



Forth Replacement Crossing Community Forum (North) Minutes

Meeting Location	Queensferry Hotel	
Meeting Date/Time	24 August 2011 - 7pm	Our Ref
Subject	FRC Community Forum (North)	Your Ref
Participants	<u>Community representatives</u> Bill King (Rosyth Community Council) (BK) Brian Armstrong (North Queensferry Community Council) (BA) Juliet Sheriff (Inverkeithing Community Council) (JS) John McKenzie (Inverkeithing Community Council) (JM) <u>Transport Scotland – Employers Delivery Team (EDT)</u> Lawrence Shackman (LS) John Watt (JW) Keavy O'Neill (KON) Allan Buchan (c/o The BIG Partnership) (AB) <u>Forth Crossing Bridge Constructors (FCBC)</u> Carlo Germani (CG) Ewen Macdonnell (EM) Derek Chambers (DC) David Watt (DW) <u>Graham Construction (JG)</u> Richard Docherty (RD) Rory McFadden (RM) <u>John Sisk and Roadbridge (SRB)</u> Seamus O'Brien (SB) <u>Observers</u> Three observers from South Community Forum: Martin Gallagher (QDCC) Evelyn Woollen (NCC) Doug Tait (BRIGS)	
Cc		
Date of Distribution	25 October 2011	

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Notes		Action
	Meeting chaired by Lawrence Shackman	
1	Review of minutes and outstanding actions	
1.1	<p>North Community Forum 15 June</p> <p>Minutes Approved. TS to post on FRC website.</p> <p>The following outstanding actions were discussed:</p> <p>(5.2) Meet the Buyer LS confirmed event had taken place and was successful – attracting over 100 businesses.</p> <p>(6.1) Specific community issues There were no items tabled in advance for this agenda.</p> <p>(6.3) Park Lea Public meeting took place and 30 people attended.</p> <p>Other outstanding actions were covered as part of the agenda.</p>	<p>Noted TS</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
2	Introduction to John Sisk and Roadbridge (M9 Junction 1a)	
2.1	<p>Overview of contract</p> <p>Seamus O'Brien outlined that the M9 Junction 1a works will include: upgrade of existing junction, widening of the motorway to facilitate extra lanes, construction of a new bridge, new slip roads, culverts and 19 ITS gantries. Traffic management will include 40mph speed limits and is likely to involve, subject to approval, linear traffic management (similar to that used recently on the M80) designed to minimise disruption.</p>	Noted
2.2	<p>3 month look ahead programme</p> <ul style="list-style-type: none"> - Statutory consultation, including with land owners, is underway - Noise and vibration monitoring plans will be implemented soon - Compound construction will start in September, subject to approval - Site clearance will begin mid to late September - Project completion is due by spring 2013 – this will not overlap with the Dalmeny Cord rail project which is scheduled to begin in 2014. 	Noted

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	<p>BA requested Forum members be provided with a copy of properties to be surveyed as local residents may ask. EM to supply.</p> <p>LS highlighted issues of identification raised at the South Community Forum. All contractor staff will be issued with identification cards which residents will be able to ask for sight of. FCBC contractors will also wear orange high-vis jackets while J1a and Fife ITS contractors will wear traditional yellow high vis jackets. All will feature appropriate logos.</p> <p>Q - JS asked that Forum members and residents be notified of when surveys are being carried out. Contractors to use most appropriate methods for advising.</p> <p>LS highlighted that if residents had any concerns re identification, they could call the Contact & Education Centre.</p> <p>CG explained that sub-contractors will be briefed to confirm with residents in advance the name of the person who plans to visit.</p> <p>Q – (BA) Has a date been finalised for the B981 diversion to begin? A – (CG) FCBC cannot give a date at present, but it will provide a presentation of the construction plan to the Forums once it is approved. It was hoped this could be organised for the next meeting.</p> <p>LS highlighted that all three contractors' 3 month look ahead programmes will be available on the FRC website. Any enquiries regarding these can be directed through the:</p> <ul style="list-style-type: none"> - dedicated phonenumber - contact and education centre - dedicated e-mail address. <p>CG highlighted that likely slip road closures will take place at Whinnyhill during blasting. Advance notice will be provided.</p> <p>Q – (JS) Will such restrictions be advertised in the local press? A – (CG) A communications strategy will be implemented – this is likely to include advertising and letter drops.</p>	<p>FCBC</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>FCBC</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Introduction to John Graham (Dromore) Ltd (Fife ITS)	

