



Engagement plan

Project: Gadebridge Park river restoration

Version 7

This engagement plan sets out the project partners' (Environment Agency, Dacorum Borough Council and Affinity Water) intended engagement with stakeholders in relation to improving the River Gade through Gadebridge Park, Hemel Hempstead. The Environment Agency is leading the planning and delivery of stakeholder engagement, supported by Dacorum Borough Council and Affinity Water.

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Background

We (the Environment Agency (EA)) are working with Dacorum Borough Council (DBC) and Affinity Water (AW) to help restore the River Gade at Gadebridge Park, a globally rare and valuable chalk stream. The project will provide multiple benefits, including improved habitats for wildlife, the protection of water resources for both people and the environment, and allowing local residents and visitors to get closer to the river and enjoy nature.

The River Gade is a chalk stream; a globally rare and valuable habitat. 85% of the world's chalk streams are in England and 30% (68) of these are in the south east. Chalk streams are unique because they get most of their water from rain-fed groundwater held in underground chalk 'aquifers'. This mineral-rich water is able to support a wide range of plants and wildlife.

At the moment, only 17% of chalk streams are in their natural state. Like many chalk streams, the River Gade faces pressure from low flows and historic modifications to its channel that limit the river's habitats and the wildlife it can support. The watercourse is currently classified as having a 'poor' ecological status under the European Water Framework Directive (WFD).

A perched channel:

The River Gade was previously used as a mill leat. This means that the channel is at a higher level than the bottom of the valley (half a metre in this instance). In times of high flows, water can overtop the banks and flood the lower levels of the park. Once the water levels drop, this water cannot flow back into the channel. It therefore sits for long periods of time in the park. The channel is also disconnected from the groundwater table. For a chalk stream, where over 70% of flow is from groundwater, this can have a big impact on both its resilience to low flows and to wildlife in the channel.

Gauging station:

The Environment Agency has a gauging station at the bottom of the park to monitor flows on the River Gade. It is a concrete flume and weir structure. The data is needed to monitor periods of low and high flows. The weir is too high for fish to pass, so it presents a barrier to fish passage upstream. The channel consists of a concrete bed and banks for about 40 metres. The weir also impounds the river upstream to the White Bridge. This impoundment results in the loss of gradient over this reach and reduces the diversity of flow types and habitats. The low energy flows result in the deposition of fine sediments over the gravel bed. All of these things impact the ecology that the channel is able to support.

Low flows:

The River Gade often suffers from low flows due to:

- spring flows (groundwater emerging at the surface) being diverted into an underground tunnel (culvert) rather than feeding the river Gade. The culvert was built to stop the town from flooding and discharges into the fishing lake at Kings Langley, about 5km downstream of Gadebridge Park.
- being disconnected from the groundwater table (see Image 3). For a chalk stream, where over 70% of its flow is from groundwater, this can have a significant impact on both its resilience during periods of low flows and on wildlife in the channel.
- water being taken (abstracted) for public water supply.

Most water we drink in the South East comes from rainwater stored deep beneath our feet in natural chalk 'aquifers'. These also feed our chalk streams. In 2018 Affinity Water reduced net abstraction in the Gade catchment by 2,342,400 m³/year (that's an average of 6.4 million litres a day). However, demand for water in the South East remains high.

Poor habitat quality and diversity:

As a result of being a historic mill leat and previous management such as dredging, the channel is very straight and is over-wide for the amount of flow. This, combined with the impoundment means that there is excessive vegetation growth that will readily grow across the entire channel if maintenance is not carried out. There are also remnant weir structures which have been notched (the middle removed), but still cause slight impoundments. These characteristics provide the channel with little resilience to drought conditions as the water is spread thinly across a wide expanse of channel.

Project team

	Name	Role in project	Initials used in plan
Environment Agency	Kelly Standbrook	Project Manager	KS
	Ruth Butcher	Geomorphology	RB
	Maria Bailey	Biodiversity	MB
	Colette Sales	Analysis and reporting	CS
	Rhodri Richards	Operations	RR
	Laura Hepworth	Partnerships and Strategic Overview	LH
	Nina Garner	Operations	NG
	Craig Jeffries	Flood Risk Modelling review	CJ
	Jennie Brennan	Engagement	JB
	Andy Turton	Defra Comms	AT
	Chris Padley	Sustainable Places (Planning Specialist)	CP
	Richard Woodbridge	Hydrometry and Telemetry	RW
	Geoff Angell	Hydrology	GA
	Lewis Thomas	Fisheries	LT
	Phil Belfield	Fisheries	PB
	Louise Vincent	Defra Group Commercial	LV
	Helen Wood	Finance business partner	HW
	Suzanne Allen	Legal	SA
	Linda Mutua	Estates	LM
	Kate Cook	CDM Principal Designer	KC
Kelvin Reay	CDM client	KR	
Dacorum Borough Council	Rob Cassidy	Parks and Open Spaces Officer (engagement lead)	RC
	Simon Coultas	Parks and Open Spaces Manager (DBC lead contact)	SC
	Bill Buckley	Interim Assistant Director (Neighbourhood Delivery) (planning lead)	BB
Affinity Water	?	Financial partner	?
	David Watts	Programme Delivery Manager	DW

Business objectives

By the end of 2022, the Environment Agency, Dacorum Borough Council and Affinity Water will have worked together to improve the ecology, recreational value and environmental resilience of the River Gade through Gadebridge Park. We will:

- Improve the River Gade and the adjacent parkland for wildlife;
- Provide more opportunities, accessible to everyone, for people to get closer to the river and enjoy nature;
- Provide more opportunities to learn about the River Gade, both its historical importance to the landscape and its value as a rare chalk stream;
- Improve the river's resilience – it's ability to cope with and adapt to the pressures of low flows and climate change;
- Improve floodplain connectivity, but reduce the impact of flooding – i.e. flood water can be stored on the floodplain when needed, but doesn't sit on the parkland for long periods of time;
- Improve biodiversity in the River Gade, so that it supports Good Ecological Status under the European Water Framework Directive;
- Reduce the barriers to fish movement and impoundment caused by river structures, including the Environment Agency's gauging station;
- Improve flows in the river, to lessen the build-up of sediment and vegetation and to reduce the need for maintenance;
- Improve the ability to monitor river flows in the River Gade.

