

Meeting Notes



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Meeting Location Craibstone Office Client AWPR/B-T Contracting Authority
Meeting Date/Time 11 October 2017 at 09:30 Project AWPR/B-T DBFO
Subject Progress Meeting Project No. B1033200

Participants [Redacted] (TS)
[Redacted] (MA)
[Redacted] (CA)
[Redacted] (CA)
[Redacted] (CA)
[Redacted] (CA)
[Redacted] (CA)
[Redacted] (CA)
[Redacted] (ARL)
[Redacted] (ARL)
[Redacted] (ARL)
[Redacted] (CJV)
[Redacted] (CJV)
Notes Prepared By [Redacted] (CA)

Apologies [Redacted] (TS)
[Redacted] (CJV)

cc: As above; [Redacted] (ARL)

	Notes	
1.0	Introductions & Apologies	Action
1.1	On Tuesday 10 October 2017, a site tour was undertaken of the Centre Section, attended by representatives from: ARL, CA, TS and MA.	
1.2	[Redacted] (CA) was introduced as the CA Central Services Manager and is tasked with coordinating PTU for the CA. [Redacted] (ARL) was introduced and will be assisting with PTU paper work for ARL for her 6 month placement. [Redacted] will be involved across all 3 Sections of the project.	
1.3	TS offered to consider an alternative date for the monthly progress meetings to try and facilitate the CJV's Board Meetings in respect of [Redacted] availability for site tours. CJV thanked TS for the offer and both agreed to take the consideration off-line.	
2.0	Notes of Previous Meetings [Redacted]	



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2.1	<p>Progress Meeting [REDACTED] notes to be discussed with ARL this week before agreement.</p> <p>Progress Meeting [REDACTED] notes were issued to ARL/CJV for comment on 1 August 2017. Progress Meeting [REDACTED] notes to be discussed with ARL before agreement.</p> <p>Progress Meeting [REDACTED] notes were issued to ARL/CJV for comment on 5 October 2017. Some ARL comments to be addressed before final issue.</p> <p>CA stated its target that Progress Meeting [REDACTED] notes be issued to ARL/CJV for comment on Friday 20 October 2017.</p>	<p>CA/ARL</p> <p>CA/ARL</p> <p>CA</p> <p>CA</p>
3.0	<p>Discussions specific to the Central Section following a Site Tour of the Central Section on 10 October 2017</p>	
3.1	<p>No discussion regarding the Central Section took place.</p>	
4.0	<p>Actions Arising from the Previous Meeting [REDACTED] in relation to the North Section</p>	
4.1	<p>Item 3.2 of Progress Meeting [REDACTED] notes: CA queried the [REDACTED] [REDACTED] [REDACTED] ARL issued correspondence to the CA on 25 September 2017 advising a [REDACTED]</p> <p>CA queried the [REDACTED] [REDACTED] CA queried if CJV has an [REDACTED] CJV commented that the [REDACTED] [REDACTED] CJV to discuss [REDACTED]</p> <p>CA queried the programme for issue of As Built Drawings. CJV stated their main concern was the production of Final Construction Drawings. CJV was less concerned about As Built Drawings.</p>	<p>CA/CJV</p>

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4.2	<p>Item 3.3 of Progress Meeting [redacted] notes: The CA noted that [redacted]</p> <p>[redacted]</p> <p>CJV are currently [redacted]</p> <p>[redacted]</p> <p>CJV are using [redacted]</p> <p>[redacted]</p> <p>CJV noted that, on the [redacted]</p> <p>[redacted]</p> <p>CA queried how the [redacted]</p> <p>CJV stated that they would prepare a [redacted]</p> <p>schedule of all [redacted]</p> <p>CA noted that the schedule could be [redacted]</p> <p>attached to the [redacted].</p>	CJV/DJV
4.3	<p>Item 3.4 of Progress Meeting [redacted] notes: CA observed [redacted]</p> <p>[redacted]</p> <p>CJV stated that they would [redacted]</p> <p>[redacted]</p> <p>ARL advised that there was [redacted]</p> <p>[redacted]</p> <p>ARL to raise an [redacted]</p> <p>Item closed.</p>	
4.4	<p>Item 3.5 of Progress Meeting [redacted] notes: CA observed [redacted]</p> <p>[redacted]</p> <p>[redacted]</p> <p>CJV [redacted]</p> <p>[redacted]</p> <p>Item closed.</p>	
4.5	<p>Item 3.6 of Progress Meeting [redacted] notes: ARL stated that [redacted]</p> <p>[redacted]</p> <p>[redacted]</p> <p>commented that [redacted]</p> <p>[redacted]</p> <p>MA [redacted]</p> <p>[redacted]</p> <p>the CJV who have investigated the location [redacted]</p>	CA
5.0	<p>Actions Arising from the Previous Meeting [redacted] in relation to the Central Section</p>	

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5.1	<p>Item 4.1 of Progress Meeting [REDACTED] notes: Ongoing action to confirm [REDACTED]</p> <p>[REDACTED] The CA has held further discussions with TS regarding the [REDACTED]</p> <p>The CJV has issued the [REDACTED]</p>	CA
6.0	<p>Historical Actions Arising from the Previous Meeting [REDACTED]</p>	
6.1	<p>Item 6.1 of Progress Meeting [REDACTED]: [REDACTED] is still progressing works on the [REDACTED]</p> <p>CA is liaising with [REDACTED]</p> <p>[REDACTED] to undertake a final review after issuing comments to the CA</p> <p>[REDACTED]. Item progressing</p>	CA CA
6.2	<p>Item 6.2 of Progress Meeting [REDACTED]: ARL asked if the CA intended to [REDACTED]</p> <p>[REDACTED]. CA noted that it had issued its response on 18 August 2017.</p> <p>To be discussed at a meeting on 25 October 2017. Item closed.</p>	
6.3	<p>Item 6.3 of Progress Meeting [REDACTED]: CA commented that during previous Quality Meetings, it had been discussed that the CJV is proposing to use [REDACTED]</p> <p>[REDACTED]. CA asked if a technical presentation could be prepared to show the proposed system and also demonstrate correlation testing results between the two methods. CJV stated that a package is being prepared, and that the CJV would give a technical presentation, dates to be advised.</p> <p>CJV stated that it had not yet finalised its approach to this issue, and may not pursue use of [REDACTED] CJV to consider further and advise proposed approach.</p>	CJV CJV
6.4	<p>Item 6.4 of Progress Meeting [REDACTED] ARL enquired if there was an update to the [REDACTED] CA has drafted a response to be issued.</p> <p>ARL commented that it had [REDACTED] CA to review.</p>	CA CA
6.5	<p>Item 6.7 of Progress Meeting [REDACTED]: IRIS: Meeting took place on 19 July 2017 attended by TS, ARL, CJV, DJV, O&M and CA. Final meeting notes to be issued and a consolidation meeting to be arranged.</p>	CA
7.0	<p>Previous Key Issues</p>	

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7.1	Item 10.1 of Progress Meeting [REDACTED]: CJV queried the long-term status of the temporary central reserve crossovers on the A96. TRBO ([REDACTED]) had advised that the central reserve be reinstated however ACC were of a different opinion and were keen for the crossovers to remain and this had been actioned prior to PTU1. ARL commented that this would require a [REDACTED] TS took an action to speak to [REDACTED] CA to provide an update.	TS/CA
7.2	Item 10.3 of Progress Meeting No. 30: CA noted that the [REDACTED] [REDACTED] CJV stated that it considers that the [REDACTED] [REDACTED] CJV does not propose to CA will consider its view of this issue further.	CA
8.0	[REDACTED]	
8.1	[REDACTED]	
8.1.1	[REDACTED]	CJV/ OMC CA
8.1.2	[REDACTED]	CA
8.1.3	[REDACTED]	CJV
8.1.4	[REDACTED]	CJV
8.1.5	[REDACTED]	CJV
8.1.6	[REDACTED]	CA CA

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8.1.7	[REDACTED]	CA
8.1.8	[REDACTED]	CA CA
8.2	[REDACTED]	
8.2.1	[REDACTED]	CA
	[REDACTED]	CJV
8.2.2	[REDACTED]	CJV CA
9.0	Progress Report	
9.1	[REDACTED] and [REDACTED] Reports: Key Issues	
	[REDACTED] report	
9.1.1	Item 9.1.1 of Progress Meeting [REDACTED] notes: The CA has requested details of the CJV [REDACTED] CJV indicated that it is [REDACTED] Item ongoing.	CJV
9.1.2	CA noted that [REDACTED] During the Central Section site visit it was noted that [REDACTED] [REDACTED] CJV previously sent [REDACTED] [REDACTED] ARL queried if this issue had been discussed, the CA confirmed that it had discussed between all parties namely: ARL, CJV, [REDACTED] and CA at regular [REDACTED] meetings [REDACTED]	CJV

