

Revision 01

## SZC TRANSPORT REVIEW GROUP

### NOT PROTECTIVELY MARKED

Date:	25/01/2024	
Location:	Microsoft Teams meeting	
Attendees:	East Suffolk (ESC)	Carolyn Barnes (CB), Naomi Goold (NB)
	National Highways (NH)	Thomas Lawman (TL)
	Sizewell C Co (SZC)	Richard Bull (RB), Chris Heaney (CH), Simon Middleton-Burrows (SMB), Nick Cottman (NC), Niki Pieri (NP), Alex Fairhead (AF)
	Suffolk Constabulary (SC)	Leigh Jenkins (LJ), Kevin Stark (KS)
	Suffolk County Council (SCC)	Steve Merry (SM), Isaac Nunn (IN), Julia Cox (JC), Neal Evans (NE)
Apologies:	None	

## 1 INTRODUCTION

The following is a record of discussion of the Transport Review Group (TRG) meeting on 25<sup>th</sup> January 2024. This has been prepared for discussion at the next meeting on 28<sup>th</sup> March 2024.

## 2 NOTES OF DISCUSSION

These are shown in **Table 2.1** overleaf.

Revision 01

## SZC TRANSPORT REVIEW GROUP

### NOT PROTECTIVELY MARKED

Table 2.1 – Meeting Notes – 25/01/2024 TRG

Item		Summary		Actions
1	<b>Introductions</b>	1.1	AF was introduced to the Group and introductions were made.	-
2	<b>Apologies for absence</b>	2.1	Not discussed.	-
3	<b>Terms of Reference</b>	3.1	SM asked if CH as Transport Coordinator could organise future meetings in diaries and continue being responsible for circulation of the minutes. This was agreed.	<b>CH</b>
4	<b>Previous meeting minutes</b>	4.1	<p>The minutes from 23<sup>rd</sup> November 2023 were reviewed. The following items required action:</p> <ul style="list-style-type: none"> <li>Minute 11.4 – SM asked if SZC could circulate the “indicative programme of dates / traffic routing for rail and road schemes”. This would be provided (John Davies – SZC) prior to the next meeting.</li> <li>Minute 13.2 – SM suggested that future meetings receive an update on Transport matters discussed at Parishes as well as the Forums (as per agenda item 13). CH confirmed the SZC community relations team attended meetings of the Parish Councils and would update the agenda for the next meeting.</li> <li>Minute 15.3 – a demo on the Delivery Management System (DMS) hadn’t been provided to the Group. SMB would provide at the next meeting. Updates to the TRG would also be provided at the next meeting on Bus and Rail by the relevant members of the SZC team. David Stuart as Passenger Transport Manager would be best placed on buses, and John Davies on rail.</li> <li>Minute 15.5 – SMB would provide SCC with a long term forecast of delivery splits by road and rail re: the 40% by road target.</li> </ul>	<p><b>JD</b></p> <p><b>CH</b></p> <p><b>SMB / DS / JD</b></p> <p><b>SMB</b></p>
		4.2	It was confirmed that TRG reports, including from this meeting, would be published in the public domain on ESC’s website. Naomi Gold was point of contact and advised ESC has a dedicated SZC section which would be the best location for this. ESC was happy to publish this following receipt of the agendas, minutes and reports from SZC Co.	<b>ESC</b>
		4.3	LJ queried that some pages of the Transport Update Report had ‘protected’ status and some had ‘unprotected’. This was confirmed as a typo and future reports would only state ‘unprotected’ since these were for issue into the public domain.	<b>SZC</b>
		4.4	SM highlighted the need for GDPR compliance checks on data included within future Transport monitoring reports. This was agreed and would be checked relating to personal details such as vehicle registration plates if submitted.	<b>SZC</b>
5	<b>Contents of Quarterly Report</b>	5.1	<p>CH provided an update to the Group:</p> <ul style="list-style-type: none"> <li>The Transport Update Report had been issued to the Group on 18<sup>th</sup> January 2024 and had been termed an ‘update’ report given its reporting remit was the pre-commencement period and that formal monitoring in a Transport Monitoring Report would not occur until the next TRG meeting;</li> <li>A discussion took place on the timings for future TRG meetings and reporting periods. It was agreed that: <ul style="list-style-type: none"> <li>i. The TRG would meet quarterly from April 2024, and receive monthly transport monitoring reports by email until then;</li> <li>ii. The next meeting of the TRG would occur on 25<sup>th</sup> April 2024 and would continue to meet each quarter on the 4<sup>th</sup> Thursday of the relevant month.</li> </ul> </li> </ul>	<p>-</p> <p><b>CH</b></p> <p>-</p>

