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	Function	Major Projects

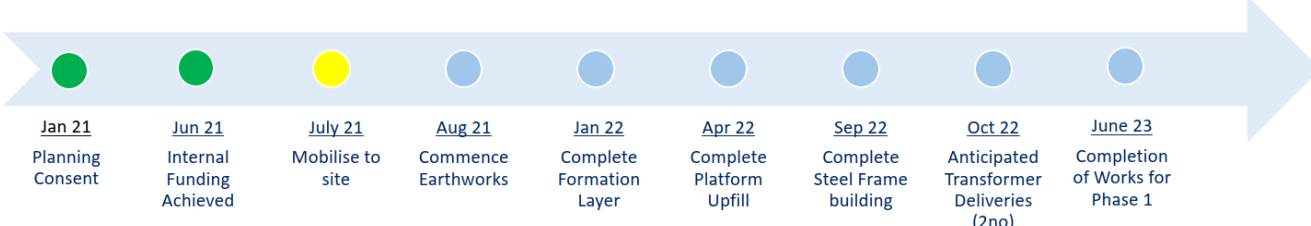
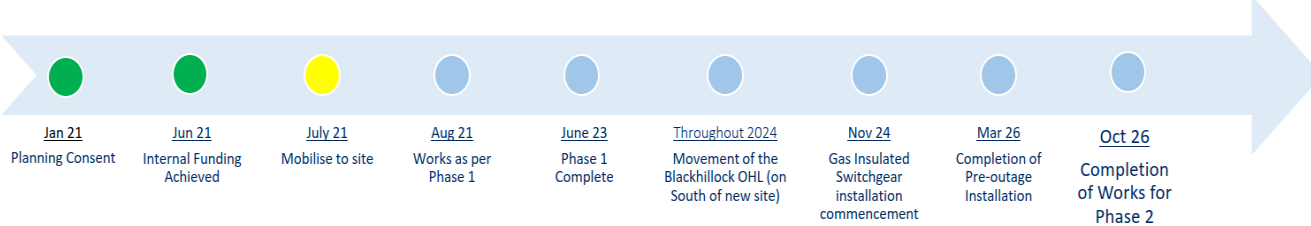
<b>Meeting</b>	Kintore Substation - Community Liaison Group
<b>Date</b>	24th June 2021
<b>Time</b>	6.00pm – 8.00pm

**Kintore Substation CLG Attendees and Apologies:**

Attendees	Position
Andy Henderson (AH)	SSEN Transmission Project Manager
Dav Lynch (DL)	SSEN Community Liaison Manager
Moira Moran (MM)	Kintore & District Community Council
Janine Cracknell (JC)	Kintore & District Community Council
Alexander Burnett (AB)	MSP for Aberdeenshire West
Mike Shearer (MS)	Local Resident
Apologies	Position
Debbie Korver	Local Resident
Johan Korver	Local Resident

**Minutes**

<b>1.0</b>	<b>Introductions and apologies</b>
1.1	Everyone present at the meeting introduced themselves to the rest of the group.
<b>2.0</b>	<b>Approval of previous minutes and matters arising</b>
2.1	As this is the inaugural meeting for the Kintore substation CLG there are no previous minutes.
<b>3.0</b>	<b>What is a CLG?</b>
3.1	<p>DL advised that on all SSEN Transmission Construction projects we wish to work with the community with respect to keeping them informed of works associated with our projects and ensuring that where possible all works are undertaken to minimise impacts on the local community.</p> <p>They create an open forum for engagement and allow us to bring various stakeholders together to discuss key issues and seek to find solutions to any issues that may occur. The Community Liaison Group has been set up to discuss and make the community aware of upcoming and ongoing works and ensure a clear line of communication of resolving any concerns during the project.</p> <p>The CLG has no statutory powers of its own and is established for the purpose of providing a platform for constructive discussion with local residents in relation to continued construction whilst providing regular project updates.</p>
<b>4.0</b>	<b>Terms of Reference</b>
4.1	<p>The Terms of Reference that were shared with the meeting invite were accepted by the CLG members.</p> <p>JC mentioned that she understood the CLG invite had not been received by East Garioch Ward Councillors and Aberdeenshire Council Area Manager, Ann Overton. JC advised she will confirm contact addresses and send them to DL to ensure they are invited to future CLG meetings.</p>
<b>5.0</b>	<b>Project Overview / Update</b>