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<p>9.1.3</p>	<p>CA raised [REDACTED] CA noted the example of the [REDACTED] with the CA [REDACTED] CA stated that this [REDACTED] CA has set up a meeting to [REDACTED]</p> <p>CA also raised the [REDACTED] TS has not issued a [REDACTED] CJV queried [REDACTED] ARL noted that the [REDACTED] CA indicated that it understood that the issue related to [REDACTED] and CJV confirmed that it was continuing discussions with [REDACTED] on that issue. All parties agreed that they would like the works to go ahead this weekend however if [REDACTED] MA to provide update on situation by close of business today.</p>	<p>ARL/CA/ CJV</p> <p>CJV</p> <p>MA</p>
<p>9.1.4</p>	<p>CA carried out an audit of the CJV Environmental Management System on 7 July 2017. CA hope to have audit report issued within the next few weeks.</p>	<p>CA</p>
<p>[REDACTED]</p>	<p>Report</p>	<p></p>
<p>9.2</p>	<p>Appendix A: Health, Safety and Environment</p>	<p></p>
<p>9.2.1</p>	<p>Item 9.2.3 of Progress Meeting [REDACTED] notes: [REDACTED] meeting took place between ARL and TS regarding [REDACTED] Correspondence was issued and responded to. TS has reviewed response, no further action required. Item closed.</p>	<p></p>
<p>9.2.2</p>	<p>CJV provided an update on the [REDACTED] [REDACTED] CJV are still investigating [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>The CA confirmed that [REDACTED]</p>	<p></p>

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9.2.3	TS explained that it was their intention to [REDACTED] [REDACTED] [REDACTED] TS requested info on [REDACTED]	CJV
9.3	Appendix C: Design	
9.3.1	Item 9.3.1 of Progress Meeting [REDACTED]: The CJV issued an email to which the CA is to respond. Road to be adopted by Aberdeenshire Council (ASC) by way of an Order by Scottish Ministers. Road likely to remain C34K. Discussions ongoing, CA received a response from [REDACTED]. CA to respond to [REDACTED] with some minor comments. Action ongoing.	CA
9.3.2	Item 9.3.2 of Progress Meeting [REDACTED]: Meeting was held with [REDACTED] [REDACTED] [REDACTED] CJV to update CJV to issue a letter and the [REDACTED] CA queried when the [REDACTED] [REDACTED] CJV hope to issue the [REDACTED] CJV also noted that the [REDACTED] [REDACTED]	CJV
9.3.3	Item 9.3.3 of Progress Meeting [REDACTED]: [REDACTED] The CA is undertaking a final consolidation before issuing for review. CA hope to issue to TS in the next few weeks. Action still ongoing.	CA
9.3.4	Item 9.3.4 of Progress Meeting [REDACTED]: The CA has received options for its consideration with regard to the [REDACTED] CJV has gathered information and discussions are ongoing regarding [REDACTED] [REDACTED] CJV has issued proposed [REDACTED] [REDACTED] Meeting to be held on 25 October 2017 with the ARL, CJV, CA and TS to discuss this issue further. Discussions are also ongoing with [REDACTED] [REDACTED] To be discussed at O&M meeting.	ARL/CJV /CA/TS
9.3.5	Item 9.3.7 of Progress Meeting [REDACTED]: CJV and CA had completed a review of approximately 100 field accesses which stray outwith the LMA. There are approximately 'twenty plus' that require further review, and DJV are investigating revised geometry for access identified as outwith the LMA. CJV to arrange meetings with affected landowners.	
9.3.6	Item 9.3.8 of Progress Meeting [REDACTED]: CA issued responses to a number of RFI's. CA to attend meeting with CJV and ACC to discuss various council concerns.	CA
9.3.7	Item 9.3.9 of Progress Meeting [REDACTED]: [REDACTED] have been employed and are providing support to the site teams for Quality Issues and addressing back-logs with paperwork. Item closed.	

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9.3.8	<p>Item 9.3.11 of Progress Meeting [REDACTED]: TS noted the issues raised by [REDACTED] regarding the provision of a new access track across a boggy field and related geometry issues to turning vehicles and an option for access across a burn. [REDACTED] have also raised an issue with temporary access across the AWPR/B-T site during construction of the pavement. ARL/CJV have provided long sections of the permanent access track, however no pavement make up details have yet been provided. CJV to provide a description of the pavement make up to [REDACTED]. ARL commented that there was no further analysis on the swept path for the access track.</p> <p>MA has arranged a meeting with [REDACTED] for 18 October 2017. A response to a letter from [REDACTED] is to be drafted and issued before close of business Friday 13 October 2017.</p>	<p>CJV</p> <p>MA</p>
9.3.9	<p>CJV noted that [REDACTED]</p>	
9.3.10	<p>CA stated that they do [REDACTED]</p>	
9.3.11	<p>CA queried if item [REDACTED]</p>	
9.3.12	<p>CA noted that for item 7 under 5.6 technical issues that a basis had been agreed on which CJV would provide kerbing at certain side road junctions and bellmouths. CJV noted that it is proceeding with [REDACTED]</p>	
9.3.13	<p>CA queried the [REDACTED] CJV confirmed that it was a total and provided explanation for each of the columns in the table.</p> <p>CA also noted that for [REDACTED]</p>	
9.3.14	<p>CA queried if the [REDACTED] CA are [REDACTED] CJV stated that the [REDACTED]</p> <p>CJV notified the CA that the de-mobilisation process will be commencing in the near future. CJV to review and notify CA.</p>	<p>CJV</p> <p>CJV</p>
9.4	<p>Appendix D: Programme</p>	
9.4.1	<p>Item 9.4.2 of Progress Meeting [REDACTED] notes: For [REDACTED], CJV has written requesting [REDACTED] consent to proceed with [REDACTED], [REDACTED] has now given permission and the CJV are awaiting [REDACTED].</p>	

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9.4.2	TS stated that they [REDACTED] [REDACTED] CA stated it [REDACTED] [REDACTED]	
9.4.3	CA noted that the report states that [REDACTED] lost in September 2017 due to rain. CA requested that the CJV provide a schedule of [REDACTED].	CJV
9.4.4	CA noted that from the Centre site tour the works are progressing well [REDACTED] [REDACTED] CA also noted that some [REDACTED] [REDACTED] CJV indicated that it was confident that [REDACTED]. CA queried if the setup of the road for O&M and winter maintenance was prepared. ARL confirmed that both of these are arranged.	
9.5	Appendix E: Utilities	
9.5.1	Item 9.5.1 of Progress Meeting [REDACTED] : [REDACTED] TS provided a copy of its correspondence from [REDACTED] [REDACTED] 2017 which is being reviewed by TS/CA and a response will be issued. Item ongoing.	CA
9.5.2	Item 9.5.6 of Progress Meeting [REDACTED] : TS and CA raised [REDACTED] [REDACTED] [REDACTED] CJV stated that discussions are ongoing with [REDACTED] [REDACTED] Item ongoing.	CJV
9.5.3	Item 9.5.7 of Progress Meeting [REDACTED] : CA noted that in the [REDACTED] [REDACTED] CA reiterated the [REDACTED] [REDACTED] CA [REDACTED].	

