ongoing consultation with ABP.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Virtual Meeting	13/01/2022	LFRMP and Engie catch up.	Continued ongoing consultation with ABP.
Virtual Meeting	13/01/2022	Station Square and Port Office Logistics.	Continued ongoing consultation with ABP.
Site Meeting	25/01/2022	ABP Site Walkover – Fishermen’s Quay and Waveney Road.	Continued ongoing consultation with ABP.
Virtual Meeting	28/01/2022	LFRMP Package 2 Questions.	Continued ongoing consultation with ABP.
Virtual Meeting	25/01/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Navigation Simulations	31/01/2022 – 04/02/2022	Lowestoft 40m Tidal barrier Navigation Simulations	Continued ongoing consultation with ABP.
Virtual Meeting	01/02/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	08/02/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	15/02/2022	LFRMP Tidal Barrier meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	15/02/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	22/02/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	24/02/2022	NIA discussion Meeting.	
Virtual Meeting	01/03/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	14/03/2022	LFRMP Tidal Barrier Construction Methodology and Scheduling.	Continued ongoing consultation with ABP.
Virtual Meeting	15/03/2022	LFRMP Tidal Barrier meetings.	Continued ongoing consultation with ABP.
Virtual Meeting	15/03/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Site Meeting	18/03/2022	Meeting on site to discuss the requirements for the security hut on Waveney Road entrance, regarding confirmed where the power and fibre cables feed from and that they both need to be ducted to the new security hut location	Plan of options for how to run the ducts in this area.
Virtual Meeting	30/03/2022	Lowestoft Tidal Walls ABP Utilities Liaison.	Continued ongoing consultation with ABP.
Virtual Meeting	05/04/2022	LFRMP ABP Catch Up	Continued ongoing consultation with ABP.
Email	05/04/2022	Initial query regarding the works at the entrance which developed into questions from Fisherman’s Mission on reduced rent etc. Advised this should be taken up with ESC in the first instance.	Proposed a meeting with the parties to understand the works and disruption caused.
Virtual Meeting	12/04/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	19/04/2022	LFRMP Tidal Barrier meetings.	Continued ongoing consultation with ABP.



Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Virtual Meeting	19/04/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	03/05/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	10/05/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	22/05/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	24/05/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	31/05/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	21/06/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	28/06/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	05/07/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Discussion on Site	14/07/2022	ABP informed BB they only have 5 parking bays, if they go over these will be charged at £60.00 parking ticket.	Continued ongoing consultation with ABP.
Virtual Meeting	02/08/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	09/08/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	23/08/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	30/08/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	05/09/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	13/09/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	20/09/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	27/09/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	04/10/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	11/10/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	25/10/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	01/11/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	08/11/2022	LFRMP ABP Catch Up.	CF to share details of tidal barrier consultation for ABP to share with their tenants.
Virtual Meeting	22/11/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	29/11/2022	LFRMP ABP Catch Up.	Continued ongoing consultation with ABP.
Virtual Meeting	20/01/2023	Discuss the Tidal Barrier, LEEF and Sizewell C, their timelines and how they interact with each other.	
Virtual Meeting	27/01/2023	To discuss location of compound. To discuss timeline with Gull Wing and Sizewell C.	Possible location for compound suggested and updated on timelines for other projects in area.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	10/02/2023	Agenda; Heads of terms, reserved rights, compound strategy, boat yard marina acquisition, bandstand pier maintenance and use during construction and channel possession times.	Draft Heads of Terms to be produced by ESC. Verbal agreements regarding lease of lands for barrier construction phase.

### Log of engagement with the Royal Norfolk and Suffolk Yacht Club (RNSYC):

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	29/05/2015	RNSYC engagement.	Outlined initial plans but some concerns which should be ironed out as progress more defined.
Letter	23/09/2015	Scope/Stakeholder Engagement.	Letter from SB to Anthony Knights about the stage and situation of the project.
Meeting	10/12/2015	Scope discussion.	Feedback into the scope of work and also gained a better understanding of concerns.
Meeting	16/03/2016	Identified and agreed sites for southern works.	Discussion about potential for demountable defences. Further engagement needed. Meeting to be arranged with project manager and Charles Schelpe
Email	12/04/2016 - 19/04/2016	Ground Investigations.	Outlook email conversation between Joanne Norris, Anthony Knights and SB.
Meeting	21/06/2016	Meeting to begin discussions about possible locations and type of defences to be used at the yacht club.	Continued ongoing consultation with RNSYC.
Email	05/07/2016	Scope/Stakeholder Engagement.	Email exchange between SB and Anthony Knights.
Meeting	19/09/2016	Meeting to discuss ground investigations timetable and required access.	Continued ongoing consultation with RNSYC.
Meeting	25/10/2017		
Email	11/01/2017 - 16/01/2018	Scope/Stakeholder Engagement.	Outlook email conversation between Anthony Knights, Lucy Williams, Bill parker and Phil Ford.
Meeting	12/03/2018		
Meeting	22/03/2018	Flood Walls LFRMP meeting.	Continued ongoing consultation with RNSYC.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Meeting	06/08/2018	Flood walls and other concerns.	Continued ongoing consultation with RNSYC.
Meeting	04/11/2018	Risk, methodology and wall alignment.	Discussion of working period extension and construction methodology.
Meeting	23/01/2019	Discuss concerns.	Continued ongoing consultation with RNSYC.
Meeting	22/02/2019	Heads of Terms.	Continued ongoing consultation with RNSYC.
Meeting	21/01/2020	Ground Investigations.	Continued ongoing consultation with RNSYC.
Meeting	21/01/2020	To discuss the Ground Investigation scope, programme and potential impacts.	RNSYC acceptance of the ground investigation works.
Meeting	13/03/2020	Ground Investigation programme and update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	06/04/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	15/05/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	21/05/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	11/06/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	18/06/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	25/06/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	02/07/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	09/07/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	16/07/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	16/07/2020	Ground Investigation update.	Continued ongoing consultation with RNSYC.
Virtual Meeting	10/12/2020	Awning Design, Package 2 design and Heads of Terms.	Continued ongoing consultation with RNSYC.
Virtual Meeting	20/01/2021	LFRMP RNSYC Catch Up.	Continued ongoing consultation with RNSYC.
Virtual Meeting	04/08/2021	LFRMP RNSYC Catch Up.	Continued ongoing consultation with RNSYC.
Virtual Meeting	07/09/2021	LFRMP RNSYC Catch Up.	Continued ongoing consultation with RNSYC.
Virtual Meeting	27/09/2021	LFRMP RNSYC Catch Up.	Continued ongoing consultation with RNSYC.
Virtual Meeting	15/11/2021	RNSYC Tidal barrier Update.	Continued ongoing consultation with RNSYC.
Telecom	26/11/2021	Telephone call – RNSYC regarding media article.	Call to RSNYC to smooth things over re. negative article – they had not seen it but appreciated the call.
Virtual Meeting	09/12/2021	Lowestoft FRMP – RNSYC Flood Walls Agreement.	Continued ongoing consultation with RNSYC.
Virtual Meeting	13/12/2021	RNSYC Temporary and Permanent gate discussion.	Continued ongoing consultation with RNSYC.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Virtual Meeting	09/03/2022	ESC/RNSYC Meeting.	Continued ongoing consultation with RNSYC.
Meeting	04/07/2022	Discussion around options for RNSYC if the construction window for the barrier was extended to all year round working.	RNSYC remain supportive of the project but will not consider closing the club for any period of time and will only agree to works that allow the club to remain open.
Email	05/07/2022	Email thread RNSYC re. VAT status and ABP lease agreements.	Continued ongoing consultation with RNSYC.
Email	05/07/2022	Email to RNSYC to arrange follow up meeting.	Continued ongoing consultation with RNSYC.
Email	14/07/2022	Email to RNSYC re. VAT status, third party negotiations (ABP), Programme, canopy cost/ design and gate plan.	Continued ongoing consultation with RNSYC.
Email	19/07/2022	Email to RNSYC following up on call confirming outstanding points re. tidal barrier legal agreements.	Continued ongoing consultation with RNSYC.
Email	01/08/2022	Email to RNSYC checking in re. Legal Agreements.	Continued ongoing consultation with RNSYC.
Email	05/08/2022	Email to RNSYC checking in re. Legal Agreements.	Continued ongoing consultation with RNSYC.
Meeting	08/08/2022	Meeting with Jeremy and Richard (RNSYC) regarding flood wall legal agreements.	Concerned about siting of possible/ future crane and pumping/ fuel tanks. ND informed RSNYC that ESC would not contribute to any works for the crane/tank foundation but we could look at a clause which gave them the right to explore any foundations next to the wall foundation with ESC having a right to say no, or yes, if the engineers with adequate PI and experience could prove that this does not compromise the flood wall foundations.
Email	12/08/2022	Email to RNSYC from BDB Pitman re. outstanding points and construction drawings.	Continued ongoing consultation with RNSYC.
Email	18/08/2022	Email from RNSYC confirming brick acceptance.	Continued ongoing consultation with RNSYC.
Email	13/09/2022	Email from RNSYC re. Condition Photos.	Continued ongoing consultation with RNSYC.
Email	30/09/2022	Email to RNSYC re. temporary parking.	Continued ongoing consultation with RNSYC.
Email	30/09/2022	Email to RNSYC re. legal agreements.	Continued ongoing consultation with RNSYC.

