

Code	Task	What TEP achieved in 2010/2011	TEP's Programme of Work for 2011/2012	TEP staff time allocated	Outcome Measure Of Achievement
1	<b>Thames Integrated biodiversity Development Area (IBDA)</b>	TEP worked with EA Thames Estuary project office and EA Rivers and Streams Habitat and Species Group to link Tidal Thames biodiversity targets for the estuary. This will continue in 2011/2012.	<p>Progress links between the GLA Area Rivers and Streams Habitat and Species Group and the TEP Biodiversity Action Group for the estuary area.</p> <p>Submit funding bids for a project worker to facilitate this in 2012-2015.</p> <p>Establish a way of working with Natural England to link the IBDA target to EA biodiversity targets and maximise mutual benefits.</p> <p>Produce a list of partner's biodiversity projects which are designed to benefit the biodiversity of the estuary and use the TEP website to make it easily available to all.</p> <p>Use this list to connect TE2100 habitat creation and other landscape approaches for the estuary.</p>	<p>Biodiversity Action group 4 mtgs and work</p> <p>Arrangements and admin 2 days per mtg</p> <p>Working with fundraiser and partners on Biodiversity post applications</p> <p>Attending or hosting 3 IBDA mtgs and actions</p> <p>Admin and minutes 2 days per mtg</p> <p>Resources to be discussed with Natural England for IBDA.</p>	<p>GLA Grp and BAG links achieved</p> <p>Co-ordinating actions with estuary group</p> <p>List of estuary biodiversity projects on TEP website</p> <p>Funded project post appointed April 2012.</p> <p>Good project sharing evidence.</p>
2	<b>Estuary planning</b>	TEP hosted an event for the EA with stakeholders to discuss the London Plan Review and the examination in public. EA agreed it was key to ensure London Plan Blue Ribbon policy recommendations are being adopted.	TEP will work with local authorities, through the TE2100 project work (see below), to review their riverside planning.	<p>2 Planning meetings and actions with Kevin Reid, Chair</p> <p>Minutes and attendance arrangements Admin</p>	2 Facilitated meetings with GLA and invited LA partners on key development case studies in the GLA area.

3	<b>Marine Act And Marine Management Organisation (MMO)</b>	<p>TEP has worked with Natural England and the EA on Marine Conservation Zone planning and consultation. TEP hosted a funded project officer, as part of the Balanced Seas project, which supported stakeholder awareness and involvement.</p> <p>TEP hosted meetings at UCL.</p> <p>TEP is Deputy Chair of the Coastal Partnerships network (CPN) .Met with the MMO in April, Aug and Nov 2010 to progress CPN use of stakeholder engagement with Marine Planning.</p> <p>TEP facilitated MMO/CPN workshop on 23 Nov 2010 with 50 attendees.</p>	<p>TEP to keep a watching brief on progress of the East coast area planning.</p> <p>Promote estuary management in marine planning powers and TEP is assisting in providing names and contact details for MMO staff.</p> <p>The TE2100 work will fit this planning remit and feedback will assist that project work with TEP and EA partners.</p>	<p>Coastal Partnerships Network Deputy Chair (1 workshop)</p> <p>Working with PLA to develop good practice example</p>	<p>Working relationship with MMO in place.</p> <p>Lessons learnt from east coast plan area available to TEP partners.</p> <p>PLA / MMO relationship stronger re estuary lead.</p>
4	<b>REFRAC and WFD Liaison Panel</b>	<p>TEP was a member of both EA regional panels and communicated both ways between TEP stakeholders and the panels.</p> <p>TEP has commented on the changes affecting EA area boundaries and the changes when REFRAC is required to close in 2011.</p> <p>TEP has assisted communication on the WFD and TE2100 implementation period through our Talk of the Thames magazine.</p>	<p>TEP is already meeting with partners to plan how it might deliver the Big Society agenda and use its networks to support others.</p> <p>WFD work is moving towards demonstration projects and TEP is ready to assist with Ravensbourne catchments' stakeholder engagement.</p> <p>TEP to keep a watching brief on WFD estuary opportunities.</p>	<p>REFRAC closure during 2011-2012.</p> <p>JG to liaise directly on EA/TEP work.</p> <p>WFD meetings and work</p>	<p>WFD watching brief.</p>