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<p>9.5.4</p>	<p>CA noted that, for the [REDACTED]</p> <p>[REDACTED]</p> <p>With regard to paragraph [REDACTED] CA reminded the CJV that they have been [REDACTED] CA stated there is no [REDACTED] These are confirmed in the issued schedule.</p> <p>CA [REDACTED] that the CJV [REDACTED]</p> <p>For paragraph [REDACTED] CA reminded the CJV that [REDACTED] the CA noted that the CJV is [REDACTED] The CA confirmed its position that the [REDACTED]</p> <p>For the [REDACTED] section of the report, the CA [REDACTED] CA noted that the CJV can [REDACTED] The CA noted that [REDACTED] and ARL would be [REDACTED]</p> <p>[REDACTED] CA commented that there is a [REDACTED] CA noted that [REDACTED]</p> <p>[REDACTED] CA noted that they have emailed or uploaded [REDACTED] to view as agreed.</p> <p>CA noted that there were [REDACTED] CJV to review these for accuracy.</p>	<p>CJV</p> <p>CJV</p>
<p>9.6</p>	<p>Appendix F: Consultations</p>	
<p>9.6.1</p>	<p>Item 9.6.1 of Progress Meeting [REDACTED]: CJV stated that it was awaiting comments from TS TRBO regarding some road layouts and lines and road markings. One package is now with TS, there is email correspondence between CJV and TS and no certificate is required. TS expect this to be closed out in the next few days. Item ongoing.</p>	<p>TS</p>

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9.6.2	<p>CA queried what the plans are for the [REDACTED] CJV stated that [REDACTED] TS queried if the installation of [REDACTED] CJV confirmed that the [REDACTED]</p> <p>CA queried if the [REDACTED] CJV are [REDACTED]</p>	CJV
9.7	Appendix G: Quality	
9.7.1	<p>CJV noted that, due to the additional staff focusing on [REDACTED] close out, the gap between open and closed [REDACTED] has started to decrease. CA noted that this is the [REDACTED] CA reaffirmed the importance of ensuring the [REDACTED]</p>	
9.7.2	<p>CA requested an update from the CJV to know what the CJV plan to do in order to address the [REDACTED] CJV stated that [REDACTED] CJV are [REDACTED] consulting with a [REDACTED]</p> <p>CA noted that their [REDACTED]</p> <p>CA stated that due to the amount of [REDACTED] CA requested the CJV provide a [REDACTED] CA to review to ensure that the [REDACTED]</p>	CJV/CA
9.8	Appendix H: Sustainability	
9.8	No new issues discussed.	
9.9	Appendix I: Enquiries, Events & Communications	
9.9.1	Item 9.9.1 of Progress Meeting [REDACTED]: [REDACTED] meeting held on 18 September 2017. Item closed.	
9.9.2	<p>Item 9.9.3 of Progress Meeting [REDACTED]: TS noted that organisation for an event to mark the opening of the road would need to commence soon. To be picked up in the Communications Group meeting. Item closed.</p> <p>ARL noted that [REDACTED] has been speaking to the CJV directly and have asked to visit the site to plan the event. CA stated that [REDACTED] should use the CA as a point of contact, and not go directly to the CJV. Any discussions [REDACTED] wish to have directly with the CJV can happen at a fortnightly call, which will be set-up from November 2017. Both ARL and CJV will be invited to attend this call.</p>	

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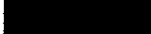
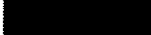
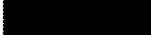

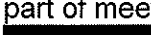
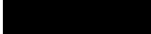
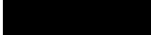
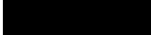
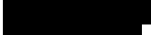
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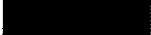
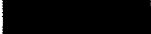
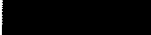
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9.10	Appendix J: [REDACTED]	
9.10.1	Item 9.10.1 of Progress Meeting [REDACTED]: CA has noticed a [REDACTED] [REDACTED] Item closed.	
9.11	Appendix K: Postcode Analysis and SME Review	
9.11.1	No issues discussed.	
9.12	Appendix L: Landowners and Accommodation works	
9.12.1	No issues discussed.	
9.13	Appendix M: [REDACTED]	
9.13.1	CA and TS stated they do [REDACTED]	
9.14	Appendix N: Insurance Claims	
9.14.1	No issues discussed.	
9.15	Appendix O: [REDACTED]	
9.15.1	No issues discussed.	
10.0	AOB	
10.1	ARL queried that for [REDACTED] if CA will look at maintenance access to Foveran. CA to investigate.	CA
10.2	ARL also notified the CA that there has been an update to [REDACTED], which had been signed off previously, [REDACTED].	CA
10.3	CJV stated that they are looking into [REDACTED]. CJV are reviewing how they [REDACTED]. [REDACTED] CJV informed all present that [REDACTED] CJV to discuss and agree with the CA in relation to [REDACTED]	CJV
10.4	It was noted the Progress Report for December 2017, was not required, and would be combined with January's.	
11.0	Date of Next Meeting	
11.1	Progress Meeting [REDACTED] will be held in the Craibstone office in the afternoon of 7 November 2017. Site tour of the Centre Section will be held on the morning of 7 November 2017. Progress Meeting [REDACTED] will be held on 12 December 2017.	



Meeting Notes

Meeting Location Balmedie Office Client AWPR/B-T Contracting Authority
Meeting Date/Time 13 June 2017 at 09:30 Project AWPR/B-T DBFO
Subject Progress Meeting Project No. B1033200

Participants  (TS) Notes Prepared By  (CA)
 (MA)
 (CA)
 (CA)
 (CA) (for part of meeting)
 (CA)
 (CA)
 (ARL)
 (CJV)
 (CJV)

Apologies  (MA)
 (ARL)
 (CJV)
 (CJV)

cc: As above;  (ARL)

	Notes	Action
1.0	Introductions & Apologies	
1.1	Discussions are still ongoing between the CA and TS regarding the replacement of  . CA expects to have a replacement finalised in the near future.	CA
1.2	A site tour of the North Section was undertaken Monday, 12 June 2017, attended by representatives from CA, TS and MA.	
2.0	Notes of Previous Meeting 	
2.1	CA apologised for the late issue of the previous minutes. Any issues with the previous minutes will be discussed at the next meeting. CA committed to issue the next meeting notes for review by 23 June 2017.	CA
3.0	Discussions specific to the North Section following a Site Tour of the North Section on 12 June 2017	

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3.1	No CJV Sectional Director presentation was given as CJV noted that the CJV Section Director was unavailable. No North Section specific discussions took place.	
4.0	Actions Arising from the Previous Meeting [REDACTED] in relation to the South Section	
4.1	Item 3.7 of Progress Meeting [REDACTED] notes: TS requested a copy of the presentation slides of the South Section Update for information. CJV agreed to provide the slides once they had been subject to a further internal review.	[REDACTED]
5.0	Actions Arising from the Previous Meeting [REDACTED] in relation to the Central Section	
5.1	<p>Item 4.1 of Progress Meeting [REDACTED] notes: Ongoing action to confirm deletion of the requirements for provision of acoustic barriers to four properties on [REDACTED].</p> <p>The CA had previously requested that a package of all of the information that has been issued to the land owners by CJV in relation to this issue was provided to them. The CJV have now issued this package of information to the CA. The CA has undertaken a review of the information for sufficiency of content in respect of legal consultation, and this has been passed on to TS to determine the response to the property owners.</p> <p>Both the CA and CJV are currently reviewing outputs from their respective noise models so that a comparison of data can be made. The CJV had observed that there are differences between the CA and CJV models, and stated that their model was consistent with the Environmental Statement (ES). The CJV explained they have run their noise model both with and without the inclusion of the acoustic barriers. In conclusion, the CJV stated they should be ready to issue their findings later today. CA stated that their noise model assessment was ongoing.</p> <p>In response to the CJV question as to how long the process will take to complete the CA stated that they will advise when all of the information has been received.</p>	<p>TS</p> <p>CA/CJV</p> <p>CA</p>
5.2	Item 4.2 of Progress Meeting [REDACTED] notes: TS requested CJV provide a set of presentation slides from the Central Section Update for information. ARL issued the slides by email on 12 May 2017. Item closed.	
6.0	Actions Arising from the Previous Meeting [REDACTED] in relation to the North Section.	