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Email	07/10/2022	Email to RNSYC re. arranging meeting in preparation for the 21/10 workshop.	Continued ongoing consultation with RNSYC.
Email	10/10/2022	Email to RNSYC re. Visualisation viewpoint for Jacobs	Continued ongoing consultation with RNSYC.
Email	10/10/2022	Email to RNSYC re. Visualisation viewpoint for Jacobs	Continued ongoing consultation with RNSYC.
Meeting	15/11/2022	Meeting with RNSYC to discuss TWAO legal agreement, Yacht Club concerns and mitigation	Discussion of impact and mitigation on functionality - full minutes available.
Meeting	24/01/2023	Meeting to discuss the heads of terms.	Discussed will be issued shortly.

### Log of engagement with navigation users:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Fishermen	Virtual Meeting	03/03/2021	Meeting to discuss movement of fishermen's containers for period of 18 months for construction of tidal walls.	Further meeting to finalise details.
Fishermen's Mission	Virtual Meeting	11/05/2021	Mission and Flood Defence Catch Up.	Continued ongoing consultation with Fishermen's Mission.
ABP Marine Users	Meeting	16/12/2022	Engage ABP marine users including fishermen at their Marine meeting.	Presentation on the project and tidal barrier consultation.
Excelsior Trust	Meeting	04/01/2023	Meeting with Jon Wylson Vice President Excelsior Trust - Chairman Lowestoft Harbour Maritime Businesses Group.	Discussion of impact of works on the Heritage Pontoon as part of the TWAO, including maintaining access and future plans.
Lowestoft Inshore Fishing Fleet Association	Meeting	24/01/2023	Engage the Lowestoft Inshore Fishing Fleet Association with the barrier and any impacts.	Fishermen raised query re. compensation for inconvenience with tidal walls. Will reach out to colleagues based in the Inner harbour who will be impacted by channel closure. Negligible impact from barrier works on themselves, will remain on contact database.
Navigation Users	Email	30/01/2023	Providing stakeholders who may be impacted by works navigationally with the opportunity to meet with the project team and discuss concerns and mitigation.	Invites sent 30/01/2023 to potentially impacted organisations. Chased 03/02/2023.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Lowestoft Marina	Telephone Call	06/02/2023	Rang Mr Must at Lowestoft Marina in response to an email which raised concern around dealing with the project.	Mr Must had issues around dredging with ABP and planning at ESC. SB explained how the barrier works and how it will increase capacity in Lake Lothing. He left happy and thanked SB for the call.
MTB 102 Trust	Email	08/02/2023	In response to invitation to meet to discuss impact of 4-5 x 3-week channel closures.	Informed from MTB102 Trust point of view "construction and fitting of the barrier will not be a problem. The only aspect of concern to us is the tide height that the Barrier will be closed at. I believe this is still being discussed. Whatever is decided will probably mean that we have to look at methods of keeping the water out of our boat shed, but I guess that will be our problem."
Ben Falat (Royal Yachting Association, Norfolk and Suffolk Boating Association, Oulton Broad Parish Councillor)	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	BF highlighted the importance of ensuring channel closure does not coincide with Yarmouth closure, advised private boat users are largely seasonal.
Excelsior Trust	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	JW highlighted Trust takes bookings for the following season in the October prior, so as much notice as possible.  The ship needs to pass through the channel once in March and once in November. Important not to miss/ be delayed in November

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
				as vital maintenance works take place to ensure the ship can continue to run.
Oulton Broad Water Sports Centre	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	Occasionally requires navigation of the channel. Any channel closures will need communicating with as much notice as possible.
Mutford Lock	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	Advised most traffic through the Lock does not go out to sea. Advised navigation users in Brundle (Broadland Cruising Club), Broom, the Norfolk Yacht Agency, DNR Marine and Broadlands Holiday Park will need engaging.
SMS Marine	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	Concerned about loss of business during the channel closures. They have big lead times so will need to know when closures will happen with as much notice as possible.  Mentioned having the closures over weekends will help trade.  Interested in becoming a subcontractor on the project.  Discussed moving some of their operations to the outer harbour during closures.
Sheader Marine/ Lowestoft Yacht Services	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	Largely supportive of the project and pragmatic around any closures, doesn't think channel closures/ change to navigation will have a big impact.  Highlighted the importance of good communication when it comes to warning of the channel closures.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
				Mentioned the current difficulty of exiting the Broads via Great Yarmouth and potential issues if the channel is closed at the same time as Great Yarmouth being blocked.
Broads Authority	Meeting	09/02/2023	Navigation user consultation re. increased potential channel closures to 4-5 x 3-week durations.	<p>Outlined the current challenges with Great Yarmouth and that everything currently goes in and out via Mutford Lock. Hopeful the Haven Bridge will be sorted in the next few months, Braden Bridge more complex, but the Haven is the lower bridge.</p> <p>Highlighted the importance of being able to get through Great Yarmouth during the 3-week closure.</p> <p>Outlined key locations for bigger boatyards in the Broads who might be affected by channel closures – offered to share details.</p> <p>Happy to share information relating to closures to Broads users, mentioned these communications will need to be clear and straightforward (suggested maps with arrows) as some of the users are not experienced mariners.</p> <p>Broads Ecology team would like sight of the EIA.</p>
Lowestoft Marina	Email	22/02/2023	Response to communication informing stakeholder database of 4-5 x 3-week channel closures.	Shared their view “ABP are putting up barriers to the local area”.
Lowestoft Cruising Club	Email	06/03/2023	<p>Requested information regarding:</p> <ul style="list-style-type: none"> <li>The club’s calendar of annual events (typical and any future planned special events).</li> </ul>	David Bennett from the Cruising Club provided an interim response with the caveat a new commodore would be elected at upcoming AGM.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
			<ul style="list-style-type: none"> <li>The number of vessels moored on club moorings.</li> <li>Details of typical club trips – destination, typical routes, number of vessels taking part and how often they take place.</li> </ul>	<ul style="list-style-type: none"> <li>Club's calendar of events has not yet been set – advised it had not yet returned to pre-covid levels.</li> <li>71 berths – vacant berths in the summer are used for visiting vessels.</li> <li>Pre-Covid up to 4-5 cruised per year, approx. 10 vessels per cruise. Individuals also cruise. Mainly between April and October.</li> <li>Raised points regarding input into the Gull Wing development consent order – concerned that leisure vessels were not adequately represented there, hopes this is not the case for LFRMP.</li> </ul>

### Log of engagement with emergency responders:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
RNLI	Email	08/01/2018 - 23/01/2018	Scope/Stakeholder Engagement.	Email conversation between Henry Carter, SB and Jehangir Nawaz discussing the alignment of the floodwalls and access during construction.
RNLI	Email	08/02/2018	Scope/Stakeholder Engagement.	Email from Jehangir Nawaz to Henry Carter with the key points from a meeting on the 7th Feb 2018.
RNLI	Email	24/05/2018	Scope/Stakeholder Engagement.	Email from SB to Henry Carter about the stage of the LFRMP and to arrange a meeting for the following month.
RNLI	Meeting	02/06/2018		Complete.
RNLI	Meeting	14/06/2018	Wall alignment and construction methodology.	Complete.
Suffolk Resilience	Workshop	05/05/2021	LFRMP Tidal Walls Deployment Workshop Development.	Workshop to further the tidal flood walls deployment plan.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Forum (SRF)				
Blue Light Responders	Workshop	14/05/2021	LFRMP tidal Walls Deployment Plan Blue Light Responders Workshop.	Workshop to further the tidal flood walls deployment plan.
RNLI	Virtual Meeting	11/12/2021	RNLI Catch Up.	Continued ongoing consultation with RNSYC.
SRF	Workshop	07/08/2022	Workshop to discuss deployment plan for permanent demountable defences once construction is complete.	Workshop to further the tidal flood walls deployment plan.
RNLI	Email	10/12/2022	Email from Henry Carter regarding access.	RNLI content access is maintained to the South Pier for emergency services and RNLI. Distributed information to relevant organisations. Appreciated continuing support.

