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## Ardersier Community Liaison Group

### Draft Meeting Minutes

**Date of Meeting:** Wednesday 15 March 2017

**Location:** Ardersier War Memorial Hall, Station Road, Ardersier

#### Present:

Chair	Kevin Reid (KR)
The Highland Council	Councillor Roderick Balfour (RB) Councillor Trish Robertson (TR) Councillor Glynis Sinclair (GS)
The Highland Council	Ward 18 Manager: Robbie Bain (RBa)
Ardersier and Petty Community Council	Shane Spence: Secretary (SS)
The Ardersier Foundation	Abigail Reardon (AR) Lesley Smith (LS)
Dolphin Bay Suites	Paul Weller (PW)
Scottish Water	Paul Morley: Customer Delivery Team Mgr (PM) Paul Sexton: Alliances General Manager (PS) Gavin Steel: Regional Communities Team Mgr (GSt) Lynn Taggart: Planning Team Leader (LT) Trish Wilson: Communication Adviser (TW)

#### Apologies:

The Highland Council	Councillor Kate Stephen
Scottish Water	Judy Wakker: Community Relations Manager
Scottish Water Horizons Ltd	Brian James: Project Manager



## Community Liaison Group Objective

*'The aim of the community liaison group is to minimise any negative impact and maximise the positive impact on the local community.'*

*The group will provide feedback and guidance on Scottish Water's programme of engagement and communication with the local community, elected representatives and other stakeholders throughout the construction element of the approved projects. This will facilitate feedback and enable informed debate that will help Scottish Water identify areas of concern, explore solutions, aid communication and progress the projects.'*

## Minutes

### 1. Welcome & introductions

Kevin Reid welcomed all members and invited attendees to introduce themselves.

### 2. Review of actions from Meeting of Actions from previous meeting

The note of the previous meeting was reviewed and accepted.

SW confirmed that all actions were either complete or in progress.

On Action 3.4, TW had attempted to make contact with JAPES and was awaiting a response.

**Action 1: SW to pursue meeting with JAPES to discuss assistance with their plans for the entrance to Ardersier.**

On Action 3.5, PM had spoken to Highland Council about possible temporary 20mph speed limit in High Street but this had highlighted complexities and he understood the council was awaiting feedback from the community. It was suggested that even non-enforceable 'slow' signs would be helpful.

**Action 2: SW to explore possibility of adding temporary slow signs on approach to narrow / downhill section of High Street.**



### **3. Scottish Water update on Ardersier Investment**

Paul Morley updated the members on the current status of the projects in Ardersier.

PM advised that there was no construction work currently taking place at the Waste Water Treatment Works. Good progress was being made towards implementation of the Traffic Management Plan to allow construction access to the site and this was currently on target to be implemented from week commencing 27 March.

PM gave apologies that Brian James was unable to attend but had sent an update on Scottish Water Horizons pipeline progress. As of Sunday 12 March, 185 metres of twin pipeline had been completed, equating to about 37 metres per week. Ground clearance at Ardersier Common had been completed under supervision of an ecologist and pipeline installation is due to begin in week commencing 20 March.

TR, GS and AR expressed concern that communication was not happening as stated. Members had previously understood work at the Common was not expected to take place until April. There was a request for the extent of the planned work at the Common to be clarified, including whether it would impact upon the coastal path.

PM stressed that Scottish Water is implementing commitments to provide weekly updates and to call on residents in advance of pipeline works. It was recognised that there had been some cases where 2-4 weeks notice had not been achieved, but most of these were now historic. PM noted that in some cases changes had been made to the programme in an effort to respond to concerns raised with us.

Members of the CLG asked why they had not been emailed about work starting at the Common and Dolphin Bay Suites and asked if this could be done in future.

AR asked if a planting list for Ardersier Common could be provided. PM indicated that the planning requirement referred to related to the Waste Water Treatment Works. Scottish Water would work with Highland Council's Ranger Service in relation to the Common to agree appropriate planting arrangements.

**Action 3: SW to confirm extent of planned pipeline works at Ardersier Common** (note: it has been confirmed via the weekly progress update for week commencing 20 March that the work will be



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limited to the car park nearest the village, the picnic area and the area of footpath where ground clearance has taken place. The coastal path beside the Common will remain open during this 3 week period)

**Action 4: SW to ensure CLG members receive weekly progress updates and email the CLG if/when any significant deviation from the weekly update / look ahead is anticipated.**

#### 4. General feedback from members / items for discussion

(a) **Capacity.** There was a request for confirmation of the total number of pipelines being installed and the maximum amount of development that could be accommodated. PM explained that there are 2 pipelines being installed and 1 existing which will remain to serve the village. SS noted there was a letter from SW CEO on the capacity issue.

**Action 6: SW to circulate letter confirming maximum capacity of pipelines.**

(b) **Road improvements.** GS queried whether the road upgrade agreement with Highland Council had changed with regard to the C1005. PM explained that an initial request for road upgrades had been based upon unmanaged use of the road by traffic. Final upgrades had been agreed on the basis of managed traffic movements, as set out in the Traffic Management Plan.

