

SUBJECT: DSA2 Hull - Community Liaison Meeting

LOCATION:

Initial site visit - New development site off of Brickyard Lane, Melton

Main Meeting - Ergo Business Centre, Bridgehead Business Park, Hessle

PRESENT:

Shaun Hodgkin – TSL (SH)
 Andy Barker – TSL (AB)
 Matthew Hallam – TSL (MH)
 David Spray – Gleeds (DS)
 Matt Cunningham – Amazon (MC)
 Sean Donnelly – Amazon (SD)
 Chris Targowski – Amazon (CT)
 Cllr Margaret Corless – South Hunsley Ward ERYC
 Cllr Paul Hopton – South Hunsley Ward ERYC
 Cllr Mike Abraham – North Ferriby Parish Council
 Cllr Mike Thane - Welton Parish Council
 James Chatfield - ERYC
 Jonathan Stubbs – Wykeland (JS)

DATE: 13/11/23

MEETING NO: 01

APOLOGIES:

	ACTION	OWNER	TARGET DATE	NOTE
1.0 INTRODUCTION				
1.01	Initial introductions undertaken during a brief site visit to view site access, etc for the enabling works phase. Before further introductions at the			
2.0 MEETING MINUTES				
2.01	Following the brief site visit TSL offered a presentation introducing their company and covering the following;			
2.02	<u>Community liaison and engagement</u> There was an open discussion covering; Use of Newsletters to local residents and businesses Registering the project with Considerate Constructors Sharing key contacts details Noticeboards – TSL to coordinate distribution with Parish Councils	TSL	Ongoing	
2.03	<u>Safety, Health & the Environment</u> TSL offered a brief introduction to the company’s focus on SHE. Updates will be offered at future meetings as the works progress.	TSL		

2.04	<p><u>Scope of Enabling Works</u></p> <p>TSL intend to make use of the existing site entrance and hard standing to best control vehicle movements and cleanliness on the roads.</p> <p>Initial works will focus on securing the site, erecting a temporary Heras security fence and creating a welfare set up.</p> <p>Wheel washing facility will be available.</p> <p>The scope of works in this enabling phase includes removal of vegetation, topsoil strip with an archaeological watching brief, this will initially commence in the NE corner.</p> <p>Once investigations are complete and any findings recorded the area will be recovered with soil to protect the formation.</p> <p>During the works there will be an ecologist watching brief.</p>	TSL		
2.05	<p><u>Programme for Enabling Works Phase</u></p> <p>Key dates advised;</p> <p>Site possession - 27-11-23</p> <p>Target Completion - 1-3-23</p> <p>Including approx. 10 week Archaeological investigation, subject to findings</p>	TSL		
2.06	<p><u>Q&A</u> – Following the presentation the remainder of the meeting focused on Q&A from around the room</p>			
2.07	<p>Cllr Abraham queried the fencing to be used to secure the site and relating to Condition 9.</p> <p>DS clarified that at this stage the boundary will be protected using temporary Heras fence for CDM safety purposes.</p> <p>The tree protection fencing will be carried out in the next stage, before any works would be undertaken near the existing T4 tree.</p> <p>Initially the Heras fencing will be set well back from the tree canopy.</p>	TSL	W/C 27/11/23	
2.08	<p>Cllr Corless had raised a query on behalf of a local resident regarding a possible badger sett on site, SH was able to offer feedback from the Ecologist to confirm that this was in fact a rabbit warren which they have been aware of and reviewing as part of their site inspections over a number of years.</p>			
2.09	<p>Cllr Corless also raised a further comment received advising of potential bat movements across the site. SH asked if Cllr Corless could forward the query and</p>			

