

Minutes

Minutes of the Hospital Liaison Group (HLG) meeting held on Monday 27th June, 2022 at 6.00pm in the Audrey Emerton Building.

Present:	Cllr Nancy Platts (NP)	Local Councillor – Chair
	David McLaughlin (DM)	UHSx Director of Estates & Facilities
	James Millar (JMi)	UHSx Deputy Director of Capital Development & Property
	Ali Jenkins (AJ)	UHSx 3Ts Programme Administrator
	Maryliss Redpath (MR)	Local Resident
	Julian Redpath (JR)	Local Resident
	Peter Kutnick (PK)	Local Resident
	Ross Sully (RS)	Local Resident
	Sarah Booker-Lewis (SBL)	Brighton & Hove Local Democracy Reporter
Apologies:	Robert Cairney (RC)	UHSx Director of Capital Development & Property
	Richard Beard (RB)	UHSx 3Ts Head of Communications and Engagement
	Jane Moseley (JMo)	BHCC Planning Manager
	Andy Renaut (AR)	BHCC Head of Transport, Policy & Strategy

1.	Welcome and apologies for absence	
	NP opened the meeting with introductions amongst the group. Apologies were received from those noted above.	
2.	Minutes of previous meeting (April 2022)	
	MR noted an amendment, below, which should be made to the minutes of the previous meeting, relating to the traffic survey taking place around the North Service Road. <i>“The Trust will invite a representative from WSP, who will be carrying out the traffic survey, to the next HLG meeting to explain the process. The scope of the survey will also be circulated to the local residents ahead of the next meeting to allow residents to pass comment on the scope before it is approved.”</i> The minutes were otherwise taken as accurate.	
3.	Update on Existing Site Operational Matters	
	DM gave a presentation to the meeting giving an update on some of the issues raised at the last meeting. <u>Waste Collection:</u> The collection of waste from the rear of Sussex Eye Hospital has been reviewed, and is no longer taking place before 9am. The waste collection contractor has also been instructed to stop reversing down the road. <u>Waste Storage Area:</u> Following an issue with the noise created from opening and closing the gate to the waste storage area at the rear of the Sussex Eye Hospital, a new, quieter, gate is currently being manufactured, and the Trust are expecting this to be installed in July 2022.	

	<p><u>Illegal Parking on Sudeley Terrace</u>: BHCC have increased their parking warden patrols in the area and are monitoring the illegal parking.</p> <p><u>Noise Issues</u>: There has been an on-going issue of noise coming from the western side of the RSCH site, which is disturbing local residents during the night. DM advised this is something that the Trust are looking into, and a number of sources of the noise have been identified. Works to mitigate the disturbance local residents are experiencing from the noise are currently being discussed.</p> <p><u>Broken Inspection Cover</u>: A broken inspection cover on the North Service Road has been identified, and is disturbing residents when vehicles drive over it. A repair has taken place and local residents confirm there is no longer an issue with this.</p> <p><u>North Service Road Signage</u>: DM will confirm the current status of additional signage on the North Service Road and share this with local residents.</p>	DM
4.	Local Residents Questions	
	<p><u>Communication</u>: A number of issues related to communication between the Trust and local residents were raised. These included informing when noisy or disturbing works are taking place, the response time to emails and the use of social media and the Trust website for sharing information. Following a discussion, the below was agreed:</p> <ul style="list-style-type: none">- When emails are sent to the Trust, a reply is sent to confirm receipt of the email. Local residents were also advised to copy any emails to NP and DM.- Where possible, any works which are likely to cause a disturbance will be advertised, using various methods.- The Trust will look into ways of increasing the use of social media and other communication tools to help keep the public informed.- RB / AJ will follow up with colleagues / local residents before HLG meetings for an update on any issues raised previously. <p>NP asked if there can be a separate Communications item on the agenda for the next meeting.</p> <p>Information will be sent to local residents on the most appropriate channels for raising issues with the hospital.</p> <p>A link to the planning portal with information on returning the North Service Road to two-way traffic will be shared with local residents.</p> <p><u>HLG Minutes</u>: It was agreed that the Trust will issue the minutes to those on the distribution list within a week of the meeting date. The minutes will also be on the website at the same time.</p> <p><u>Hospital Staff Breaks</u>: A number of local residents commented that they are being disturbed by hospital staff while they are taking their breaks. These include sitting on residents garden walls, smoking outside open windows, talking loudly overnight, blocking walkways and leaving litter behind. DM has been looking into providing somewhere for these staff to take their breaks and ensuring that disruption to local residents is kept to a minimum. The UHSx Charity have agreed to make some funding available to build a garden area at the northern end of Bristol Gate, and this option will be pursued over the coming months.</p> <p><u>Stage 1 Lighting</u>: It was pointed out that the lights in the Stage 1 building are left on overnight and this is disturbing local residents. JM informed the meeting that the lights are left on overnight for security and safety purposes. There is also</p>	RB / AJ RB RB AJ