Engagement objectives

Ref.	Objective	What will success look like?	How will we measure it?	Stakeholder audience
EO1	Before detailed designs are finalised, stakeholders understand the project's objectives and latest proposals, have had an opportunity to provide their comments, and know where they can find further information or contact us with queries or concerns.	<ul style="list-style-type: none"> - Wide support for project - Comments on the proposals received from range of stakeholders. - Enquiries sent directly to EA's project inbox or DBC's regeneration inbox. 	<ul style="list-style-type: none"> - Stakeholder comments - Action plan and engagement activity log 	MPs, councillors, members of the public, local interest groups.
EO2	Throughout the project, ensure that any enquiries, data requests and complaints are answered within suitable timescales, with sufficient detail and in accordance with the General Data Protection Regulation (GDPR).	<p>(EA timeframes)</p> <ul style="list-style-type: none"> - General enquiries responded to within 10 working days - Data requests responded to within 20 working days and follow FOI/EIR procedures. - Executive correspondence responded to within 10 working days and follows relevant procedure. - Complaints responded to within 10 working days and follow relevant procedure. - No GDPR breaches. - Limited follow-ups due to sufficient first response. 	<ul style="list-style-type: none"> - Record kept of reactive communications, response detail and timescales. 	MPs, councillors, members of the public, local interest groups.
EO3	Ensure that stakeholders are kept informed of project progress, are proactively updated as key milestones are reached and, where relevant, are consulted as part of our decision-making. When	<ul style="list-style-type: none"> - A list of key stakeholders and a plan of engagement activities/updates that align with project milestones. - Key stakeholders' feedback has helped shape our plans. 	<ul style="list-style-type: none"> - Action plan and engagement activity log. - Stakeholder comments and feedback - Final detailed designs. 	MPs, councillors, members of the public, local interest groups.

	stakeholders are consulted, it is clear what can and cannot be influenced.			
EO4	At project completion, stakeholders are informed of the outcomes of the project, understand how they can get involved in any related river-based events in the future and are aware of the appropriate channels to contact us with any questions or comments.	<ul style="list-style-type: none"> - Engagement does not stop as soon as the project is complete. - Action plan of comms and activities beyond project completion. - Attendance at future river-based learning events. - Gadebridge Park project completion survey 	<ul style="list-style-type: none"> - Action plan and engagement activity log. - Project completion survey and results 	MPs, councillors, members of the public, local interest groups.
EO5	By project completion, stakeholders will have a better understanding of the environmental issues facing the River Gade in Gadebridge Park, how the project has helped address these issues and what action we can all take to help protect chalk streams.	<ul style="list-style-type: none"> - Project's key messages include information about why the River Gade needs improving, how we will/have addressed issues and how we can all protect chalk streams. They are used widely in project communications. - Wide support for the project, evident from consultation responses. - Information boards successfully installed in the park. - Attendance at post-completion river-based learning events. - Share project completion survey and environmental monitoring results with stakeholders. 	<ul style="list-style-type: none"> - Stakeholder comments - Stakeholder feedback - Press and social media coverage. 	All
EO6 (EA internal)	Throughout the project, ensure that the Environment Agency's technical teams and Area Leadership Team are confident on the key project aims and the current agreed timeline, are consulted when required and are kept up-to-date of key milestones.	<ul style="list-style-type: none"> - A plan of internal updates that align with project milestones - EA technical feedback helps shape detailed final designs. 	<ul style="list-style-type: none"> - Action plan and engagement activity log - Internal feedback 	EA technical teams, Area Leadership Team

Ways of working

Project partners single point of contact details for communications approvals:

- Environment Agency: Kelly Standbrook at gadebridgepark@environment-agency.gov.uk
- Dacorum Borough Council: Simon Coultas at Simon.Coultas@dacorum.gov.uk
- Affinity Water: David Watts at david.watts@affinitywater.co.uk

Steering group members single point of contact details for communications approvals:

- Hemel Hempstead History and Museum Society: Michael Stanyon at stanyon09@gmail.com
- Dacorum Environmental Forum: Gruff Edwards at gruff.edwards@tiscali.co.uk
- Friends of Gadebridge Park: Rob Beauchamp at rob.beauchamp56@gmail.com
- Bowls Club: Brian Smith at briandella@talktalk.net

Approvals process

All official publicity and external communications or reports about the project should be drafted and approved by partners as per the agreed approvals process below:

1. EA or DBC project team member to produce the draft engagement materials as indicated in the action plan.
2. Pass to their relevant Engagement or Communications Officer to proof read/plain English and then arrange any internal approvals e.g. for MP correspondence, EA should get Area Director approval.
3. EA/DBC to pass to other party's single point of contact. If there's a short deadline, mark email as urgent and follow-up with phone call. Where content specifically mentions AW or their work, also pass to AW point of contact for comments/approval. Consider whether any additional members of the Steering Group also need consulting e.g. the Local History and Museum Society for communications including historical information.
4. Second project team to review and provide comments/approve.
5. Pass back to first team's point of contact and discuss any major issues/changes.
6. Once agreed, points of contact to share with internal contacts in own organisations as well as partners outside of EA and DBC, where appropriate.
7. First project team to publish (unless otherwise agreed).

