



ENVIRECOVER COMMUNITY LIAISON GROUP (CLG)

Minutes of the first meeting, held at the HZI site office.

Tuesday 23 September 2014, at 17.00 hrs.

Attendees

Caroline Macdonald (CMD), OggaDoon PR – Chair (for this meeting)
Angela Preece (AP) – Clerk to Hartlebury Parish Council
John Jordan (JJ) – Clerk to Ombersley and Doverdale Parish Council
Laureen Moyes (LM) – Chair of Ombersley and Doverdale Parish Council

Peter Holden (PH) – Chair of Hartlebury Parish Council
Cllr Nigel Dowty (ND) – Local member Wychavon DC
Gillian Sinclair (GS) – Mercia WM Commercial Project Manager for EnviRecover
Richard Williams (RW) – Head of Worcestershire Regulatory Services (WRS)

Rob Brasher (RB) – Associate Director, Jones Lang LaSalle (agent for Hartlebury Trading Estate)
Toni Ford (TF) – Environmental Health Officer, WRS
Neil Thompson (NT) – Environment Agency (for Sarah Dennis)
Chris Mortlock (CM) – Acting Site Manager for Hitachi Zosen Inova (HZI)

Richard Woodward (RWw) – Waste Services Manager, WCC
Phil Merrick (PM) – Head of Community Services, Wychavon DC
Steven Aldridge (SA) – Principal Planner, WCC
Mark Bishop (MB) – Planning Development Control Manager, WCC
Ian Barber (IB) – Marketing Director, Severn Waste Services

1 Welcome and Introductions

Members of the group introduced themselves. It was noted that invitations had been sent to representatives of Elmley Lovett PC and to Cllr Maurice Broomfield, local ward member for WCC, who were not in attendance.

2 Purpose of the CLG and Terms of Reference

CMD outlined the purposes of the group 1. to provide a direct link between the EnviRecover project, initially during the construction phase, and the local community; 2. to provide a vehicle for two-way exchange of information. Comments were invited on the Terms of Reference. The likely 'permanent' and 'occasional' membership was discussed. It was noted that:

- CM would soon be leaving his post as contractor representative, to be replaced by either Andrew Bendall or Anthony Warder, both senior members of the HZI construction team.
- NT was representing Sarah Dennis for the EA on this occasion.
- Either RW or TF would represent Worcestershire Regulatory Services at future meeting.
- RB would only attend future meeting on behalf of the Trading Estate if specifically requested.

- Either MB or SA or both would expect to attend every meeting.

IB advised that suitable 'technical experts' will be called in by Mercia when specific matters are to be addressed in forthcoming meetings. PH asked that this access to technical expertise should be available to the public at large.

PH proposed that, in light of time pressures on parish representatives, the parishes may nominate perhaps just one or two to attend some future meetings as representatives of the parish councils as a whole.

Regarding dissemination of information, it was proposed that the proceedings of the CLG would be posted on the Severn Waste web site with its specific EnviRecover page. This web site can be linked directly to the parishes web sites.

3 Election of Chair

As Chair for this meeting (and formerly Chair of the first CLG during the EnviRecover planning process) CMD reviewed the roles and responsibilities of the position, and offered this to the meeting. CMD offered to act in a supporting/secretarial/administrative role to the Chair.

PH offered to take the post for the next few meetings initially, which is accepted and appreciated by all. NT noted that this was highly appropriate if the community are to be engaged. IB noted that local County Council members Chair the CLGs at the Company's landfill site and EnviroSort plant.

4 Review of the project to date

CM highlighted the following key events and activities:

- Excavation of the pit in which the main plant building will sit, has proceeded well under very favourable weather conditions. This is now around 80% complete with the excavated material transported to Hill & Moor where it will be put to good use. It had been hoped that much of the excavated Mercia Mudstone could have been used in the adjacent brickworks, but this option was not available due to ecological constraints (great crested newts being present along the proposed access). It is not the best outcome but otherwise has not held up progress.
- Regarding movements, it was explained that all haulage contractors' drivers are given and instructions and induction by Interserve, on issues such as routing, to ensure that vehicles only use the prescribed routes to/from the site.
- Good site controls have been maintained, with appropriate use of wheel cleaners, dust suppression, and road sweepers. The trading estate is happy with this. The excavation and transport operation has exceeded 100 loads per day at peak. There has been no adverse reaction noted or reported from the public or from any authority.
- Previously identified contamination with cement-bonded asbestos materials, and also from isolated heavy metals, have all be safely identified, excavated and removed to appropriately licensed disposal facilities (Leamington Spa). The site is now clear and appropriately documented.
- The site hoarding will be completed in the next few weeks. The temporary site compound is to be re-located to the southern boundary of the site, adjacent to Oak Drive, in the next couple of months, as more site management and construction workers start to arrive.
- Site services have been diverted around the perimeter of the main construction area; specifically the trading estate's pumped sewage main and surface water

drainage features; some redundant water pipes and disused telephone cables were identified and removed.