#### Log of engagement with Lowestoft regeneration/ infrastructure projects:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
WDC Economic Development Team	Internal Engagement	07/05/2016	Presentation at team meeting.	Information shared and ongoing.
WDC Coastal Community Team	Internal Engagement	07/01/2017	Presentation at team meeting.	Information shared and ongoing.
Gull Wing	Meeting	16/01/2017	Joint meeting with Third Crossing team and ABP to discuss potential areas of commonality	Completed next meeting to be set for 3 months.
Gull Wing	Meeting Minutes	11/01/2017	Third Crossing navigation working group meeting notes.	Information shared and ongoing.
WDC	Consultation	25/01/2017 - 08/03/2017	Consultation SEA Environmental Report preferred options.	Information shared through project website.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
WDC Economic Development Team	Meeting	10/04/2017	Meeting with key WDC planners and economic development team to understand business value and local plan.	Information sharing.
WDC Economic Development Team	Meeting	06/05/2017	Meeting with key WDC planners and economic development team to understand business value and local plan.	Information sharing.
Gull Wing	Meeting	05/06/2017	Workshops and meetings with Lowestoft 3rd Crossing team.	Information shared and ongoing.
Lowestoft Town Centre Masterplan	Workshop	06/06/2017	Economic Development workshop with Wayne Hemmingway MBE.	Information shared and ongoing.
Lowestoft Town Centre Masterplan	Workshop	10/06/2017	Economic Development workshop with Wayne Hemmingway MBE.	Information shared and ongoing.
Lowestoft Town Centre Masterplan	Workshop	08/07/2017	Economic Development workshop with Wayne Hemmingway MBE.	Information shared and ongoing.
Gull Wing	Meeting	26/07/2017	Workshops and meetings with Lowestoft 3rd Crossing team.	Information shared and ongoing.
Gull Wing	Meeting	31/08/2017	Workshops and meetings with Lowestoft 3rd Crossing team.	Information shared and ongoing.
Gull Wing	Meeting	22/09/2017	Workshops and meetings with Lowestoft 3rd Crossing team.	Information shared and ongoing.
Gull Wing	Meeting Minutes	05/01/2018	Third Crossing navigation working group meeting notes.	Information shared and ongoing.
Anglian RFCC	Meeting	16/05/2018	Presentation about the project at the Anglian RFCC conference.	Information shared and ongoing.
Gull Wing	Meeting	03/09/2018	Workshops and meetings with Lowestoft 3rd Crossing team.	Information shared and ongoing.
Lowestoft Town Centre Masterplan	Meeting	18/12/2019	Lowestoft Town Centre and Coast Protection Measures.	Integrating LFRMP with other projects being delivered by ESC in Lowestoft.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Lowestoft Transport Infrastructure Plan	Meeting	14/02/2020	Lowestoft Transport Infrastructure Plan meeting.	Integrating LFRMP with other projects being delivered by ESC in Lowestoft.
Regeneration Employment Zones	Virtual Meeting	23/03/2020	Regeneration Employment Zones Sites Steering Group.	Integrating LFRMP with other projects being delivered by ESC in Lowestoft.
Regeneration Employment Zones		17/04/2020	Regeneration Employment Zones Sites Steering Group.	Integrating LFRMP with other projects being delivered by ESC in Lowestoft.
Lowestoft Town Centre Masterplan	Workshop	01/09/2020	Lowestoft Town Centre Masterplan Stakeholder workshop.	Information shared and ongoing.
Gull Wing	Virtual Meeting	18/09/2020	Liaison Meeting.	Information shared and ongoing.
Gull Wing	Virtual Meeting	12/11/2020	Liaison Meeting.	Information shared and ongoing.
Gull Wing	Virtual Meeting	06/12/2020	Liaison Meeting.	Information shared and ongoing.
Gull Wing	Virtual Meeting	01/12/2021	Liaison Meeting.	Information shared and ongoing.
Gull Wing	Virtual Meeting	31/03/2021	Liaison Meeting.	Decided to invite contractors to next meeting to coordinate traffic management.
Gull Wing	Virtual Meeting	27/05/2021	Liaison Meeting.	Farrans in attendance, BB unable to attend.
Heritage Action Zones	Virtual Meeting	25/11/2021	HAZ team introduced to LF by Maggie @ CAS. LF to organise meeting to discuss collaboration with HAZ teams and BB/CPE.	Regular meetings to take place starting in the new year to share info.
Heritage Action Zones	Virtual Meeting	11/01/2022	Meeting with Lowestoft HAZ team about other projects happening in Lowestoft.	Agreed to catch up regularly and ensure communication channels open between teams.
Gull Wing	Virtual Meeting	19/07/2022	Liaison Meeting.	Gull Wing team to investigate the possibility of sharing their programme with the ESC LFRMP team.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
ESC Landscaping Team	Email	01/11/2023	Email exchange with ESC landscaping team re. expected appearance of tidal barrier plant rooms.	Landscaping team agreed with the assumptions presented.

### Log of engagement with Lowestoft businesses/ community organisations:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Lings	Meeting	20/04/2015	Lings engagement.	Lings concerned about progress of the project and wanted information. Outlined project progress and reassured that we would keep them informed and involved as the project progresses.
Chamber of Commerce	Event	02/01/2016	Presentation to the Neptune Business Club (Waveney and Lowestoft Chamber of Commerce)	Continued ongoing consultation with the Lowestoft and Waveney Chamber of Commerce.
Business Engagement	Business engagement workshop	22/02/2016	Over 25 businesses (some representing groups of businesses such as the tourism group).	Very positive meeting. Business advisory group formed and alternative wall alignment identified. Meeting set up with ABP to discuss this.
Chamber of Commerce	Meeting	07/01/2017	To review progress and input into project.	Workshop to further the tidal flood walls deployment plan.
Chamber of Commerce	Meeting	15/02/2017	To review progress and input into project.	Continued ongoing consultation with the Lowestoft and Waveney Chamber of Commerce.
Suffolk Coast Forum	Meeting	09/05/2018	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Lowestoft Town Council	Meeting	22/09/2017	To review progress and input into project.	Continued ongoing consultation with the Lowestoft Town Council.
Lowestoft Town Council	Meeting	08/07/2018	To review progress and input into project.	Continued ongoing consultation with the Lowestoft Town Council.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Suffolk Coast Forum Conference	Conference	09/07/2018	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Suffolk Coast Forum	Meeting	12/10/2018	Exhibition stand for the project. Display and information about the Flipside Festival Watertight words project.	
Suffolk Coast Forum	Meeting	08/11/2018	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Suffolk Coast Forum	Meetings	13/06/2019	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Suffolk Coast Forum	Meeting	02/07/2019	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Suffolk Coast Forum	Meeting	13/11/2019	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Suffolk Coast Forum	Meeting	03/09/2020	Quarterly meeting with organisations, local coastal and estuary group representatives of local communities.	Information shared and ongoing.
Jeld-Wen	Engaging vacant site owners	30/09/2020	Engaging Jeld-Wen site owner re: land value mapping.	Current radio silence.
Property Landowners	Virtual Meeting	26/03/2021	Property Landowners Group meeting. Raise awareness of project with major landowners in Lowestoft.	Meeting with property landowners to introduce them to the project and hear any concerns they may have.
Shop Mobility	Site Meeting	25/07/2022	Meeting with Hazel at Shop Mobility to discuss installation of vibration monitors inside shop ahead of next phase of works.	Follow up email sent 29/7/22 - BBK and Ben Ayling went to install monitors and agreed location with Hazel inside the shop. Noise monitors installed outside on lamp post.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Chamber of Commerce	Email	05/12/2022	Email to Richard Perkins asking to share consultation materials with chamber of commerce contacts.	Richard Perkins to share widely with Chamber of Commerce contacts and mentioned at Christmas meeting.
Lowestoft Town Council	Email	27/01/2023	Emailed to understand any events planned that overrunning tidal wall works might impact.	Possibility of additional plaque unveiling later in the year, will be in touch if works are still ongoing.
Lowestoft Town Council	Email	30/01/2023	Provided information re. the anniversary of 1953 flood.	Plaque unveiling taking place on the South Pier 31/01/23. Ensured works will not disrupt.

### Log of engagement with businesses/ organisations impacted by the tidal flood walls:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Scottish and Southern Electricity (SSE)	Meeting	19/03/2015	SSE engagement.	SSE concerned with the implications of work on the outer harbour. Wanted evidence of impacts and highlighted their position in terms of viability to remain in Lowestoft if the cost of staying dry is prohibitive. Wanted to be involved in future studies. Rebecca Clough will be involved in scoping out outer harbour study.
Sembmarine SLP (SLP)	Meeting	28/05/2015	SLP engagement.	SLP very positive about the project. Not concerned about flood risk in outer harbour as have adapted their own working processes but have expressed a desire for demountable walls outside their fabrication site in Hamilton Dock. Would like to be considered for design and build of gates.
ABP / SLP / SSE / RNSYC	Meeting	10/12/2015	Scope discussion.	Feedback into the scope of work and also gained a better understanding of concerns.
SPR	Meeting	06/02/2018	Scope/Stakeholder Engagement.	Complete

