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Revision	DRAFT
Function	Major Projects



<b>Meeting</b>	Kintore Substation - Community Liaison Group (5)
<b>Date</b>	Wednesday 31 <sup>st</sup> of August 2022
<b>Time</b>	6.00pm – 8.00pm

#### Kintore Substation CLG Attendees and Apologies:

Attendees	Position
Dav Lynch (DL)	SSEN Community Liaison Manager
Suzanne Mackay (SM)	SSEN Transmission Project Manager
Joanne Poyner (JP)	SSEN Transmission Community Liaison Manager
Ann Overton (AO)	Garioch Area Manager - Aberdeenshire Council
Moira Moran (MM)	Kintore & District Community Council
Heather Watt (HW)	Inverurie Community Council
Debbie Korver (DK1)	Local Resident
Johan Korver (JK)	Local Resident
Apologies	Position
Alexander Burnett (AB)	MSP for Aberdeenshire West
Mike Shearer (MS)	Local Resident
Janine Cracknell (JC)	Kintore District Community Council

#### Minutes

<b>1.0</b>	<b>Introductions and apologies</b>
1.1	DL welcomed all members to the Community Liaison Group.  DL introduced JP to the CLG and explained she was a new Community Liaison Manager who has joined SSEN Transmission and was joining on an observational basis.  Apologies: Alexander Burnett, Janine Cracknell & Mike Shearer
<b>2.0</b>	<b>Approval of previous minutes and matters arising</b>
2.1	Minutes from the first CLG meeting were approved. Proposed by MM and seconded by AO. DL confirmed these minutes would be published on the project website. <a href="http://www.ssen-transmission.co.uk/projects/kintore-400kv-substation/">www.ssen-transmission.co.uk/projects/kintore-400kv-substation/</a>
<b>3.0</b>	<b>Safety Moment</b>
3.1	DL presented the project overview starting with a safety moment and discussed “Text 999”, This slide highlights the service which allows users to text 999 in an emergency when signals may be poor or when making a phone call is difficult.  This was commented on by AO, HW and DK1 who all found these slides very informative, and it was asked if these could be sent out to the CLG group.  Action for DL to include the safety moment as part of the slides to be distributed.
<b>4.0</b>	<b>Project Overview / Update</b>
4.1	SM provided an overview of the North East and East Coast reinforcements via a new substation at Kintore which involves a phased development of a new substation operating at 400kV.  <ul style="list-style-type: none"> <li>Phase 1 to be completed to tie in with the network north of Kintore in October 2023</li> </ul>

	<ul style="list-style-type: none"> <li>Phase 2 to be completed for the network south of Kintore energising to 400kV operation in 2026.</li> </ul>																																										
<b>5</b>	<b>Project Update – Since last CLG</b>																																										
5.1	<p>SM presented to map showing the overall site footprint for the 400kV substation. SM then presented photographs showing the overview of the site, the retaining wall and the new tower foundations.</p> <p>SM explained that since the last CLG, the erection of the GIS control hall is now complete. Internal works in the hall including plasterboard walls, electrical installation and drainage is still ongoing.</p>																																										
5.2	<p>SM presented the photograph showing the tower pad foundation and explained this tower would be installed later this year. Updates regarding this work will be provided nearer the time.</p>																																										
5.3	<p>SM then explained that our OHL contractor is currently working on site and presented photographs of the temporary access track. SM explained the need for them to keep an adequate distance from our main substation works whilst they are carrying out tower and sealing compound works.</p>																																										
5.4	<p>SM then shared to the CLG that a face-to-face meeting had taken place 6-8 weeks with the neighbours DK1 and MK and DL from SEN Transmission. This was to discuss the landscaping bund. SM explained that since this meeting the height of the bund had been significantly reduced and that work is currently ongoing.</p> <p>DK1 asked the question if a finalised plan or drawing of the landscape bund was available.</p> <p>SM explained that not available at this time however the request has been made to the contractor and as soon as this is available this will be shared with the CLG group.</p> <p>DL to add action to SM to provide finalised plan when available so this can be shared with the CLG group.</p>																																										
5.5	<p>SM then went on to present a look ahead of activities planned for the next quarter.</p> <ul style="list-style-type: none"> <li>Super Grid Transformers are scheduled to arrive on site and start to be assembled around October/November time. Further communication to follow in the coming month. Plans, Traffic management plan and defined route to be confirmed with BEAR Scotland.</li> <li>Work on the installation of concrete support foundations within the existing substation will continue</li> <li>Installation of platform troughs, duct and cable pulling will begin</li> <li>Mechanical and electrical installation will commence</li> </ul> <p>SM presented the timeline of activities for Phase 1 of the project</p>  <table border="1"> <tr> <td>Start Earthworks</td> <td>Finish topsoil strip</td> <td>Start Cut/Fill</td> <td>Start Retaining Wall</td> <td>Finish Retaining Wall</td> <td>Complete Cut/Fill</td> <td>Start building</td> <td>Finish building</td> <td>SGT delivery</td> <td>Installation &amp; Local testing Complete</td> <td>On load Testing commences</td> <td>Completion of Phase 1</td> </tr> <tr> <td>31 Aug 21</td> <td>13 Sep 21</td> <td>20 Sep 21</td> <td>26 Oct 21</td> <td>2 Mar 22</td> <td>31 Mar 22</td> <td>17 Jan 22</td> <td>October 22</td> <td>November 22</td> <td>17 Mar 23</td> <td>1 Apr 23</td> <td>September 23</td> </tr> </table> <p>SM then presented the below timeline which highlights the Phase 2 elements of the project</p>  <table border="1"> <tr> <td>Jan 21</td> <td>Jun 21</td> <td>July 21</td> <td>Aug 21</td> <td>Throughout 2024</td> <td>Nov 24</td> <td>Mar 26</td> <td>Oct 26</td> <td>Jan 27</td> </tr> <tr> <td>Planning Consent</td> <td>Gate 3</td> <td>Mobilise to site</td> <td>Works as per Phase 1</td> <td>Cablings of the Blackhillock OHL (on South of site)</td> <td>Gas Insulated Switchgear installation commencement</td> <td>Gate 4 / Completion of Pre-outage Installation</td> <td>Completion of Work for Phase 2</td> <td>Gate 5</td> </tr> </table>	Start Earthworks	Finish topsoil strip	Start Cut/Fill	Start Retaining Wall	Finish Retaining Wall	Complete Cut/Fill	Start building	Finish building	SGT delivery	Installation & Local testing Complete	On load Testing commences	Completion of Phase 1	31 Aug 21	13 Sep 21	20 Sep 21	26 Oct 21	2 Mar 22	31 Mar 22	17 Jan 22	October 22	November 22	17 Mar 23	1 Apr 23	September 23	Jan 21	Jun 21	July 21	Aug 21	Throughout 2024	Nov 24	Mar 26	Oct 26	Jan 27	Planning Consent	Gate 3	Mobilise to site	Works as per Phase 1	Cablings of the Blackhillock OHL (on South of site)	Gas Insulated Switchgear installation commencement	Gate 4 / Completion of Pre-outage Installation	Completion of Work for Phase 2	Gate 5
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5.6	<p>DK1 asked if there has been delays to the project timeline and noted that work has been carried out most weekend.</p> <p>SM explained that there have been some slight delays which have predominantly been material related. SM went on to say that it is always considered if weekend work is essential, and if possible, we would minimise weekend working to limit the impact to the local community as well as consider the wellbeing of the staff working on site.</p>																																										