Meeting Notes

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6.1	<p>Item 5.1 of Progress Meeting [REDACTED] notes: [REDACTED]. The CJV stated that significant amount of work had been done to address this issue. However, the CA noted that during the North Section site visit the previous day, there did not appear to be much evidence of work on site to address this issue. TS noted that some chambers are located very close to and partially within the [REDACTED]. CJV stated they have been assessing chamber locations on a case by case basis in order to provide a solution. CJV also explained that the solution in some instances will require locally [REDACTED], some of which may be further constrained by the LMA boundary.</p> <p>CA noted that, if a solution requires the [REDACTED], then a Technical Query (TQ) must be raised and the design must go through the checking and re-certification process. CJV confirmed that initially TQ's would be raised before the design is re-certified by the DJV, and that the information would be included by the time of final issue of the design and prior to completion of the As-Built drawings. Item closed.</p>	
6.2	<p>Item 5.2 of Progress Meeting [REDACTED] notes: [REDACTED]: Works are now complete and PS57 is now open to traffic. CA stated that an [REDACTED] has been raised this week at the tie in on the side road south of the junction, due [REDACTED]. The issued for construction design shows pavement re-construction, [REDACTED] for approximately 70m. CA stated that the mismatch between the certified design and the constructed works needs to be addressed. ARL and CJV noted that because the [REDACTED] was raised recently, they have not yet seen the [REDACTED] being referred to. This item was closed in the Progress Meeting on the basis that it would be resolved via the [REDACTED].</p>	CJV
6.3	<p>Item 5.3 of Progress Meeting [REDACTED] notes: Access to land belonging to [REDACTED].</p> <p>The CJV wrote to the CA on 21 April 2017 requesting that [REDACTED]. Further to this, the MA wrote to and then met with [REDACTED], but [REDACTED]. Consequently, the CA stated they will now write to [REDACTED], informing him that his [REDACTED]. The CA will inform ARL/CJV when this has been done.</p> <p>CJV asked if [REDACTED] could undertake the works himself. The CA stated that [REDACTED] has the [REDACTED].</p> <p>The CA advised the CJV regarding [REDACTED] Accommodation Works, that they should continue with those works within the LMA, and that works located within [REDACTED]. The CA noted that most of the fencing for [REDACTED] land is almost complete, and that there was only snagging works to take place.</p>	CA CJV
7.0	<p>Historical Actions Arising from the Previous Meeting [REDACTED]</p>	
7.1	<p>No actions remaining.</p>	

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8.0	Previous Key Issues	
8.1	Key Issue: [REDACTED]	
8.1.1	[REDACTED] [REDACTED] [REDACTED]	CA/ARL
9.0	[REDACTED]	
9.1	[REDACTED]	
[REDACTED]	[REDACTED]	ARL/CA
9.1.2	[REDACTED]	CA
9.1.3	[REDACTED]	TS
9.2	[REDACTED]	
9.2.1	[REDACTED]	CJV
9.2.2	[REDACTED]	TS
9.2.3	[REDACTED]	CJV
9.2.4	[REDACTED]	CA
10.0	Progress Report	
10.1	[REDACTED] and [REDACTED] Reports: Key Issues	
	[REDACTED] report	
10.1.1	Item 9.1.1 of Progress Meeting [REDACTED] notes: The CA have requested details of the CJV [REDACTED], and the CA wishes to be in a position to respond. CJV indicated that it is still awaiting written confirmation from [REDACTED] of its proposals. CJV stated that it was attempting to arrange a meeting with [REDACTED].	CJV

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10.1.2	<p>[REDACTED]</p> <p>[REDACTED]</p>	
10.1.3	<p>ARL stated in the report that TRBO have not approved the request for a weekend, daytime, 1+1 contraflow at Stonehaven. CJV queried if the 1+1 was now approved by TRBO for the beam lift at PS01. The CA confirmed TRBO had now approved this.</p> <p>It was noted that TRBO expressed concerns over the visual impact for drivers of lifting operations, which may result in driver distraction. ARL stated in response that the 1+1 contraflow would be further away from the lift at PS01 than the traffic is currently. They also stated that there are two cranes currently operating at this location.</p> <p>CJV are in the process of resolving the issue regarding the 1+1 contraflow, with the alternative being to take traffic through Stonehaven. CJV stated that there will be a further submission for the weekend, daytime 1+1 contraflow. This issue was also discussed at the last Traffic Management Working Group Meeting which is attended by representatives from TRBO.</p> <p>CA queried where the crane would be positioned and where the beams would be lifted from. CJV stated that the beams would be lifted from below the A90, and ARL added that the crane would be located on the B979, and the beams on the Stonehaven junction slip roads.</p> <p>[REDACTED]</p>	CJV
10.1.4	<p>CA commented on item [REDACTED]</p> <p>[REDACTED]</p>	CJV
10.1.5	<p>CA queried if the results had been received for the 1924 aqueduct testing. CJV confirmed they are still waiting for the results, and confirmed that this was the second attempt at PAH's testing.</p> <p>Once the Scottish Water works at the 1924 aqueduct are complete, the CJV intends to open PS17, with TM arranged for the weekends at the end of June 2017 and early July 2017.</p>	
	<p>[REDACTED] Report</p>	

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10.1.6	<p>CJV provided a general progress update.</p> <p>CJV hope to have PS09 open to traffic by the end of June 2017 / early July 2017. CA queried if any blasting would be required to remove the plug. CJV to check and confirm requirements.</p> <p>CJV stated that the beams are in place at PS48, and that the South Deeside road diversion should take place in 6 or 7 weeks.</p> <p>The River Don crossing piers and abutments are nearly complete, and these should be finished within 2 to 3 weeks.</p> <p>PS43 beams are being lifted in to place today.</p> <p>CJV also stated that they have lifted and placed almost 1000 beams on the project to date and it is anticipated that the 1000th beam will be lifted at PS54 at Goval. This milestone will be issued in a press release.</p>	CJV
10.1.7	<p>CJV noted that for the programme executive summary, the dates have not moved and the wording has been carried over unchanged from the previous report therefore further delays have not been experienced. TS queried if the CJV had recovered lost time on PS01, which the CJV confirmed.</p>	
10.2	<p>Appendix A: Health, Safety and Environment</p>	
10.2.1	<p>[REDACTED]</p> <p>[REDACTED] This issue will be discussed at the Health & Safety Meeting. Item closed.</p>	
10.2.2	<p>Item 9.2.4 of Progress Meeting [REDACTED] notes: Change in method of reporting AFR data from a 'rolling 12-month period' to one of 'Contract to Date in Appendix A pyramid chart. As requested, the CJV have now reverted to recording on a rolling 12 month basis in line with the earlier reports. Item closed.</p>	
10.2.3	<p>Item 9.2.5 of Progress Meeting [REDACTED] notes: CA issued the 33 SORs on 12 May 2017 as a single combined package as requested. Item closed.</p>	
10.2.4	<p>CA noted that the CJV have had a good month environmentally, recording no major incidents despite some heavy rainfall. CJV indicated that there had been a problem at [REDACTED], however this was addressed soon after discovery. CJV noted that most incidents of reported sediment in watercourses in the area were unrelated to the AWPR. CA noted that SEPA had not raised concerns to CA in relation to recent incidents. CJV stated that SEPA continue to be kept informed. In reference to the Environmental Dashboard, the CA commented that they had only seen Level 1 environmental incidents and no Level 3 incidents during the last period and that there was a definite improved condition.</p>	
10.2.5	<p>TS commended the CJV on their quick response while working with BEAR in order to repair a pothole that had appeared on the A90 at Stonehaven.</p>	
10.2.6	<p>CJV queried if the CA had risk assessments in place, following an incident which involved [REDACTED]. CA confirmed that they had task specific risk assessments for site activities, and that CA staff are required to routinely refresh their awareness and follow CJV site rules.</p>	
10.3	<p>Appendix C: Design</p>	

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10.3.1	Item 9.3.1 of Progress Meeting [REDACTED]: The CJV issued an email to which the CA is to respond. Road to be adopted by Aberdeenshire Council (ASC) by way of an Order by Scottish Ministers. Road likely to remain C34K. Action ongoing.	CA
10.3.2	<p>Item 9.3.2 of Progress Meeting [REDACTED]: Meeting held with [REDACTED] and information requested at that time issued. [REDACTED]</p> <p>A draft technical paper has been issued to the CA and [REDACTED] Action ongoing.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>CA</p> <p>CJV/CA</p> <p>CJV</p> <p>CJV/CA</p>
10.3.3	Item 9.3.3 of Progress Meeting [REDACTED]: Freedom of Information (FOI) requests; the CA is taking advice regarding any information that is intended as being 'held by ARL on the CA behalf'. The CA noted that no FOI request had been made but that advice was being sought in preparation for any response in the event of such a request. CA has issued a package of information and is awaiting reply from legal advisors. Item closed.	
10.3.4	Item 9.3.5 of Progress Meeting [REDACTED]: The CJV sent a letter to the CA dated 22 March 2017 requesting acceptance of x - heights for traffic signs. CA to issue response. Action ongoing.	CA
10.3.5	Item 9.3.6 of Progress Meeting [REDACTED] The [REDACTED] for each junction were [REDACTED]. The CA has completed a review of the information provided and a response is being drafted. Action ongoing.	CA