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Scottish Power Renewables (SPR)	Email	22/02/2018	Scope/Stakeholder Engagement.	Email from Troy Doherty to SB and TP about a meeting taking place 3 working days later with SSE and SPR.
SPR	Email	28/02/2018	Scope/Stakeholder Engagement.	Email to SB Concerning the location of the SPR site entrance on Hamilton Rd., Inc. the position of a new substation.
Harry Levy	Email	20/03/2018	Scope/Stakeholder Engagement.	Email from SB to Ben Purkiss, Troy Doherty and others explaining that South Pier had changed ownership.
Harry Levy	Email	20/03/2018	Scope/Stakeholder Engagement.	Email from SB to Matthew Deith to introduce him to the LFRMP.
Harry Levy	Email		Scope/Stakeholder Engagement.	Email from Ben Purkiss to Matthew Deith to offer the relevant documentation to the company.
BM Autos	Meeting	22/03/2018	Stakeholder Engagement.	Stakeholder Meetings - Reference made to BM Autos, otherwise, nothing else found.
SPR	Email	09/05/2018 - 24/05/2018	Scope/Stakeholder Engagement.	Email Conversation between Troy Doherty, SB and Steven Hodger about an update on the LFRMP.
SSE	Programme	11/05/2018	Scope/Stakeholder Engagement.	Tidal Barrier programme 18-05-08 PDF file.
SSE	Programme	11/05/2018	Scope/Stakeholder Engagement.	Flood Wall prog revised constraint 18-04-24 Rev A March Start PDF file.
Harry Levy	Email	24/05/2018	Scope/Stakeholder Engagement.	Email from SB to Matthew Deith to send documentation to him to explain the location of the floodwalls.
Harry Levy	Email	24/05/2018 - 30/05/2018	Scope/Stakeholder Engagement.	Email conversation between SB and Roger Etchells discussing concerns about the project.
SLP	Email	24/05/2018 - 24/07/2018	Scope/Stakeholder Engagement.	Email conversations between SB, Paul Thompson, Gavin Crisp, Phil Church and Troy Doherty about updates and the logistics of the LFRMP.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Kwik Fit	Email	01/06/2018	Scope/Stakeholder Engagement.	Email from Ben Purkiss to SB, with attachments containing the freehold and leasehold registers and plans.
SPR	Email	01/06/2018 - 05/06/2018	Scope/Stakeholder Engagement.	Email conversation between SB and Steven Hodger about a meeting on the 13th or 14th June 2018, and timescales for construction.
SLP	Meeting	14/06/2018	Wall alignment and construction methodology.	Continued ongoing consultation with SLP.
BM Autos	Meeting	15/06/2018	Discussion of Land Ownership in Hamilton Road.	Continued ongoing consultation with BM Autos.
Kwik Fit	Email	20/06/2018	Scope/Stakeholder Engagement.	Email from Troy Doherty to SB and TP concerning a contract.
Kwik Fit	Meeting	20/06/2018	Scope/Stakeholder Engagement.	Continued ongoing consultation with Kwik Fit.
Harry Levy	Email	23/07/2018 -24/07/2018	Legal Agreements.	Email conversation between SB and Matthew Deith concerning Heads of Terms and looking around the premises.
Kwik Fit	Letter	24/07/2018	Scope/Stakeholder Engagement.	PDF file containing the plan for the flood walls and demountable defences at Hamilton Rd and Battery Green Rd.
Kwik Fit	Letter	24/07/2018	Scope/Stakeholder Engagement.	PDF file of a letter, outlining Kwik Fit's centre manager's contact details, along with the area manager.
SLP	Email	27/07/2018	Scope/Stakeholder Engagement.	Email conversation between SB, Paul Thompson, Gavin Crisp and Colin Yaxley, concerning legal agreements.
Waveney Fork Trucks	Letter	10/08/2018	Scope/Stakeholder Engagement.	Waveney Fork Trucks 18.10 Word Document - Letter to the director (But with BM Autos underneath the addressee).
SPR	Email	18/09/2018 - 25/09/2018	Scope/Stakeholder Engagement.	Updated drawings for the Hamilton Rd. SPR entrance and where utilities for it are to be put.
Kwik Fit	Letter	18/10/2018	Scope/Stakeholder Engagement.	Letter from SB to the Property Team at Kwik Fit to establish who it the freeholder.
Kwik Fit	Email	30/11/2018	Scope/Stakeholder Engagement.	Email from Matthew Packford to SB about the freehold of the Kwik Fit site.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
SPR	Email	30/11/2018 - 03/12/2018	Scope/Stakeholder Engagement.	Email Conversation between Anna Burbidge, Steven Hodger and SB about the location of a new substation.
Kwik Fit	Letter	12/06/2018	Scope/Stakeholder Engagement.	Digital Letter sent to Capital Property Company Ltd. By SB concerning Kwik Fit Freehold.
SLP	Meeting	29/06/2020	Scope/Stakeholder Engagement.	Continued ongoing consultation with SLP.
Kwik Fit	Virtual Meeting	13/07/2020	Q&A session with Kwik Fit owner.	Continued ongoing consultation with Kwik Fit.
Kwik Fit	Virtual Meeting	24/07/2020	Kwik Fit discussion.	Continued ongoing consultation with Kwik Fit.
SPR	Virtual Meeting	17/08/2020	Hamilton Road Flood Walls Discussion.	Continued ongoing consultation with SPR.
SSE	Virtual Meeting	10/09/2020	Tidal Wall SSE Update Meeting.	Continued ongoing consultation with SSE.
SLP	Virtual Meeting	13/11/2020	LFRMP Ground Investigation Works at SLP.	Continued ongoing consultation with SLP.
On a Roll	Discussion on Site	21/03/2021	On a Roll informed BB he isn't happy that no one has contacted him from ESC and he is losing money fast and if it doesn't get better he will go to the press.	BB have informed ESC.
SPR	Virtual Meeting	22/03/2021	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SSE	Virtual Meeting	25/03/2021	Package 1 Tidal Flood Wall Works – SSE Update.	Continued ongoing consultation with SSE.
Kwik Fit	Site Meeting	28/05/2021	Discussion of Proposed Construction Methodology and operational Constraints.	Continued ongoing consultation with Kwik Fit.
SPR	Virtual Meeting	08/06/2021	PMP Meeting.	Continued ongoing consultation with SPR.
SLP	Virtual Meeting	04/08/2021	SLP Catch Up.	Continued ongoing consultation with SLP.
Nexen Group	Site meeting	11/08/2021	Legal Agreement Meeting.	Continued ongoing consultation with Nexen Group.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
SPR	Meeting	03/09/2021	Programme update.	Provided programme update of the works in their entrance.
SLP	Site Meeting	08/10/2021	To ascertain what was running where through the chambers in the end of Hamilton Road.	Continued ongoing consultation with SLP.
Kwik Fit	Virtual Meeting	12/10/2021	Kwik Fit Legal Agreement discussion.	Continued ongoing consultation with Kwik Fit.
Kwik Fit	Meeting	27/10/2021	BB requested access to lift a manhole lid in the Kwik Fit carpark on the 27/10, BB also requested that BB have access for 1hr on the 2/11 to lift and enter the manhole.	Given access to lift the manhole on the 27/11/21 to do a quick visual inspection.
Kwik Fit	Email	27/10/2021	BB emailed Kwik Fit to request permission to access the manhole in the carpark for approx. 1 hr to allow for a maned entry and inspection of the chamber.	Continued ongoing consultation with Kwik Fit.
Kwik Fit	Meeting	27/10/2021	To discuss the Kwik Fit access to ensure BB are covered to enter their car park and lift the manhole lids, as well to chase the SPR gas loadings to allow Cadent to progress the diversion works to SPR further.	ESC confirmed a verbal agreement would be ok from Kwik Fit but if I could follow up with an email to them just to confirm.
SLP	Virtual Meeting	05/11/2021	LFRMP SLP Catch Up.	Continued ongoing consultation with SLP.
BM Autos	Virtual Meeting	18/11/2021		Continued ongoing consultation with BM Autos.
Kwik Fit	Site Meeting	02/12/2021	BB requested access to lift the manhole lid in their carpark. Also asked about the power supply to the light column in their car park.	AG mentioned that someone had been out to look at the distribution board and told them that the light column is no longer connected.
Nexen Group	Virtual Meeting	14/01/2022	LFRMP Legal Agreements.	Continued ongoing consultation with Nexen Group.
SPR	Virtual Meeting	18/01/2022	LFRMP Tidal Walls on Hamilton Road (SPR entrance).	Continued ongoing consultation with SPR.
Kwik Fit	Virtual Meeting	25/01/2022	Lowestoft FRMP ESC/Kwik Fit Discussion.	Continued ongoing consultation with Kwik Fit.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
SPR	Virtual Meeting	01/02/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	08/02/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	15/02/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
Member of public	Email	17/02/2022	Barrier fell down on the car at Waveney Road - 12:00pm and has scratched his car.	TF to call Mr Revell to talk about the complaint.
On a Roll	Discussion on Site	17/02/2022	On a Roll concerned of loss of business and having to lay off staff - asked if any compensation available - not from BB and raised with ESC.	ESC to arrange meeting with On a Roll.
BM Autos	WhatsApp	21/02/2022	Observations reported asbestos sheets blown off BM Autos building and landing in the TM closure.	Raised to ESC via WhatsApp to report to BM Autos.
On a Roll	Discussion on Site	21/02/2022	On a Roll informed BB they would like to talk to ESC regarding loss of income.	ESC to contact On a Roll.
SPR	Virtual Meeting	22/02/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
Member of public	Telecom	25/02/2022	Received a complaint alleging that your works are causing a house to vibrate at a level which is causing the occupant concern and anxiety.	TF called stating the piling works are complete at ABP entrance and contacted Laurie O'Callaghan confirming the same.
SPR	Virtual Meeting	01/03/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	05/03/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
On a Roll	Discussion on Site	07/03/2022	On a Roll asked BB regarding ESC missing a meeting.	ESC to contact On a Roll.
SPR	Virtual Meeting	08/03/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
On a Roll	Site Meeting	08/03/2022	Jon Stockwin and Tilly Reader went to see On a Roll with Craig and they let him know that TP was coming to see him Thursday and wanted to apologise for not coming on Friday.	TP is going to see On a Roll on Thursday.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
On a Roll	Meeting	10/03/2022	ESC project team met with On a Roll for an update.	On a Roll mentioned Clarets excavator reverse beacon is very loud and asked if we could do anything about it.
SPR	Virtual Meeting	15/03/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
On a Roll	Discussion on Site	16/03/2022	On a Roll unhappy they still haven't heard from the Council.	ESC to contact On a Roll.
SPR	Virtual Meeting	29/03/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
On a Roll	Discussion on Site	04/04/2022	On a Roll unhappy – haven't had any contact from AECOM or ESC - the debris netting had to be taken down and they had to shut down early Thursday and Friday due to dust.	BB have put the debris netting back up.
SPR	Virtual Meeting	05/04/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	12/04/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	19/04/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
SPR	Virtual Meeting	26/04/2022	LFRMP Tidal Walls on Hamilton Road.	Continued ongoing consultation with SPR.
On a Roll	Discussion on Site	05/05/2022	Unhappy with lack of communication from ESC – there was regular contact that has now stopped.	ESC to contact On a Roll.
John Grose	Virtual Meeting	05/05/2022	<p>John Gross Meeting to discuss works in front of Kwik Fit and how this will impact John Gross access on Hamilton Road. Informed:</p> <ul style="list-style-type: none"> <li>• we have an approx. start date of June and works are for 6 months.</li> <li>• the road closure is required due to the proximity of the junction (legal requirement)</li> <li>• Kwik Fit has an alternative access while we construct.</li> </ul>	<ul style="list-style-type: none"> <li>• John Gross is still open sign (black on yellow)</li> <li>• direct to Whapload Road access (black on yellow)</li> <li>• sign at exit on Newcombe Road to get back to Whapload Road (black on yellow)</li> <li>• Provide TM drawings (issued to Jon Stockwin)</li> <li>• Provide onsite contacts.</li> </ul>