5.7	<p>SM explained Phase 3 of the project (132kV Asset Replacement) and provided an update that since planning application submission in May 2022, a decision is due by October 2022.</p> <p>SM also explained that further small planning application is expected to be submitted within the next quarter to update an existing track to SSE's sealing end compound. More details will be provided once that has been submitted.</p> <p>SM presented visuals of the asset replacement and an overview of the site.</p>
<b>6.0 Community Queries</b>	
6.1	<p>MM asked the question regarding the battery storage site and that it looks like they have already begun works on site. MM was confused about this as the planning application is still in the planning portal and does not have any planning permission.</p> <p>SM explained that the battery storage work is not in relation to the SSEN Transmissions Kintore substation projects. SM explained that the application that is being referenced is for the (Phase 3) asset replacement element of the project and work regarding this project has not yet begun.</p> <p>It was discussed within the group that it can be difficult to differentiate the difference between the different types of project SSE are working on.</p> <p>Action for SM to discuss with other SSE business areas to provide an update/ general overview of what is going on in Kintore.</p>
6.2	<p>DK1 explained that she thought the 132kV project was a replacement for the existing compound.</p> <p>SM explained that the existing 132kV part of the substation is at the end of its operational life and is being replaced by GIS on the site close to the existing site. This has been presented during a previously consultation event and has its own designated website.</p> <p><a href="http://www.ssen-transmission.co.uk/projects/kintore-132kv-asset-replacement/">www.ssen-transmission.co.uk/projects/kintore-132kv-asset-replacement/</a></p>
6.3	<p>DK1 asked the question about the road which is being built down by her property in Dewsford.</p> <p>SM explained that this was our OHL (overhead line) contractor creating a temporary access path leading to an overhead tower and would be removed once no longer needed.</p> <p>DK1 questioned that the path looks like it is out with the site boundary.</p> <p>Action for SM to check with OHL contractor to check where path is going to and from and to obtain a plan/drawing of OHL works confirming site boundary.</p>
6.4	<p>It was discussed within the CLG that a site visit may be beneficial, and the general consensus is this would be helpful and beneficial to the group.</p> <p>SM to look in the possibility of the arranging a site visit for the CLG member interested in attending</p>
<b>7.0 AoB</b>	
7.1	<p>DL explained we are always keen to help out in the local community and explained SSE's volunteering programme "Be the Difference Volunteer Day" and encouraged any interested parties to contact him directly.</p> <p>MM mentioned that the "Riding for the Disabled Association" or the "Bothie" may be good organisations to consider. SM advised our contractor is currently engaged with the RDA and assisting in certain activities. This was agreed by AO &amp; HW.</p> <p>All suggested to be sent to <a href="mailto:dav.s.lynch@sse.com">dav.s.lynch@sse.com</a></p>

<b>8.0</b>	<b>Date of next CLG</b>
11.1	Wednesday 7 <sup>th</sup> of December 6.00pm – 8.00pm

Actions.

Number	Action / Update	Owner	Open/Closed
1.	SM to provide finalised plan of landscaping bund when available	SM	Open
2.	Action for SM to discuss with other SSE business areas to provide an update/ general overview of what is going on in Kintore outside this substation project.	SM	Open
3.	Action for SM to check with OHL contractor to check where path is going to and from and to obtain a plan/drawing of OHL works confirming site boundary.	SM	Open
5.	SM to look in the possibility of the arranging a site visit for the CLG member interested in attending	SM	Open