



Forth Bridges Forum - Meeting 24

27 June 2017

Meeting Room 1.15, FRC contact and Education Centre, South Queensferry

MINUTE

Attendees

Hugh Gillies (HG) (Chair)	Transport Scotland
Lawrence Shackman (LS)	Transport Scotland
Scott Lees (SL)	Transport Scotland
Michael Dineen (MD)	Transport Scotland
Craig Bowman (CB)	Network Rail
Miles Oglethorpe (MO)	Historic Environment Scotland
Ken Gourlay (KG)	Fife Council
Manuela Calchini (MC)	Visit Scotland
Campbell Docherty (CD)	BIG
Graham Malcolm (GM)	West Lothian Council
Chris Waite (CW)	Amey
Ewan Angus (EA)	Amey
Gillian Laurie (GL)	Amey (Secretariat)

1. Welcome & Introductions

- 1.1. The Chair welcomed all attendees to Meeting 24 of the Forth Bridges Forum.

2. Apologies, Minutes of Previous Meeting and Actions

- 2.1. Apologies were received from: David Dickson, Network Rail, Ben Edwards, Network Rail; Ewan Kennedy, CEC; Mirka Vybiralova, CEC; Alan Shirley, Transport Scotland; Mark Dunlop, Transport Scotland; Rebecca Jones, HES; Mark Arndt, Amey; Sandra Montador-Stewart, Fife Council, Eddie Lebida, Network Rail
- 2.2. The minutes of the previous meeting held on 9 May 2017 were agreed and subsequently published.
- 2.3. Action points were reviewed and updated as follows:
 - Action 21.2 – Open action
 - Action 21.4 - Ongoing
 - Action 22.4 – Ongoing
 - Action 22.6 – Ongoing
 - Action 23.1 – Closed
 - Action 23.2 – Ongoing – potential date discussed at this meeting

Action 23.3 – Ongoing – Cost required
Action 23.4 – Ongoing
Action 23.5 – Open action
Action 23.6 – Ongoing
Action 23.7 – Closed

3. Forth Bridges Forum – Update

- 3.1. Queensferry Crossing date has been announced and so the next Forum Public Meeting should merge with an FCBC public meeting session. In August FCBC will plan 4 sessions for public and stakeholders. Potential date 8th August for Forum Public meeting. LS advised materials will be produced for these meetings including the User Guide.

Action – MD to confirm and arrange next Forum Public Meeting
Post meeting note: August 8th 2017 confirmed as date for next Public Meeting.

- 3.2. Events Planner Update – Planner is being updated by GL and used by Forth Bridges Forum and subgroups. Recent announced dates have been added to this planner and circulated but there may be some information which may not have been passed to GL.

Action – All to consider events to be added to planner and email FBF.Enquiries@amey.co.uk

4. Queensferry Crossing – Update by LS

- 4.1. Queensferry Crossing will open to all traffic on 30th August 2017. A public event named Queensferry Crossing Experience is planned for 50,000 people to cross the new Bridge over 2nd and 3rd September 2017. A ballot has opened with almost 200,000 applications received as of 27th June 2017. Around 50% of those registered are from the local area. The ballot will close on 5th July 2017.
- 4.2. There will be an opportunity for media to visit the site prior to opening.
- 4.3. Traffic Management and 40mph speed restriction will be in place for 4 weeks following Queensferry Crossing opening. Motorway regs will then come into force and speed restriction removed. This will be heavily published for all road users to inform of the correct bridge to use during this period.
- 4.4. Official opening date is still to be announced.
- 4.5. Public cycling event on FRB and a Bridges Festival Event are being considered for the future.

5. World Heritage Management Group – Update by MO

- 5.1. UNESCO are content on the assessment report and have been informed that the tourism strategy is currently being worked on.

- 5.2. Report on the state of Conservation of the Bridge and Maintenance is being developed by MO and Eddie Lebida.
- 5.3. Plaque unveiling event date to be arranged. 5 plaques have been made with 1 to be placed at viewpoint area in SQ. EA asked if this plaque would be placed on a temporary stand as viewpoint area master plan is currently being developed. LS confirmed 4 plaques for QC are being produced with 1 to be placed at viewpoint. HG suggested potential plaque unveiling date could tie in with new website and user guide launch around mid-August.

Action – MO to send HG image of plaque before 6th July 2017

Action – Transport Scotland to canvas views of ministers, outline the purpose of event, offer dates and options. (MD has actions on this).

6. Tourism Project – Update by MC and written update by SMS

- 6.1. There was a very successful workshop on 2nd June 2017 on the Tourism Strategy. The consultants are now developing a draft strategy and action plan for discussion at the next tourism project group meeting on 6th July 2017 and thereafter will be presenting to the Forth Bridges Forum at its August meeting. MC will advise consultants that the date of the next forum meeting has been brought forward to 15th August 2017.
- 6.2. An expression of interest for funding to the Scottish Enterprise Tourism Destination Development Fund was made to support the development of marketing activities in line with the emerging strategy. Unfortunately we were advised that we hadn't been invited to take this to the full application stage until such time as the strategy is in place. At this stage however we do not know when another round of funding would be opening up.

7. Communications Group – Update by CD

- 7.1. CD has sent a paper on the Engagement Plan to HG however CD stated that the tourism strategy will impact what the forum will require in its engagement plan in order for it to be practical. HG advised that once this is agreed it will be circulated.

Actions – CD will arrange a meeting and update on engagement plan at next Forum meeting

- 7.2. CW updated group on website launch. The plan is to launch 2 weeks before QC opens in order to ensure any operational problems can be addressed prior to QC becoming operational to traffic. 360 degree camera will go live on same date as website.
- 7.3. Forth Bridges Branding. The trademark registration is due to be agreed imminently. There is scope to develop and market this branding and a potential for a financial return and so advice will be sought. MC and CW advised that Kate Turnbull at Visit Scotland is looking to use this branding. It was suggested that the Forth Bridges branding should be on the Queensferry Crossing User Guide. All agreed that any item bearing this brand should be of high end quality. MC suggested that a dedicated project manager may be

required to drive the destination work forward and potential funds for this post could come from merchandising or the licensing of merchandising. VS can advise on manufacturers used by the national tourism organisation and MD has already contacted Yvonne Carr at Visit Scotland who offered her support in guiding us.

Action – CW to email HG when trademark is agreed.

Action – MD to pursue commercial expertise on marketing of branding

8. Network Rail – Update by CB

- 8.1. Purchase of Forts has been completed. 24 hour security is in place. Intention is to get tenant in short term then use the land for building for the Forth Bridges Experience.
- 8.2. Business Plan for the Forth Bridges Experience Project is to be submitted to Transport Scotland. CB advised the progress on this has not been as quick as he would have hoped. A meeting with Transport Scotland has been arranged to discuss this on 28th June 2017 which should move this forward.
- 8.3. CB met with NQCC to give an update. Concerns regarding security and condition of NQ compound were raised. A meeting to discuss this has been arranged with British Transport Police
- 8.4. Members of the Forth Bridges Forum have been approached by Deep Sea World about a possible Three Bridges Visitor Experience.

Actions – KG will ask SMS to invite Deep Sea World to present proposals at Tourism meeting on 6th July 2017.

Post meeting note – action complete, invite to next Tourism meeting

9. AOB

- 9.1. A clay model by artist Gordon Muir was on display throughout the meeting. CW advised that the model is based on the cantilever principle and could be cast in bronze, full size or model size and is an opportunity for public art.
- 10. Date of next meeting – Tuesday 15 August 2017 12pm – Contact & Education Centre, South Queensferry, for a working lunch.**