5.1	<p>AH presented the project overview to the group covering “Who are SSEN Transmission” and “what is a Transmission Network”. AH explained the North East and East Coast networks require reinforcement via a new substation at Kintore which involves a phased development of a new substation operating at 400kV.</p> <ul style="list-style-type: none"> <li>Phase 1 to be completed to facilitate the works on the wider network north of Kintore by October 2023</li> <li>Phase 2 to be completed for the network south of Kintore energising to 400kV operation in 2026.</li> </ul> <p>AH presented a visual of the current site layout and a map of the network connecting the North East. AH talked about Kintore substation being the world’s first Non SF6 Gas Insulated Switchgear at 400kV. The selected GE product Greener Gas for grid (or g3) is a new, innovative cleaner gas technology which will result in a reduction of emissions equivalent to removing 138,000 cars from our roads for a year compared to traditional substation gas technology.</p>																																				
5.2	<p>MS asked about if the existing access road would remain in place. AH confirmed the access road would remain the same however there would be the widening of the bellmouth on the private road at the substation entrance. MS raised concerns regarding a raised causeway on the road to the Dewsford properties and its ability to take heavy vehicles. AH explained he was unaware of any limitation on the road but would confirm with project team.</p>																																				
5.3	<p>The following timelines for the Phases were displayed to the group:</p> <p><u>Phase 1</u></p>  <table border="1" data-bbox="199 728 1516 952"> <tr> <td>Jan 21</td> <td>Jun 21</td> <td>July 21</td> <td>Aug 21</td> <td>Jan 22</td> <td>Apr 22</td> <td>Sep 22</td> <td>Oct 22</td> <td>June 23</td> </tr> <tr> <td>Planning Consent</td> <td>Internal Funding Achieved</td> <td>Mobilise to site</td> <td>Commence Earthworks</td> <td>Complete Formation Layer</td> <td>Complete Platform Upfill</td> <td>Complete Steel Frame building</td> <td>Anticipated Transformer Deliveries (2no)</td> <td>Completion of Works for Phase 1</td> </tr> </table> <hr/> <p><u>Phase 2</u></p>  <table border="1" data-bbox="199 1041 1516 1265"> <tr> <td>Jan 21</td> <td>Jun 21</td> <td>July 21</td> <td>Aug 21</td> <td>June 23</td> <td>Throughout 2024</td> <td>Nov 24</td> <td>Mar 26</td> <td>Oct 26</td> </tr> <tr> <td>Planning Consent</td> <td>Internal Funding Achieved</td> <td>Mobilise to site</td> <td>Works as per Phase 1</td> <td>Phase 1 Complete</td> <td>Movement of the Blackhillock OHL (on South of new site)</td> <td>Gas Insulated Switchgear installation commencement</td> <td>Completion of Pre-outage Installation</td> <td>Completion of Works for Phase 2</td> </tr> </table>	Jan 21	Jun 21	July 21	Aug 21	Jan 22	Apr 22	Sep 22	Oct 22	June 23	Planning Consent	Internal Funding Achieved	Mobilise to site	Commence Earthworks	Complete Formation Layer	Complete Platform Upfill	Complete Steel Frame building	Anticipated Transformer Deliveries (2no)	Completion of Works for Phase 1	Jan 21	Jun 21	July 21	Aug 21	June 23	Throughout 2024	Nov 24	Mar 26	Oct 26	Planning Consent	Internal Funding Achieved	Mobilise to site	Works as per Phase 1	Phase 1 Complete	Movement of the Blackhillock OHL (on South of new site)	Gas Insulated Switchgear installation commencement	Completion of Pre-outage Installation	Completion of Works for Phase 2
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5.4	<p>AH provided a general overview of an unrelated project also at Kintore, the 132kV Substation Asset replacement project.</p> <p>AH explained that the existing asset is approaching the end of asset life and requires replacement to ensure safe and reliable network operation. The new asset will take the form of two storey steel clad building to house more non SF6 filled Gas Insulated Switchgear.</p> <p>AH presented the initial planning boundary map and explained that it would only be a section of the boundary that would be used for this project, but the site would be located somewhere within the boundary. It was also noted that the Aberdeenshire Council reference number for this project which is at the pre-application stage is ENQ/2021/1029.</p>																																				
<b>6.0 Community Queries</b>																																					
6.1	<p>MM raised the question about working hours and the impact this may have for neighbouring houses. AH confirmed he believed the hours to be between 7am-7pm during the summer and 7am-6pm during with winter. AH advised he would confirm these times as an action.</p>																																				
6.2	<p>AB advised that he found the presentation very informative and was pleased SSEN Transmission were looking to engage with the local community.</p>																																				
6.3	<p>A conversation took place regarding potential road damage and AH confirmed we have a pre-commencement condition from Aberdeenshire Council to agree a Construction Traffic Management Plan which the Council have submitted to Transport Scotland.</p>																																				
6.4	<p>MS raised the question regarding a potential speed limit being considered on the road leading into site. AH advised that our Principal Contractor (Omexom) will put a traffic management in place, but he had not seen anything proposing a potential speed limit reduction.</p> <p>AH took this as an action to confirm with Omexom before the next CLG meeting.</p>																																				