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10.3.6	Item 9.3.7 of Progress Meeting [REDACTED]: CJV noted that it is developing options for [REDACTED]	ARL/CJV
10.3.7	Item 9.3.8 of Progress Meeting [REDACTED]: [REDACTED] the CJV has forwarded a further response to the CA. CA response has not yet been issued. [REDACTED] [REDACTED]. Action ongoing.	CA
10.3.8	Item 9.3.9 of Progress Meeting [REDACTED]: RFI 0133, relating to the future adoption of B999 was discussed. The CJV has consulted with [REDACTED] of ACC, while ACC are claiming ownership of the existing B999. It is agreed that ACC do not own the road and that the CPO allocates the road to TS. The MA has discussed with ACC. Updated reference points drawing and Schedule 19 to be issued by CA as part on [REDACTED]. The CA stated that no change to the Road Order would be required (and that the stopping up part of the Order simply wouldn't be carried out) to make this section of the B999 into an O&M road. Item ongoing.	CA
10.3.9	Item 9.3.11 of Progress Meeting [REDACTED]: There are approximately [REDACTED] [REDACTED] that remain to be agreed between the parties. CJV identified the following as being three of the main issues in that list: [REDACTED] [REDACTED] These issues will be discussed in greater detail in the Design Technical Meeting in order to be resolved.	CA/CJV
10.3.10	CJV queried if the CA had received the letter from TS regarding the [REDACTED]. A discussion was held last Thursday between ARL and CA regarding outstanding HAPAS forms/certificates which have now been provided to TS. CA to issue letter today.	CA
10.3.11	CJV queried if CA had completed review of field accesses. CA stated that the review is ongoing and the CJV and CA will reconvene a meeting when the review is complete.	CA
10.3.12	CA noted that items 5, 9 and 11 of the technical issues listed in Appendix C in the CJV report can be removed on the basis that they have been resolved. CJV agreed in principal but noted that it required confirmation on these points. [REDACTED]	

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10.4	Appendix D: Programme	
10.4.1	<p>Item 9.4.1 of Progress Meeting [REDACTED] notes: The CJV had issued a summary sheet for the [REDACTED], [REDACTED] to finalise contents and then issue plan formally.</p> <p>CJV stated that [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED] Action ongoing.</p>	CJV/DJV
10.4.2	<p>[REDACTED]</p> <p>[REDACTED] CJV confirmed that it did not have the detail to inform the meeting and will take an action to clarify this'. Action is ongoing.</p>	CJV
10.4.3	<p>[REDACTED] Item closed.</p>	
10.4.4	<p>CA observed from the site visit yesterday that progress in the North Section at Goval and Parkhill was progressing well, and noticed the difference due to the plug removal at PS70.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
10.4.5	<p>CA noted that there [REDACTED] of the progress report. CJV to issue to CA.</p>	CJV
10.5	Appendix E: Utilities	
10.5.1	<p>CA noted [REDACTED]</p> <p>[REDACTED]</p>	

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10.5.2	<p>Item 9.5.1 of Progress Meeting [REDACTED]: The CA have been in discussions with ARL regarding [REDACTED]. The CA tabled its progress tracker which showed progress for each of the seven Utility Companies, and also clearly identified: additional, sub-divided, and temporary utility diversions. [REDACTED].</p> <p>[REDACTED]. CJV agreed to review. Action Ongoing.</p>	CJV
10.5.3	<p>Item 9.5.2 of Progress Meeting [REDACTED]: The CA issued a response to ARL regarding the [REDACTED].</p> <p>[REDACTED]</p>	
10.5.4	<p>Item 9.5.3 of Progress Meeting [REDACTED]: Some months ago, TS provided a copy of its correspondence [REDACTED].</p> <p>[REDACTED]. Action ongoing.</p>	CJV
10.5.5	<p>Item 9.5.4 of Progress Meeting [REDACTED]: CJV have stated that [REDACTED].</p> <p>[REDACTED]</p>	CJV
10.5.6	<p>Item 9.5.5 of Progress Meeting [REDACTED]: CA has received correspondence regarding the Technical Solution [REDACTED].</p> <p>[REDACTED]. Action still ongoing.</p>	CA

Meeting Notes

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10.5.7	<p>Item 9.5.7 of Progress Meeting [REDACTED]: CA attended SSEC Technical Meeting at which diversions were being discussed [REDACTED]</p> <p>[REDACTED] Action ongoing.</p> <p>[REDACTED]</p> <p>[REDACTED] CJV stated that it would check its records in respect of the issue of consultation. [REDACTED]</p>	CJV CJV
10.5.8	[REDACTED]	
10.5.9	[REDACTED]	
10.5.10	CA enquired if [REDACTED] ARL confirmed it was.	
10.6	Appendix F: Consultations	

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10.6.1	<p>Item 9.6.1 of Progress Meeting [REDACTED]: The CA and MA recently met with ACC, [REDACTED].</p> <p>Discussions have been ongoing between ACC and CJV. [REDACTED] CJV stated that ACC had previously agreed in principle to an [REDACTED].</p> <p>[REDACTED]</p> <p>[REDACTED] CJV have shared copies of correspondence received from ACC with the CA and TS.</p> <p>[REDACTED]</p>	
10.6.2	<p>Item 9.6.3 of Progress Meeting [REDACTED]: [REDACTED]</p> <p>[REDACTED]</p> <p>MA to organise a four-way meeting with the CA, MA, CJV and ACC. Action ongoing.</p>	MA
10.6.3	<p>Item 9.6.4 of Progress Meeting [REDACTED]: CJV expressed concerns about [REDACTED]</p> <p>[REDACTED]</p> <p>CJV reported that they have submitted the Work Package Plans (WPP) [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED] CJV stated that the lift plans would be re-submitted.</p>	

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10.6.4	<p>CJV provided further explanation [REDACTED] certificates returned and signed off and that CA have acknowledged. There is currently [REDACTED] [REDACTED] CJV were concerned that approximately just over half of [REDACTED] [REDACTED] CA queried if these figures only refer to first time consultation and CJV confirmed this.</p>	
10.7	Appendix G: Quality	
10.7.1	<p>Item 9.7.1 of Progress Meeting [REDACTED]: The CJV is still reviewing issues with [REDACTED] closure. Bi-weekly meetings have been set up. [REDACTED] [REDACTED] CJV stated that there is a greater focus on closing out [REDACTED] which has not been reflected in the figures yet. CA confirmed there are signs of improvement particularly in the north section. Action closed.</p>	
10.7.2	<p>The CA commented that the line graph on the [REDACTED] Dashboard in the progress report shows that the trend line for closed [REDACTED] versus the total number of [REDACTED] is now converging.</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
10.7.3	<p>CA asked if the CJV would be producing a summary of position regarding the paperwork still to be completed, including checklists and [REDACTED]. CJV commented that the next statistics will be available in a week.</p> <p>CA asked if the CJV had started [REDACTED] [REDACTED] [REDACTED] CJV explained that each team [REDACTED]</p>	
10.7.4	<p>CA enquired about CCTV drainage survey progress and the findings of the surveys. CJV only commented on Central Section stating that the surveys were generally acceptable.</p>	
10.8	Appendix H: Sustainability	
10.8	No new issues.	
10.9	Appendix I: Enquiries, Events & Communications	
10.9.1	<p>Item 9.9.1 of Progress Meeting No. 26: Community Benefits targets on project are being achieved and being over provided in all cases.</p>	

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10.9.2	Item 9.9.2 of Progress Meeting No. 26: Issue raised in the communications meeting that CJV do not have anyone to support the [REDACTED] and [REDACTED] meetings on 15 May 2017. ARL disagreed as there was no mention of this at the Communications Meetings on 4 April or 5 May 2017. Following discussion ARL and CJV representatives from their respective organisations attended both meetings. Item closed.	
10.9.3	CJV queried if any actions had come from the meeting with the [REDACTED]. ARL stated that it would prioritise fencing snagging for [REDACTED]. Themes from the [REDACTED] meeting included [REDACTED] and that there is potential [REDACTED] to amend fencing themselves [REDACTED] and are working to resolve these.	ARL CJV
10.9.4	TS raised the issue of a sub-contractor speaking to [REDACTED]. ARL confirmed [REDACTED].	
10.9.5	CA observed that the monthly progress report [REDACTED] [REDACTED] CJV to action.	CJV
10.10	Appendix J: [REDACTED]	
10.10	See item 8.1.1., and the Occupation summary does not include [REDACTED]	
10.11	Appendix K: Postcode Analysis and SME Review	
10.11.1	No issues discussed.	
10.12	Appendix L: Landowners and Accommodation works	
10.12.1	CJV stated that there is a meeting set up with [REDACTED] on 15 June 2017. CJV, MA and ARL to attend.	MA,CJV, ARL
10.13	Appendix M: [REDACTED]	
10.13.1	CA reiterated previous comments [REDACTED].	
10.14	Appendix N: Insurance Claims	
10.14.1	No issues discussed.	
10.15	Appendix O: [REDACTED]	
10.15.1	No issues discussed.	
11.0	AOB	
11.1	Item 10.1 of Progress Meeting [REDACTED]: [REDACTED] is still progressing works on the [REDACTED], with the [REDACTED] still not fully resolved. CJV stated that [REDACTED] [REDACTED] this could take several weeks to obtain. A further discussion is required between the CA and CJV in respect of [REDACTED]. In the interim, pending completion of the [REDACTED] to the existing properties affected. Action ongoing.	CA/CJV