Proactive communication methods

- Briefings, newsletters and official emails: to follow the approvals process above. Materials to include all partner logos (EA, DBC and AW) and Revitalising Chalk Rivers logo wherever possible.
- DBC webpage updates: to follow approvals process above.
- Posters, information boards, leaflets and display material: to follow approvals process above. Materials to include all partner logos and Revitalising Chalk Rivers logo wherever possible.
- Social media: EA to tweet via @EnvAgencySE account and DBC to tweet via @DacorumBC following approvals process above. Tweet to include tags of other partners as appropriate; Facebook text to be approved following the approvals process above.
- Press releases: These should be issued by EA or DBC (or jointly) as indicated in action plan and ideally include a quote from the other. For the EA, the press release should be drafted by Defra Communications and should be approved by their project team before entering the approvals process at stage 3. For DBC, the press release should be drafted by their press team and be approved by their project team before entering the approvals process at stage 3.
- Meetings and events: Any meetings or events with a focus on this project should be arranged jointly where possible unless it is inappropriate to do so (for example with stakeholders who only have interest in one aspect of the project) and should be attended by a representative from all parties.

All engagement materials to reference the project email address gadebridgepark@environment-agency.gov.uk for enquiries, with the following note: *Please only contact Kelly with questions specifically about Gadebridge Park's river restoration project. Questions about all other aspects of Gadebridge Park should be sent to Robert Cassidy at Robert.cassidy@dacorum.gov.uk*

Reactive communication methods

- Customer enquiries: Where possible, enquiries should be answered using agreed lines by the receiving organisation, including those received via email and social media. For those that require a more detailed response, it is assumed that the EA will lead (unless it is a specific DBC aspect of the project) and where required, customers should be directed to send their enquiry to gadebridgepark@environment-agency.gov.uk. In accordance with General Data Protection Regulations, customer details should only be shared between organisations where consent has been given by the customer to do so.

For the EA, any enquiries that include information requests under the Freedom of Information Act (FOI) and Environmental Information Regulations (EIR), should be logged, tracked and responded to by the Customers Team at HNLenquiries@environment-agency.gov.uk.

For DBC, any enquiries that include information requests under the FOI and EIR, should be sent to customer.services@dacorum.gov.uk.

- Press enquiries: Enquiries can be answered using agreed lines by the receiving organisation. Organisations will notify each other of any detailed press enquiries they've received. Communications/press officers from EA and DBC should work together on a response if it is a particularly contentious issue.
- Radio and TV interviews: Requests for radio or TV interviews should be offered to the most suitable organisation first wherever this is obvious and practical.
- Social media enquiries: For quick responses teams should use agreed messages. For more detailed responses, see 'Customer enquiries' above.
- Meeting invitations: Any invitations to meet with key stakeholders, such as MPs or Councillors, to discuss the project should be shared with the other parties so that they can attend if appropriate.

Milestones

Milestone / Engagement Phase	Date
Draft designs public consultation	July 2018 to September 2018
Vegetation management	February 2020
Trenching	March 2020
Dacorum Borough Council Scrutiny Committee	June 2021
Draft detailed designs to Environment Agency for review	August 2021
Share draft detailed designs publically and invite comment	September 2021
Park event to share draft detailed designs with public	September 2021
Comments reviewed and addressed	October 2021
Submit planning application	September to October 2021 (approval by end of December)
Attend Cabinet to approve draft detailed designs	October 2021
Construction phase tender	January 2022
Project commencement communications	February to March 2022
Start works – opening ceremony	April to July 2022
Install interpretation boards	May 2022
Project completion communications	July 2022
Post project review	August 2022
Post project review (1 year on) and associated communications	August 2023

Key messages (require updating – in progress)

- The River Gade is a chalk stream, which is a globally rare habitat, with only 210 examples worldwide. 85% of these streams are in England, particularly the South and East.
- Despite being rare and valuable habitats, only 17% of chalk streams currently meet good ecological status under the Water Framework Directive (2019 classification) – the stretch of the River Gade which flows through Gadebridge Park is currently at 'Poor' status.
- The river suffers from a number of issues caused by human interaction that has resulted in its poor environmental condition. It has been significantly impacted by historic channel alterations and low flows caused by over abstraction.
- We are working with Dacorum Borough Council and Affinity Water to improve the ecology, recreational value and environmental resilience of the river.
- A new channel will be created downstream of the historic white bridge, with natural meanders and connection to groundwater and its spring flow. This will create a more biodiverse habitat characteristic of unmodified chalk streams.
- The EAs gauging station will be relocated onto the new channel, to remove the current barrier to fish.
- The relocation of the channel has been designed to avoid the loss of trees.
- All decision making will take into account the new features created within Gadebridge Park such as the Splash Park, car park, and new play area, to provide an enhanced visitor experience.
- We will be finalising our detailed designs in summer 2021 and aim to get planning permission in summer 2021 with delivery of the works starting in autumn 2021.
- We have considered the optimum environmental window for construction to allow for the fish spawning season and other ecological processes.
- Completing the project in 2 phases will allow for establishment of the new channel whilst protecting the fish and wildlife which live in the existing channel.
- This project will make the floodplain more resilient and encourage natural flood management, such as allowing the floodwater to drain faster
- We have investigated the site for historic and archeologically significant features. We are able to confirm there will be no detriment to any of these features within the park.

