

Subject	Innerwick Residents Forum				
Meeting location	VC - Teams				
Meeting date	29 SEP 2020	Minutes by	Rosie Scurr	Date issued	01 OCT 2020
Attendees	Julia Harrison (Innerwick RF) – JHA Alan Tait (GE) – ATA Murray Lyon (IHB) - MLY Adam Marshall (NnG) – AMA Claire Gilchrist (NnG) – CGI Rosie Scurr (NnG) – RSC Suzanna Kerr (NnG) – SKE Thomas McSorley (NnG) - TMC James MacKinnon (PRY) – JMA Chris Hamill (VOL) – CHA		Gerry Smith (Innerwick RF) - GSM Jason Ormiston (Innerwick RF) – JOR Apologies		
Distribution	Attendees + Apologies				

Meeting objectives

Meeting Objectives
(1) Introductions (2) Accept minutes of previous meeting (3) Outstanding actions (4) Actions from previous meeting (5) Progress report and upcoming activities (6) Traffic management (7) Community issues / questions (8) AOB
Objectives Met
Objectives met; meetings will continue on fortnightly basis, unless agreed otherwise, throughout construction

Meeting minutes

Ref	Item / Action	Who [initials]	When [dd mmm yyyy]	Status
01	Introductions <ul style="list-style-type: none"> Murray Lyon (I&H Brown) – <i>Site Manager</i> (was not formally introduced as joined meeting late) 			
02	Accept minutes of previous meeting <ul style="list-style-type: none"> Minutes of 15/09/20 meeting accepted following comments. RSC to finalise minutes and circulate. 	RSC	30 SEP 2020	Open

Ref	Item / Action	Who [initials]	When [dd mmm yyyy]	Status
03	<p>Outstanding Actions</p> <ul style="list-style-type: none"> Communicate any proposed road closures / traffic management which may impact bus service. <i>See below minute in Section 04.</i> Update of NnG website to include detail of construction works. <i>New website will be in place ASAP. SKE advised information will be uploaded to current website in meantime.</i> RSC to investigate use of Zoom for meetings going forward instead of Teams to improve video functionality. <i>No progress with this, all agreed that Teams was a suitable platform. Action closed.</i> 	RSC	When required	Open
		SKE	ASAP	Open
		RSC	29 SEP 2020	Closed
04	<p>Actions from meeting 15/09/20</p> <ul style="list-style-type: none"> RSC to finalise minutes from 08/09/20 and circulate. <i>Done.</i> RSC to contact Borders Buses and ELC Roads re. bus service alterations. <i>Done. RSC and CHA held call Eleni and Andrew McLellan from ELC Roads and Borders Buses on 25/09/20. See below minute in Section 06.</i> CGI to confirm exact height of turbines in comparison to S7000. <i>RSC provided confirmation by email to all when circulated draft minutes. The turbines will be a maximum height of 208 metres from Lowest Astronomical Tide (LAT) to the tip of the blade. The maximum height of the cranes on the S7000 are 196.6 metres, so would be comparable at that distance.</i> JOR queried whether a drawing could be shared showing the proposed layout of the wind farm. CGI will share on the next call and confirmed it had been through consultation with, and agreed by, relevant stakeholders. <i>RSC provided details of where Weekly Notice of Operations can be found on NnG website which has the layout shown within it. JOR not on call so CGI did not share drawing.</i> JHA to upload leaflet to Innerwick Facebook page and ELCC website. <i>Done.</i> RSC to ensure leaflet uploaded to NnG website. SKE will do. <i>Done.</i> Next leaflet being prepared will cover cable route road closures. <i>First leaflet now to be prepared earlier to reflect change to road closure dates. See below minute in Section 06.</i> GSI to seek more information from BT on road works. <i>RSC provided update to JHA by email 23/09/20, current works estimated to be completed by 05/10/20. There will be further work, but dates currently unconfirmed.</i> JHA to contact Gladys at IPWA for ideas on where to share information in addition to current locations. <i>IPWA meeting evening of 29/09/20, JHA to report back following this.</i> 	RSC	16 SEP 2020	Closed
		RSC	29 SEP 2020	Closed
		RSC	17 SEP 2020	Closed
		RSC	17 SEP 2020	Closed
		JHA	18 SEP 2020	Closed
		SKE	18 SEP 2020	Closed
		SKE	15 NOV 2020	Open
		GSI	18 SEP 2020	Closed
			23 SEP 2020	
		JHA	29 SEP 2020	Open
			13 OCT 2020	
05	<p>Progress report and upcoming activities</p> <p>Cable Route</p> <ul style="list-style-type: none"> Pre-construction drainage installation ongoing. Majority of fencing now in place including Crystal Rig sections. Most access points completed, only access point 12 remaining. Cannot be completed until GE passing place works complete. Topsoil strip continuing. HDD crossings ongoing, two additional drill rigs brought to site. Site setup almost complete for landfall HDD, drill rig delivered 25/09/20, Innerwick RF provided details of abnormal load 			