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11.2	<p>ARL asked if the CA intended to confirm its [REDACTED]</p> <p>CA indicated that it believed [REDACTED]</p> <p>CA noted that it has received some correspondence outlining [REDACTED]</p> <p>[REDACTED]</p> <p>CJV also noted that they consulted with [REDACTED]</p> <p>[REDACTED]</p> <p>CJV queried if this would have any [REDACTED]</p> <p>[REDACTED] CA stated they would complete their review and then provide a response.</p>	<p>CA</p> <p>CJV</p> <p>CA</p>
11.3	<p>Item 10.6 of Progress Meeting [REDACTED] ; [REDACTED]</p> <p>[REDACTED]</p> <p>CA issued letter on 7 June 2017. Item closed.</p>	
11.4	<p>CA commented that at the monthly Quality Meeting, it has been discussed that the CJV is proposing [REDACTED]</p> <p>[REDACTED]. CA asked if a technical presentation could be prepared to show the proposed system and also demonstrate correlation testing results between the two methods. CJV stated that a package is being prepared, and that the CJV would give a technical presentation, dates to be advised.</p>	CJV
11.5	<p>CA noted that they had been informed that a [REDACTED]</p> <p>[REDACTED] located on the north side of the River Dee crossing. CJV confirmed that [REDACTED]</p> <p>and that it was taking action as appropriate [REDACTED]</p>	
11.6	<p>ARL enquired if there was an update to the surplus land matter regarding [REDACTED]</p> <p>[REDACTED]. CA advised that it was still reviewing the matter but had noted that part of the area identified by ARL as surplus was defined as being part of an access included within the scope of the O&M Works, and therefore that area could not be declared surplus.</p>	CA
11.7	<p>TS noted that in the South Section, south of the Rothnick compound, [REDACTED]</p> <p>[REDACTED] TS queried whether CJV can be certain that there is no [REDACTED] and asked how ARL intend to maintain [REDACTED]</p> <p>[REDACTED] CJV explained that [REDACTED]</p> <p>[REDACTED] CJV also stated that where [REDACTED] there were large sections of [REDACTED]</p> <p>[REDACTED] it is actually located within the section of [REDACTED] information will be reviewed when it is provided.</p>	
11.8	<p>ARL queried if the Out Of Hours (OOH) environmental assessment had been completed for PS15 Dee Crossing. CA stated the review is ongoing and a response will be provided shortly.</p>	CA

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12.0	Date of Next Meeting	
	Progress Meeting [REDACTED] will be held in the Craibstone offices on Wednesday 12 July 2017 at 9:30am.	

Meeting Notes



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Meeting Location: Balmedie Office Client: AWPR/B-T Contracting Authority
 Meeting Date/Time: 13 September 2017 at 09:30 Project: AWPR/B-T DBFO
 Subject: Progress Meeting Project No.: B1033200

Participants: [Redacted] (TS) (for part of meeting) Notes Prepared By: [Redacted] (CA)
 [Redacted] (TS) (for part of meeting)
 [Redacted] (MA)
 [Redacted] (CA)
 [Redacted] (CA)
 [Redacted] (CA) (for part of meeting)
 [Redacted] (CA)
 [Redacted] (CA)
 [Redacted] (ARL)
 [Redacted] (ARL)
 [Redacted] (CJV)
 [Redacted] (CJV)
 [Redacted] (CJV) (for part of meeting)

Apologies: [Redacted] (MA)
 [Redacted] (CJV)

cc: As above; [Redacted] (ARL)

	Notes	
1.0	Introductions & Apologies	Action
1.1	On Tuesday 12 September 2017, a site tour was undertaken of the South Section, attended by representatives from: ARL, CA, TS and MA.	
2.0	Notes of Previous Meetings [Redacted]	



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2.1	<p>The CA apologised for the late issue of Progress Meeting [REDACTED] notes, which affected ARL/CJV ability to provide comments, and have them incorporated in time for this meeting. Progress Meeting [REDACTED] notes to be discussed with ARL before agreement.</p> <p>Progress Meeting [REDACTED] notes were issued to ARL/CJV for comment on 1 August 2017. Progress Meeting [REDACTED] notes to be discussed with ARL before agreement. ARL stated that this still did not provide enough time to review the notes, as it clashed with preparation of the ARL and CJV Monthly Progress Report.</p> <p>Progress Meeting [REDACTED] notes were issued to ARL/CJV for comment on 25 August 2017. Notes were agreed as a true record.</p>	<p>CA/ARL</p> <p>CA/ARL</p>
3.0	<p>Discussions specific to the North Section following a Site Tour of the North Section on 12 September 2017</p>	
3.1	<p>[REDACTED] (CJV) provided an update of North Section progress. In the Don to Blackdog section, [REDACTED]</p> <p>[REDACTED]</p> <p>At Goval junction [REDACTED] At Blackdog [REDACTED] following which the CJV intends to [REDACTED]</p> <p>Balmedie to Tipperty Section [REDACTED] [REDACTED] At Tipperty [REDACTED]</p> <p>The CJV stated that the [REDACTED] CJV also noted that they are [REDACTED] The CJV noted there were [REDACTED] CJV reiterated that [REDACTED].</p> <p>[REDACTED], [REDACTED] commented that the North Section works as described during the meeting is a reasonable account of progress.</p>	

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3.2	<p>CA queried the [REDACTED] [REDACTED] ARL stated it was [REDACTED] CJV replied that for the [REDACTED] [REDACTED] CJV explained that the [REDACTED]</p>	CJV/ARL
	<p>CA queried the [REDACTED] [REDACTED] CJV explained that [REDACTED] [REDACTED] CJV stated there was a [REDACTED] [REDACTED] This work is ongoing.</p>	CJV
	<p>CJV noted that [REDACTED] [REDACTED] CJV stated that approximately [REDACTED] [REDACTED]</p>	
	<p>CJV confirmed that [REDACTED] [REDACTED] CJV explained that the [REDACTED] [REDACTED] This work is ongoing.</p>	
	<p>CA noted that [REDACTED] [REDACTED]</p>	DJV/CJV
	<p>CA commented that the [REDACTED] [REDACTED] TS queried if the [REDACTED] [REDACTED] CJV stated that [REDACTED] [REDACTED]</p>	
	<p>TS queried if CA was [REDACTED] CA stated that the communication with ARL was good and that [REDACTED] [REDACTED] CJV stated that they were issuing [REDACTED] [REDACTED] meetings being held with CA/ARL.</p>	

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3.3	<p>Technical issues were discussed relating to the observations from the site tour. The CA noted that [REDACTED]</p> <p>[REDACTED]</p> <p>CJV commented that [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>CJV are currently [REDACTED]</p> <p>[REDACTED]</p>	CJV/DJV
3.4	<p>CA observed [REDACTED]</p> <p>[REDACTED] CJV stated that [REDACTED]</p> <p>they would [REDACTED]</p> <p>[REDACTED]</p> <p>TS advised that the [REDACTED]</p> <p>[REDACTED]</p> <p>ARL suggested that the [REDACTED]</p> <p>[REDACTED] ARL advised that there was [REDACTED]</p> <p>[REDACTED]</p>	CJV CJV
3.5	<p>CA observed that [REDACTED]</p> <p>[REDACTED]</p> <p>During the previous tour of the Central Section [REDACTED]</p> <p>[REDACTED]</p> <p>CA also noted that as the [REDACTED]</p> <p>[REDACTED]</p> <p>CJV stated that a [REDACTED]</p> <p>[REDACTED]</p> <p>CJV confirmed there are [REDACTED]</p> <p>[REDACTED]</p> <p>CJV stated that they would monitor [REDACTED]</p> <p>[REDACTED]</p>	CJV