- The next major work involves piling (by contractor Van Elle) to retain the excavation and (by contractor Balfour Beatty) to support the main structures. CM explained the construction of a 'secant pile wall' which will comprise some 700 bored (not driven) piles to retain the excavation, supported by ground anchors. The guide walls for the piling are being constructed now. The piling works will last for up to three months starting early October.
- Concrete works for the main building slab and pile 'caps' will commence in early November and last up to six months. In the base of the main excavation, a further excavation some nine metres deep will form the waste bunker, which will be retained in a similar manner. The bunker walls will be extended upwards using a concrete construction method known as 'slip forming.' This is a continuous operation which will require a limited period of 24/7 operations over some 15 days, commencing late January/early February 2015.

Regarding lighting during shorter winter days, CM identified 'Task Lighting' close to the specific operation. PH noted that continuous lighting will be required from, potentially, 3 'til 7 pm during winter months which could be an issue to residents. CM advised on consultations with WRS to ensure that works are carried out with minimal intrusion, with health and safety paramount. LM asked if some weather delays are expected. CM advised that work would be suspended if adverse weather made working conditions unsafe.

- There will be two tower cranes erected on site, probably arriving early January. There will be other smaller crane units that are task-specific.
- IB advised that work was in progress to bring a new high-capacity water main into the EnviRecover site. The work is expected to be completed before the year-end.
- CM was thanked for the presentation. PH suggested that the local community did not want to be surprised by events happening on site, and would appreciate more updates being publicised.

5 Update on actions from the previous meeting with the parish councils

Ombersley and Doverdale PC satisfied with the traffic information provided, and is now equipped to answer questions from concerned residents. The parish would like to see the prescribed travel plans when available, to see what measures will be used to enforce routing compliance.

Regarding site photographs, IB advised that a time-lapse camera is now installed and the photo sequence will be edited periodically into a video to show the construction progress. This will be available on the Severn Waste website.

There was a general discussion on the provision of viewing platform and peepholes. PH suggested that this demonstrates approachability. GS and RB expressed concerns about H&S and cars parking on Oak Drive. IB advised that the time-lapse images will provided 'access' to the site. In addition, the site construction compound will shortly obstruct any views into the site from Oak Drive.

ACTION: Mercia to re-visit the viewing platform proposal and formally respond (see addendum)

Post-construction communications protocol is yet to be addressed. It will not be required in the immediate future.

The current protocol will provide for enquiries to carry a reference number.

A no-reply email address will be utilised following advice and action from Mercia's email service provider.

All other actions completed or overtaken by events. Parish Council email details have been provided. Mercia will provide web address.

ACTION: Mercia/CMD to respond

6 Workshop on topics for future meetings

CMD circulated post-it notes for members to list topics or areas of concern that could be addressed at future meetings. She will collate the inputs and propose (through the Chair) an outline for the agendas for future meetings.

ACTION: CMD/Mercia to respond to the Chair

7 Update on the open day

IB advised that Mercia is happy to convene an 'Open Day' for the public. There being no readily available venue on the trading estate it is proposed to use Hartlebury parish hall. General format agreed as follows:

- Suggested 2 – 8 pm on a weekday
- Format to be decided but could include staffed desks and/or walk-around exhibitions to cover various elements, including: the construction programme, operations, monitoring/emissions etc.
- Photographs and a time-lapse video sequence to be shown.
- To be held probably sometime in November.

ACTION: HPC to respond with available dates for the parish hall; HPC and O&DPC to respond with parish church copy deadlines

8 Future meetings

Suggested provisional dates: Tuesday 25 November, Tuesday 27 January 2015. Venue will be the construction site office.

9 AOB

With all the relevant 'authorities' to hand, CMD invited any questions from the floor. There were none.

MB commented that the Planning system encourages CLGs and the benefits derived from the exchange of good quality information.

The meeting closed at 6.45 pm.