4.1	<p>Overview of contract</p> <p>Richard Docherty (RD), Fife ITS CLO, provided summary:</p> <ul style="list-style-type: none"> - Works on M90/A90 will extend from Halbeath Junction 3 to Admiralty - All works are within the existing network corridor except for small “slivers” of land required for embankments to facilitate gantry locations and to allow maintenance vehicle access - Approximately 18 ITS gantries will be erected - The M90 southbound hard shoulder will be upgraded to include a bus lane - Works will commence in September, subject to approvals and consents, and will be complete in summer 2012 - A priority will be to ensure safe traffic flow with a phased approach to traffic management - CFA piling methods will be used to minimise environmental impact - Mining consolidation works will be required. 	
4.2	<p>3 month look-ahead programme</p> <ul style="list-style-type: none"> - Given the project programme is under review RD was unable to supply a copy of the 3 month programme, but RD/RM provided a verbal overview - Preliminary investigations on the southbound carriageway will begin on Friday 2nd and will complete by Monday 5th September. Traffic management will be implemented during this. RD emphasised that this was not part of construction commencement. - Consultation and consents with relevant organisations are fairly well advanced and are being progressed in parallel with the design review with Transport Scotland - Once approved, site commencement will begin, likely to be mid-September - Each of the 18 gantry sites will be worked on consecutively – this will include site clearance, undertaking drainage, fencing, earthworks, construction of the gantry base and crash barrier and landscaping. Each will take 5 to 10 weeks to complete. - This should be completed in January for the gantries to be erected in spring 2012. This will require night time road closures. - A specialist noise consultant has been appointed and a plan will be developed for each gantry location. <p>BK expressed disappointment that print version of 3 month plan for Fife ITS was not available and would like to see rolling 3 month plan published.</p>	<p>Noted</p> <p>JG</p>

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<p>4.3</p>	<p>Environment Management Plan (EMP) Copies of a draft EMP were made available by RD who requested comments by 5pm Tuesday 30th August.</p> <p>RD emphasised that environmental impact and disruptions should be minimal as the project was mainly contained within the existing road corridor.</p>	<p>Community reps</p> <p>Noted</p>
<p>4.4</p>	<p>Traffic management LS highlighted queries at South Community Forum regarding traffic management impacts.</p> <p>The contract includes renewing/resurfacing the southbound M90 carriageway and will incorporate a bus hardshoulder running facility.</p> <p>LS confirmed that all Contractors are part of the Traffic Management Working Group along with appropriate representatives of the relevant local authorities, FETA, road operating companies and the emergency services, thus representation was on a local and national level. When planning traffic management, the Group will take into account national and local events. A dedicated Police Liaison Officer from Fife Police has been appointed as a member of the Employers team to assist with this Group and related activities. RD explained that a phased approach to traffic management is proposed for Fife ITS which is likely to include, subject to approval, long continuous lanes rather than chicanes. He added that a controlled 40mph speed limit would be in operation and queue monitoring and advanced warning signs will also be used.</p> <p>Q - (JS) Who is the main contact at Fife Council A - (RD) Angus Carmichael, Ian Jones and Neil Watson.</p> <p>If forum members identify any issues from the published 3 month forward plan they should call the hotline. Relevant points will be fed back to the Working Group.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
<p>5</p>	<p>Approval of Terms of Reference</p>	
	<p>LS explained that comments from the South Community Forum had still to be reviewed and added.</p> <p>No further comments from North Community Forum and the Terms of Reference were approved.</p>	<p>Noted</p> <p>Noted</p>
<p>6</p>	<p>Engaging with Communities; Construction</p>	

