

YEHAC5002 - CAOL & LOCHYSIDE FPS - COMMUNITY LIAISON GROUP

Approved Minutes for liaison Meeting held on **Tuesday 28th September 2021 at 19:30Hrs**

Meeting held virtually on Microsoft Teams due to current restrictions.

	Item	Action
1	Introductions	
	<p>Ben Thompson (BT) – Independent Councillor – The Highland 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 Florence Cargill (FC) – Assistant PMR – The Highland Council Emily Currie (EC) – Assistant PMR – The Highland Council Steve Scott (SS) – Project Manager – RJ McLeod</p>	
2	Apologies	
	<p>Allan Henderson (AH) – Councillor – The Highland Council Denis Rixson (DR) – Councillor – The Highland Council John Gillespie (JG) – Chairman – Caol Community Council Greg Riddle (GR) – Member - Caol Community Council Dot Ferguson (DF) – Ward Manager – The Highland Council Carolyn Smith (CSm) – Senior Technician – The Highland Council Andrew Ross (AR) – Technical Manager – Scottish Canals Robert Osbourne (RO) – Contracts Manager – RJ McLeod</p>	
3	Review of Previous Meeting’s Minutes	
3.1	Item 4.2 - THC to review and accept PROG-4. PROG-4 rejected on 31/08/2021 due to Planned Completion date error. GK accepted PROG-5 submission on 03/09/2021.	Note
3.2	Item 5.6 – RJM to liaise with local businesses to advise of temporary restrictions on this section of the Kilmallie Road works.	Note
3.3	Item 6.1 – RJM confirmed that the residual materials from the Caol in Bloom planter/sign had been retained, including plants, etc. AH to arrange collection in November.	Note
3.4	Item 6.4 – RJM/THC attendance at Community Council meetings.	Note
	<p>CS repeated request for RJM to attend CC meetings, as ‘they had committed to attend’.</p> <p>GK corrected CS, as at the pre-start CLM RJM had committed to attend ‘when available’. Project demands and other commitments have prevented this from occurring to date.</p> <p>GS lauded the CLM as ideal for raising project related concerns, and wider community interests, and queried whether CS had specific issues that needed attention?</p> <p>CS did not have any specific issues however stated that direct communication was of great benefit and hoped that face to face meeting would resume in time.</p>	

	<p>BT cited another local project where contractor attendance at Community Council meetings is proving detrimental and urged attendees to maintain separation between CLM and CC meetings. BT also welcomed the return of physical meetings in due course.</p> <p>GK confirmed 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. GK also reminded all that any stakeholder can liaise with SS/GK regarding any issues that are related to project activities at any time.</p>	
3.5	Item 6.5 - Grass cutting of the field adjacent to the community centre. LC confirmed that this work had now been completed and passed her thanks to RJM for their efforts.	Note
3.6	Item 7.1 – LC queried whether the hardstanding at the shinty club currently being utilised as a compound could be retained for parking once the works are complete? GS/GK reviewed on site and are receptive to retaining as much area as possible. GK to liaise with LC regarding aspirations, etc.	GK/LC
3.7	Item 7.4 – Parking issues along the shorefront. GS/GK reviewed on site and THC will present options for discussion at the next CLM. Mainly landscaping parking deterrents. Landscaping plans still on project website for review/comments, however minimal have been received to date.	GK
4	Progress	
4.1	GS suggested that the CLM could be recorded if that would be beneficial. All attendees were happy with the proposal to record the CLM.	Note
4.2	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
4.3	PROG-5 current 'Accepted Programme'. PROG-6 due to be submitted imminently. THC to review and accept if suitable.	GK
4.4	BT queried the use of chemicals for treating Japanese Knotweed, and whether there were any associated risks to the public? SS confirmed that the treatment remained within the plant due to the method of administration (stem injection) therefore no risk to public.	Note
4.5	BT queried the current status of the programme? SS confirmed that the project was on programme however some additional works had extended the project duration slightly.	Note
5	Transport Management	
5.1	SS confirmed that there were ongoing issues with vehicles jumping the lights. RJM liaising with Police Scotland regarding random patrols to address. BT queried whether the issue was down to light timings? Both GK and SS confirmed that the issue was driver behaviour/bad decision making as opposed to insufficient light times.	Note
5.2	SS confirmed that the next section of traffic management was planned for the coming weeks. This would include three-way light control on Kilmallie Road/Mossfield Drive and would be in place from 04/10/2021. SS stated that works on this section should be quicker as straight runs with less manholes, however this was unknown until excavations start.	Note

5.3	CS stated that cyclists mount footway to continue journey when lights are red. GK commented that cyclists use the footway on both red and green lights.	Note
6	Community Liaison	
6.1	CS confirmed that the Community Council noticeboard had been vandalised. One side damaged.	Note
7	AOCB	
7.1	CS requested copies of RJM presentation for local circulation. SS confirmed that copies of the presentation would be available at reception from Wednesday 29/09/2021.	SS
8	Date of next meeting	
8.1	Tuesday 26 th October 2021 at 19:30 Hrs via Microsoft TEAMS.	Note