

YEHAC5002 - CAOL & LOCHYSIDE FPS - COMMUNITY LIAISON GROUPApproved Minutes for liaison Meeting held on **Tuesday 26th October 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 Allan Henderson (AH) – Councillor – The Highland Council Garry Smith (GS) – Principal Designer – The Highland Council Gary Kennedy (GK) – Project Manager’s Representative – The Highland Council Emily Currie (EC) – Assistant PMR – The Highland Council Steve Scott (SS) – Project Manager – RJ McLeod Scott Marr (SM) – Project Manager – RJ McLeod John Gillespie (JG) – Chairman – Caol Community Council Linda Campbell (LC) – Secretary – Kilmallie Shinty Club</p>	
2	Apologies	
	<p>Denis Rixson (DR) – Councillor – The Highland Council Colin Strange (CS) – Secretary - Caol Community Council Joan Laing (JL) – Member - 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 Murray Innes (MI) – Project Manager – The Highland Council Florence Cargill (FC) – Assistant PMR – The Highland Council Andrew Ross (AR) – Technical Manager – Scottish Canals Colin MacLean (CM) – Contracts Manager – RJ McLeod Robert Osbourne (RO) – Contracts Manager – RJ McLeod</p>	
3	Review of Previous Meeting’s Minutes	
3.1	Item 3.6 – GK to liaise with LC regarding shinty club parking aspirations, location, etc.	GK/LC
3.2	Item 3.7 – Parking issues along the shorefront. Landscaping plans still on project website for review/comments/suggestions. GK to produce some landscaping parking deterrent options for review.	GK
3.3	Item 4.3 - THC to review and accept PROG-6. Due for submission imminently.	GK
3.4	Item 7.1 – SS to leave copies of RJM presentation at reception for local distribution.	SS
4	Progress	
4.1	GK introduced Scott Marr as RJM’s Project Manager for the scheme, replacing Steve Scott who is being redeployed to the Uig Harbour project with RJM/THC. GK welcomed SM to the project team, thanked SS for his contribution to the project to date and wished him success in the Uig project.	Note
4.2	Overview of project presented by SM/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 submitted on 01/10/2021, however was rejected. PROG-7 due to be submitted imminently. THC to review and accept if suitable.	GK
4.4	JG queried the project programme. Is scheme on schedule? SS confirmed that the project was on schedule, however additional works instructed since project award have extended the completion date from Spring 2023 to Summer 2023. GS confirmed that completion is still within the timescales prescribed for the scheme. GS explained that the additional works were the replacement of sewer outfalls for Scottish Water, and summarised the policies surrounding the decision to include this additional work in the CALFPS scheme. JG confirmed that the Community Council were alerted to the outfall works by a planning notification and queried the timescales for these proposed works. GS confirmed that it was just the works within the footprint of the CALFPS scheme that were being progressed at this stage, to minimise the disruption associated with this work, and that the subsequent long outfall replacement would be after the CALFPS scheme had been completed. JG queried whether planning was required for these works? GS confirmed works proceeding.	Note
5	Transport Management	
5.1	JG queried the traffic light timings on the current setup? SM confirmed that the Kilmallie Road legs (E & W) were roughly 50 seconds of green light time each, and Mossfield Drive was roughly 25 seconds of green light time per cycle. SM explained that the current lights setup was working successfully with no recurrence of the issues experienced previously, and that the lights were checked frequently to ensure they were working correctly.	Note
5.2	SM confirmed that the current traffic lights setup was to remain in place for a further 2 to 3 weeks then the same arrangement (three way control) would be setup covering Riverside Park eastwards towards Old School Court. SM to produce Press Release for proposed revised setup. SS to advise on procedure, etc. JG will put on Community Council website/noticeboard and LC will share information on her radio show.	SM/GK /JG/LC
5.3	LC has been circulating information released to date to local contacts in Police/Ambulance/Fire/buses/etc. SS/SM thanked Linda for her efforts in doing this, and encouraged her to continue to do so, however reassured all parties that this information is released to all stakeholders as part of the ongoing consultation process on the TM.	SM/LC
5.4	SS also thanked LC for her assistance in getting information out on her radio show during the recent traffic light setup issues on Kilmallie Road, and also the Community Council members for displaying information on the scheme on their noticeboards and on the respective Facebook pages. LC and Community Council to continue to support project.	Note
6	Community Liaison	
6.1	JG highlighted the requirement for RJM to progress letter drops to all residential properties affected by the advancing works on Kilmallie Road, including those within or accessed via Riverside Park. SM committed to undertake this in advance of any relocation of the lights.	SM
6.2	JG queried whether the phone number on the signs at the traffic lights had received many calls? SM/SS confirmed that no calls/complaints had been received in any firm to date.	Note
6.3	JG queried the consultation requirements on the landscaping proposals currently on the project specific page on THC's website. GK to produce summary of requirements and suggestions, including any proposals to utilise landscaping provisions to implement parking deterrent solutions along the Caol foreshore.	GK

7	AOCB	
7.1	GS queried RJM's timescales for the construction/presentation of the flood wall trial panel? SM confirmed that he was currently revising the flood wall section of the programme at and the trial panel is likely to be Spring 2022 before it is ready for review. GK advised that this information would be on the next programme submission due imminently.	SM
7.2	JG queried the status of THC's response to Lochaber Environmental Group's (LEG) email regarding the access ramp to the canal embankment detailed in the scheme drawings. GK confirmed that the site team had analysed the scheme ramps using vehicle modelling software and had passed these results and THC's conclusions to LEG. THC also surveyed the soldiers bridge ramps and the ramps at the underpass to compare with the scheme ramps. BT thanked GK and the THC site team on their efforts with this enquiry.	Note
7.3	BT queried the position of street lighting adjacent to the proposed flood wall. GK advised BT that the columns were located between the edge of the carriageway and the flood wall and the heads were facing towards the carriageway. GS confirmed that the lighting splay of the proposed columns was sufficient to illuminate both the carriageway and the adjacent shared use footway.	Note
7.4	JG requested copies of RJM presentation for local circulation. SS/SM confirmed that copies of the presentation would be available at reception from Wednesday 27/10/2021.	SM
8	Date of next meeting	
8.1	Tuesday 30 th November 2021 at 19:30 Hrs via Microsoft TEAMS.	Note