

Notes of Meeting

Client:	Nottingham City Council	
Project Name:	Nottingham Express Transit – NET Phase Two Development	
Job/Meeting Nr:	Chilwell Local Liaison Group, Meeting No. 1	
Location:	South Nottingham College, Beeston Centre, High Road, Chilwell, NG9 4AH	
Date/Time:	Tuesday 24th April 2012 at 18.30 hours	
Present at Meeting	Organisation	Copies
Chris Deas (CD)	Nottingham City Council (NCC Chair)	1
Steve Hemingway (SH)	Nottingham City Council (NCC Minutes)	1
Steve Tough (ST)	Nottingham City Council (NCC)	1
Sarah Alton (SA)	Nottingham City Council (NCC)	1
Richard Hogg (RH)	Taylor Woodrow –Alstom (TW-A)	1
Matt Orchard (MO)	Taylor Woodrow –Alstom (TW-A)	1
Kate Atha (KA)	Taylor Woodrow –Alstom (TW-A)	1
Lea Harrison (LH)	Tramlink	1
John Cooper (JC)	Nottinghamshire County Council (Notts CC)	1
Councillor Graham Harvey (Cllr GH)	Broxtowe Borough Council (BBC)	1
Councillor Joan Briggs (Cllr JB)	Broxtowe Borough Council (BBC)	1
John Delaney (JD)	Broxtowe Borough Council (BBC)	1
Derek Musto (DM)	Broxtowe Borough Council (BBC)	1
Tim Crawford (TC)	Broxtowe Borough Council (BBC)	1
Colin Page (CP)	Resident of Holkham Avenue	1
Gillian Page (GP)	Resident of Holkham Avenue	1
Patrick Smith (PS)	Resident of Holkham Avenue	1
Betty Cliffe (BC)	Beeston & Chilwell Business Residents Association (BCBRA)	1
Distribution	Organisation	Copies
Anna Soubry (AS)	Member of Parliament for Broxtowe	1
Councillor Richard Jackson (Cllr RJ)	Nottinghamshire County Council (Notts CC)	1
Councillor John Doddy (Cllr JD)	Nottinghamshire County Council (Notts CC)	1
Robin Scruton (RS)	Eskdale School	1
Julie Hemsley (JH)	Alderman Pounder School	1
Marie Quinn (MQ)	Sandby Court	1
Cornell Uzbacz (CU)	Greenwood Court	1

Anneliese Willetts (AW)	Richmond Court	1
Wendy Langford (WL)	Japenese Water Gardens	1
Dr Amanda Gunther (Dr AG)	Valley Surgery	1
Lynn Goulding (LG)	Grove Avenue Allotments	1
Geoff Charlwood (GC)	Friends of Toton Fields	1
File	Local Liaison Group – Group 6 - Chilwell	1
Signed: Steve Hemingway		Date: 10th May 2012

DISCUSSION		ACTION
1.0	WELCOME	
1.1	CD (NET Project Director) welcomed the group, and provided a background to the establishment of the various Local Liaison Groups along the route. It was agreed that such groups will have the capacity to be flexible and expand their membership to suit specific needs that may emerge over the length of the implementation programme.	
2.0	INTRODUCTIONS	
2.1	Everyone introduced themselves.	
3.0	PROJECT OVERVIEW - NCC	
3.1	CD provided a commentary on the NET Phase Two Project Overview.	
3.2	CD confirmed that a copy of the accompanying NET Project Overview presentation would be attached to the notes of the meeting when distributed to the Group.	NCC
4.0	LOCAL CONSTRUCTION PROGRAMME & KEY ISSUES – TW-A	
4.1	RH (Construction Director, TW-A) provided a commentary on the local construction programme and key issues specific to the area covered by the Group.	
4.2	A copy of the accompanying TW-A presentation is to be attached to the notes of the meeting.	NCC
5.0	COMMUNITY LIAISON OFFICER – TW-A	
5.1	Matt Orchard (Community Liaison Officer – TW-A) gave a broad overview on the role of the TW-A Community Liaison Officers, and expressed his and his colleagues' readiness to respond to issues once they have been identified.	
6.0	DISCUSSIONS / QUESTIONS	
6.1	<p>Neville Sadler Court (NSC) – Clarity was sought on NCC's response to the recent Nick Palmer newsletter/article suggesting 'broken promises' at NSC resulting in its closure.</p> <p>6.1.1 - The NET Project Team remains in close liaison with Housing 21 and will continue to provide support to affected residents, although it is understood that just a few are still to be relocated.</p> <p>6.1.2 - BBC has offered to assist to re-house any residents who are not yet relocated.</p> <p>6.1.3 – It was confirmed that NCC would be responding to Nick Palmer's article in due course.</p>	NCC
6.2	<p>Advance notification of vegetation clearance –Reassurance was sought that before any further vegetation clearance (trees and shrubs, etc) takes place in their locality that residents will be notified, and such trees and shrubs will be identified before the works commence.</p> <p>6.2.1 - It was confirmed that any vegetation clearance that had taken place was in line with that which had been approved by Broxtowe Borough Council, and TW-A would seek to ensure that advance notification and prior identification would take place before any further vegetation clearance commenced in the area discussed.</p> <p>6.2.2 - TW-A confirmed that the tree removal already carried out had been necessary, and that any further removal of trees currently considered marginal would only take place if there was no option to retain, and if it was in line with approval from the Broxtowe Tree Officer.</p>	

