

From: Mike Holmes, Asset Delivery Manager, Kier Services  
To: Llanymynech and Pant Parish Council

I would like to thank the council for providing us the opportunity to meet with them on Tuesday evening [1<sup>st</sup> August 2017] and for taking the time to attend the meeting at short notice to share with us the experience for the village as we undertake the works on the A483. It was reassuring to hear that members of the workforce are being helpful and supportive along with the benefit the weekly bulletin is providing. However the actions of some of our workforce have clearly not portrayed the work that we do in the best way. We have already taken steps to improve this with briefings on working in the public eye commencing last week. We have also introduced the use of the cameras worn by the operatives which we have found promote better behaviours both side of the lens. We hope that these measures are being of benefit to the community.

From the notes taken the following actions have been identified.

1. There are some Black on Yellow Road Closed Signs which are remaining in place during the day.  
ACTION: Site Team Check the wording on the signs and if it is appropriate drop the signs during the daytime.
2. The Businesses in the village are all remaining open during the works.  
ACTION: Site Team Identify suitable locations for Business Open as Usual Signs
3. There is a Motorbike Club BBQ 3rd to 8th August in Pant. 80-90 Members are expected to attend from all over the country and beyond.  
ACTION: Matt/Jengo Liaise for contact details so that members can gain access without a Pass or a Letter. Password to be used.
4. Further supervision to be provided for traffic management operations on site.  
ACTION: Matt/Jengo This has been provided during this week and will continue for the remainder of the scheme.
5. Within the village there are residents who are on call including a nurse and two carers.  
ACTION: Site team These residents will need to be identified and a system provided to enable swift access and egress to be given when required.
6. It was felt that a simple street map of the village would greatly help with identifying locations in the village.  
ACTION: Matt/Jengo Provide a street map for the operatives.

7. National Heritage Weekend 8th/9th September

ACTION: Mike To review the programme to avoid works this weekend.  
(Post Meeting Note - The programme has been reviewed today and there are only works planned for the Friday night and nothing through the rest of the weekend).

8. There was a request for a dropped kerb to be installed at Red lane.

ACTION: Mike Investigate feasibility to install the dropped kerbs. If feasible arrange for the work to be carried out.

9. It was reported that some of the females on their own feel unease when requesting access.

ACTION: Matt Arrange for the briefing to be given on the lone female toolkit.

10. It was reported that litter is being left by the workforce

ACTION: Site Team To be included in the site and shift briefings.

11. It was reported that rubble had been left on the footway following the overnight works

ACTION: Site Team To be included in the site and shift briefings.

12. Dealing with the public

ACTION: Site Team Brief all in the "Working in the public eye" toolkit

13. There is a scheme to be delivered shortly to re point the pant Tunnel at the heritage site.

ACTION: Mike Review the scheme to see if the tunnel can remain open during the works.

14. It was reported that there is an Otter crossing at Morda

ACTION: Mike check that the Otter crossing is in the Environmental details for the scheme.

Thank you again for your time yesterday, we found the meeting extremely useful and informative.