5	<p><b>Thames Discovery Programme (TDP)</b></p> <p>Involving the public with archaeological monitoring of the foreshore heritage.</p> <p>FINAL CLAIM accepted by 31.1.2011 AT LATEST</p>	<p>Thames Discovery Programme Three Year Programme (October 2008-2011) with 2 full time and 4 part time staff.</p> <p>TEP managed financial grant and match funding, final year monitoring plus staff.</p> <p>TEP worked with Thames Explorer Trust as joint partner on educational aspects.</p> <p>TEP worked with EA archaeology staff to advise on foreshore surveys and data.</p>	<p>This project is now in its third and final year. Foreshore findings and data have and will be useful to TEP partners and what happens to this data will be decided in 2011-12.</p> <p>Education project information for teachers and families is being produced in 2011-12 and will be promoted by TEP through it's Thames Learning Group. A final conference hosted by Museum of London is planned for 17<sup>th</sup> and 18<sup>th</sup> September 2011.</p> <p>Some of the historical tidal head data may inform the TE2100 sea level rise work.</p> <p>Some of the foreshore data may be used to advise the Thames Tunnel construction work.</p>	<p>Project budget work</p> <p>Project monthly monitoring meetings and prep</p> <p>Grant claim work</p> <p>TDP Steering group mtgs (2 or 3) and prep</p> <p>MOLAS meetings for future of project</p> <p>Meetings with Project Director /staff</p>	<p>Project concludes on budget and on target.</p> <p>No cost to TEP reserve. All project costs allocated to TDP.</p> <p>All final claim work completed and agreed by HLF by 31.1.2012 at latest.</p> <p>Final grant claim repaid and staff contracts ended</p> <p>TEP Assets and data use agreed as to future.</p> <p>HLF satisfied with TEP delivery as contracted body.</p> <p>Credit at final exhibition ad conference at MOL September 2011</p>
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6	<b>Thames Public Events</b>	TEP attended events throughout the year, promoting Thames Estuary messages.	TEP attendance at events will continue in 2011-12 and funding is being sought for additional staff support for this to complement the Big Society agenda.	Thames Festival 2 days event plus prep 2 days  Leigh-on-Sea fishing festival and prep July 2011  RSPB Cliffe open day prep + vols Aug 2011	Increased database entries.  Increased subscribers  AF bookings
7	<b>Thames Learning Group</b>	<p>TEP worked with EA and PLA to produce a Thames-wide online map that shows the location of each visitor and education centre supplying information about the Thames.</p> <p>There are estimated to be 90 participating.</p> <p>TEP was awarded lottery funding for staff time to produce digital site link for each centre. TEP has developed funding bids for a three year staff post to be based at TEP, to promote use that map for all centres in the future.</p> <p>March 10<sup>th</sup> 2011 is the launch of the completed online map showing all locations of education centres, upstream and downstream.</p> <p>Lord Chris Smith has agreed to attend and will launch the Click on Thames map.</p> <p>The lottery funding has supported staff time, meetings and promotion work.</p>	Fundraising will continue in 2011-12 to fund 3 year staff support to facilitate this group and provide Thames facts and awareness of practical employment and training schemes for educationalists to use to educate local people of all ages about the river and its life.	<p>Fundraising work support on content and agreement with partners</p> <p>LOTTERY CLAIM FOR Click on map final report</p> <p>Running 2 education network group mtgs</p> <p>Attendance and agenda prep, venue and minutes</p> <p>Ongoing collation of new members and details Admin</p>	<p>Lottery project ends 31<sup>st</sup> march 2011.</p> <p>Claim proof for all money spent April 2011.</p> <p>Claim agreed.</p> <p>Increased numbers using centres through map reported.</p> <p>Ready for post holders to develop use of river information and shared projects in 2012.</p> <p>Education outreach officer appointed by April 2012.</p>

8	<b>Dredging Liaison and Fisheries Action Groups</b>	<p>The Dredging Liaison Group (DLG) met 4 times and TEP circulated 10</p> <p>Dredging applications and 19 dredging notices during 2010-2011.</p> <p>DP World joined as member.</p> <p>The Fisheries Group met twice at Southend and at London Gateway offices where a presentation on monitoring of the dredging and a site tour was arranged by TEP.</p>	Ongoing facilitation of meetings in 2011-2012 for both DLG and Fisheries.	<p>TEP Fisheries meeting</p> <p>2mtgs 3 days each prep and feedback JG</p> <p>Arrangements for attendance, mail outs, venue, catering , minutes and prep</p> <p>TEP DLG meetings</p> <p>4mtgs 3 days each prep and feedback JG</p> <p>Arrangements for attendance, mail outs, venue, catering , minutes and prep</p> <p>Communications</p>	<p>Two Action groups recording good attendance numbers at all meetings.</p> <p>Regular site visits to members sites.</p> <p>Promotion of use of dredged material and public leaflet on dredging promoted by TEP.</p> <p>Circulation of dredging applications and activity to stakeholders.</p>
9	<b>Thames research</b>	<p>TEP supported a successful application in 2010 for the development and funding of an academic research project to co-ordinate research work and benefit EA WFD needs with Westminster University and EA.</p> <p>TEP also reviewed funding methods for UCL undergraduate and postgraduate research.</p>	<p>TEP will continue to work with UCL and the Environment Institute to develop research opportunities with partners.</p> <p>TEP will be assisting the Westminster WFD project where possible.</p>	<p>Team mtgs at present-monthly 1 hr each</p> <p>New WFD research person in post –links to share info/communications</p>	