Stakeholders

Stakeholder	What do they want from us?	What do we want from them?	Timeframe	Type of engagement (provide, receive, collaborate)	Technique
Dacorum Borough Council	<ul style="list-style-type: none"> Leadership/accountability for the project A clear understanding of how the project will impact on the use of the park. A detailed timeline of works Regular communications and updates for themselves and their constituents Assurance that the park will be left for the better 	<ul style="list-style-type: none"> Provide support and be an active partner throughout the project. Access to the park to do works Local intelligence Resource provision including help with funding strategy, planning and communications. 	Ongoing	Collaborate	Emails / Meetings / Phone calls
Affinity Water	<ul style="list-style-type: none"> Successful partnership to deliver river restoration. 	<ul style="list-style-type: none"> Funding. Sharing their professional advice. Collaborative working 	Ongoing	Collaborate	Emails / Meetings / Phone calls
JBA Consulting	<ul style="list-style-type: none"> EA leadership on the project both internally and externally Liaison with external partners Communications for the project Assurance of project funding Provision of construction phase tender Technical expertise- Searches, permissions CDM 	<ul style="list-style-type: none"> Completion of all surveys and investigation work. Detailed designs including early contractor involvement. Run public engagement event. Obtain full planning permission. Tender pack for construction phase 	Ongoing	Collaborate	Emails / Meetings / Phone calls
Hertfordshire County Council (LLFA)	<ul style="list-style-type: none"> Any relevant information to help decision making. To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Check planning application requirements and flooding involvement with regards to surface water and groundwater. 	Ongoing	Provide & Receive	Emails / Meetings/ Phone calls

Hertfordshire County Council Highways department	<ul style="list-style-type: none"> Any relevant information to help decision making in relation to drainage from roads into site 	<ul style="list-style-type: none"> Professional advice Permission to use access points and traffic management along Leighton Buzzard Road if required 	Ongoing	Collaborate	Emails / Meetings/ Phone calls
Hertfordshire County Council Archaeology department	<ul style="list-style-type: none"> Any relevant information to help decision making in relation to archaeological interest and investigation on the site. 	<ul style="list-style-type: none"> Sign off archaeological investigations Professional advice during detailed designs 	Ongoing	Provide & Receive	Emails / Meetings/ Phone calls
Sir Mike Penning MP	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. Regular updates 	<ul style="list-style-type: none"> Support for the project. Promotion of the project to constituents. 	Ongoing	Provide & Receive	Emails / Meetings (and/or site visits)
ColneCAN	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Promotion of the project to catchment partners and general public. 	Ongoing	Provide & Receive	Emails
Revitalising Chalk Rivers Project	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. 	Ongoing	Provide & Receive	Emails
Chris Ridley & Rodney Tucker (Riverfly monitoring)	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Riverfly monitoring data (before and after) 	Ongoing	Provide & Receive	Emails

Dacorum Environmental Forum	<ul style="list-style-type: none"> To ensure the river environment is improved for the better, with no increase in flood risk or reduction in flow Inclusion of the local community in decision making To ensure there is no detriment to wildlife in the park To ensure there is no detriment to the splash park and the play areas Increased opportunity and education for the local community on environmental issues 	<ul style="list-style-type: none"> Support for the project. Promote the importance of revitalising our chalk streams Key partner Adviser on local issues 	Ongoing	Provide & Receive	Emails and meetings
Hemel Hempstead Local History and Museum Society	<ul style="list-style-type: none"> Minimal disruption throughout works Preservation of existing channel/mill leat Preservation of 18-20 Stevenson stones (granite blocks) Provision of hedgerow along Leighton Buzzard Road Minimal future maintenance Information to create a history walk 	<ul style="list-style-type: none"> Support for the project Key partner Help with signage 	Ongoing	Provide & Receive	Emails and meetings
Friends of Gadebridge Park	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. Minimal disruption throughout works Preservation of assets Assurance over losing reach concerns Protection of DBC events space Assurance over flood risk Investigation into Thames Water manholes Involvement with long-term maintenance plans Wheelchair friendly access Provision for the sight impaired Health walks from white bridge 	<ul style="list-style-type: none"> Support for the project Key partner Help with outfall surveys 	Ongoing	Provide & Receive	Emails and meetings
Hemel Hempstead Bowls Club	<ul style="list-style-type: none"> Minimal disruption throughout works Direct access to the clubhouse No increase to flood risk for the facility 	<ul style="list-style-type: none"> Support for the project Key partner 	Ongoing	Provide & Receive	Emails and meetings

Hemel Skate Park Group	<ul style="list-style-type: none"> Minimal disruption throughout works. 	<ul style="list-style-type: none"> Support for the project. 	At key milestones	Provide & Receive	General comms through Facebook and DBC digital digest
Kings Langley Fishery	<ul style="list-style-type: none"> To ensure no detrimental impact on fishery as a result of works 	<ul style="list-style-type: none"> Support for the project. 	At key milestones	Provide & Receive	Emails and meetings
Highways England	<ul style="list-style-type: none"> Relevant project information. 	<ul style="list-style-type: none"> Potential input surrounding the highway outfalls entering the site (although this may sit with Herts CC). 	At key milestones	Provide & Receive	Emails and meetings
Hertfordshire and Middlesex Wildlife Trust	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Promotion of the project to members and the general public. Advice on planting schemes, habitat creation and management plan. Involvement with community engagement e.g. host an open day around the dipping platforms. 	At key milestones	Provide & Receive	Emails and meetings
Boxmoor Rivers Trust	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project Regular updates on introduction of water voles and their migration Lessons learnt on completion of River restoration projects 	At key milestones	Provide & Receive	Emails and meetings


