

YEHAC5002 - CAOL & LOCHYSIDE FPS - COMMUNITY LIAISON GROUP

Approved Minutes for liaison Meeting held on **Tuesday 31st August 2021 at 19:30Hrs**
Meeting held virtually on Microsoft Teams due to current restrictions.

	Item	Action
1	Introductions	
	<p>Allan Henderson (AH) – Councillor – The Highland Council Ben Thompson (BT) – Independent Councillor – The Highland Council John Gillespie (JG) – Chairman – Caol Community Council Colin Strange (CS) – Secretary - Caol Community Council Joan Laing (JL) – Member - Caol Community Council Linda Campbell (LC) – Secretary – Kilmallie Shinty Club Garry Smith (GS) – Principal Designer – The Highland Council Iain MacLennan (IM) – Project Manager – The Highland Council Gary Kennedy (GK) – Project Manager’s Representative – The Highland Council Emily Currie (EC) – Asst. Project Manager’s Representative – The Highland Council Steve Scott (SS) – Project Manager – RJ McLeod</p>	
2	Apologies	
	<p>Denis Rixson – Councillor – The Highland Council Greg Riddle (GR) – Member - Caol Community Council Dot Ferguson – Ward Manager – The Highland Council Florence Cargill (FC) – Assistant PMR – The Highland Council Carolyn Smith (CSm) – Senior Technician – The Highland Council Andrew Ross – Technical Manager – Scottish Canals Robert Osbourne – Contracts Manager – RJ McLeod</p>	
3	Review of Previous Meeting’s Minutes	
3.1	Item 4.2 - THC to review and accept PROG-3. GK accepted PROG-3 submission on 09/08/2021.	Note
3.2	Item 4.5 - RJM to supply copies of presentations to Community Council for circulation. SS provide requested copies at site office reception the day after the CLM.	Note
3.3	Item 6.1 RJM to advise on Ragwort along the bank adjacent to Kilmallie Road channel. Ragwort removal works planned for same time as Japanese Knotweed removal.	Note
3.4	Item 6.2 RJM/THC to visit residents adjacent to works, to advise of expected disruption. RJM have liaised with adjacent residents in advance of works starting and will continue to communicate throughout the delivery of the works.	Note
3.5	Item 7.1 CS raised concern regarding smell at Lochyside. BT discussed post meeting.	Note
3.6	Item 7.2 JL raised concerns regarding Thursday meeting preventing Linda Campbell from attending. RJM/THC rescheduled CLM-3 for Tuesday 31/08/2021 to allow Linda to attend.	Note
3.7	Item 7.3 GK to issue draft poster promoting project website. GK issued to all on 10/08/2021. Poster available for collection from site offices any time.	Note
4	Progress	