6.5	MS also raised the point that he feels there was a lack of local residents that are part of the CLG. JC & MM both advised that they could advertise this on their Facebook pages to see if any locals would be interested in joining the next CLG group meeting. DL advised he would welcome this, but the number of participants would need to be kept to a reasonable amount.
6.6	MS raised the question of site security and concerns that local properties may be targeted as well as the site. AH confirmed there would be a secure perimeter around the site and would also have PID security cameras in place in addition to the existing substation security measures.
6.7	MM raised the questions regarding the project having a construction site licence and pollution prevention plan. AH confirmed that both are in place and have been discussed with SEPA as part of the project Pre-commencement phase.
6.8	MS raised the question regarding ancient woodland and trees being removed. AH explained that our intention is to limit the number of trees that are removed to ensure a No net loss of habitat and displayed visuals of how the site would look at completion and after a 10-year period.
<b>7.0</b>	<b>AoB</b>
7.1	DL explained that for future CLG meetings SSEN Transmission would like a CLG member to be appointed as a chair, no members attending the inaugural meeting volunteered so in the interim SSEN Transmission will continue to be the chair of the CLGs. DL explained that he is the point of contact for any questions or queries in relation to the project and contact information was provided.
<b>8.0</b>	<b>Date of next CLG</b>
11.1	22 <sup>nd</sup> September 2021. 6.00pm – 8.00pm

#### Actions.

Number	Action / Update	Owner	Open/Closed
1.	JC advised she will confirm contact addresses and send them to DL to ensure they are invited to future CLG meetings.  <i>Update: Confirmation of contact information has been sent to DL for future invites.</i>	JC	Closed
2.	JC & MM to advertise on Facebook group for local resident to who may be interested in joining CLG	JC & MM	Open
3.	AH to investigate raised causeway on the road to the Dewsford properties and its ability to take heavy vehicles.  <i>Update: As this causeway is on route to the Dewsford properties, generally, it is not expected to be utilised during the SSEN Transmission project. The only Contractor who may need to utilise the road are Natural Power during some Ground investigation works – they have been informed.</i>	AH	Closed
4.	AH to seek confirmation as to the plans for any potential speed reduction on access road to site.  <i>Update: As it stands the Traffic Management Plan does not deem a temporary speed restriction to be required. The approach on entry/exit will be appropriately signed notifying of the construction site entrance. This approach will be reviewed throughout the construction period.</i>	AH	Closed
5.	AH to establish confirmation of working hours.  <i>Update: Work Hours for the new substation extension are currently expected to be - Monday to Friday 07:00 to 19:00, and Saturday 07:00 - 13:00, with no Sunday working.</i>	AH	Closed