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
			<ul style="list-style-type: none"> <li>JG will be fully protected by the end of the year to a 1:200-year flood (if we start in June 22) – legal agreement dependant (by ESC)</li> </ul>	<ul style="list-style-type: none"> <li>Balfour Beatty will put up Heras fencing with mesh covers along the line of the construction works.</li> <li>John Grose asked whether ESC would reduce business rates for the period of construction and ESC will respond to this query.</li> </ul>
On a Roll	Discussion on Site	18/05/2022	Unhappy with lack of communication from ESC.	ESC to contact On a Roll.
On a Roll	Telecom	27/05/2022	BB call with On a Roll whereby they have been complaining about the lack of contact recently surrounding the claim for compensation and have stated again that they will be forced to close within a month.	ESC to contact On a Roll.
On a Roll	Discussion on Site	15/06/2022	Spoke to BB - unhappy with lack of communication from ESC – threatening legal proceedings.	ESC to contact On a Roll.
On a Roll	Letter	23/06/2022	BB hand delivered a letter regarding access to remediate crack in the ceiling.	BB informed access was denied until compensation was granted – On a Roll has also been taking videos during construction of BB working.
On a Roll	Discussion on Site	29/06/2022	On a Roll have spoken with ESC.	Meeting organised.
On a Roll	Telecom	04/07/2022	Rang for update for the cracks in the floor.	ESC to contact On a Roll.
Kwik Fit	Email	15/07/2022	Email from Kwik Fit following deployment plan workshop.	Queries responded to by project team.
Member of public	Email	28/07/2022	Email query re. footpath closure on Waveney Road	Replied explaining why the footpath needed to be closed, the diversion in place and when it is likely to reopen.
On a Roll	Discussion on Site	07/11/2022	On a Roll have complained to BB regarding black top, noise and dust.	ESC to contact On a Roll.
On a Roll	Meeting	08/11/2022	Meeting with On A Roll on site to discuss ongoing compensation claim with ESC.	BB advised On a Roll business owner that we were visiting to check in with him and advise

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
				that BB are unable to discuss or comment on the compensation claim beyond any works that might effect On A Roll at the moment.
Member of public	Telecom	19/12/2022	Complaint submitted to our 24/7 helpline about a noisy worker on site on Saturday 17 December. Customer lives opposite Yacht Club and concerned as partner is a night worker.	Follow up phone call with customer and investigation into who site worker was and issue raised with them. Request not to have that person working on site again. Customer happy with outcome.
Member of public	Telecom	04/01/2023	Complaint submitted to our helpline over Christmas about unsafe fencing and damage done to member of public's coat.	Damaged fencing removed and replaced. Replacement coat ordered for member of public.

#### Log of engagement relating to utility/ service providers:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Highways England	Meeting	18/10/2017	Meeting with KGAL and Highways England to discuss design work.	Continued ongoing consultation with Highways England.
Cadent Gas	Meeting	23/03/2018	Cadent Gas pipe design review.	Continued ongoing consultation with Cadent Gas.
Utility Companies	Meeting	28/11/2018	Scheme designer presentation to allow utility companies to provide costed options for diversions.	Continued ongoing consultation with utility companies.
Anglian Water	Meeting	19/03/2019	Scheme proposal and forward planning.	Continued ongoing consultation with Anglian Water.
UKPN	Meeting	19/03/2019	Scheme Proposal and forward planning.	Continued ongoing consultation with UKPN.
BT	Meeting	19/03/2019	Scheme proposal and forward planning.	Continued ongoing consultation with BT.
Essex & Suffolk Water	Meeting	19/03/2019	Scheme proposal and forward planning.	Continued ongoing consultation with Essex & Suffolk Water.
Highways England	Meeting	27/03/2019	Meeting with Highways England.	Continued ongoing consultation with Highways England.
Suffolk Highways	Meeting	01/04/2019	Discussion of Traffic Management Plans and Temporary Works.	Continued ongoing consultation with Suffolk Highways.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Meeting	12/04/2019	Scheme proposal and forward planning.	Continued ongoing consultation with Anglian Water.
UKPN	Meeting	20/06/2019	Scheme proposal and forward planning.	Continued ongoing consultation with UKPN.
UKPN	Virtual Meeting	03/01/2020	To progress with the details of the diversions required.	Progress made on the details and approvals needed.
UKPN	Virtual Meeting	04/01/2020	UKPN Progress meeting.	Discussion of BB works around the Hamilton Rd Substation; Planning for diversion of UKPN assets in Hamilton Rd; Discussion of remaining C4s in progress.
BT	Email	W/C 27/01/2020	Approach BT Group with benefits assessment.	Regional and national contacts identified.
Openreach	Email	W/C 03/02/2020	Approach Openreach with benefits assessment.	National contacts identified.
British Gas	Email	W/C 03/02/2020	Approach British Gas with benefits assessment.	National contacts identified.
Cadent Gas	Email	W/C 03/02/2020	Approach Cadent with benefits assessment.	Local contacts identified.
National Grid	Email	W/C 03/02/2020	Approach National Grid with benefits assessment.	National contacts identified.
UKPN	Email	W/C 03/02/2020	Approach UK Power with benefits assessment.	Local, regional contacts identified.
Highways England	Email	W/C 03/02/2020	Chase previous bid with Highways England.	Local, regional and national contacts identified.
Network Rail	Email	W/C 03/02/2020	Approach Network Rail with benefits assessment.	Regional and national contacts identified.
Anglian Water	Meeting	04/02/2020	To discuss the scope and details of the utilities investigations AW need to do.	Progress made on progressing the requirements.
Essex & Suffolk Water	Virtual Meeting	06/02/2020	Essex & Suffolk Water Progress Meeting.	Progress on diversions; plan for disconnections; proposed design from offset wall.
Anglian Water	Email	W/C 17/02/2020	Approach Anglian Water with business case.	Local contacts already engaged.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Meeting	19/02/2020	To further discuss the scope and details of the utility investigations AW need to do.	Progress made on progressing the requirements.
Anglian Water	Virtual Meeting	04/03/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Jacobs update; Balfour Beatty update.
Anglian Water	Virtual Meeting	08/03/2020	Anglian Water Progress Meeting.	Discussion of trial hole programme, road closures, GPRS survey, AW review of Work Package Plans. Planning for trial holes including consents.
Anglian Water	Virtual Meeting	18/03/2020	To progress with the details of the utility investigations AW need to do.	Progress made on progressing the requirements.
Anglian Water	Virtual Meeting	20/03/2020	Anglian Water Progress Meeting.	Actions from previous meetings, Anglian Water progress, design update, Balfour Beatty update.
Anglian Water	Virtual Meeting	27/03/2020	Anglian Water Progress Meeting.	Discussion: COVID-19 arrangements, actions from previous meetings, Anglian Water progress, design update, Balfour Beatty update.
Anglian Water	Virtual Meeting	09/04/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Jacobs update; Balfour Beatty update; Financial update.
Anglian Water	Virtual Meeting	17/04/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Jacobs update; Balfour Beatty update; Financial update.
Openreach	Virtual Meeting	20/04/2020	BT Openreach Progress Meeting.	C4s, Payments, Trial Holes, Land Entry requirements, Wayleaves, COVID restrictions, working arrangements for diversion works.
Anglian Water	Virtual Meeting	24/04/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Financial update.
Anglian Water	Virtual Meeting	07/05/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update; Balfour Beatty works update.
Anglian Water	Virtual Meeting	14/05/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update; Commercial update.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Virtual Meeting	29/05/2020	Anglian Water Progress Meeting.	Trial hole update; Rising Main tracing; Manhole investigations; Balfour Beatty Trial Holes; Commercial update.
Anglian Water	Virtual Meeting	05/06/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Jacobs update; Balfour Beatty update; Financial update.
Anglian Water	Virtual Meeting	12/06/2020	Anglian Water Progress Meeting.	Trial holes; Rising Main tracing; Manhole investigation; BB trial holes; Commercial.
Anglian Water	Virtual Meeting	19/06/2020	Anglian Water Progress Meeting.	Trial holes; Rising Main tracing; Commercial.
Anglian Water	Virtual Meeting	26/06/2020	Anglian Water Progress Meeting.	Actions from previous meeting; Anglian Water progress; Jacobs update; Balfour Beatty update; Financial update.
Anglian Water	Virtual Meeting	03/07/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update; Commercial.
Openreach	Virtual Meeting	09/07/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	10/07/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update.
Anglian Water	Virtual Meeting	17/07/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update; Jacobs design update, Balfour Betty update; Commercial update.
Openreach	Virtual Meeting	23/07/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	24/07/2020	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	24/07/2020	Anglian Water Progress Meeting.	Anglian Water site investigation / trial holes update; Jacobs design update, Balfour Betty update; Commercial update.
UKPN	Virtual Meeting	27/07/2020	UKPN Progress meeting.	Discussion of works on South Pier. Realignment of wall on Waveney Rd - 11kv diversion is not allowed; Discussion of works in Hamilton Rd..