4.1	Overview of project presented by SS, including video of progress made to date. The presentation and video are available on THC website (detailed below): https://www.highland.gov.uk/caolandlochysidefloodprotection	Note
4.2	Programme 3 current Accepted Programme. Programme 4 submitted for review. THC to review and accept if suitable.	GK
4.3	CS requested copies of RJM presentation for local circulation. SS committed to provide these.	Note
5	Transport Management	
5.1	JG highlighted issues with campervan parking along the recently cleared shorefront. Issue was at its worst over the shutdown period when site was unmanned. SS responded confirming issue resolved as less demand now, and parking opportunities along this section are greatly reduced due to progressing works.	Note
5.2	JG queried SS/GK regarding feedback from the public following the deployment of the traffic management on Kilmallie Road. SS/GK confirmed that no feedback had been received by either RJM or THC. BT also confirmed that he had not received any feedback.	Note
5.3	BT queried SS/GK regarding the frequency of cyclist/pedestrian incidents on the pavement within the traffic management section of Kilmallie Road. GK confirmed that the volume of pedestrian/cyclist/mobility traffic on this section was extremely high and that numerous incidents had been witnessed/recorded before and since the deployment of the traffic management. THC site team observing and advising pavement users during peak periods.	Note
5.4	JG passed his thanks to RJM site operatives at Kilmallie Road traffic management section, as they assisted his wife following a near miss with a young cyclist on the pavement.	Note
5.5	JG queried the possibility of signing for cyclists using the footway. SS responded stating that HTM, RJM's traffic management subcontractor, had advised against erecting any signing.	Note
5.6	JG queried the impact of HGV movements through the traffic management, as there had been reports of lorries running on the pavement. SS stated that HGV's can navigate the section with care, however some issues had occurred. RJM to liaise with local businesses to advise of temporary restrictions on this section of the Kilmallie Road works.	SS
5.7	JG advised of a problem a resident within the traffic management has had with HGV delivery. SS advised resident to liaise directly with THC/RJM regarding access requirements.	Note
5.8	LC advised that there had been no feedback regarding the deliveries along the access track to the compound at the shinty club.	Note
5.9	LC advised that the temporary traffic lights at Kilmallie Road were all red at the weekend and she had experienced extended red lights at times. SS explained about damage/vandalism of lights at weekend. SS also explained that the lights reset the green cycle if a car jumps a red light. This results in an extended delay for the opposing traffic. GK also summarised the traffic management inspection/support procedures in place.	Note
6	Community Liaison	

6.1	AH confirmed that the plants retained by RJM from the Caol in Bloom sign/structure would be collected within 8 weeks. RJM to set aside. AH main contact for Caol in Bloom. SS confirmed that all materials and the Caol in Bloom sign has been retained in RJM's store.	AH
6.2	BT queried success of local job adverts. SS confirmed interest had been limited but jobs were available, and they were open to appointing operatives if applications are received.	Note
6.3	JG queried the access restriction to the shoreline following the increase in site activity post shutdown. SS confirmed that signing highlighting access points to the shoreline were due to be erected imminently and would be reviewed regularly as works progress.	Note
6.4	CS queried RJM attendance at Community Council meetings. SS advised that he would attend whenever he was available, however had been extremely busy and committed elsewhere in recent months. GK commented that a representative of the project would make themselves available to liaise with the Community Council in advance of the meetings, to ensure that any issues are communicated and addressed efficiently. The Community Council can liaise with SS/GK regarding any issues that are related to project activities at any time.	SS/GK
6.5	JG queried the status of the grass cutting of the field adjacent to the community centre. LC emailed SS last week (w/c- 23/08/2021) regarding this. SS to investigate and advise.	SS
7	AOCB	
7.1	LC queried whether the hardstanding area currently being used for storage adjacent to the shinty clubhouse could be retained for parking post completion. GS commented that he was planning to attend site imminently and would be receptive to discussions on retaining areas for parking, etc. GK to collate items for discussion in advance of GS attending site.	GK
7.2	LC queried the proposed provision of fencing to protect the public from the new culvert outfall adjacent to the shinty clubhouse. GS confirmed that fencing was included in the Scope.	Note
7.3	BT queried whether incidents of pedestrian/cyclist/mobility vehicle conflicts were being recorded by the project team. SS confirmed that RJM were not recording incidents at present. GK confirmed that THC's site team had recorded numerous incidents in their daily reports and would continue to do so moving forward.	Note
7.4	JG queried whether there was any provision in the design for deterring campervan parking along the waterfront post completion. Main issue is from shopping area to Glenmallie Road. CS suggested picket fence or similar. AH suggested planters at affected locations. GS confirmed there was no physical deterrent included in the design, however there was open consultation on the landscaping and planting proposals for this area so there was potential for parking control through these measures. GS confirmed that minimal feedback had been received on the landscaping information on the project website, however committed to review the issues and discuss potential solutions when on site next.	GS
8	Date of next meeting	
8.1	Tuesday 28 th September 2021 at 19:30 Hrs via Microsoft TEAMS.	Note