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3.6	<p>TS queried if [REDACTED] CJV stated that [REDACTED] ARL stated that [REDACTED]</p>	CJV
3.7	[REDACTED] and [REDACTED] left the meeting at this point.	
4.0	Actions Arising from the Previous Meeting [REDACTED] in relation to the Central Section	
4.1	<p>[REDACTED] Ongoing action to [REDACTED]</p> <p>The CA has held further discussions with TS regarding the [REDACTED]</p> <p>The CJV has issued the [REDACTED]</p>	CA
5.0	Actions Arising from the Previous Meeting No 29 in relation to the North Section	
5.1	<p>Item 5.1 of Progress Meeting [REDACTED] notes: Access to land belonging to [REDACTED].</p> <p>The CA has issued [REDACTED] on 15 August 2017 to the CJV. CJV currently undertaking review.</p>	CJV
6.0	Historical Actions Arising from the Previous Meeting [REDACTED]	
6.1	<p>Item 6.1 of Progress Meeting [REDACTED]: [REDACTED]s still progressing works on the [REDACTED]</p> <p>CA are liaising with [REDACTED]</p> <p>CA are developing an [REDACTED] CA are continuing to [REDACTED] the correspondence [REDACTED].</p>	CA CA

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6.2	<p>Item 6.2 of Progress Meeting [REDACTED]: ARL asked if the CA intended to [REDACTED].</p> <p>[REDACTED] CA noted that it had issued its response on 9 August 2017.</p> <p>CJV noted that some of the [REDACTED] wish to discuss with the CA in a separate meeting. ARL noted that CA still had to confirm [REDACTED]. CA stated that they have [REDACTED].</p> <p>Meeting options were discussed and a conference call next week was proposed by CA.</p>	CA/CJV
6.3	<p>Item 6.3 of Progress Meeting [REDACTED]: CA commented that during the last monthly Quality Meeting, it had been discussed that the CJV is proposing to use [REDACTED].</p> <p>[REDACTED] CA asked if a technical presentation could be prepared to show the proposed system and also demonstrate correlation testing results between the two methods. CJV stated that a package is being prepared, and that the CJV would give a technical presentation, dates to be advised. Action still ongoing.</p>	CJV
6.4	<p>Item 6.4 of Progress Meeting [REDACTED]: ARL enquired if there was an [REDACTED].</p> <p>[REDACTED] CA advised that it was [REDACTED]. Action ongoing.</p> <p>ARL commented that it had [REDACTED].</p> <p>[REDACTED] CA to review.</p>	CA CA
6.5	<p>Item 6.5 of Progress Meeting [REDACTED] ARL queried if the [REDACTED].</p> <p>[REDACTED] TS have issued the response. Item closed.</p>	
6.6	<p>Item 10.2 of Progress Meeting [REDACTED]: MA queried progress of the [REDACTED].</p> <p>[REDACTED]. Item closed.</p>	
6.7	<p>Item 10.3 of Progress Meeting [REDACTED]: IRIS: Meeting took place on 19 July 2017 attended by TS,ARL,CJV,DJV, O&M and CA. Meeting notes have been circulated amongst CA and ARL, and ARL have returned comments, prior to sending out to all attendees. Item ongoing.</p>	CA
6.8	<p>Item 10.4 of Progress Meeting [REDACTED]: ARL noted [REDACTED].</p> <p>[REDACTED] is being progressed by CA.</p>	CA
6.9	<p>Item 10.5 of Progress Meeting [REDACTED]: ARL commented on the [REDACTED].</p> <p>[REDACTED] CA stated that this [REDACTED].</p> <p>This issue has been addressed in the letter issued by CA under item 6.2 of these minutes and any further actions in respect of this issue will be dealt with elsewhere. This item is closed.</p>	

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7.0	Previous Key Issues	
7.1	No Key Issues.	
8.0	[REDACTED]	
8.1	[REDACTED]	
8.1.2	[REDACTED]	CJV/ OMC
8.1.3	[REDACTED]	CA
8.1.4	[REDACTED]	CJV
8.1.5	[REDACTED]	CJV
8.1.6	[REDACTED]	CJV
8.1.7	[REDACTED]	CA
8.2	[REDACTED]	
8.2.1	[REDACTED]	CA
8.2.2	[REDACTED]	CJV
8.2.3	[REDACTED]	

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9.0	Progress Report	
9.1	██████████ Reports: Key Issues	
	██████████	
9.1.1	<p>Item 9.1.1 of Progress Meeting ██████████ notes: The CA has requested ██████████</p> <p>██████████</p> <p>CJV indicated that it is ██████████. Item ongoing.</p>	CJV
	██████████ Report	
9.2	Appendix A: Health, Safety and Environment	
9.2.1	<p>Item 9.2.1 of Progress Meeting ██████████ notes: TS explained that they have been asked to prepare a ██████████</p> <p>██████████ This issue is being developed at the Communications meetings and it was agreed that this item could be closed.</p> <p>It was also noted that an EIC press site visit is scheduled for Friday 18 September 2017. Route taken through site is currently unconfirmed. Item closed.</p>	
9.2.2	<p>Item 9.2.2 of Progress Meeting ██████████ notes: CA stated that ██████████</p> <p>██████████ CA also commented that a ██████████</p> <p>CJV have carried out an ██████████</p> <p>██████████ CJV noted that a ██████████</p> <p>██████████ CJV also noted that ██████████. It was agreed this item is now closed, and ongoing training is being carried out.</p>	
9.2.3	<p>Item 9.2.3 of Progress Meeting ██████████ notes: ██████████ meeting took take place between ARL and TS regarding ██████████</p> <p>██████████ Correspondence was issued and responded to. Action is currently with TS to review and respond with any further comments or close.</p>	TS

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9.2.4	<p>CJV commented on [REDACTED]</p> <p>[REDACTED]</p> <p>CJV noted that for the [REDACTED]</p> <p>CJV immediately [REDACTED]</p> <p>[REDACTED] CJV also noted that [REDACTED]</p> <p>CJV re-stated that [REDACTED]</p> <p>[REDACTED] CJV noted the [REDACTED]</p> <p>TS commented that they appreciated the effort and commitment to [REDACTED]</p> <p>[REDACTED]</p>	
9.3	Appendix C: Design	
9.3.1	<p>[REDACTED]: The CJV issued an email to which the CA is to respond. Road to be adopted by Aberdeenshire Council (ASC) by way of an Order by Scottish Ministers. Road likely to remain C34K. Discussions ongoing, CA received a response from [REDACTED]. CA to respond to [REDACTED] with some minor comments. Action ongoing.</p>	CA
9.3.2	<p>[REDACTED]: Work on the [REDACTED] by the CJV has continued, there has been extensive effort to [REDACTED]</p> <p>[REDACTED] CJV are currently preparing a [REDACTED]</p> <p>[REDACTED] A meeting with [REDACTED] is arranged for 27 September 2017.</p> <p>[REDACTED]</p> <p>The CJV [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED] Item ongoing.</p>	CJV
9.3.3	<p>Item 9.3.3 of Progress Meeting [REDACTED]</p> <p>[REDACTED] The CA has almost completed a review of the information provided. Action ongoing.</p> <p>CA noted that a discussion will need to take place regarding the [REDACTED]</p> <p>[REDACTED] CJV queried if the [REDACTED]</p> <p>[REDACTED] CA commented that [REDACTED]</p> <p>[REDACTED] CA noted that this could be addressed with a [REDACTED]</p> <p>[REDACTED]</p> <p>CJV meeting with DJV to be arranged for this week before [REDACTED]. ARL noted that [REDACTED]</p> <p>[REDACTED] TS queried if [REDACTED]</p> <p>[REDACTED] ARL confirmed it was [REDACTED] only at this time.</p>	CA

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<p>9.3.4</p>	<p>Item 9.3.4 of Progress Meeting [REDACTED] The CA has received options for its consideration with regard to the [REDACTED] [REDACTED] CJV have gathered information and discussions are ongoing regarding [REDACTED] CJV have issued [REDACTED] to the CA but have not yet issued the [REDACTED]</p> <p>Following collation of the [REDACTED] information the CA have concluded that option [REDACTED] [REDACTED] would work, and the CA confirmed it was [REDACTED]</p> <p>CA stated that options [REDACTED] CA queried the progress of [REDACTED]</p> <p>ARL queried if roads north of the [REDACTED] CA stated that [REDACTED] CA would seek assurance on the CA noted that an updated [REDACTED] CA and ARL to discuss issues at separate meeting.</p> <p>CA/TS commented that they would require [REDACTED]</p> <p>CA/TS summarised that the [REDACTED]</p> <p>ARL stated that a [REDACTED]</p> <p>Discussions are also ongoing with [REDACTED]</p>	<p>CJV</p> <p>ARL/CA</p> <p>ARL/CJV /O&M</p>
<p>9.3.5</p>	<p>Item 9.3.5 of Progress Meeting [REDACTED] : [REDACTED] [REDACTED] will be issued by CA as part of [REDACTED]</p> <p>ARL also requested the CA respond to [REDACTED]. CA issued [REDACTED] and [REDACTED] responses on 23 August 2017. Action closed.</p>	