Ward Councillors	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. To alleviate concerns over water losses within this reach To alleviate concerns over transfer of road run-off into the new channel's 	<ul style="list-style-type: none"> Support for the project. 	At key milestones	Provide & Receive	Emails and potential site visit.
Thames Water	<ul style="list-style-type: none"> Relevant project information. 	<ul style="list-style-type: none"> Information relating to the local sewer network. Work closely with our consultants. 	Ongoing (JBA) Ongoing (EA)	Provide & Receive	Emails
BT	<ul style="list-style-type: none"> Relevant project information. 	<ul style="list-style-type: none"> Information relating to the local telecommunications network. Work closely with our consultants. 	Ongoing (JBA)	Provide & Receive	Emails
<u>Local Schools</u> West Herts College The Collett School Gade Valley Junior, Infant & Nursery Saint Cuthbert Mayne Cavendish School & Sixth Form	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Promotion of the project to members and the general public. 	At key milestones	Provide & Receive	General comms through Facebook and DBC digital digest



George Street Primary					
<p><u>Residents Associations – DBC can lead on this engagement</u></p> <p>Community Action Dacorum</p> <p>Jewish Community Housing Association</p> <p>Warners End Community Centre</p> <p>Local church groups</p>	<ul style="list-style-type: none"> To enhance the local environment for people and wildlife. 	<ul style="list-style-type: none"> Support for the project. Promotion of the project to members and the general public. 	At key milestones	Provide & Receive	General comms through Facebook and DBC digital digest
Local Businesses	<ul style="list-style-type: none"> Minimal disruption to road network (Gadebridge Lane used as a cut through between Leighton Buzzard Road and Piccotts End) 	<ul style="list-style-type: none"> Support for the project. 	At key milestones	Provide & Receive	General comms through Facebook and DBC digital digest
Emergency Services	<ul style="list-style-type: none"> Compliance with CDM? Emergency procedures included within site risk assessments 	<ul style="list-style-type: none"> Availability for emergencies during construction works? 	When required	As necessary	General comms through Facebook

					and DBC digital digest
Disability groups	<ul style="list-style-type: none"> Enhanced access to nature 	<ul style="list-style-type: none"> Support for the project Representation during consultation events and suggestions for final finish of amenity/recreational aspects of the project e.g. creation of dipping platforms and information boards 	At key milestones	Provide & Receive	General comms through Facebook and DBC digital digest

Action plan

Phase 1: Options appraisal and consultation

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
1	July to September 2018	All	Public consultation through Citizen Space, drop in sessions and private meetings	LN, JT and CC	1, 5	Complete	Facebook comment from member of the public: "looks great! Have sent in my comments."
2	Various	General public	Raising awareness of the project and ongoing consultation by communicating through events within Gadebridge Park  Gadebridge Park events.msg	LN, JT and CC	1, 5	Complete	(Friday 10 August) 5 Tweets: 11 retweets; 9 likes; seen by 9000 accounts.
3	28 th of each month	Local residents	Raising awareness of the project and ongoing consultation by communicating through DBCs Digital Digest	LN, JT and CC	1, 5	Complete	Survey responses jumped from 5 to 60 in the four days following publication
4	July 2018	All	Press release - Options appraisal consultation	CC, LN and JT	1, 5	Complete	Nothing picked up in local media (clashed with Extreme Hot and Dry Weather coverage)
5	9 August 2018	General public	Drop in (part of Action 1)	LN, JT, CC and CR	1, 5	Complete	Email from member of the public praising the drop in.

							<p>“I enjoyed meeting your EA colleagues” “I was impressed by their positive attitude to the project”</p>  <p>FW Gadebridge Park river restoration - cor</p>
6	23 August 2018	Friends of Gadebridge Park	Meeting with stakeholder as part of the consultation	LN, JT and CC	1, 3, 5	Complete	<p>End of meeting feedback:</p> <p>“Thank you for taking your time as professionals to meet with us”</p> <p>“We appreciate you sitting down with us and listening to our comments and concerns”</p> <p>“We are looking forward to see the project move forward and would like to be involved where possible”</p> <p>Chairman of FoGP emailed shortly after the meeting thanking us.</p>  <p>FW Friends of Gadebridge Park Mee</p>
7	September 2018	General public	Drop in (part of Action 1)	LN, JT and CC	1, 5	Complete	
8	6 September 2018	Dacorum Environmental Forum	Meeting with stakeholder as part of the consultation	LN, JT and CR	1, 3, 5	Complete	
9	October 2018	Hemel Hempstead History and Museum Society	Meeting with stakeholder as part of the consultation	LN, JT and CC	1, 3, 5	Complete	

10	Mid November 2018	Dacorum Environmental Forum – Water Group	Provide an update of the project at their bi-annual meeting	LN and CC	1, 3, 5	Complete	
11	December 2018	All	<ol style="list-style-type: none"> 1. Review consultation responses and publish those where consent was given 2. Produce and publish summary report 	JT and LN	1, 3	Complete	

Phase 2: On-site surveys

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
12	February 2020	All	Vegetation management comms: <ul style="list-style-type: none"> - Email sent to key stakeholders. - Article placed on ColneCAN and Revitalising Chalk Rivers websites 	KS, FS	3	Complete	
13	March 2020	Various	Trenching update: <ul style="list-style-type: none"> - email to key stakeholders and briefing note to MP Mike Penning. - Explanatory poster attached to fencing onsite. - DBC post on Facebook. 	KS, FS	3	Complete	