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Virtual Meeting	31/07/2020	Anglian Water Progress Meeting.	Site investigation results; Works required for Package 1 - Hamilton Rd and Waveney Rd; Works required for Package 2 – Station Square and South Pier.
Openreach	Virtual Meeting	06/08/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	07/08/2020	Anglian Water Progress Meeting.	Programme; AW approval of BB works in vicinity of AW assets; Works at Hamilton Rd; Asset protection during construction; C7 Variation.
Highways England	Virtual Meeting	09/08/2020	Supply Chain walkthrough/interfaces.	Continued ongoing consultation with Highways England.
UKPN	Virtual Meeting	19/08/2020	UKPN Progress meeting.	Team changes. Planning for site meeting. Funds transfer from location 2 to Location 3. Hamilton Rd C4 Offer Letter issued.
Openreach	Virtual Meeting	20/08/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	20/08/2020	Anglian Water Progress Meeting.	Programme; AW approval of BB works in vicinity of AW assets; Crossing points; Permanent works in Hamilton Rd.; Other actions from previous meetings.
Anglian Water	Virtual Meeting	28/08/2020	Anglian Water Progress Meeting.	Programme; AW approval of BB works in vicinity of AW assets; Crossing points; Permanent works in Hamilton Rd.; Other actions from previous meetings.
UKPN	Virtual Meeting	02/09/2020	UKPN Progress meeting.	UKPN did not attend. Discussion of ABP feeder pillar.
Openreach	Virtual Meeting	03/09/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	04/09/2020	Anglian Water Progress Meeting.	Programme; AW approval of BB works in vicinity of AW assets; Crossing points ; Permanent works in Hamilton Rd.; Other actions from previous meetings.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Openreach	Virtual Meeting	07/09/2020	BT Openreach Progress Meeting.	Easement agreements with ABP / SLP; Planning for Waveney Rd diversion; Progress on Hamilton Rd diversion.
Anglian Water	Virtual Meeting	11/09/2020	Anglian Water Progress Meeting.	Programme; AW approval of BB works in vicinity of AW assets; Works in Hamilton Road; Other actions from previous meetings.
Openreach	Virtual Meeting	17/09/2020	BT Openreach Progress Meeting.	Wayleaves: civils works in Station Square; civils works in Hamilton Road.
Anglian Water	Virtual Meeting	18/09/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; 1050 Surface Water outfall valve.
Anglian Water	Virtual Meeting	25/09/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; 1050 Surface Water outfall valve.
UKPN	Virtual Meeting	01/10/2020	UKPN Progress meeting.	Intro to new UKPN team. What to do with abandoned cables. Road closure in Waveney Rd. Route change in Hamilton Rd. Other queries, street lighting etc.
Openreach	Virtual Meeting	01/10/2020	BT Openreach Progress Meeting.	Wayleaves: civils works in Station Square; civils works in Hamilton Rd / SLP.
Anglian Water	Virtual Meeting	02/10/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; 1050 Surface Water outfall valve; Sealing system for crossing points.
Anglian Water	Virtual Meeting	09/10/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; 1050 Surface Water outfall valve; Sealing system for crossing points.
Openreach	Virtual Meeting	15/10/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	16/10/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; 1050 Surface Water outfall valve; Sealing system for crossing points.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Site Meeting	16/10/2020	AW investigation on site into south pier tunnel.	AW insist there are no assets down the south pier tunnel that belong to them.
UKPN	Site Meeting	21/10/2020	UKPN site meeting.	Discussing Hamilton Road diversions.
Anglian Water	Virtual Meeting	23/10/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; Sealing system for crossing points.
UKPN	Virtual Meeting	29/10/2020	UKPN Progress meeting.	Confirmation of team roles. Planning for works on South Pier. Finalisation of works on Waveney Rd Payments for Hamilton Rd.
Anglian Water	Virtual Meeting	30/10/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; Sealing system for crossing points.
Anglian Water	Virtual Meeting	06/11/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; Sealing system for crossing points.
UKPN	Site meeting	11/11/2020	UKPN site meeting.	Discussing Hamilton Road diversions & UKPN/YC feeder pillar.
Anglian Water	Virtual Meeting	13/11/2020	Anglian Water Progress Meeting.	General update, AW Impact Plans; Assets in Hamilton Rd; Service Tunnel on South Pier; Sealing system for crossing points.
Anglian Water	Virtual Meeting	20/11/2020	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
UKPN	Virtual Meeting	26/11/2020	Lowestoft UKPN.	Continued ongoing consultation with UKPN.
Openreach	Virtual Meeting	26/11/2020	Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	27/11/2020	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; Service tunnel on South Pier; AWF07 1050 surface water outfall; AWF12 non-working flap valve.
UKPN	Virtual Meeting	29/11/2020	UKPN Progress meeting.	Planning for Works on South Pier, ownership of ABP feeder pillar, Works on Waveney Rd/Station Square; Works on Hamilton Rd.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Virtual Meeting	04/12/2020	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; Service tunnel on South Pier; AWF07 1050 surface water outfall; AWF12 non-working flap valve.
UKPN	Virtual Meeting	08/12/2020	UKPN Liaison.	Continued ongoing consultation with UKPN.
UKPN	Telecom	09/12/2020	UKPN phone call with GM.	UKPN/YC feeder pillar.
UKPN	Virtual Meeting	10/12/2020	UKPN Progress meeting.	Planning for Works on South Pier, ownership of ABP feeder pillar, Works on Waveney Rd/Station Square; Works on Hamilton Rd.
Openreach	Virtual Meeting	10/12/2020	LFRMP Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	11/12/2020	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; AWF07 1050 surface water outfall; AWF12 non-working flap valve.
UKPN	Virtual Meeting	11/12/2020	UKPN Progress meeting.	Planning for Works on South Pier, Works on Waveney Rd/Station Square; Works on Hamilton Rd
UKPN	Site Meeting	11/12/2020	UKPN site meeting.	UKPN/YC feeder pillar.
UKPN	Virtual Meeting	07/01/2021	UKPN Progress meeting.	Planning for Works on Hamilton Rd. SLP proposals for new substation. Invoices and payments. South Pier, ownership of ABP feeder pillar, Works on Waveney Rd/Station Square, road closure.
Anglian Water	Virtual Meeting	08/01/2021	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; AWF07 1050 surface water outfall;
UKPN	Virtual Meeting	12/01/2021	Emails and phone calls regarding feeder pillar on South Pier.	UKPN/YC feeder pillar.
Anglian Water	Virtual Meeting	15/01/2021	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; AWF07 1050 surface water outfall.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
UKPN	Site Meeting	16/01/2021	UKPN site meeting.	Continued ongoing consultation with UKPN.
UKPN	Site meeting	18/01/2021	Site meeting on the south pier FP diversion.	UKPN diversion partially completed with SCC.
UKPN	Virtual Meeting	21/01/2021	UKPN Progress meeting.	Planning for Works on Hamilton Rd. SLP proposals for new substation. South Pier works complete. Works on Waveney Rd planned for March.
UKPN	Virtual Meeting	21/01/2021	LFRMP Openreach Catch Up.	Continued ongoing consultation with Open Reach.
Anglian Water	Virtual Meeting	22/01/2021	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; AWF07 1050 surface water outfall.
BT	Virtual Meeting	W/C 27/01/2021	Approach with benefits assessment.	Regional and national contacts identified.
Anglian Water	Virtual Meeting	29/01/2021	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Design Issues; AWF07 1050 surface water outfall;
UKPN	Virtual Meeting	04/02/2021	UKPN Progress meeting.	Planning for Works on Hamilton Rd. SLP proposals for new substation. South Pier works complete. Works on Waveney Rd planned for March.
Anglian Water	Virtual Meeting	05/02/2021	Anglian Water Progress Meeting.	Commercial / programme update; AW Impact plans; Phase 2 Design.
Cadent Gas	Site meeting	18/02/2021	Site visit to discuss South Pier gas diversion.	Diversion route agreed, to enter building on East facing wall of arcade.
Anglian Water	Virtual Meeting	26/02/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
BT	Telecom	08/03/2021	To discuss slewing BT cables into sheet piles.	Approval from JS of BT that we can slew their cables into our piles.
Anglian Water	Virtual Meeting	05/03/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
UKPN	Telecom	08/03/2021	Top discuss slewing of UKPN cables into piles.	Agreed to meet on site to review this option.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
UKPN	Site meeting	11/03/2021	UKPN site meeting.	UKPN Waveney Rd diversions ch 216.
Anglian Water	Virtual Meeting	12/03/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	19/03/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	02/04/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	08/04/2021	LFRMP – Anglian Water Station Square ABP rising mains design.	Continued ongoing consultation with Anglian Water.
UKPN	Site meeting	08/04/2021	IS attended site to discuss the potential of slewing a cable into a pile to allow for continuous piling.	IS has requested that we expose more duct and to pile closer to the ducts and then contact UKPN for a revisit to review.
UKPN	Virtual Meeting	08/04/2021	LFRMP – Hamilton Road.	Continued ongoing consultation with UKPN.
Anglian Water	Virtual Meeting	09/04/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
UKPN	Virtual Meeting	15/04/2021	UKPN Progress meeting.	Continued ongoing consultation with UKPN.
Anglian Water	Virtual Meeting	16/04/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Openreach	Virtual Meeting	22/04/2021	LFRMP Openreach Update.	Continued ongoing consultation with Openreach.
Openreach	Virtual Meeting	28/04/2021	LFRMP Openreach Update.	Continued ongoing consultation with Openreach.
UKPN	Virtual Meeting	29/04/2021	UKPN Progress meeting.	Continued ongoing consultation with UKPN.
Anglian Water	Virtual Meeting	30/04/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Highways England	Virtual Meeting	02/05/2021	Lowestoft Tidal Walls – Traffic Management.	Continued ongoing consultation with Highways England.
Anglian Water	Virtual Meeting	07/05/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Virtual Meeting	14/05/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	21/05/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	28/05/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	04/06/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	11/06/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	16/06/2021	SEW-11717 LFRMP Provision Call.	Continued ongoing consultation with Anglian Water.
Openreach	Virtual Meeting	16/06/2021	Openreach Catch Up.	Continued ongoing consultation with Openreach.
Anglian Water	Virtual Meeting	18/06/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	25/06/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	02/07/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	09/07/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
UKPN	Site meeting	09/07/2021	Meeting on site to oversee connection works to the Hamilton Road substation.	All works were completed and any issues that arose were dealt with on site.
Anglian Water	Virtual Meeting	16/07/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	23/07/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Cadent Gas	Site Meeting	23/07/2021	Cadent Site visit.	To discuss the Cadent Disconnections to BM Autos and the redundant SPR gas feeds.
Anglian Water	Virtual Meeting	30/07/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Anglian Water	Virtual Meeting	06/08/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Highways England	Virtual Meeting	10/08/2021	Section 278 Agreement – A47 Waveney Road discussion.	Continued ongoing consultation with Highways England.
Anglian Water	Virtual Meeting	20/08/2021	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	17/09/2021	Anglian Water Progress Meeting.	Further discussions on bridging of AW assets. AW requesting RAMS and vibration monitoring plans to allow for impact plans to be set up.
Openreach	Telecom	21/09/2021	Called JS to arrange for some additional duct and duct joints and bends for the CH295 BT diversion.	JS was able to supply additional bends and joints for us, a BB op had to collect them from Norwich Way.
Anglian Water	Virtual Meeting	01/10/2021	Anglian Water Progress Meeting.	AW Requesting RAMS for additional assets to allow for impact plans to be made for these assets.
UKPN	Site meeting	08/10/2021	To review slewing option for the UKPN power cable at Hamilton Road.	Discussed the option in depth, the plan was to cut the pile then slew the cable into the pile on 11/008/2021.
Anglian Water	Virtual Meeting	15/10/2021	Anglian Water Progress Meeting.	AW Requesting RAMS for additional assets to allow for impact plans to be made for these assets. AW also stating that it is down to BB to replace their NRV as we are doing the flood works here.
Anglian Water	Email	20/10/2021	Emailed AD to provide evidence of the faulty NRV on the AW assets in our works area.	This is to ensure that BB have evidence to prove that the valve was already faulty prior to us doing works in the area so BB are not held liable for replacing it.
Highways England	Virtual Meeting	26/10/2021		Continued ongoing consultation with Highways England.
Anglian Water	Virtual Meeting	26/10/2021	Anglian Water Progress Meeting.	Clarifying what is required by AW from BB and likewise what BB required from AW.
Cadent Gas	Email	26/10/2021	Emailed Cadent to extend the closing date of the diversion application we have with them.	The date has been extended to the 2/11 I also reiterated that this is a third party we are