RB asked whether council roads inspector was happy with standard of road improvement. PM confirmed that both council and SW were unhappy with some of the initial work carried out. Remedial work had taken place and surveys were ongoing to confirm standard. It was noted that bollards were also to be installed at the new passing place.

SS asked if the closure of a section of the C1005 under the Traffic Management Plan could be reviewed after a trial period. PM confirmed that this is SW's intention to see if disruption can be reduced after an initial period, once other arrangements under the TMP are established.

(c) **Manse Road.** GS had received complaints about Morrisons traffic using Manse Road to access works on Stuart Street. It was asked that use of Manse Road be stopped.

PM noted that Manse Road is not currently subject to restrictions and SW believes Morrisons are complying with all requirements.

**Action 7: PS and PM to identify whether there is any reason why Manse Road needs to be used for construction vehicles. If not**



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**essential, SW to ask Morrisons to avoid use of Manse Road for construction vehicles.**

- (d) **Nairn Road bus stop.** It was noted that SW is in discussion with Highland Council about provision of tarmac and a bus shelter on Nairn Road.
- (e) **Noise and vibration concerns.** AR noted that she had contacted residents on Stuart Street and received feedback about distress caused by noise and vibration while work under way. AR asked if SW would do more to address these issues. RB reiterated these concerns and asked that SW treat residents with respect.

PS said that he would investigate whether there were any solutions to reduce noise and vibration, but noted that material in the road surface had to be compacted to a particular specification.

AR agreed to pass on concerns that she had received to SW, although noted that some residents did not want their contact details passed on. TW asked that CLG members encourage residents with concerns to make contact directly so issues could be followed up.

It was noted that PS had visited a particular property to discuss individual concerns.

**Action 8: SW to investigate whether there are any available steps to reduce noise and vibration from pipeline installation activities, particularly compaction of material.**

- (f) **Timing of pipeline works.** A query was raised about whether work was finishing at the required time on Saturdays. PM indicated that he did not believe there was a formal restriction on working hours on the pipeline, although there was at the WWTW. He understood work was finishing at Saturday lunchtime, but the exact time may vary on occasion to allow completion of a task / for the site to left in safe condition.
- (g) **Nesting bird surveys.** AR asked if reports were available of nesting bird surveys carried out in advance of ground clearance work at Ardersier Common. LT believed the nature of the checks was primarily visual / concerned with monitoring activity in progress to ensure compliance with all relevant legislation.

**Action 9: SW to confirm if there is any formal report on nesting bird checks completed by the Environmental Clerk of Works and Ecologist on site.**



- (h) **EIA Screening.** It was confirmed that an EIA Screening Opinion had now been received from Highland Council for the amended pipeline route, confirming that no Environmental Impact Assessment is required.
- (i) **Website.** SS indicated that he had difficulty finding where information about the project is published online.

**Action 10: SW to circulate project website address to the CLG  
([www.scottishwater.co.uk/ardersier](http://www.scottishwater.co.uk/ardersier)) via email following the meeting**

- (j) **Meeting notes.** Disappointment was expressed by CLG members that the notes of the previous meeting had not been expressed more promptly. AR queried whether notes of the meeting were sufficient and indicated that Minutes were referred to in the planning condition. PM noted that the original CLG meeting had agreed that notes would be most helpful, but members indicated that they wished minutes to be produced in future.

**Action 11: SW to produce minutes of future meetings and circulate in draft promptly after the meeting.**

- (k) **Land contamination.** AR noted that she had given SW a report on land contamination at Old Library site and asked what was being done about it. PM confirmed that the information had been reviewed and there was no indication contamination extended beyond the site to the pipeline route. Contractors have procedures in place to monitor for any sign of contamination while work under way, in order to protect workforce and ensure safe disposal of any contaminated material.
- (l) **Health and safety.** Two recent incidents were discussed where members of the public had entered construction areas, putting themselves and others at risk. Members of the CLG agreed to reinforce the message that safety rules and signage should be heeded at all times.
- (m) **Sharing information with the community.** It was noted that the first weekly progress update had been issued in week commencing 13 March and this would continue for duration of pipeline works. Update would be widened to encompass all significant work, including on the coastal path.

SW tabled prototype hoarding designs and asked CLG if they felt this type of information would help inform the public if added to the WWTW



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hoarding. SS, KR and AR indicated that they did not think the addition of display panels to the hoarding was worth pursuing.

PS suggested that a newsletter would help to share broader information about the work between the CLG and the wider community. It was agreed that this would be worthwhile.

**Action 12: SW to assemble a draft newsletter for review by the CLG in advance of the next meeting.**

**Action 13: SW to review and update the engagement plan originally tabled at the previous CLG meeting.**

(n) **Leaving a legacy.** There was discussion of the several options available to leave a positive legacy on completion of SW's work in the area, including things that could draw upon SW's employee volunteering programme. SW was keen to receive feedback from the community.

**Action 14: SS to table options to leave a legacy from the work for discussion at the next Community Council meeting.**

## 5. Next meeting

The dates for future meetings of the CLG are:

Wednesday 19th April

Wednesday 17th May

Wednesday 21st June