	TSL would seek feedback from the Ecologist and respond accordingly.	TSL	20/11/23	
2.10	There was a general discussion and query around the planned site hours. TSL were able to confirm that the approved site hours will be followed.	TSL	Ongoing through enabling works	
2.11	Clarification was also sought on reversing vehicles. TSL confirmed that the requirements within the approved condition would be communicated to all supply chain members to utilise scratch/white noise reversing sounders.	TSL	Ongoing through enabling works	
2.12	The Main works programme was discussed. The Client team advised that the intention would be to follow on straight after the enabling works – however this could not be confirmed at this stage, as dependant on any impact from Archaeological survey works, etc. The main works would be circa 16 to 18 month build programme.			
2.13	A procedure for receipt of complaints on site was discussed and it was agreed a Community Liaison Group email address would be created. The complaints would then be reviewed and discussed at each Community Liaison meeting.	TSL	5/12/23	
2.14	A discussion followed regarding the anticipated main areas of concern by the local residents. The Cllrs confirmed that noise and mud on the road would be the main concerns. TSL advised that the works would be sequenced to minimise vehicle movements where possible and use of existing hardstandings and a wheel wash prior to existing site should assist in mitigating issues.			
2.15	Cllr Hopton and Cllr Abraham stressed that no construction traffic should enter North Ferriby. TSL advised that this restriction would be communicated to all subcontractors and deliveries through the order documentation, also highlighting a direct route to and from the site from the A63. Signs will be positioned with agreement from the ERYC Highways.	TSL	Ongoing through enabling works	
2.16	TSL will look to establish a project website to support communication with the local community. Share information on key milestones to be proactive rather than reactive.	TSL		

2.17	TSL will look to set the right standard through the enabling works which will be maintained through the Main works.	TSL	Ongoing through enabling works	
2.18	A further discussion followed over how complaints are handled. It was agreed these would be logged and responded to via email back to the Cllrs, who will then forward to ERYC if required. They will be discussed and updates offered through Community Liaison meetings. Promote up front communication to keep the community informed.	TSL Cllrs All TSL	Ongoing through enabling works	
2.19	The frequency for the newsletters was discussed- Whilst Monthly is mentioned in the previous ISG document they should contain sufficient content to make them worthwhile. Through this initial enabling works phase this will be reviewed at the Community Liaison meetings and issued accordingly. Distribution will include Parish Councils / Church etc. To be issued to the Clerk who can then post on parish notice board if they deem necessary.	All TSL	Ongoing through enabling works	
2.20	It was agreed that the Monthly Community Liaison meetings would be held face to face on site (as soon as practicable), with the option to also dial in via Teams.	TSL	Ongoing through enabling works	
2.21	The Quarterly meetings will include up to 5 members of the public and the Cllrs advised they would be proposing names to represent the following; 1No. representative from Welton 2No. representatives from North Ferriby 2No. representatives from local businesses POST MEETING NOTE: Whilst we discussed the above representatives attending the 3rd meeting (early January 2024) it has been advised that to align with the approved Protocol they should be invited to the 2nd meeting scheduled for 5/12/23. Could we please ask if the Cllrs could advise the contact details for the representatives so we can send out invitations accordingly.	Cllrs TSL	22/11/23 23/11/23	
2.22	Cllr Corless advised that a local resident had queried if the Client had considered exploring the relocation of the large tree set for removal in the centre of the site (T3).			

	The Client team will review if this is achievable and will respond accordingly.	Client team	5/12/23	
2.23	Cllr Abraham offered further general feedback - Locals do not believe it's the right business decision for the location of the development – as may not find sufficient local labour. The community are resigned to the fact the development will happen.			
2.24	<p>There was a discussion regarding the proposed Biodiversity corridor/open space.</p> <p>Cllr Abraham advised that a survey of North Ferriby residents resulted in 300 people against the proposal. He advised that the area is registered as public open land, which is leased to Wykeland and they should not have deposited soil on it. Advising they wanted their open space back and would like to retain it as grassland with no mounding and also camouflage the acoustic fence when installed. Adding the access has been restricted for the last 3yrs.</p> <p>Welton Parish Council didn't take part in the survey – Cllr Thane advised that Welton Parish Council were happy with the proposals as it improves accessibility for all.</p> <p>JS responded advising this was TSL's meeting and that the planning process was ongoing.</p>			
2.25	<p>Following the above discussion it was agreed that the marking out of the boundary would assist all parties to view the extent of the area.</p> <p>TSL are to organise this prior to works starting on site.</p>	TSL	27/11/23	
2.26	<p>Cllr Abraham queried which piling methodology was to be used on the main works.</p> <p>SH responded advising this was outside of the scope of this phase, however both CFA and PCC driven piles have pros and cons. Concerns would be considered and discussed at future meetings.</p>	TSL	Ahead of main works phase	
2.27	<p>Date for next meeting : 5/12/23 at 2pm - Location TBC</p> <p>It was agreed that the meetings will be on the first Tuesday of each month moving forward.</p>	All		