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
				awaiting a response from, and I will keep Cadent updated.
Essex & Suffolk Water	Email	27/10/2021	Emailed CK of ESW to confirm that the water valve and cover on Hamilton Road is redundant, CK was able to attend site to have a quick look and confirmed that the cover and valve was redundant.	CK was able to attend site to have a quick look and confirmed that the cover and valve was redundant. I followed up the phone call to confirm that the valve/cover is redundant with an email for paper trail and confirmation.
Cadent Gas	Telecom	08/11/2021	Call to confirm the date Cadent will be getting their TM in place to allow for their disconnections.	Date was confirmed for the 29/08/2021 dependant on HE approval.
Anglian Water	Virtual Meeting	12/11/2021	Anglian Water Progress Meeting.	Review of assets and what is outstanding for AW/BB.
Essex & Suffolk Water	Virtual Meeting	19/11/2021	Weekly Stats meeting to review services on site	Reviewed Stats tracker to ensure all known services captured.
Anglian Water	Virtual Meeting	26/11/2021	Anglian Water Progress Meeting.	Review of assets and what is outstanding for AW/BB.
Essex & Suffolk Water	Virtual Meeting	26/11/2021	Weekly Stats meeting to review services on site	Reviewed Stats tracker to ensure all known services captured.
UKPN	Email	26/11/2021	Emailed PB to request for TR10 to be reinstated in its permanent position.	Starting the process to get MSF and UKPN to site to reinstate the light column.
Cadent Gas	Telecom	29/11/2021	I received a phone call from Gary Surplice to update me on the dwarf wall application I sent in to Cadent.	Gary stated he was happy for us to continue works with caution as the works only entailed removing and reinstating the wall.
Cadent Gas	Telecom	30/11/2021	I called GS who returned my call. The purpose was to ask GS if he could possibly assist with getting the SPR valve works moving without the need for Gas loadings.	GS has offered to assist where he can but it is not his department so can only try contact some colleagues that may be able to help. GS also asked to have a site visit to review the works above there main on station square
Cadent Gas	Site meeting	01/12/2021	Met with GS on site at Station Square and walked the area to review the works.	GS decided it was best to have a gas watcher in attendance but only for when we are demolishing the dwarf wall above Cadent's

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
				Asset, this consists of 2 No. locations (marked on plans in SIC room) CH B15 and CH B44
Essex & Suffolk Water	Virtual Meeting	01/12/2021	Essex & Suffolk Water Progress Meeting.	Plan for disconnections.
Anglian Water	Virtual Meeting	28/01/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	02/08/2022	Meeting to Present 1050 valve option.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	11/02/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	11/03/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	25/03/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	08/04/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
Anglian Water	Virtual Meeting	22/04/2022	Anglian Water Progress Meeting.	Continued ongoing consultation with Anglian Water.
UKPN	Telecom	19/04/2022	Rang to inform IS of the dangerous works being carried out at BM Autos. IS forwarded my details to the UKPN fault team to deal with as his team was currently stood down.	Report passed to the faults team to send a operative to investigate.
UKPN	Telecom	19/04/2022	Laura of UKPN called me to arrange a visit from the faults team. An operative named Martin attended site to review.	Martin attended site and saw the works area in BM Autos and has covered the cables and made safe so that he can isolate and make safe the cables today.
Highways England	Virtual Meeting	02/09/2022	A47 Waveney Road FRM Scheme – Highways Discussion.	Continued ongoing consultation with Highways England.

### Log of engagement relating to Fluvial and Pluvial works:

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Information circulated to distribution list	30/11/2015	Kirkley stream report.	Raise awareness of the project.
Information circulated to distribution list	12/01/2015	Kirkley flood update.	Raise awareness of the project.
Information circulated to distribution list	01/01/2016	Kirkley flood update.	Raise awareness of the project.
Information circulated to distribution list	09/01/2016.	Kirkley stream newsletter.	Raise awareness of the project.
Information circulated to distribution list	01/01/2017	Kirkley stream newsletter.	Raise awareness of the project.
Information circulated to distribution list	08/01/2017	Kirkley stream newsletter.	Raise awareness of the project.
Meeting	27/08/2017	Meeting with Cotman residents.	Raise awareness of the project.
Virtual meeting	19/09/2017	Meeting of relevant members of project team for information sharing.	Meetings by Skype to update on progress and next steps.
Virtual meeting	31/10/2017	Meeting of relevant members of project team for information sharing.	Meetings by Skype to update on progress and next steps.
Meeting	08/11/2017 - 09/11/2017	Nicki China discussions with Mr Meadows around potential options at Carlton Colville.	Raise awareness of the project.
Letter	23/11/2017	PLP consultation letter and questionnaire sent to residential properties.	1st letter.
Virtual meeting	01/12/2017	Meeting of relevant members of project team for information sharing.	Meetings by Skype to update on progress and next steps.
Letter	10/01/2018	Nicki China, PLP consultation letter and questionnaire sent to residential properties.	2nd Letter.
Meeting	11/01/2018	Progress and Technical Meeting.	Raise awareness of the project.
Individual engagement methods	Late 01/2018 - Early 02/2018	Individual engagement with social housing providers to assess if they have housing in identified risk areas and confirmed willingness to be involved in the next process of the scheme.	All with property in risk areas are willing to be involved this includes Saffron homes, WDC housing, Broadland Housing, Flagship Homes

Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
			and Housing 21. Nicki China has list of contacts for those at risk / not at risk.
Meeting	19/02/2018	Nicki China meeting with Cotman housing around contribution to fluvial flood wall.	Continued and ongoing consultation with residents.
Event	31/07/2018	PLP engagement event to explain the next step in this element of the project. (Nicki China).	Continued and ongoing consultation with residents.
Meeting	19/09/2018	Residents evening meeting with fluvial / pluvial team regarding the fluvial flood wall.	Continued and ongoing consultation with residents.
Surveys	17/09/2018 - 21/09/2018	Initial PLP surveys with residents.	Continued and ongoing consultation with residents.
Meeting	27/08/2018	Meeting with residents of Cotman housing.	Continued and ongoing consultation with residents.
Surveys	24/09/2018 - 24/09/2018	Initial PLP surveys with residents.	Continued and ongoing consultation with residents.
Surveys	22/10/2018	Initial PLP surveys with residents.	Continued and ongoing consultation with residents.
Email	06/12/2018	Overall project update to Stakeholder.	Continued and ongoing consultation with residents.
Report	12/01/2019	Written report to residents and published on SCC website.	Continued and ongoing consultation with residents.
Meeting	17/10/2019	Velda Close risk reduction meeting with the Environment Agency.	Continued and ongoing consultation with the Environment Agency.
Meeting	07/01/2020	LFRMP/Kirkley Regeneration Study.	Continued and ongoing consultation with residents.
Media Article	08/3/2020	Velda Close/ Kirkley Stream construction start, wider LFRMP mention.	EDP.