	6.2.3 TW-A advised that a comprehensive tree replanting and landscaping programme would be designed and implemented once the construction works had been completed. This could include, in some areas, and if residents were agreeable, some replacement tree planting in private gardens.	
6.3	<p>Pedestrian & Cycle access provisions during construction – A question was raised about the need to maintain both pedestrian and cycle access, particularly along the Greenway.</p> <p>6.3.1 - It was advised that whilst diversions will be required at some locations during certain periods of construction, it remains the intention to keep such access open during the programme of activity.</p>	
6.4	<p>Toton Lane traffic impacts – It was noted that traffic issues had surfaced recently, with queues building up.</p> <p>6.4.1 - TW-A confirmed they were aware of the difficulties and said that the signal timings had been revised. It was also confirmed that BBC highways section had been in discussion with the Contractors regarding traffic flows during the implementation of the works.</p>	
6.5	<p>Payment of incurred cost of removing garden effects – Confirmation was sought that costs incurred for the removal and restoring of garden effects due to requests from the NET Project Team to vacate land on a specific date would be met.</p> <p>6.5.1 – It was confirmed that such legitimate associated land acquisition costs incurred would be paid approximately 14 to 28 days after the claim had been submitted and verified by Bruton Knowles on behalf of the Project. ST confirmed that such claims could be resolved in advance of the formalised matter of compensation for land ultimately acquired on behalf of the project for the scheme.</p>	NCC
6.6	<p>Parking of Contractors' vehicles on local streets – Reassurance was requested that the contractors will be encouraged to refrain from parking their own vehicles on local streets during the ongoing works.</p> <p>6.6.1 – It was confirmed that contractors will be instructed not to park their vehicles in the local side streets, and that if it did become an issue then some form of residents' parking permit system could be considered.</p> <p>6.6.2 –Residents are encouraged to contact the Project Team on the NET 'hot-line' giving details or to call the TW-A Community Liaison Officer as soon as possible if contractors are seen parking their vehicles on local side streets..</p>	
6.7	<p>Fencing provisions / requirements through the 'Greenway' – Discussions were had as to the measures to be used to delineate the area in which the tramway needs to operate safely.</p> <p>6.7.1 –It was confirmed that the normal means of safely delineating the area within which the tram would operate is with a low level fence; however it was recognised that this was an important matter of concern to local people. It was also confirmed that no final decisions had been made to date on the solution for this location.</p>	
6.8	<p>Parking restrictions at tram stops – Reassurances were requested by local residents that both BBC and the NET Project Team would discourage the use of local side streets as unofficial park and ride facilities.</p> <p>6.8.1 –It was confirmed that should it emerge that parking at tram stops does become an issue, means to remedy this would be discussed with the County Council as Highway Authority.</p>	
6.9	Noise barriers - Confirmation of the type of fencing to be provided at the bottom of	

	<p>the various gardens to offset noise emissions was requested.</p> <p>6.9.1 – It was explained that during the preparation of the proposals for the tram scheme a Noise Policy was developed and was presented at the Public Inquiry. This policy went beyond the statutory requirements for dealing with the impacts of noise in the delivery and operation of a tram system.</p> <p>6.9.2 - TW-A as part of their contracted works were now looking at noise projections, and if noise levels are predicted above the trigger levels set out in the Noise Policy, mitigation measures may be possible.</p> <p>6.9.3 – It was confirmed that at the time of developing the original plans it was not considered necessary to erect noise barriers adjacent to properties on Holkham Avenue. However, as the TW-A exercise was still ongoing it was too early to draw conclusions. Once the exercise had been completed, a more informed discussion could take place.</p> <p>6.9.4 – CP suggested that as the existing foliage provided both a barrier for noise and security provisions, if there is a proven case for the introduction of noise barriers would NCC reconsider its position.</p>	
6.10	<p>Advanced tram approaching warning bell (noise) – A general question was raised about the regular use of the advanced warning bell by approaching trams.</p> <p>6.10.1 – It was confirmed that the advanced tram bell warning only occurs in cases where there is a need for it on safety grounds; otherwise the bell is not sounded.</p>	
6.11	<p>Bus Network Changes – A general question was raised about the likely changes to the current bus network both during and after construction.</p> <p>6.11.1 – It was confirmed during the construction of the works in and around The Square a temporary bus arrangement will be put into place at the Beeston Bus Station in Styring Street. It was confirmed that discussions had commenced with the bus companies and that any major changes to the current services require the companies to give a ten-week notification period followed by advance public consultation. It was confirmed that information on how the bus service will remain after the construction period was not available at present.</p>	
7.0	FUTURE ACTIVITY	
	<p>7.1 – CD opened up the floor to suggestions as to how this Group should go forward. It was agreed by the Group that discussion and information exchange could be by email rather than regular meetings.</p> <p>7.2 - CD advised that there were opportunities to expand the Group if that was felt to be appropriate. It was recommended that any suggestions for additional representation considered appropriate by the Group (e.g., the Allotment Association) should be forwarded to the NET Project Team.</p>	ALL
8.0	DATE AND TIME OF NEXT MEETING	
8.1	To be advised by the NET Project Team (currently suggested to be at the next appropriate Project Milestone in the area).	NCC