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Function	Major Projects

<b>Meeting</b>	Tealing Substation - Community Liaison Group
<b>Date</b>	2nd December 2020
<b>Time</b>	6.00pm – 8.00pm

#### Tealing Substation CLG Attendees and Apologies:

Attendees	Position
Alison Hall (AH)	SSEN Transmission Lead Project Manager
Suzanne Mackay (SM)	SSEN Transmission Project Manager
Louise Anderson (LA)	SSEN Community Liaison Manager
Steven Reid (SR)	SWEL ESI Onshore Works Project Manager
John Hillis (JH)	SWEL Land Manager
Pauline Allison (PA)	SWEL Stakeholder Engagement Manager
Cllr Beth Whiteside (BW)	Angus Council - Monifeith and Sidlaw
Nicki Donaldson (ND)	Local Resident
Pauline Anderson (PA)	Local Resident
Apologies	Position
Cllr Craig Fotheringham (CF)	Angus Council - Monifeith and Sidlaw
Cllr Sheila Hands (SH)	Angus Council - Monifeith and Sidlaw
Cllr Ben Lawrie (BL)	Angus Council - Monifeith and Sidlaw
Mr Mark McKay (MM)	Local Resident
Mr Tom Burke (TB)	Tealing Community Council

#### 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.  Apologies from Cllr Fotheringham, Cllr Hands, Cllr Lawrie, Mark McKay and Tom Burke.
<b>2.0</b>	<b>Approval of previous minutes and matters arising</b>
2.1	As this is the inaugural meeting for the Tealing CLG there are no previous minutes.
<b>3.0</b>	<b>What is a CLG?</b>
3.1	<p>LA advised that on all SSEN Transmission's major 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>For the most part CLGs are set up prior to construction works commencing, but they are also established at various stages of a project and in some cases during operational activities. 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. We have CLG's that run for the full length of a construction project or for part of it. It is acknowledged by the project teams that establishing a Tealing CLG prior to construction works starting would have greatly improved our engagement and communication to date on the project with the local community, and we apologise that one was not established.</p> <p>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>

<b>4.0</b>	<b>Terms of Reference</b>
4.1	The Terms of Reference that were shared with the meeting invite were accepted by the CLG members.
<b>5.0</b>	<b>SWEL Project Overview / Update</b>
5.1	<p>SR gave an overview of the SWEL project and the connection between both SWEL and SSEN Transmission. SWEL are building an offshore 1075MW wind farm off the coast of Angus, subsea cables will run from the windfarm to a landfall site at Carnoustie and then 19km of underground cable will run from the landfall site at Carnoustie to the new SWEL substation at Tealing.</p> <p>To facilitate the connection to the grid that the SWEL wind farm require, SSEN Transmission are required to upgrade the existing Tealing substation to enable power from the wind farm to be connected to the grid along with extending the existing substation which will facilitate the 3 circuits that are required to connect for SWEL.</p>
5.2	Civils works are currently ongoing at the SWEL substation site and these are expected to complete by May 2021. Within quarter one of 2021 delivery and installation of all necessary electrical equipment will commence and this will last until the end of 2021 which will allow completion of the 3 circuits. The civil works are currently at peak and gradually over 2021 (as the works move from civil into electrical) this will see a reduction in the amount of activity on site. Circuit one is due to be complete by 1st November 2021 and energised with Circuit 2 and 3 to follow by Q1 2022 which will see the completion of the project, they won't be switched on and connected until March 2022.
5.3	Onshore cable works have also commenced along with enabling works and these are expected to be substantially complete next summer. After the summer, there only requires further cabling works to connect the SWEL substation into the SSEN Transmission substation and at Carnoustie when the offshore cables are delivered and connected to the onshore cable. These works will be completed by December 2021/January 2022.
5.4	<p>SWEL upcoming works</p> <p>Platform works will continue into 2021 along with the completion of the structural buildings. Early 2021 will see work starting to fit out the control building / installation of electrical equipment for circuits and control. Drainage works and access road works are also due to be completed in this period.</p>
5.5	ND asked SR how many buildings are being built to the North for the SWEL project and SR confirmed that there are 13 in total: 3 Dynamic reactive compensator (1 per circuit), 3 Transformer Housing (1 per circuit) and 6 Protection Relay Room (2 per circuit) plus the control building.
<b>6.0</b>	<b>SSEN Transmission Project Overview / Update</b>
6.1	SM gave an overview on the SSEN Transmission works and showed images of what the overlay of the SSEN Transmission Tealing substation was before works started, as well as what it will look like when works complete. Part of SSEN Transmission upgrades include replacing existing busbars with improved rating of busbars and extending the substation to facilitate the SWEL connection. SM confirmed that SSEN Transmission have completed half of the required works to date.
6.2	<p>SSEN Transmission have been on site carrying out work within the existing substation for over a year. In October 2019 works started within the existing substation to create a new control building as part of 275kV upgrade works. Then between January to April 2020 works on the substation extension started.</p> <p>The peak of SSEN Transmission's workforce and traffic was in February and March 2020 with import of material that was required for the extension. The first energisation was completed this month. The plan is to now do the same on the east side of the substation, dismantle 2 busbars and re-build one a time, unfortunately both can't be done together this time due to constraints on the wider electricity network. SSEN Transmission busbar works on this project are due to be finished within the existing substation by Christmas 2021 with the final transfer of circuits in January 2022 and demobilising will then be carried by the end of February 2022.</p> <p>SM also confirmed that the workforce will also now start to reduce on the SSEN Transmission site.</p>
<b>7.0</b>	<b>Landscaping</b>
7.1	<p>SR spoke about the planned landscaping for the SWEL substation. There is a small bund with planting on top which has been approved by Angus Council. The landscaping will consist of meadow grass land, different species of trees and hedges.</p> <p>SR then showed photo montages looking North from Emmock Road, South from Kirkton of Tealing and West from Inveraldie. All images showed the site from last year before any development, followed by year 1, and then year 15 when planting has established. The photo montages showed that it is proposed you won't see anything from screening that will be put in place.</p> <p>The commencement of the screening will start after SWEL's ground works are complete in Spring 2021, not at the end of the project.</p>
7.2	ND asked when will the trees that are planted be fully matured and SR confirmed he would get this answer following the CLG meeting. SR confirmed that the trees will be maintained by SWEL for a number of years to ensure growth is established. SR advised he will also confirm how long SWEL are required to maintain the trees after planting