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			<ul style="list-style-type: none"> <li>iii. It was agreed that Microsoft Teams was the most convenient method of meeting for all.</li> <li>• CH confirmed the recorded staff workforce numbers for December 2023 as well as the forecasts for Quarter 1 2023, current construction activity and actual / forecast HGV data associated with SZC workers. This was noted.</li> <li>• SM enquired about data on routing. SMB confirmed the DMS-Tracker element needed further work to generate reliable data, and SZC were using vehicle telematics in the interim. This would be reported to the next TRG hopefully.</li> <li>• SM enquired about SZC's consideration of a hydrogen-powered bus pilots. CH confirmed these were being piloted in April 2023, although routing and timetabling aspects were yet to be determined. SMB added that a bus implementation plan was being prepared also, and SZC's Passenger Transport Manager (Dave Stuart) was leading. It was agreed that DS attend the next meeting to provide an update.</li> <li>• CH highlighted 2 No. items in the CTMP change log requiring minor amendments to the CTMP. These had been proposed by Suffolk Constabulary. This was voted on and agreed unanimously. SZC would update the CTMP to a 'Revision A' status and issue to the next TRG.</li> </ul>	- - <b>SMB</b>  <b>DS</b>  <b>SMB</b>
		5.5	<p>SMB sought the opinion of the TRG on 2 No. matters:</p> <ul style="list-style-type: none"> <li>• HGV breaches – it was agreed that SCC receive a weekly update spreadsheet from the Delivery Coordinator confirming the details of any breaches; and</li> <li>• Orwell bridge closure / TIMP – SZC had not received communication from National Highways on the closure or opening of the bridge on 21/1/2024, with updates being received from the media. SCC were of the same position. TL agreed to have a look at this in light of the communications protocol recently agreed between TRG members as part of the TIMP. LJ added for information that Suffolk Constabulary would continue notifying road traffic incidents to SZC via the Police Control Room.</li> </ul>	<b>SMB</b>  <b>TL</b>
		5.6	<p>It was agreed that emergency planning for an evacuation at Sizewell B would sit outside the remit of the TIMP. This would instead be addressed by SZC's Emergency Plan that was being implemented in partnership with SCC's JEPU and other stakeholders.</p>	<b>SZC</b>
<b>6</b>	<b>Records of meetings</b>	6.1	This had been covered under Item 5.	-
<b>7</b>	<b>Pre-commencement Activities</b>	7.1	This had been covered under Item 5.	-
<b>8</b>	<b>Transport Quarterly Report</b>	8.1	This had been covered under Item 5.	-
<b>9-11</b>	<b>CTMP, CWTP and TIMP</b>	9.1, 10.1, 11.1	These had been covered under Item 5.	-

Revision 01

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12	Rights of Way Working Group	12.1	RB confirmed the WG had met in December (first meeting) to discuss terms of reference and work requirements for the Group. CH confirmed a summary of the outcomes was provided to stakeholders in the Transport Update Report provided to this meeting. This was noted.	-
13	Transport Forums	13.1	RB confirmed the Main Site Forum had met in January to provide information to local parishes on traffic management, highways works and a Q&A. This had been well attended and useful feedback had been obtained as well as updates being provided by SZC on the MDS construction activities and Off Site Infrastructure timelines, including that for the Sizewell Link Road. This was noted.	-
		13.2	SM confirmed the Northern and Southern Transport Forums were due to meet on 6 <sup>th</sup> and 12 <sup>th</sup> February. The membership of the Forums was queried – RB would circulate this to TRG members.	RB
14	Transport Working Groups	14.1	RB confirmed that the WGs were in various states of engagement and were progressing now. Marlesford, Little Glemham and Yoxford are behind and need to be scheduled in. It was agreed that a schedule of meetings would be reported back to the TRG.	RB
15	SZC Programme Update	15.1	RB confirmed the latest timelines for SZC's construction programme had been circulated to SCC / ESC in January and remained indicative. This was contained in the 'Implementation Plan' document. The focus in the short term therefore related to the ACA site in Leiston to open staff welfare and office facilities. Work was also to be undertaken soon on progressing the Associated Development sites.	-
		15.2	SM confirmed a meeting took place earlier in the week with SZC and ESC on how to provide access to some of the early AD6 sites. Some routing of HGVs would be required off the approved (CTMP) routes. This was noted by TRG and it was agreed that any deviation would need the approval of the TRG at a future meeting. This would be put on the agenda of the next TRG meeting for approval.	CH
		15.3	NC confirmed that all Phase 1 signage (construction) had now been installed and that discussions were ongoing with National Highways on Phase 2 (semi-permanent) signs. This was noted.	-
		15.4	CB requested if ESC could be included for information on the distribution list for future DCO speed limit notifications. This was agreed.	-
16	CTMP / CWTP / TIMP	16.1	This item had been covered in Item 5.	-
17	Discharge of Requirements (program)	17.1	Not discussed.	-
18	Updates from Stakeholders	18.1	LJ – nothing to add – meeting 26/01/2024 to SZC on AILs	-
			CB – nothing to update	-
			TL – no updates – general update to be provided to TRG next meeting	TL
			SM – MRN likely to come forward to planning in next couple of months - completion in 2027 - before SZC peak years.	-
19	TRG feedback to Forums and WGs	19.1	Nothing to feedback at this point	-
20	Coordination	20.1	Meeting next Wednesday with Scottish power (SCC)	-
		20.2	RB meeting with Scottish power next Friday – initial agenda produced	RB

Revision 01

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21	Future requirements arising from the CTMP / CWTP / TIMP	21.1	Not discussed.	-
22	AOB	22.1	SM reflected on the legal basis behind speed limits introduced by the DCO, and whether they were to be enforced by the Police in accordance with the Road Traffic Act or the articles of the DCO. KS would check and discuss further with CH and SM.	KS
		22.2	SM to provide summary of the TROs likely to fall outside of DCO schedules at the next TRG meeting. NC compiling list too.	SM / NC
		22.3	CB asked for an update on timelines for SZC's rail infrastructure proposals. RB to explore the possibility of somebody from rail team to give updates at quarterly TRG meetings	RB
		22.4	SMB asked on stakeholders' preference for receiving data on SZC driver non-compliance with agreed routes. It was agreed this be reported to TRG quarterly, and weekly to SCC via a spreadsheet. And until such a time as a better mechanism for information sharing (sharepoint or otherwise) had been identified.	SMB
23	Action Points	23.1	Would be summarised in the minutes.	-
24	Future meetings / reports	24.1	Discussed under Item 5.	-
25	Date of Next Meeting	25.1	Discussed under Item 5.	-