14	June 2020	All	<p>Trenching update - findings and forward look:</p> <ul style="list-style-type: none"> - Update on ColneCAN and Revitalising Chalk Rivers websites - DBC post on Facebook. 	KS, EB	3	Complete	
15	August 2020	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group meeting - project progress and timeline.	KS JBA DBC	1, 3	Complete	
16	September 2020	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group meeting - project progress and timeline.	KS JBA DBC	1, 3	Complete	
17	February 2021	Dacorum Borough Council, Hemel Hempstead	Steering group meeting - project progress and timeline.	KS JBA DBC	1, 3	Complete	

		History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club					
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Phase 3: Committee Approval and Draft Detailed Designs

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
18	June 2021	Dacorum Councillors	Meeting to obtain committee approval for project	CH, MM DBC	1, 3, 5	Complete	
19	11 August 2021	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group meeting to discuss: <ul style="list-style-type: none"> - project progress - draft detailed designs – sharing with public - timeline 	CH JBA DBC	1, 3	Not started	Minutes and actions will be cascaded.
20	August 2021	Dacorum Borough Council residents	Publish Dacorum Borough Council webpage dedicated to river restoration project.	KS, JB DBC	3	In progress	

21	15 September 2021	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group meeting to discuss: - draft detailed designs	KS JBA DBC	1, 3		Minutes and actions will be cascaded.
22	x September 2021	All	Citizen Space information page published - sharing draft detailed designs and inviting comments (on specific elements). (If possible) paper copies of draft detailed designs to be made available in DBC town office with option to submit comments by post.	JB, KS JBA	1, 3, 5	In progress	
23	x September 2021	Stakeholder email mailing list and steering group members	Email update promoting: - Citizen Space page inviting comments - Event in park	JB, KS	1, 3	Not started	
24	x September 2021	MP Mike Penning	Email update promoting: - Citizen Space page inviting comments - Event in park	JB (to be sent via Area Director Sam Lumb)	1, 3	Not started	

			<i>"Please encourage your constituents to view our plans and share their comments."</i>				
25	x September 2021	Press	<p>Environment Agency (or joint with DBC) press release:</p> <ul style="list-style-type: none"> - Draft detailed designs available to view on citizen space. Send us your comments. - Event in park - Construction due to start Spring 2022. - Chalk stream education. 	AT	1, 3, 5	Not started	
26	x September 2021	All	<p>Environment Agency tweet from South East account:</p> <ul style="list-style-type: none"> - Draft detailed designs available to view on citizen space. Send us your comments. - Chalk stream education <p><i>Ask DBC, AW and steering group members to retweet.</i></p>	JB, AT	1, 3, 5	Not started	
27	x September 2021	Dacorum Borough Council residents	<p>Promotion of Citizen Space page and event in park via Dacorum Borough Council's:</p> <ul style="list-style-type: none"> - Facebook page - Twitter (share EA tweet) - 'Dacorum Life' weekly email (sent on Thursdays) - Digital information board in town centre - Webpage update - Posters in park? 	JB, KS DBC	1, 3, 5	Not started	

			- Promotion at park events				
28	x September 2021	All	Updates to following websites with information about citizen space page and event in park: - Revitalising Chalk Streams - ColneCAN - Parks Herts	JB, KS	1, 3	Not started	
29	21 September 2021	All	Event in Gadebridge Park: - Meet stakeholders - Promote draft detailed designs and opportunity to provide comments. - Information about chalk streams, flood resilience.	KS JBA DBC	1, 3, 5	Not started	
30	September to October 2021	Dacorum Borough Council	Submit planning application	KS JBA DBC	3	Not started	
31	October? (submit draft by end of September)	Dacorum Borough Council residents	DBC Magazine winter edition published with article on Gadebridge Park river restoration	JB, KS DBC	1, 5	Not started	
32	October 2021	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge	Steering group meeting: - Discuss comments received on draft detailed designs	KS JBA DBC	1, 3	Not started	

		Park, Bowls Club					
33	5 October 2021	Dacorum Environmental Forum	Provide paper?	KS	1, 3	Not started	
34	19 Oct? 2021	Dacorum Councillors	Attend Cabinet to approve draft detailed designs. Site visit to talk Councillors through detailed designs. Invite steering group members?	KS JBA DBC	1, 3, 5	In progress	
35	x October/ November 2021	All	Publish Citizen Space summary document of comments (and our response) on detailed designs.	JB, KS	1, 3	Not started	
36	x October/ November 2021	Stakeholder email mailing list and steering group members, plus anyone who made comments and provided contact details	Email update: <ul style="list-style-type: none"> - Thank you for your comments - Summary document available at... - Where to send questions/concerns - What's next 	JB, KS	1, 3	Not started	
37	x October/ November 2021	MP Mike Penning	Email update: <ul style="list-style-type: none"> - Thank you for your constituents' comments - Summary document available at... - Where to send questions/concerns - What's next 	JB (to be sent via Area Director Sam Lumb)	1, 3	Not started	

Phase 4: Preparation for construction

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
38	December 2021	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group to discuss planning requirements and tender for works	KS JBA DBC	3	Not started	
39	January 2022	EA and JBA	Construction phase scope and target price issued	KS JBA		Not started	
40	February 2022	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group to discuss commencement of construction phase	KS JBA DBC	3	Not started	
41	x March 2022	Stakeholder email mailing list and steering group members	Email update: <ul style="list-style-type: none"> - Construction starting - Works commencement ceremony 	JB, KS	3	Not started	

