

FORTH REPLACEMENT CROSSING
ENVIRONMENTAL LIAISON GROUP
TERMS OF REFERENCE

1 Context

- 1.1 The formation of the Environmental Liaison Group is a joint initiative by the Scottish Ministers, statutory consultation bodies and regulatory authorities, and other relevant parties to cement a collaborative and inclusive approach to assure and assess the management of environmental matters and mitigation of environmental impacts during construction of the Forth Replacement Crossing project for the benefit of the environment and all stakeholders, including local residents.

2 Membership

- 2.1 The Environmental Liaison Group will comprise:

- a) the Scottish Ministers' Employer's Representative or his delegated representative (including his advisors);
- b) Scottish Natural Heritage;
- c) the Scottish Environment Protection Agency;
- d) Marine Scotland;
- e) Historic Scotland;
- f) The City of Edinburgh Council;
- g) Fife Council;
- h) West Lothian Council;
- i) the contractors; and
- j) any other party that may be considered from time to time as appropriate.

3 Purpose

- 3.1 The purpose of the Environmental Liaison Group is:

- a) To **review** the planning, execution and monitoring of construction works to **provide assurances** to those organisations participating in the Group that the construction works are being undertaken in accordance with the Forth Crossing Act 2011; Environmental Statement; Appropriate Assessments; Code of Construction Practice and construction contracts.

- b) To **facilitate consultation** between the contractor and those organisations listed in the construction contracts with which there is a consult and comply requirement for the contractor in relation to environmental matters.

4 Working Principles

- 4.1 The Employer's Representative will chair the meetings of the Environmental Liaison Group. Responsibilities in this regard will include:
 - a) Ensuring the scheduling of meetings and notifying Group members;
 - b) Ensuring all documentation required for the meeting is issued to the Group members a least one week in advance of each meeting; and
 - c) Guiding the meetings according to the agenda [to be developed and agreed by the Environmental Liaison Group] and time available.
 - d) Ensuring notes of proceedings are taken, ensuring minutes of the meetings are prepared and placing agendas for the Group meetings and agreed minutes in the public domain.
- 4.2 The Environmental Liaison Group will meet at monthly intervals as a minimum, with more frequent meetings being held as required to discuss specific issues. The Group may agree to the formation of sub-groups focussing on specific environmental issues to carry out its functions. In the event that this approach is taken, the sub-groups will meet regularly and the overall Group may meet at less frequent intervals agreed by the Group.
- 4.3 The Environmental Liaison Group will have oversight of all relevant environmental matters except construction noise and vibration, for which oversight will be provided by the Noise Liaison Group. The Environmental Liaison Group may take account of noise and vibration as necessary insofar as it relates to the environmental matters being considered by the Group and relevant members of the Noise Liaison Group will be invited to attend meetings if necessary.
- 4.4 The members of the Group will provide any information to be considered at meetings to the Employer's Representative at least a week in advance, or less on urgent business, to enable it be issued to all members in advance.
- 4.5 The Employer's Representative will liaise with community councils and other community groups in advance of Environmental Liaison Group meetings as appropriate to identify any issues they wish to be considered by the Group.
- 4.6 The Employer's Representative will consider all advice he receives from the Environmental Liaison Group in determining whether it is necessary to take any actions to improve the contractors' performance in accordance with the contract.

- 4.7 Public comments on behalf of the Group will only be made on resolution of the Group by the Employer's Representative.

5 Functions

5.1 The functions of the Environmental Liaison Group are to:

- a) take evidence from the contractor on environmental matters to support the purpose of the Group;
- b) consider whether the necessary procedures relating to planning construction works are in place and operating effectively and to identify any improvements to the planning procedures;
- c) consider whether construction works are being undertaken in accordance with the Environmental Statement, Appropriate Assessment documents, Code of Construction Practice and construction contract and to identify any areas where investigation or actions are required to provide assurance. Specific consideration will be given to:
 - i) potential environmental impacts;
 - ii) mitigation proposals;
 - iii) likely residual environmental impacts; and
 - iv) monitoring proposed.
- d) consider monitoring information, any actions taken in respect of monitoring and whether the environmental impacts arising from construction activities are in line with the obligation that they are not worse than the residual environmental impacts reported in the Environmental Statement;
- e) consider matters relating to public notification of construction works, community consultation, enquiries and complaints regarding environmental matters, including whether appropriate actions have been taken in respect of each and to identify any improvements to the procedures in place or actions taken;
- f) consider matters brought to the attention of the Employer's Representative by community councils and other community groups for consideration by the Group; and
- g) consider any other matter from time to time considered appropriate by the Employer's Representative.