7.3	ND requested images for Balnuth area, as this will show how her view will be impacted. SR to arrange for these to be created.
7.4	ND asked about screening of the existing SSEN Transmission substation and advised that there used to be more screening, but this has since been removed. AH explained that as there are overhead lines coming into the substation from the area there are set clearance distances from the overhead lines that are required to be maintained for safety. ND referred to a previous comment made to SSEN Transmission about screening and some planting that had occurred after that. SM & AH will speak to SSEN Transmission Operations to understand what planting had been made previously and if any further screening can be added.
<b>8.0</b>	<b>SSEN Transmission Traffic Route</b>
8.1	AH gave an overview of the traffic route SSEN Transmission have been using to access the site. SSEN Transmission have been using up to now the U322/Emmock road until it was closed for road repairs. Following discussions with local residents and concerns raised on the use of this road by HGVs etc, SSEN Transmission reviewed 5 alternative options.  Option 1 – One-way system via Emmock Road via Moatmill Road (SWEL) Option 2 – One-way system Via Emmock Road and Tealing Village Option 3 - 2 way via Martin Way and Emmock Road Option 4 – Partial one-way Emmock Road East via Emmock Road south Option 5 – Emmock Road east via Stratmartin Road
8.2	SSEN Transmission have reviewed the 5 alternative options and propose to continue with Option 3; U322 at this stage, this is because it is felt to be the safest route for all road users, has the least local impact and after the road repairs are completed, the road condition will be the most suitable.  To mitigate any further road damage to this road, the SSEN Transmission project will put in place the following: <ul style="list-style-type: none"> <li>◦ Road is being repaired and verges reinforced</li> <li>◦ Reduced the number of vehicles required at site</li> <li>◦ Management of our HGVs, ensuring our vehicles do not meet on Emmock Road.</li> <li>◦ All subcontractors have been briefed on speed and verge use. Random audits being performed to ensure compliance.</li> <li>◦ Monthly Road condition surveys – more regularly if necessary</li> <li>◦ Regular discussion with Angus Council on road condition &amp; any necessary repairs undertaken promptly.</li> <li>◦ Set up CLG so local residents have direct access to voice any further concerns</li> </ul>
8.3	The road repair works on the U322/Emmock Road are to commence on Friday 4th December. These works are due to be completed within 2 weeks. The verges that are being repaired are to be top soiled and the sections of the roads that require to be fixed/replaced will be excavated out first before repaired.
8.4	<i>Post Meeting Note</i> <i>Road repair works on the Emmock Road were further delayed, commencing on Friday 11th December.</i>
8.5	PA relayed her concerns about the amount of traffic that has been using Emmock Road and the terrible conditions of the road due to high volumes of HGV.
<b>9.0</b>	<b>Works with Tealing Primary</b>
9.1	LA gave an update on works that SSEN Transmission and their Principal Contractor have ongoing with Tealing Primary School. SSEN Transmission have donated goods to the school in the way of stationary, reflective hi-vis goods, torches and cleaning products, face masks, sanitizer and a new picnic bench for the playground.  In the New Year SSEN Transmission will be continuing working with the school to improve their playground. Designing new outside seating and planters with the children, installing these in the playground and creating a planting area.
<b>10.0</b>	<b>AoB</b>
10.1	ND asked about SWEL's 24 hour working and how much longer this would last. SR confirmed there was one more 24-hour session scheduled for Monday 7 December.  ND also asked if as a neighbour to the site, should a notification come from Angus Council to advise of the planned 24-hour working. PA advised she would look into this.
10.2	ND and PA both raised concerns on lighting of both sites which they have contacted both PA and LA on previously. ND confirmed the lighting from SSEN Transmission cabins had improved however, flashing vehicle lights were being left on for extended periods of time when the site was closed which was impacting both her and her husband. PA and LA both apologised and confirmed that management for both sites would take their comments back to each site respectively and feedback the impacts of these incidents on the local community.
<b>11.0</b>	<b>Date of next CLG</b>
11.1	27th January 2021. 6.00pm – 8.00pm

Actions.

Number	Action / Update	Owner	Open/Closed
1.	SR to confirm when will the trees that are planted by SWEL be fully matured.	SR	Open
2.	SR to confirm how long SWEL are required to maintain the trees after planting.	SR	Open
3.	SR to arrange for photo montages to be created looking from the Balnuith area.	SR	Open
4.	SM & AH to speak to SSEN Transmission Operations about what if anything can be done by ways of alternative screening of the existing substation instead of trees or bushes.	SM/AH	Open
5.	PA to confirm if letters should have been issued to neighbours from Angus Council to advise of the consented 24-hour working for SWEL works.	PA	Open