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| Project title | Aberdeen Harbour Expansion Project | Job number 247468 |
| Meeting name and number | Regulators/Advisors Meeting | File reference |
| Location | Aberdeen Harbour Board | Time and date 10:30 18 January 2017 |
| Purpose of meeting | Meeting with regulators and advisors for AHEP | |
| Present | Andrew Miller (ACC) Katherine Harris (AHB) Ian Taylor (AHB) Zoe Crutchfield (Arup) Iain Foster (Arup) Nichelle Murray (Arup) Craig Hynd (Dragados) Rania Sermpezi (MS-LOT) Michael Bland (MS-LOT) | |
| Apologies | Sue Lawrence (SNH) Alison Wilson (SEPA) | |
| Circulation | Those present | |

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| | | Action |
| 1. | Introductions | All |
| 2. | General Project Update ZC gave a project update. Dragados is currently hiring a large number of new staff for the project. This includes Craig Hynd who has recently started as the Environmental Manager for the project. Other new members of staff to start shortly include the Quality Manager, Construction Manager and the Ecological Clerk of Works. Going forwards, ZC and CH are to be the point of contact at Dragados for all environmental related material. Katherine Harris remains the AHB point of contact for environmental matters. | |

Prepared by Nichelle Murray

Date of circulation

Date of next meeting

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Aberdeen Harbour Board have taken ownership of the land within the AHEP boundary.

Surveys and construction work has begun, or is to begin shortly on site, this includes:

- Unexploded ordnance surveys;
- Road surveys examining the current quality of the roads;
- Bathymetric surveys to start 23/01/17;
- Topography surveys (weather permitting); and
- Coast Road widening to start 10/02/17, to be closed for approximately two weeks.

CH is to be attending the Torry community council meeting on 19/01/17.

The Environmental Advisory Group is to have its first meeting on 31/01/2017. Attendees are to include:

- Marine Scotland (MS);
- Transport Scotland (TS);
- Aberdeen City Council (ACC);
- Scottish Natural Heritage (SNH);
- Scottish Environmental Protection Agency (SEPA);
- Whale and Dolphin Conservation (WDC);
- Royal Society for the Protection of Birds (RSPB);
- Historic Environment Scotland (HES) (not confirmed to be attending as of yet); and
- Dee District Salmon Fishery Board.

3. Project Timeline

ZC outlined the approximated project timeline as follows:

- Start of construction: April 2017
- Dredging commences: May 2017
- Works start North Breakwater: May 2017
- Works start South Breakwater: March 2018
- Works start on West Quay: July 2018

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- Works start East and North Quay: Feb 2019
- West Quay completed: June 2019
- Dredging completed: Sept 2018
- North Breakwater completed: October 2019
- South Breakwater completed: Nov 2019
- East and North Quay completed: Jan 2020
- Construction completion: May 2020

ACC and MS-LOT have requested that they be sent the key construction programme dates that relate to them. With future meetings outlining a 3-6 month outlook of activities.

ZC

ACC and MS-LOT requested that the Dragados community engagement team copy them in on any community concerns/complaints they receive.

ZC

4. Matters Specified in Condition (MSC)

ZC outlined the current progress of the MSC submissions:

- Submit detailed plans for roads and drainage: end Jan 2017
- Submit detailed plans for temporary construction and fabrication areas: mid Feb 2017
- Restoration and re-instatement of construction areas: end of Feb 2017
- Submit detailed plans for any associated development: continual
- Topographical Survey – pre & post works, Greyhope Road and Coast Road: mid Feb 2017
- Monitoring Plan – Greyhope and Coast Road – has been written. It has been agreed that a draft will be sent to ACC (Doug Ritchie) before formal submission.
- SEPA CEMP – Was discussed with SEPA on 17/01/17. The draft is to be submitted mid Feb 2017.
- Culvert Capacity (East Tullos Burn) – Was discussed with SEPA: To be submitted later in 2017.
- Nigg Bay SSSI Engineering Assessment: draft has been submitted to SNH. Draft to be sent to SEPA

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- DMCP is being updated. Will be resubmitted once route of cycle lane is confirmed.

ZC asked AM if consents would be required for the resurfacing of Greyhope Bay car park and access management measures. AM confirmed that this was classed as permitted development so does not require separate consent. AM also advised that he is waiting for legal advice on the delegation of powers to the Planning Department to approve MSC applications.

ZC

ZC/KH asked if AM would be able to give an update at each meeting on planning issues in the surrounding community that may relate/impact on the AHEP.

AM

5. Traffic NEWT Assessment Presentation

IF outlined the Not Environmentally Worse Than (NEWT) traffic assessment that was conducted. The assessment was undertaken as it was determined that the peak number of HGV movements would increase above those assessed in the Environmental Statement (ES). The NEWT assessment was conducted using the ES methodology.

The worst case scenario of the peak HGV numbers was assessed, with peaks of traffic dependant on the construction timeline. Dragados are currently attempting to smooth the peaks and troughs of HGV movements by exploring the possibility of stock piling materials on site. All HGV's must come from the south along the Coast Road.

The NEWT assessment found that despite the increase in HGV movements the impact significance will remain negligible.

This was discussed with the ACC Traffic Management Team at a meeting on 17/01/17.

The NEWT assessment will be submitted to ACC.

6. HRO/ML

The Dragados and Arup team are working on the Construction Environmental Management Document (CEMD). The approximate submission dates for draft CEMP's are as follows:

- Habitat Management Plan and Otter Protection Plan, Landscape Plan – Issued as draft by 27/01/2017. Will be sent to SNH, SEPA and ACC.
- Traffic Management Plan – Issued as draft by 20/01/2017

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- Vessel Management Plan – Issued as draft by end of 01/2017. To be sent to ACC and MS-LOT.
- Lighting Plan – Mid Feb 2017
- Waste, Pollution Management Plan – Issued as draft by 20/01/2017.
- Noise and Vibration – Meeting to be set up with Nick Glover and residents near the lighthouse. Draft to be issued post meetings.
- Marine Mammal, Fish, Non-Natives, Dredge/Dredge Disposal – Mid Feb 2017.
- Piling Management – End of Jan 2017
- SSSI Management – Has been submitted to SNH.
- WSI – Approved has been approved Bruce Mann. Archaeology is hoping to start excavations early February.
- PAD – to be submitted to Historic Environment Scotland

CH are hoping to meet with the ACC Ranger Ian Talboys to discuss the Habitat Management Plan.

ZC inquired about the need for a Marine Licence for a buoy. MB (MS-LOT) advised that if the buoy is within the harbour jurisdiction, a ML is not likely needed. However, notification of an exempt activity should be submitted to the MS-LOT team.

MS-LOT inquired as to the turnaround time for draft document reviews. ZC advised that they would like to submit the finalised CEMD mid-Feb. The draft reviews will determine if there are any significant issues to be considered before final submission is made.

7. AOB

All attendees to review draft minutes from 16/12/16 meeting before they are issued.

All

MS-LOT to be copied in with any emails to MS Science.

Phil Bloor is finalising the European Protected Species Licence, MB inquired as to the timing of EPS licence submission prior to marine construction beginning. The EPS is to be sent to MS-LOT, not SNH. A meeting between the MS Science team and SNH regarding the EPS licence to be set up. MS-LOT to be copied in to correspondence.

ZC

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| KH inquired as to the Marine Licence monitoring plan condition, and if the monitoring plans can be incorporated into the final CEMPS. MS-LOT confirmed that this is acceptable. |