

YEHAC5002 - CAOL & LOCHYSIDE FPS - COMMUNITY LIAISON GROUPApproved Minutes for liaison Meeting held on **Tuesday 29th March 2022 at 19:30Hrs**

Meeting held virtually on Microsoft Teams due to current restrictions.

	Item	Action
1	Introductions	
	<p>Garry Smith (GS) – Principal Designer – The Highland Council Gary Kennedy (GK) – Project Manager’s Representative – The Highland Council Craig Donn (CD) – Site Agent – RJ McLeod Allan Henderson (AH) – Councillor – The Highland Council Denis Rixson (DR) – Councillor – The Highland Council John Gillespie (JG) – Chairman – Caol Community Council Jane Young (JY) - Community Support Co-ordinator – The Highland Council Florence Cargill (FC) – Assistant PMR – The Highland Council Christina McKittrick (CM) – Social Corporate Representative – RJ McLeod</p>	
2	Apologies	
	<p>Emily Currie (EC) – Assistant PMR – The Highland Council Murray Innes (MI) – Project Manager – The Highland Council Ewan MacLeod (EM) – Assistant PMR – The Highland Council Greg Riddle (GR) – Member - Caol Community Council Colin Strange (CS) – Secretary - Caol Community Council Joan Laing (JL) – Member - Caol Community Council Linda Campbell (LC) – Secretary – Kilmallie Shinty Club</p>	
3	Review of Previous Meeting’s Minutes	
3.1	<p>Item 3.1 – GK said it was an aspiration by the Club to retain the hard standing at the shinty club compound for parking post contract completion. GK said he had an initial chat with Susan MacMillan at Planning regarding the Shinty Club parking and this project is at the option, evaluation and liaison stage at present. GK to follow up initial liaison with THC Planning to establish any planning constraints. GS agreed that would be a community gain, and state there were contractual options to enable delivery. Discussions with RJM to take place to agree on a community gain with the support of Planning. AH said the planning process is a way to give people a chance to get involved</p>	GK/CD
3.2	<p>Item 3.2 – GK said the parking issue along the shorefront is still open for discussion. GS there has not been any feedback from the general public on the landscaping proposals displayed on the project website, and it would be beneficial to have a public consultation to try to get more feedback. JY said that there was a community event on 4th June 2022 at the Community Centre in Caol convening different local community groups and CALFPS would be welcome to join in. GS welcomed this development and timescale, as no landscaping is to take place until at least next winter. GK to liaise with JY this week. JY reiterated that these matters must be discussed with Community groups to engage the wider community. As an example, a residents group are keen to get a dog park and so far there has not been any community engagement. JY/GK to liaise to ensure no conflict.</p>	GK/JY
3.3	<p>Item 3.3 - PROG-10 is the current Accepted Programme. PROG-11 is due to be submitted shortly. THC to review/accept if suitable.</p>	GK

3.5	Item 6.2 – following DR suggestion JY is present at the meeting and will be included in all future meetings and consultations.	Note
3.6	Item 6.3 – RJM have installed slabs around the community cupboard as asked by Caol Community Council.	Note
3.7	Item 7.2 – Soldiers’ Bridge lighting - GK will cost up options and liaise with THC lighting.	GK
4	Progress	
4.1	Overview of project presented by CD. This included update on the traffic management on Kilmallie Road and Erracht Terrace, resurfacing at Erracht Terrace and Kilmallie Road, Rock armour deliveries, Piling works and the pumping station. The presentation is available on THC website (detailed below): https://www.highland.gov.uk/caolandlochysidefloodprotection	Note
4.2	PROG-10 current ‘Accepted Programme’. PROG-11 due to be submitted imminently. THC to review and accept if suitable.	Note
4.3	JG queried the vegetation clearance on Kilmallie road which is taking place just now and asked if letter drops to residents will take place to inform them of road closures. CD said the TM phasing for these works is moving very quickly and due to this letter drops/notification of residents was not considered necessary. GK stated that this was acceptable to THC. CD confirmed that when works start on future works on Kilmallie road requiring 3 way control traffic management for longer periods RJM will carry out letter drops, as done on previous TM phases along this section. CM suggested RJM place posters in the Notice Board at the shops listing TM phases. GK said it was not too onerous and would meet up with CD to discuss a poster.	CD/GK
4.4	JG queried the construction phasing plan on Erracht drive and asked about letter drops. RJM said they will inform the residents in affected by each planned phase in advance of the commencement of any works..	CD
4.5	GS stated the surfacing on Kilmallie Road was temporary and the whole section will get a full reinstatement. CD said Erracht Terrace was reinstated with a full overlay and looked good. AH asked if there would be a dry mix of concrete as used on A830 SSE works, CD said this method was not specified for this project.	Note
4.6	JG asked for the duration of the watermain works. CG advised the prescribed testing would take 5-6 weeks as tees for Mossfield and Riverside have to be completed	Note
5	Transport Management	
5.1	GK said there had been a slight reduction in rock armour deliveries this month.	Note
5.2	GK said that lorries continue to follow the prescribed delivery routes.	Note
5.3	GK said that THC had no complaints received in the last month.	Note

6	Community Liaison	
6.1	CM said she was liaising with Linda King (Bridge to Employment Events Co-ordinator, THC) regarding Developing Young Work force (DYW) and they are meeting this coming Thursday. CM said she would inform THC of any development.	CM
6.2	CM said RJM were implementing a scheme to help school pupils to get their CSCS card so that they are equipped with a Health and safety training and qualification to enable them to apply for a site operative job. GK suggested CM and JY liaise and GK will arrange a meeting with CD, CM & JY to discuss the potential and tangible community benefits that could stem from this.	CD/CM /JY/GK
6.3	DR praised the CSCS scheme and other field projects such as DYW, Chamber of Commerce involvement. DR also said Newton room was another place which could be used to develop school activities. JG suggested she should contact Nick Sedgwick (STEM Engagement Officer, THC). GK to provide contact details for Nick Sedgwick.	GK
6.4	GK said the shop car park in Caol will be resurfaced early July. JG said he would issue a press release on the Facebook page. And GK said THC would do all the public liaison and consultation.	JG/GK
7	AOCB	
7.1	GK said that once the TM phase 07 on Erracht drive takes place THC will make sure access is maintained to the Shinty Club house.	Note
7.2	AH queried Sunday working. GK said the initial feedback was negative. JG suggested a survey was put out to the public (ie Survey Monkey). JY asked JG to forward any posting to Karin Mckay Tenant Participation Officers so that all community groups can be reached as not all of them have got a Facebook page. GS asked if Sunday work would have a benefit in terms of the contract duration. CD said it would shorten the piling element but not the whole works. GK confirmed that it would reduce any time risks associated with the piling activities. GK/CD to liaise regarding further consultation with the community.	GK/CD
7.3	JY said some Community Groups have asked if the Caol in Bloom arrangement would be reinstated. GK said it had been stored on site and would be fully reinstated. GS said a planting scheme is also in place and would enhance any previous arrangement.	Note
7.4	DR said a new specialist education and training facilities for STEM (Science, Technology, Engineering, Maths, and Digital Technologies) is to be built in Fort William and will provide a great platform to advocate STEM training and work opportunities. GK said there were two graduate engineers on site in the THC team and they could help promoting STEM careers. GK/FC and EC already liaising with schools judging Lego competitions.	Note
8	Date of next meeting	
8.1	Tuesday 26 th April 2022 at 19:30 Hrs via Microsoft TEAMS.	Note