Ref	Item / Action	Who [initials]	When [dd mmm yyyy]	Status
	<p>movement by RSC. Drilling expected to commence next week.</p> <ul style="list-style-type: none"> • Duct installation ongoing, majority complete up to Crystal Rig entrance. • Haul road construction ongoing. • First cable drum deliveries now expected end-November. <p>Substation</p> <ul style="list-style-type: none"> • Construction of passing places on public road at weekends. At least 6 more weekend closures. Delayed due to encountering utilities and ground conditions requiring work to progress slower than expected. Seeking to bring in additional plant to improve progress. • Continued stone convoys. • Small compound south-west of Innerwick to support passing places works. Road signs in place. • Concrete deliveries ongoing. <p>Offshore</p> <ul style="list-style-type: none"> • Activities as per update at 15/09/20 meeting. • 4 vessels currently active in wind farm area including S7000. • A small support vessel will be in place during the landfall drilling works in the nearshore area. <p>General</p> <ul style="list-style-type: none"> • Leaflet to be prepared for first phase of road closures for cable crossings. • Poster prepared for information on landfall works, to be put up on entry points to beach, confirms no access restrictions. 			
06	<p>Traffic Management</p> <ul style="list-style-type: none"> • On call with ELC Roads and Borders Buses, it was suggested to bring forward the road closures for cable installation which would affect the school bus routes through Innerwick to coincide with half-term (w/c 19/10/20). Feasibility and licence being confirmed. Leaflet will be circulated to Innerwick and surrounding area but will probably not give 2 weeks' notice prior to closures. All agreed was more important to have closures take place during half-term than to provide 2 weeks' notice by leaflet. • CHA advised other road closures could also be brought forward from current provisional dates of w/c Nov 30 and w/c Dec 07, to be confirmed with ELC Roads. Further leaflet will be circulated prior to closures as per above action in Section 04. • Third party road works associated with BT installing additional service for substation which emanate from Innerwick switch. Combination of overhead and underground lines to be installed. Expected to be complete by 05/10/20. 			
07	<p>Community Issues / Questions</p> <ul style="list-style-type: none"> • GSI confirmed by email prior to meeting he had not received any comments / complaints. • SKE has received number of calls and emails through project information channels. Speeding construction vehicles a common theme, NnG continuing to monitor and manage. • JHA having ongoing liaison with Smithy Row resident who initially contacted SKE. Reported they were now much happier after making contact and receiving update. 			

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	<ul style="list-style-type: none"> AMA and TMC meeting resident tomorrow who has contacted SKE multiple times and turned up at PRY compound. RSC, JMC and CHA met with nearest neighbours to landfall works 22/09/20, no issues raised. 			
08	<p>AOB</p> <ul style="list-style-type: none"> On behalf of IPWA, JHA asked if there was any update on community fund / sponsorship opportunities as seeking assistance to fund repairs to village hall (~£1,000 initially). SKE advised that is still awaiting final sign-off internally, but asked JHA to provide details in meantime for consideration. 	JHA	13 OCT 2020	Open

DRAFT