Lostock Sustainable Energy Plant (LSEP) Local Liaison Committee

Minutes of Meeting

**Meeting No 5: 29th September 2020**

1. **Record of Attendance**

**Present:**

Liz Waugh, Coast Communications (chair) **(LW)**

Sam Deacon, Coast Communications **(SD)**

Sian Guest, Coast Communications (scribe) **(SG)**

Hazel Honeysett, Cheshire West & Chester Council **(HH)**

Xavier Jacquemont, CNIM **(XJ)**

John Jensen, LSEP **(JJ)**

Keith Jones, LSEP **(KJ)**

Cllr Sam Naylor, Cheshire West & Chester Council, Northwich Town Council **(SN)**

Fraser Ramsay, Tata Chemicals Europe **(FR)**

Olivier Rio, CNIM **(OR)**

Lyndsey Sandison, Lostock Gralam Parish Council **(LS)**

Chris Swanick, LSEP **(CS)**

Kathryn Williams, Coast Communications **(KW)**

**Apologies:**

Steve James, local resident **(SJ)**

1. **Agenda items:**
	1. **Welcome & introductions**

LW welcomed attendees to the meeting and explained that Coast was providing administration services for the committee on behalf of LSEP. There were no minutes from the previous meeting as, due to the Covid-19 pandemic, this was replaced by a briefing note from LSEP.

* 1. **Project Overview**

CS presented a project overview of works that have taken place since the last meeting. This included:

* The boiler house building has been demolished. This is the biggest visual difference on site
* Ground remediation has started
* Construction of the new water treatment plant and substations are nearing completion
* Structural works for new office structure
* Civil design for main EfW
* New pipe bridges on the Tata site.
	1. **Covid-19 Update**

CS said they have good Covid-19 measures in place in the office and on site. This has been achieved by having a one-way system, staggered breaks, limiting car shares and a change in the canteen system.

XJ highlighted that they have also put in practical measures, such as extra offices in the car park, extending the car park, temperature checks on arrival and engaging with contractors on the measures they are putting in place. They will continue to review measures.

LW stressed that the project had been classed as essential work during the pandemic so work had continued with social distancing measures implemented.

KJ mentioned that there has been a lot of work with Tata, who have also put in further measures such as hand sanitiser stations and risk assessments. They have also communicated well on issues such as maintaining two metres’ distance and adapted training, toolbox talks and inductions procedures to include the control measures of Covid-19.

SN asked if the project was on time and if it had been set back due to Covid-19. CS responded that Covid-19 has had an impact on the project but could not as yet say the extent of the impact. CS stated that as soon as the ground is remediated, the structure will start going up and that the demolition of the turbine hall will be noticed by the community because it is so near Griffiths Road.

* 1. **Proposed works for next 3 months**

CS presented an overview of the next three months. This included:

* Continuing the ground remediation
* Prepare for the demolition of the turbine hall, expected January 2020
* Continue construction of the office buildings
* Start ground works for the new workshop building
* Commissioning of the new water treatment plant and substations
* Start installation works for 132kv grid connection. Will start on Manchester Road in 4-8 weeks, residents will be alerted.
* Ongoing design for EfW facility

LW asked to have photos available for next time and CS responded that the drone will do that.

* 1. **Community Engagement**

SN requested that the community is regularly updated through the whole process in order to avoid any complaints. SN said that the work Tata did last week made a lot of noise and generated comments on social media. He said it was vital that we keep the local community informed. CS agreed that frequent updates were needed and invited SN to visit on site.

LS quoted a resident complaint about the lack of communications from LSEP. LS went on to mention that some residents are unaware that the project is being built and may not be receiving any information on the project.

HH mentioned that she has taken calls about the overflow car park and more communication is needed around that.

As Coast will be taking over community liaison responsibilities on behalf of CNIM, LW proposed the implementation of an email newsletter accompanied by a non-digital version. LW suggested that there is confusion between Tata and LSEP which needs to be made clearer.

**ACTION – Develop email newsletter and print version for distribution. (Coast)**

LW also recommended more members of the community should be on the LLC call.

HH mentioned that there may be requirements within the committee’s Terms of Reference that limits who can attend LLC. She suggested that the minutes should be easier to access and, if necessary, alternative meetings could be held for a wider group.

SN asked for the community to be kept updated and suggested the minutes from meetings could be sent to the local paper, the Northwich Guardian, and made available online. The LLC is mentioned on the website, but no action has been taken in terms of publicising this due to the constraints posed by the Terms of Reference and the ‘ownership’ by TATA. KW recommended social media, especially Facebook as a good communication tool.

**ACTION – Check for scope within Terms of Reference to recruit additional members to the committee. (Coast)**

SN suggested once a year a member of LSEP should meet with Northwich Town Council and Lostock Gralam and Rudheath Parish Councils to provide them with a project update. It was agreed that external-facing communications should be reviewed and that parish/town council briefing meetings should be considered.

CS is aiming to put up aerial photo updates of the site on the website.

LS recommended putting boards/hoardings up on site with information and pictures of the project. She said that there is a lot of concern amongst residents and information needs to not just be online. KJ suggested that putting up pictures of the site in landscape context could be done.

**ACTION – Draft a project briefing for councillors and coordinate the development of a hoarding board with project update, timelines and images. (Coast)**

LS read out an email with questions from a resident. LS said she would respond to the resident, however, she made the point that they are out of date with the project.

SN responded to one of these questions by saying that the local authority monitors air quality. LW suggested reviewing the FAQs on air monitoring and making sure it is clear.

**ACTION – Review website FAQs on air monitoring to make sure they are clear. (Coast)**

FR mentioned that the committee needs to know LSEP is taking on the project. Suggested that the community should have had communication when noise was occurring. FR states that more information needs to be developed.

LW asked if Tata still had a website. FR responded that Tata no longer has a website about the project. LS stated that there was limited information on noise levels, only on Lostock Live.

1. **AOB**

LW mentioned that Steve is donating £1,500 to St Luke’s Hospice, one of Tata’s chosen charities. LW recommended that some PR on this could be undertaken.

LW asked about the road junction update. SN responded that it is in progress and they had not received any complaints yet.

LW read out an update from Steve James who had given his apologies for this meeting.

1. **Questions**

HH would like to keep informed about the extra offices. CS responded that the planning permission is being sought.

**Date of next meeting:**

2pm to 4pm, Thursday 26th November via Zoom videoconferencing.

**ACTIONS**

* Develop email newsletter and print version for distribution (Coast)
* Check for scope within Terms of Reference to recruit additional members to the committee (Coast)
* Draft a project briefing for councillors and coordinate the development of a hoarding board with project update, timelines and images (Coast)
* Review website FAQs on air monitoring to make sure they are clear. (Coast)