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9.3.6	<p>Item 9.3.6 of Progress Meeting [REDACTED]: There are a number of [REDACTED]</p> <p>[REDACTED]</p> <p>A specific meeting was held on 15th August 2017 from which various actions were identified.</p> <p>CJV intention is to cancel the monthly Technical Meeting and for the time freed up to be used to carry out the remaining actions. Item closed.</p>	
9.3.7	<p>Item 9.3.7 of Progress Meeting [REDACTED]: CJV and CA had completed a review of approximately 100 field accesses which stray outwith the LMA. There are approximately 20+ that require further review and the CJV, CA and ARL have arranged a meeting for 14 September 2017.</p>	ARL/CJV ICA
9.3.8	<p>Item 9.3.8 of Progress Meeting [REDACTED]: CA stated that it will issue more responses to outstanding RFI's next week. CA to attend meeting with CJV and ACC to discuss various council concerns.</p>	CA CA
9.3.9	<p>Item 9.3.9 of Progress Meeting [REDACTED]: [REDACTED] have been employed and are providing support to the site teams for Quality Issues and addressing back-logs with paperwork. Item ongoing.</p>	CJV
9.3.10	<p>CA noted that they [REDACTED] on ARL.</p>	
9.3.11	<p>TS commented on [REDACTED] regarding the provision of a new access track across a boggy field and related geometry issues to turning vehicles and an option for access across a burn. [REDACTED] have also raised issue with temporary access across the AWPR/B-T site during construction of the pavement. ARL/CJV to provide details of permanent access track to [REDACTED].</p>	CJV
9.4	<p>Appendix D: Programme</p>	
9.4.1	<p>Item 9.4.1 of Progress Meeting [REDACTED] notes: The CJV had issued a [REDACTED]</p> <p>[REDACTED] Item closed.</p>	
9.4.2	<p>Item 9.4.2 of Progress Meeting [REDACTED] notes: CJV commented that progress has been made and [REDACTED] have advised that they have no objection for the CJV to progress 'low risk early activities' related to [REDACTED]. CJV are currently mobilising accordingly.</p> <p>For [REDACTED], CJV have written requesting [REDACTED] consent to proceed with [REDACTED]</p> <p>[REDACTED] is provided. CJV have submitted an [REDACTED]</p> <p>[REDACTED] Item ongoing.</p>	CJV

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9.4.3	<p>TS stated that they do not [REDACTED]</p> <p>CA advised that the programme for CBGM was missing from the Monthly Progress Report.</p> <p>CA [REDACTED]</p>	
9.5	Appendix E: Utilities	
9.5.1	<p>Item 9.5.1 of Progress Meeting [REDACTED], TS provided a copy of its correspondence from [REDACTED] which is [REDACTED] reviewed by TS/CA and a response will be issued. Item ongoing.</p>	CA
9.5.2	<p>Item 9.5.4 of Progress Meeting [REDACTED]</p> <p>[REDACTED] CA have applied pressure for C-Plan to attend future meetings. Item closed.</p>	
9.5.3	<p>Item 9.5.5 of Progress Meeting [REDACTED] CA previously raised [REDACTED] ARL agreed that [REDACTED]. Item closed.</p>	
9.5.4	<p>Item 9.5.6 of Progress Meeting [REDACTED] TS and CA raised [REDACTED]</p> <p>[REDACTED] CJV stated that discussions are ongoing with various PUs. Item ongoing.</p>	CJV
9.5.5	<p>Item 9.5.7 of Progress Meeting [REDACTED] CA noted that in the [REDACTED] CJV to check.</p> <p>CA reiterated the [REDACTED] progress of on-site activity.</p> <p>CA [REDACTED]</p> <p>CA [REDACTED]</p>	CJV
9.6	Appendix F: Consultations	

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9.6.1	<p>Item 9.6.2 of Progress Meeting [REDACTED]</p> <p>[REDACTED]</p> <p>CJV stated that it was awaiting comments from TS TRBO regarding some road layouts and lines and road markings. TS to check status. Item ongoing.</p>	TS
9.6.2	<p>Item 9.6.3 of Progress Meeting [REDACTED]: CA commented that the External Audits section of the Progress Report showed that the CJV are still awaiting an audit report from the North Section from 24 April 2017. ARL issued report on 24 August 2017.</p>	
9.7	<p>Appendix G: Quality</p>	
9.7.1	<p>Item 9.7.1 of Progress Meeting [REDACTED]: In relation to the South Section site tour the previous month, TS stated [REDACTED]</p> <p>[REDACTED] TS noted that [REDACTED]</p> <p>[REDACTED] CJV stated that there was a [REDACTED]</p> <p>CA requested to know what the CJV planned to do in order to [REDACTED]</p> <p>[REDACTED] CJV replied that a meeting has been arranged for later that day between the CJV and DJV to discuss. Item closed.</p>	
9.7.2	<p>CA reiterated that the [REDACTED]</p> <p>[REDACTED]</p> <p>CA stated that [REDACTED] is joining the CA site team as Central Services Manager. He will be coordinating the PTU process for the CA. ARL added that [REDACTED] has joined ARL as an additional resource.</p>	
9.8	<p>Appendix H: Sustainability</p>	
9.8	<p>No new issues discussed.</p>	
9.9	<p>Appendix I: Enquiries, Events & Communications</p>	
9.9.1	<p>Item 9.9.2 of Progress Meeting [REDACTED] MA noted there is a meeting scheduled for 18 September 2017 with [REDACTED], and that representation from ARL, CJV and CA will be required.</p>	ARL/CA/ CJV
9.9.2	<p>Item 9.9.4 of Progress Meeting [REDACTED]: TS informed those present that a press event is being arranged in September 2017 with ARL on site, with [REDACTED] offering to 'host'. Press event arranged. Item closed.</p>	
9.9.3	<p>Item 9.9.5 of Progress Meeting [REDACTED]: TS noted that organisation for an event to mark the opening of the road would need to commence soon. TS hoped for a section of the road to be made available to the public for them to cycle or walk. CJV agreed that a section could be made available provided it did not conflict with any ongoing works at the time and weather permitting, and was small scale. Discussions between TS and ARL/CJV to take place going forward.</p>	TS/ARL/ CJV

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9.10	Appendix J: [REDACTED]	
9.10.1	CA have noticed a [REDACTED]	ARL
9.11	Appendix K: Postcode Analysis and SME Review	
9.11.1	No new issues discussed.	
9.12	Appendix L: Landowners and Accommodation works	
9.12.1	No issues discussed.	
9.13	Appendix M: [REDACTED]	
9.13.1	CA and TS stated they [REDACTED].	
9.14	Appendix N: Insurance Claims	
9.14.1	CA noted that [REDACTED] CA queried whether CJV are [REDACTED] The CJV confirmed that this is the case unless a [REDACTED]	
9.15	Appendix O: [REDACTED]	
9.15.1	No issues discussed.	
10.0	AOB	
10.1	CJV queried the long-term status of the temporary central reserve crossovers on the A96. TRBO ([REDACTED]) had advised that the central reserve be reinstated however ACC were of a different opinion and were keen for the crossovers to remain and this had been actioned prior to PTU1. ARL commented that this would require a [REDACTED] TS took an action to speak to [REDACTED]	TS
10.2	ARL noted that [REDACTED] works were still ongoing. CA stated that [REDACTED] CA may ask CJV to construct the [REDACTED] CJV commented that they are [REDACTED] CA will make [REDACTED]	CA
10.3	CA noted that the [REDACTED] CJV stated their understanding that the [REDACTED]	CA
11.0	Date of Next Meeting	
11.1	Progress Meeting [REDACTED] will be held in the Craibstone office on 11 October 2017 at 9:30am.	
11.2	A site tour of the Central Section will be held on 10 October 2017 and all present are invited to attend. TS enquired if an alternative date could be arranged to allow [REDACTED] (CJV) to attend.	CA/CJV