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<p>6.1</p>	<p>Updated draft of EWC was issued by TS</p> <p>LS highlighted comments from some South Community Forum members who had wanted the document simplified, the order reversed and additional comments added. LS explained that while designed to be more accessible, TS felt it could not be over simplified if the original meaning was to be clearly communicated.</p> <p>LS explained that a succinct flyer with contact details could also be produced. FCBC has produced a similar flyer for local distribution.</p> <p>Forum members to confirm the number of FCBC flyers they would require.</p> <p>LS emphasised that the EWC document was still a draft and that TS can incorporate comments where valid to do so. Forum members to feedback comments by phone or email by Wednesday 31 August.</p> <p>TS to publish on FRC website by 2nd September – i.e. before construction works begin. LS confirmed that once published, the EWC can be revisited and updated if required.</p> <p>Q (BA) updated version reads better, but does it require a history section? A (JW) Not everyone will know about the background, including people moving to the area.</p> <p>Q – (JS) Will contact details be advertised in the local press – e.g. Dunfermline Press, Courier (Fife edition), Fife & Kinross Extra? A – FCBC to consider and advise</p> <p>LS advised that scheme signboards will feature relevant contact details.</p> <p>Discussions covered outstanding action (4.1) Draft EWC document</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Community reps</p> <p>Community reps</p> <p>TS</p> <p>Noted</p> <p>FCBC</p> <p>Noted</p>
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<p>6.2</p>	<p>Complaints procedure</p> <p>LS explained that TS did not believe further detail on the complaints procedure, as provided in the EWC, was required. TS is happy to consider comments.</p> <p>Q (JM) Can complaints be made in any format? A (LS) Yes. If made verbally it will be logged for tracking and reporting purposes.</p> <p>Discussions covered outstanding action (4.2) Complaints Procedure</p>	<p>Noted</p> <p>Noted</p> <p>Complete</p>
<p>7</p>	<p>Meet the Contractor event</p>	
<p>7.1</p>	<p>13 September 2011; Orocco Pier, South Queensferry 14 September 2011; Queensferry Hotel, North Queensferry</p> <p>LS outlined the format for these public events</p> <ul style="list-style-type: none"> - 1pm to 6pm – people can drop in to speak one-to-one with representatives of the contractors and TS - from 7pm – a presentation by TS and the contractors with Q&A session. <p>LS advised that publicity would include local press advertising, information on the FRC website and distribution of the latest FRC newsletter.</p> <p>LS requested the help of forum members in publicising the event locally.</p> <p>EM asked if the community centre in Inverkeithing would be a more suitable venue. Community representatives from ICC and RCC suggested it was more convenient for public transport. TS explained it was too late to change venue at this late stage, but that the centre would be considered for future events.</p> <p>Q – Will there be an exhibition? A – Yes – each contractor will provide 2 to 3 exhibition boards. Q – Will presentation materials be made available on the web? A – Yes.</p>	<p>Noted</p> <p>Noted</p> <p>Community reps</p> <p>Noted</p> <p>Noted</p> <p>TS</p>

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7.2	Q&A KON requested that any questions (issues and themes) be forwarded by forum members in advance to allow the presentation content to be tailored. However, questions that relate to a specific local resident should be addressed in one-to-one discussions or by correspondence. Discussions covered outstanding action 5.2 Meet the Contractor event	Community reps Complete
8	Community Issues	
8.1	No topics for discussion submitted	Noted
9	Next Community Forum	
	Dates were confirmed as: <ul style="list-style-type: none"> - 01 November 2011; North Community Forum - 02 November 2011; South Community Forum - 08 November 2011; Junction 1a Community Forum LS suggested that the following meetings would then take place in January (in 3 months) to avoid the Christmas period.	Noted
10	AOB	
10.1	Notifications BK highlighted issue re notification to Park Lea residents regarding proposed works. People carrying out the leaflet door drop had not posted through every letter box. RD explained that 220 were printed for distribution. RD to check status. <u>Post Meeting Note:</u> JG can confirm that all relevant Park Lea Residents were notified - and that the works were completed with no issues.	Noted JG
10.2	Roadworks registration Q – (MG) Has Roadworks Register been updated? A – LS confirmed this was undertaken for the scheme as a whole some time back to meet the relevant notice period.	Noted
10.3	Newsletter Draft of current newsletter was issued for information.	Noted
10.3	LS thanked attendees.	