			<ul style="list-style-type: none"> - Progress updates available via x (Flickr/Instagram/Youtube?) 				
42	x March 2022	Dacorum Borough Council residents	<p>Construction starting, works commencement ceremony and progress updates via x (Flickr/Instagram/Youtube?) via:</p> <ul style="list-style-type: none"> - Facebook page - Twitter (share EA tweet) - 'Dacorum Life' weekly email (sent on Thursdays) - Digital information board in town centre - Webpage update - Posters in park - Promotion at events in park 	JB, KS DBC	3	Not started	
43	x March 2022	MP Mike Penning	<p>Email update:</p> <ul style="list-style-type: none"> - Construction starting - Invite to works commencement ceremony? - progress updates via x (Flickr/Instagram/Youtube?) 	JB (to be sent by Area Director Sam Lumb)	3	Not started	
44	x March 2022	All	<p>Website updates - construction starting, works commencement ceremony and progress updates via x (Flickr/Instagram/Youtube?) for:</p> <ul style="list-style-type: none"> - Revitalising Chalk Streams website - ColneCAN website 	JB, KS	3	Not started	

			- Parks Herts website				
45	x March 2022	Press	Environment Agency press release (or joint with DBC): <ul style="list-style-type: none"> - Construction starting - Works commencement ceremony - progress updates via x (Flickr/Instagram/Youtube ?) - Chalk stream education. 	AT	3, 5	Not started	
46	x March 2022	All	Environment Agency tweet from South East account: <ul style="list-style-type: none"> - Construction starting - Works commencement ceremony - progress updates via x (Flickr/Instagram/Youtube ?) - Chalk stream education <p><i>Ask DBC, AW and all Steering group members to retweet.</i></p>	JB, AT	3, 5	Not started	

Phase 5: construction

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
47	April 2022	All	Works commencement ceremony - Councillor Anderson or descendant of Paston-Cooper to officially start works?	KS, JB, AT DBC	3, 5	Not started	

			<p>Launch of:</p> <ul style="list-style-type: none"> - Drone footage of before and after/ Time-lapse video for Youtube? - Flickr/Instagram photo updates? 				
48	April 2022	Park users	<p>Posters on fencing?</p> <ul style="list-style-type: none"> - What's happening - QR code to Flickr/Instagram/Youtube - Contact details 	JB, KS	3, 5	Not started	
49	May 2022	Park users	<p>Install information boards (Make inclusive with audio option/braille if possible).</p>	KS, JB MB	3, 5	Not started	
50	Throughout construction	All	<p>Environment Agency SE tweets with regular progress updates and links to Flickr/Instagram/Youtube updates</p> <p><i>Ask DBC, AW and steering group members to retweet.</i></p>	JB, AT	3	Not started	
51	May 2022	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge	Steering group to discuss project progress	KS DBC	3	Not started	

		Park, Bowls Club					
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Phase 6: Post completion

No.	Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
52	Summer 2022 (published July?)	Dacorum Borough Council residents	Publish article in DBC Summer magazine edition showcasing progress on project construction.	JB, KS	3	Not started	
53	July 2022	Stakeholder email mailing list and steering group members	Email update: <ul style="list-style-type: none"> - Construction complete - What's next 	JB, KS	3, 4	Not started	
54	July 2022	Dacorum Borough Council residents	Construction complete and what's next via: <ul style="list-style-type: none"> - Facebook page - Twitter (share EA tweet) - 'Dacorum Life' weekly email (sent on Thursdays) - Digital information board in town centre - Webpage update - Posters in park? - Promotion at events in park 	JB, KS DBC	3, 4	Not started	
55	July 2022	MP Mike Penning	Construction complete and what's next	JB	3, 4	Not started	

				(to be sent by Area Director Sam Lumb)			
56	July 2022	All	Website updates - construction complete and what's next: <ul style="list-style-type: none"> - Revitalising Chalk Streams website - ColneCAN website - Parks Herts website 	JB, KS	3, 4	Not started	
57	July 2022	Press	Environment Agency press release (or joint with DBC): <ul style="list-style-type: none"> - Construction complete - What's next - Chalk stream education 	AT	3, 4, 5	Not started	
58	July 2022	All	Environment Agency tweet from South East account: <ul style="list-style-type: none"> - Construction complete - What's next - Chalk stream education <p><i>Ask DBC, AW and all Steering group members to retweet.</i></p>	JB, AT	3, 4, 5	Not started	
59	July 2022	Dacorum Borough Councillors Steering group members	Site visit with cabinet councillors, steering group members and internal EA teams to observe fish capture, transfer of water into new channel and infilling of old channel.	KS JBA DBC	1, 3, 5		
60	August 2022	Dacorum Borough Council, Hemel Hempstead History and Museum	Steering group to discuss completion of project and post project review (what went well, what didn't, lessons learnt, forward look)	KS DBC	3, 4	Not started	

		Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club					
61	August 2023	All	<p>Post project review (1 year on) - successes highlighted by environmental monitoring and community feedback. Share results via:</p> <ul style="list-style-type: none"> - ColneCAN and Revitalising Chalk Rivers website - MP - EA SE tweet - DBC's Facebook page, webpage, 'Dacorum Life', Magazine, Twitter (retweet EA's tweet), posters in park? <p><i>Ask DBC, AW and steering group to retweet EA tweet.</i></p>	KS, JB	3, 4, 5	Not started	
62	September 2023	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group meeting to discuss the project 1 year on.	KS DBC	3, 4	Not started	