### Log of engagement relating to social value:

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Lowestoft Rising	Meeting	20/03/2017	Watertight Words meeting to involve community / schools.	Information sharing.
Flipside	Meeting	21/08/2017	Flipside update to share Watertight Words work.	Information sharing.
Ormiston Denes Academy	Meeting	01/11/2017	Meetings planned with school to progress filming work and vision in 2019.	Continued engagement with Ormiston Denes Academy.
Schools	Event	17/11/2017	Local schools competing to design a project to raise awareness of coastal and flooding issues.	Ormiston Denes overall winners for money to buy filming equipment and carry out their vision. Meetings planned with school to progress work in 2018.
Flipside	Meeting	21/02/2018	Flipside update to share Watertight Words work.	Information sharing.
Flipside	Meeting	01/03/2018	Flipside update to share Watertight Words work.	Information sharing.
Flipside	Engagement	01/04/2018 - 30/06/2018	Flipside Festival (Watertight words project).	Over 1,000 school children involved in a literacy-based project to add artwork to engraved flood defence walls.
Flipside	Launch event	28/06/2018	Flipside Festival (Watertight words project).	Over 1,000 school children involved in a literacy-based project to add artwork to engraved flood defence walls.
New Anglia Local Enterprise Partnership (NALEP)	Virtual Meeting	07/10/2020	Virtual meeting to discuss strategy for engaging schools for duration of the project.	Agreed to create a 'resource bank' for schools through the project. Videos, presentations, 'careers and coffee' YouTube, The Source for jobs, engagement with NEETs, Icanbea etc.
The Attic PRU	Virtual Meeting	14/12/2020	Virtual meeting to discuss approach to engagement with pupils at The Attic PRU.	Plan was discussed for 2021 - including assembly support, careers guidance and work experience placement for 1no. pupils circa 1 day per week on site when site is set up early 2021.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Speakers for Schools	Virtual Meeting	11/01/2021	Meeting to discuss organising virtual work experience for circa. 20 Lowestoft students via online Speakers for Schools platform in February half term.	Agreed to support 20 virtual placements - input from team required to formalise the placement plans. 3 placements were achieved - 7 students applied, 3 joined.
Shaw Trust	Virtual Meeting	03/02/2021	Following apprenticeship webinar at East Coast College, the Shaw Trust got in touch with LF to arrange introductory meeting.	Working Group has been set up with Shaw Trust, CPE, Farrans who are constructing Gull Wing. Purpose is to share best practice, collaborate on social value initiatives and achieve social value add for Lowestoft and its young people.
East Coast College	Virtual Meeting	08/02/2021	Lizzie Forbes & Sam Phillips to present on apprenticeships live webinar to students of East Coast College on 8 Feb 2021 as part of National Apprenticeship Week.	Presentation given to 30 students live on Zoom with more joining on demand. Shaw Trust have been in touch as a result of the webinar about engaging NEETs.
Women in Construction	Virtual Meeting	12/05/2021	Joined virtual presentation on WiC programme.	Also mentioned chain person roles we are recruiting through DWP.
East Coast College	School Visit	10/06/2021 - 11/06/2021	Apprenticeship Presentations – East Coast College.	105 students attended the presentations over two days. Event filmed for wider engagement.
NALEP	Virtual Meeting	22/06/2021	Meeting (virtual) - Luke Utterly, enterprise advisor re. Schools engagement	LU to share details of events with his contacts.
NALEP	Virtual Meeting	13/07/2021	Meeting (virtual) - Luke Utterly, enterprise advisor re. Schools engagement	LU to share details of events with his contacts.
King Solomon Academy	Virtual Meeting	06/08/2021	Tamzen and Zarah (work experience) Introduction.	Work experience placement taking place virtually as a result of Covid-19 restrictions. Information shared about the project and the different job roles working on the project.
East Coast College	School Visit	11/08/2021	Meeting to discuss work experience plans for academic year 2021/2022.	Students will apply for work experience placements citing their goals, so site team can tailor the placements for their needs.
NALEP	Virtual Meeting	17/08/2021	Luke Utterly, enterprise advisor re. Schools' engagement.	LU to share details of events with his contacts.
Under the Open Sky	Virtual Meeting	11/09/2021	Intro to Genevieve Rudd (Under the Open Sky)	BB to provide first aid kits for GR's programmes.



Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Community Action Suffolk	Virtual Meeting	30/09/2021	Meeting to discuss volunteering opportunities for site team and social value potential.	Discussed current projects. Some funding has ceased so LF details will be shared with partner organisations.
Norfolk and Suffolk Coast Forum Conference	Virtual Event	07/10/2021	Engage Schools in the project through virtual sessions curated and run by the project including a talk from an apprentice on the project and the launch of the Virtual Careers Fair (below).	Approx. 160 students attended from schools in Norfolk and Suffolk.
Schools	Virtual Careers Fair	07/10/2021	Virtual Careers Fair (launched at conference).	Launched due to restricted rules (COVID 19) to allow young people to learn about the project and find out about career opportunities. Analytics are used to help continue to shape the virtual room.  In first 7 days 124 unique visitors and 1.4k page views. On 7/10 - 70 visitors, 500 page views. Average visit 11 mins.
RE-Utilise	Site Meeting	11/10/2021	LF introduced by John Wicks of East Coast College. Carol @ re-utilise runs community repaint scheme and craft workshops supporting community in Whapload Road.	LF investigated the purchase of racking to support Re-Utilise. Also planning to volunteer in warehouse to help sort donations and materials.
Prince's Trust	Virtual Meeting	13/10/2021	Discussion about supporting employability courses and PT programmes helping young people into work.	Discussed work experience on site. LF to organise for November. Mock interviews to be scheduled for mid-late November with LF supporting.
Community Action Suffolk	Site Meeting	14/10/2021	Meeting to discuss building repair works required to set up community pantry in Christ Church.	Quote from builder shared, discussed opportunities for engagement during project.
NALEP	Virtual Meeting	25/10/2021	Luke Utterly, enterprise advisor re. Schools activity.	Luke to invite Lowestoft schools to the activity in December and make connections with key players.
Prince's Trust	Site meeting	09/12/2021	Mock Interviews.	Session organised for 9 December for 3 people on Prince's Trust Teams programme.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Prince's Trust	Site Meeting	28/03/2022	Mock interviews	Session organised for 5 people on Prince's Trust Teams programme.
Peter Aldous MP	Briefing	14/04/2022	At the request of Peter Aldous MP.	Shared with SSG, KSG and LFRMP Board.
Access Community Trust	Virtual Meeting	19/04/2022	Meeting to discuss volunteering with Access Community Trust.	Proposed date of 10 June for painting Boston Lodge, a building used by ACT and other local organisations.
East Coast College	Event	27/04/2022	Careers Fair for Lowestoft Job Seekers.	CVs received to be passed onto subcontractors.
Heritage Open Days	Virtual Meeting	23/05/2022	Virtual meeting to include Lowestoft FRMP as part of the Heritage Open Days in the town in September 2022.	Agreed to take part. Copy written by CF & LF and submitted to HOD for website.
Mind the Gap	Virtual Meeting	08/06/2022	Phone call with Kim @ Mind the Gap, a Lowestoft charity supporting young people who might fall through gaps with employment support etc.	Work experience placement planned for July.
Access Community Trust	Site meeting	10/06/2022	Volunteering event for local social enterprise.	28 hours total volunteer hours which was £1,799.84 in added social value.
Prince's Trust	Telecom	13/06/2022	Phone call discussing work experience opportunities on the project from September onwards.	Georgina @ TPT to contact LF closer to time of next programme
Ormiston Denes Academy	School Visit	14/07/2022	LF & CF attended mock interview event at Ormiston Denes Academy	14 pupils supported.
Norfolk and Suffolk Coast Forum Conference	Hybrid Conference	13/10/2022	Schools section at Norfolk and Suffolk Coast Conference.	Video launching tidal barrier naming competition, apprentice talk, Virtual Careers Fair.
Dell Primary School	School Visit	17/10/2022	Primary School visit - talk about the project and interactive bridge building activity.	Approx. 56 children engaged.

Stakeholder	Activity	Date	Purpose / what are you looking to achieve?	What was achieved?
Benjamin Britten Academy	School Visit	17/01/2023	Visit school to engage 15 Y9 Geography students on the project, followed by visit to the South Pier.	Students and staff engaged - tidal barrier naming competition shared, and further site visit offered once walls are complete.
Suffolk One	Virtual Meeting	21/02/2023	Discussed possibility of taking part in careers event in March.	Potential to have some trainees go in later in the year.
Sir John Leman Academy	Virtual Meeting	24/02/2023	Discussed schools offer and work experience.	Pencilled in date in May for site visit.