10	Thames Water London Tideway Tunnels Consultation and Planning	TEP facilitator role worked well in providing a safe practice for public consultation staff dealing with the public in challenging situations.	TEP will continue to raise awareness of the project and take part in the Tideway Tunnel Forum.	Thames Tunnel Forum meetings x 6	Watching brief.
		TEP assisted with communication and understanding of the need for the Tunnel construction sites and disruption of site work where unavoidable for the benefit of the estuary and the public.		Up to date info for website and talks to others where needed.	Keep TEP involved with project. Feed back stakeholder comments.
		The Recreation Group requested a review to coincide with Enjoying Water EA report	The Recreation Group to be developed with estuary access key theme and regular website news and emagazine to assist wider communication of topical issues		Numbers reached increased.
11	Creeks Project	TEP provided a neutral chair role for this project to monitor the impact of restoring river transport through SSSI Holehaven Creek. The data collected will be used as a case study for river transport through other SSSIs.	The Holehaven Creek project is now in its third year and barge monitoring has proved difficult due to irregular deliveries. TEP will act as a catalyst to drive this project forwards.	Paid project time meetings and prep x 4	Active project. Meetings held.
		The project took tested waste from sites such as Canary Wharf, the Thames Tideway Tunnel and Cross Rail to use at Veolia's Pitsea landfill site.	Veolia are supporting TEP's chair role financially to cover staff time.  TEP is also going to be meeting local marina owner and marine police to facilitate jet-ski information and awareness of the SSSI and disturbance factors.	Site meetings for specific actions  Minutes and agendas, venue booking date	Barge movements happen and bird monitoring is completed. Jet ski impact assessed.  Results produced and reviewed. Case study used.  Report produced on findings.

12	<b>Access to Nature Grant Panel member</b>	TEP was a paid member of the Natural England grant panel which promotes access to nature Big Lottery funded projects.	The panel has awarded most of its funding for 2011-12 and the large grants panel will no longer be needed in 2011-12.  Lessons learnt will be sent to TEP to feed back to the panel.	Completed.  Grant award report useful advice.	
13	<b>TE2100 Implementation programme and use of Thames Strategy East</b>	TEP has provided scoping ideas for getting EA internal project guidance and understanding of the issues connected with external stakeholders.  Local Authorities are key to this remit as are local area EA staff.	In 2011 TEP will be more intensively involved in GLA and borough meetings and key partner meetings to aid the adoption of TE2100 technical advice into local planning.  The reach guidance in TSE for each borough frontage will be used in these meetings and stronger links will be made with the TE2100 plan recommendations.  This work has been costed and is part of an agreement with the TE2100 project manager and approved by the TE2100 Board.	TEP Comms work includes ED and support role.	Borough and partner contact and EA Area office contact with TEP strengthened  More names on TEP data base.  Borough plans for riverside updated re TE2100 requirements.

14	TEP Time	TEP other staff activities	Who by	Comments	Finance up to date and useable by trustees.
a		Finance QuickBooks entries and Bank reconciliation monthly	Susan Hennessy / Janice Jordan	Not enough to work efficiently and not enough to manage large grants.	Accountant happy with systems.
		Finance payments and salaries	Jill Goddard		Clear advice from Accountant to Trustees every quarter.
		Accounts/cash flow work	Jill Goddard		Increased subscribers and sponsorship.
b		Talk of Thames	Jill and Adam	Flat plan, articles, chasing, edit and design, printing and distribution work	Reduced ToTT magazine costs.
c		Annual Forum	Jill , Adam, Amanda, Julia, and Bex.	Programme, advertising, sponsorship, bookings, finance, catering, organisation of event running.	Successful applications allow for full time finance role in 2012-13 releasing ED time.
d		Sponsorship work	Jill , Adam, Amanda		
e		Management meetings	Jill , Sue, Bex	5 per annum x 3 days prep and running	
f		Chair /Trustee meetings	Jill and Peter	Essential TEP and partners' development.	
g		Data base corrections and additions, general e-mail outs	Jill reporting new contacts , Sue lead on updating and editing, Bex		
h		Subscribers management	Adam, Julia , Jill and staff help with mail outs/text	Reminders, recording, leaflet reprints and editing. Mail outs.	
i		Website	Adam and Julia	Keeping up to date,	
j		General enquiries	All TEP staff	Answering phone queries.	
k		Office ordering & office maintenance	Admin	Ensure supplies in office and kept tidy	
l		General office admin	Admin	Annual leave, petty cash, sickness,	
m		Admin support for JG/PB	Admin	TOIL/timesheets, filing, Assisting with general queries, travel, accomm	