63	October 2023	All	<p>Send out survey seeking people's views on the completed project. Promote survey via:</p> <ul style="list-style-type: none"> - Stakeholder email mailing list and steering group - ColneCAN and Revitalising Chalk Rivers website - MP - EA SE tweet - DBC's Facebook page, webpage, 'Dacorum Life', Magazine?, Twitter (retweet EA's tweet), posters in park? <p><i>Ask steering group to retweet EA tweet.</i></p>	KS, JB DBC	4	Not started	
64	January 2024	Dacorum Borough Council, Hemel Hempstead History and Museum Society, Dacorum Environmental Forum, Friends of Gadebridge Park, Bowls Club	Steering group to discuss the survey results	KS DBC	3, 4	Not started	
65	March 2024	All	<p>Share results of survey via:</p> <ul style="list-style-type: none"> - Stakeholder email mailing list and steering group - ColneCAN and Revitalising Chalk Rivers website 	KS, JB, AT DBC	4	Not started	

			<ul style="list-style-type: none"> - MP - EA SE tweet - DBC's Facebook page, webpage, 'Dacorum Life', Magazine, Twitter (retweet EA's tweet), posters in park? <p><i>Ask steering group to retweet EA tweet.</i></p>				
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Environment Agency internal engagement

Date of activity	Stakeholder(s) you are targeting	Action (communication method and message)	Who from project team will lead	Which objective(s) does this meet?	Progress	Evaluation evidence collected
July/Aug 2018	Internal EA teams – SP, PSO, FBG, EM, GWCL, H&T	Meeting to discuss pre-app planning and requirements for future planning application	LN	6	complete	
August 2020	Internal EA teams	Meeting to discuss project progress with consultants	KS	6	complete	
2020						
February 2021	Internal EA teams	Meeting to discuss project progress with consultants	KS	6	complete	
May 2021	Internal EA teams	Meeting to discuss project progress	KS, CH	6	complete	
July 2021	Internal EA teams	Meeting to discuss project progress	KS, CH	6	Not started	
August 2021	Internal EA teams	Meeting to discuss draft detailed designs, modelling outputs and stakeholder engagement.	KS, CH, JB	6	Not started	

August/September 2021	Internal EA teams - ALT and project team	Share draft engagement material for review and approval where required.	KS, JB	6	Not started
September 2021	Internal EA teams - NCCC, HNL and Thames C&E and exec office cc. ALT and project team	Email to update teams about publishing of citizen space page asking public for comments. Explain ways of working for any associated enquiries and complaints.	JB	2, 6	Not started
September 2021	Internal EA teams	Meeting to discuss planning application and public comments on detailed designs.	KS, CH	6	Not started
December 2021	Internal EA teams	Meeting to discuss construction scope and target price.	KS, CH	6	Not started
February 2022	Internal EA teams – SP, PSO, FBG, EM, GWCL, H&T	Meeting to discuss commencement of works in April 2022.	KS	6	Not started
April 2022	All staff	Weekly Buzz article, National chalk streams comms and ALT briefing note on project commencement and how to view progress (via Flickr/Instagram/Youtube?).	KS, JB	6	Not started
May 2022	Internal EA teams – SP, PSO, FBG, EM, GWCL, H&T	Site visit to observe construction of new channel and gauging station	KS, Consultant	6	Not started
July 2022	Internal EA teams – SP, PSO, FBG, EM, GWCL, H&T	Site visit to observe fish capture, transfer of water into new channel and infilling of old channel	KS, Consultant	6	Not started
August 2022	All staff	Weekly Buzz article, National chalk streams comms and ALT briefing note on project completion	KS, JB	6	Not started
August 2022	Internal EA teams – SP, PSO, FBG, EM, GWCL, H&T	Meeting to discuss lessons learnt	KS	6	Not started

Summer 2023	Internal EA teams –PSO, FBG, H&T	Site visit to review success of project one year on.	KS	6	Not started	
Summer 2023	All staff	Weekly Buzz article, National chalk streams comms and ALT briefing note to showcase the project successes one year on.	KS, JB	6	Not started	
January 2024	Internal EA teams	Meeting to discuss the survey results	KS, JB	6	Not started	
February 2024	All staff	Weekly Buzz article, National chalk streams comms and ALT briefing note on survey results	KS, JB	6	Not started	

Evaluation

Evaluation evidence can be found within the Action Plan above.

A comprehensive report has been written to provide an overview of Phase 1 and can be found at:

[\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration\(restored\)\Engagement\Consultation\Report draft materials](\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration(restored)\Engagement\Consultation\Report draft materials)

Appendices

Project Documents:

Project folder:

[\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration\(restored\)](\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration(restored))

Equality analysis:

An Equality Analysis for the outline designs consultation and draft detailed design phases of engagement are available at

[\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration\(restored\)\Engagement\Engagement Plan](\\prodds.ntnl\shared\SE\WGC\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration(restored)\Engagement\Engagement Plan)

Outline design consultation report:

<G:\Groups\Area File Plan\Environment Management\Manage Operational Assets\Conservation\Colne\River GADE\Gadebridge Park\River restoration\Engagement\Consultation\Gadebridge consultation report Dec18 V1.pdf>

Website Links:

Citizen Space Consultation: <https://consult.environment-agency.gov.uk/hnl/gadebridge-park-river-restoration>

Dacorum Borough Council: <http://www.dacorum.gov.uk/home/leisure-culture/parks-play-and-open-spaces/gadebridge-park-hemel-hempstead>

Affinity Water: <https://stakeholder.affinitywater.co.uk/river-gade.aspx>

ColneCAN: <http://www.colnecan.org.uk/index.php/the-action-plans-2/rivers-gade-and-bulbourne/rivers-gade-and-bulbourne-news/498-gadebridge-park-river-restoration>

ParksHerts: <https://www.parksherts.co.uk/parks/view/gadebridge-park>

Revitalising Chalk Rivers: <http://www.revitalisingchalkrivers.org.uk/index.php>