	<p>some works taking place overnight, such as cleaning and moving materials around the building.</p> <p><u>South Service Road</u>: PK pointed out that deliveries to the South Service Road are still causing issues with engines being left on during deliveries, reversing sounders are not switched off and the road is also being blocked. DM will speak to colleagues responsible for traffic management and ask for the issues to be resolved.</p> <p><u>External Bin Collections</u>: Following comments of increased littering on the floor due to full or lack of bins, DM will review the frequency and times of the external bins around the RSCH site being collected and if more could be placed.</p> <p><u>Art Installation</u>: DM will review the health and safety mitigations in place on the area close to the western boundary of the site that houses an art installation following reports of people climbing and playing on the structures.</p>	<p>DM</p> <p>DM</p> <p>DM</p>
5.	3Ts New Hospital Programme	
	<p>AJ gave the meeting a presentation, including some pictures, on the current progress of the Stage 1 project.</p> <p>During the presentation, local residents were informed of a closure to Eastern Rd outside the Stage 1 building over the weekend of 8-10th July to allow a crane to lift soil into place. As with previous closures of this section of Eastern Road, diversions will be in place during this time.</p>	
6.	Other Capital Investment	
	JM gave an update on other capital investment projects taking place within the RSCH site.	
7.	Any Other Business	
	There was no other business to discuss.	
8.	Date of the next meeting	
	The date of the next meeting is planned for Monday 5 th September, 2022, with a start time of 6pm.	

Hospital Liaison Group

**Action Log as at
27/06/2022**

Meeting First Raised	Action	Owner	Review Date	Status
June 2022	<u>North Service Road Signage</u> : DM will confirm the current status of additional signage on the North Service Road and share this with local residents.	DM	July 2022	Open
June 2022	<u>Communications</u> : When emails are sent to the Trust, a reply is sent to confirm receipt of the email. Local residents were also advised to copy any emails to NP and DM.	RB	July 2022	Open
June 2022	<u>Communications</u> : Where possible, any works which are likely to cause a disturbance will be advertised, using various methods.	RB	July 2022	Open
June 2022	<u>Communications</u> : The Trust will look into ways of increasing the use of social media and other communication tools to help keep the public informed.	RB	July 2022	Open
June 2022	<u>Communications</u> : RB / AJ will follow up with colleagues / local residents before HLG meetings for an update on any issues raised previously.	RB / AJ	July 2022	Open
June 2022	<u>Raising Issues</u> : Information will be sent to local residents on the most appropriate channels for raising issues with the hospital.	RB	July 2022	Open
June 2022	<u>North Service Road</u> : A link to the planning portal with information on returning the North Service Road to two-way traffic will be shared with local residents.	RB	July 2022	Open
June 2022	<u>HLG Minutes</u> : The minutes from HLG meetings will aim to be published within a week of the meeting and also added to the Trust website.	AJ	July 2022	Open
June 2022	<u>SSR Deliveries</u> : DM will liaise with colleagues in Traffic Management to ensure any disturbances from deliveries are stopped.	DM	July 2022	Open
June 2022	<u>Litter / External Bins</u> : DM will review the number and location of external bins and the frequency of collections.	DM	July 2022	Open
June 2022	<u>Art Installation / H&S Issues</u> : DM will review the use of the art installation located at the western boarder of the RSCH site.	DM	July 2022	Open