Minutes of Meeting

Neart na Gaoithe

DOCUMENT REF : DRAFT

Subject	Innerwick Residents Forum				
Meeting location	VC - Teams				
Meeting date	07 JUL 2020	Minutes by	Rosie Scurr	Date issued	09 JUL 2020
Attendees	Julia Harrison (Innerwick RF) – JHA Jason Ormiston (Innerwick RF) – JOR Adam Marshall (NnG) – AMA Rosie Scurr (NnG) – RSC Suzanna Kerr (NnG) – SKE James MacKinnon (PRY) – JMA Chris Hamill (VOL) - CHA	Apologies	None		
Distribution	Attendees				

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Meeting objectives

Meeting Objectives
(1) Introduce project team (2) Progress report and upcoming activities (3) Community issues / questions
Objectives Met
Objectives met; meetings will continue on fortnightly basis, unless agreed otherwise, throughout construction

Meeting minutes

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Ref	Item / Action	Who [initials]	When [dd mmm yyyy]	Status
01	Introductions JHA – Innerwick rep for East Lammermuir Community Council (ELCC) JOR – Innerwick resident (outskirts of village) AMA – Neart na Gaoithe (NnG) Cable Route Construction Manager RSC – NnG Onshore Environment and Consents Manager SKE – NnG Community Liaison Manager JMA – Prysmian (PRY) Project Manager (Principal Contractor) CHA – Volker (VOL) Project Liaison Manager (Sub-Contractor) *Others may join the call in future to discuss specific issues as necessary*			
02	Progress and work planned for next fortnight • Majority of access point bellmouths construction, two left to complete (AP13 and AP14 south west of Innerwick) • Construction compound close to completion • Drainage installation and fencing of easement will be focus for next two weeks			
03	Traffic management • Traffic lights currently in place will be removed by middle of next week (w/c 13/07) • AP14 requires minimal traffic management measures, likely few cones in road			

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04	Questions from community			
	• Issue of cancelled bus previously raised by email from JHA to RSC and directly from Elisabeth Wilson to SKE discussed further. JHA advised by Borders Buses that ELC had cancelled service due to NnG roadworks. JHA contacted Andrew McLellan (ELC Transport Officer) who reassured there would be no such issues in future. JHA also in contact with ELC Roads Officer. General agreement that future works will be communicated in advance. Next phase of roadworks will be associated with installation of cable, plan for leaflet drop ahead of this.	RSC	When required	Open
	• JHA advised that it seemed all residents of Innerwick village had now received a copy of the leaflet. Electronic version also posted on Facebook page. JOR advised he had not received a copy at Oldhamstocks Road (within postcode EH42 area). SKE to investigate alternative distribution company for next leaflet delivery.	SKE	When required	Open
	• JOR advised had checked NnG website and no detail provided on construction works. RSC advised website due to be updated with construction FAQs and updates on roadworks etc.	RSC	21 JUL 2020	Open
	• JOR highlighted that morning bus from Innerwick to Dunbar critical for catching Edinburgh train from Dunbar. Bus leaves Innerwick at 07.21 (Borders Buses) and routes down Smithy Cottages turning right past Thurston Manor. JOR advised bus had been held up by construction traffic previously resulting in severe delay to arrival at work as trains from Dunbar are infrequent. Requested that bus be given right of way. PRY/VOL to communicate to operatives and RSC to raise with GE (substation works Principal Contractor).	JMA/ CHA RSC	10 JUL 2020 10 JUL 2020	Open Open
	• JOR queried use of SPEN compound on Innerwick Station Road. AMA advised is being used as satellite compound for SPEN's work at substation site (upgrading Crystal Rig substation to allow NnG connection).		10 JUL 2020	Open
	• JOR/JHA requested that school start/end times could be considered in relation to shift start/ends, road closures and significant site traffic movements. Schools scheduled to return mid-August. Current drop-off 08.30 for 09.00 start and 15.15 finish M-Th, 12.15 F. Acknowledged that staggered start/end times may be in place due to COVID-19 restrictions. JHA/JOR will communicate when known. Any potential to disrupt school bus service also to be considered, approaches Innerwick from south-east, run by Eve Coaches. JMA and CHA to consider when preparing shift pattern schedule.	JMA/ CHA JHA/JOR	When available	Open
	• JOR questioned how excess topsoil removed from site was being managed/disposed of. JMA advised that all cable route topsoil will be reused on site for backfilling the trench and reinstatement. RSC advised that no topsoil will be removed from the substation site either, will be used for site levelling and creation of landscape berm.			
	• JOR enquired about community benefit fund for NnG. SKE advised that it is being developed, details are not yet available, NnG sponsorship programme to be announced soon. JHA advised that ELCC handle a number of onshore wind farm funds.			

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05	Decision on format and frequency of future meetings • RSC to investigate use of Zoom for meetings going forward instead of Teams to improve video functionality. • Meetings to be held on fortnightly basis via video conference for foreseeable. RSC to issue recurring invite.	RSC RSC	17 JUL 2020 10 JUL 2020	Open Open
06	AOB • JHA had raised with EDF Torness issue of contractors being briefed on Torness emergency incident procedures. SKE advised that East Lothian Council manages the Torness offsite nuclear plan and both EDF's generation and renewables businesses are working together, and with the council, to ensure that the contractors working on the NNG project near Innerwick have been briefed on emergency procedures. • JOR queried who to contact with any specific queries between meetings. RSC advised either formally via the info@nngoffshorewind.com email address or direct to RSC rosie.scurr@nngoffshorewind.com or SKE suzanna.kerr@edf-re.uk or through JHA.			

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