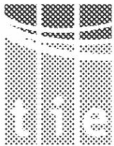


MUDFA: Minutes of UTL Meeting held on 14 March 2007

1	MUDFA UTL Meeting	14/3/07			
Version	Summary	Date	Modified	Checked	Approved



Utilities Technical Liaison Meeting

Date: 14 March 2007

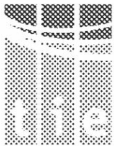
Time: 10:00 hr

Venue: MUDFA Offices

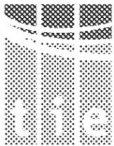
In attendance	Allan Hill	tie (TSS)
	John Low	tie (TSS)
	Ray Dent	tie (Part only)
	John McAloon	tie (TSS)
	Jim Johnston	tie (TSS)
	Alan Dolan	SDS
	Simon McCarroll	SDS
	David Simmons	SDS
	Mark Smith	SDS
	David Pluse	SDS
	Andy Malkin	AMIS
	Steve Clemenson	AMIS

Apologies	Martin Hutchinson (TSS), Phil Douglas tie, Ross Blair (SDS)
Additional Circulation	Graeme Barclay (tie), Gary Easton (TSS), Ken Mosley (TSS), Ailsa McGregor(tie), Susan Clark (tie), Tom Hickman (TSS), Graeme Walker (TSS),), Richard Hookham (TSS)

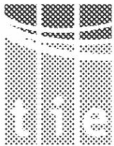
		Action By
1.	Previous Minutes (28/02/07)	
1.1	The minutes of the previous meeting were not commented on.	Note
2.	Actions From Previous Minutes (28/02/07)	
2.1	[2.1] Procurement Responsibilities Paper: SDS still to submit their comments in writing. PB will resend.	DP
2.2	[2.2] Schedule of works outside of LOD: SDS advised that any diversion which is planned outside of LOD is identified on the schedule submitted to the SUs for approval.	SMcC
2.3	[2.4] Ordering of Power cables: AMIS advised that they are in the process of responding to tie's instruction to purchase cables.	Note
2.4	[2.5] Alignment of Design and Construction Programmes: Meeting will take place in near future.	Note
2.5	[2.6] Independent Pipelines C3 Programme: JL advised that IP will be sending tie C3 programme. There is a conflict at West Harbour Road.	JL



2.6	[2.7] Gogar Depot Manhole Survey: Formal notices to be issued on behalf of Scottish Water for access to manholes on third party land. AH to pursue Proformas and procedure from SW. SDS to produce notice plan.	AH/ SDS
2.7	[2.8] Meetings with Utilities: It was noted that all AMIS meetings SUs should be arranged through John Low in the future.	Note
2.8	[2.9] SP Tunnel Survey in Leith Walk: It was noted that the condition survey has been completed, the topographic survey will be completed next week and the assessment of the impact of the tram will be completed in 3 weeks time. The report will be submitted through tie.	Note
2.9	[2.11] Affected Independent Pipelines Apparatus: see 2.5.	Note
2.10	[2.12] Scottish and Southern Energy Apparatus: JL advised that S&SE have asked for detailed plan of route with DKE and topography. SDS to send copy directly to S&SE copied to tie Document Control.	SDS
2.11	[2.14] Works Order for tie Site Accommodation: This has not been issued. AH to pursue.	AH
2.12	[2.15] SDS Response to JL Summary of SU Responses submitted to SC: SDS handed response for Sections 1 and 3, DP to respond for Sections 2 and 5.	DP
2.14	[2.16] St. David Street Permanent Traffic Diversion Works: [Post Meeting Note: Requirements and preferred procurement route are under review. Keith Rimmer to advise in due course.]	KR
2.15	[2.17] Verizon Cabling Programme: JL has not received a response. JL to pursue.	JL
2.16	[2.18] Trial Pits: SDS advised that they do not intend to carry out any Trial Pits that were originally planned. The advice from their designers is that Trial Pits are not required. SDS also confirmed that they would not be carrying out trial pits to validate the Adien GPR survey.	Note
2.17	[2.19] Unidentified Manholes: SDS have still to mark up on Drawings and issue to tie with a schedule of MHs to be investigated. Approximately 343 covers need to be investigated. tie to instruct AMIS to inspect and lift covers as necessary to confirm identification. tie inspectors to carry out preliminary investigation.	SDS/ AH
2.18	[3.3] 800 Dia Water Main Diversion at Gogar: SDS have sent revised proposals to SW taking into account the output of the workshop. SDS have as yet not received any comments.	Note
2.19	[3.4] Scottish Water Level of Detail Requirements for SU approval: JL advised that SW want to see details of fittings, valves, chamber details etc. The proposed design/ Works Order process should give this level of detail.	Note
2.20	[4.2] Adien Surveys: SDS said that they had already supplied tie with copies of the Adien Surveys and were not intending to supply further copies. SMcC to provide tie with GPR surveys that have been carried out recently i.e. Sites 31 and	



	35 in Sections 1A and 3B.	SMcC
2.21	[4.2] Connections to Services: SDS advised that they are not responsible for detailing service connections. They are of the opinion that this is not part of their remit. tie expressed surprise as SDS had said previously that they would be providing details. RD to address this issue for water, gas, and power.	RD
2.22	[4.3] Replacement of Lead Pipes: JL advised that SW insist any lead pipe replacement being carried out at the same time as the diversion and temporary connections would not be allowed. It was noted that this may not be logistically possible on all diversions. JL to re-visit.	JL
2.23	[4.5] Constitution St Strategy Meeting: SDS to confirm new date and advise JL.	JL
3.	Progress	
3.1	Trial Area: tie advised that they have now received drawings from SDS to include in the Works Order. However, tie have noticed a number of minor errors on the drawings. AMIS confirmed that they would be happy to receive a copy of the drawings marked up with corrections. SDS confirmed that the drawings were Issued for Construction. Works Order Requirements will be issue to AMIS by tie in next day.	Note
3.2	Section 6: SDS await approvals from all utilities. They have received verbal approval from Thus and CEC Street Lighting. SW have still to respond on the water main diversions, they are looking at the EARL impact at the same time. SP have handed over detailed comments and a follow up meeting is planned.	Note
3.3	Line 1: See attached report.	Note
3.4	Sewer Surveys: 5 change orders have now been issued covering sections 3B, 1A(1), 5A, 5B, and 7A. AMIS expect to appoint Survey contractor at the end of the week.	Note
4.	Issues	
4.1	RATS Proposals: SDS gave the following preliminary feedback on the RATS proposals for Section 1A : The SUs must give an indication of acceptance of the proposals through tie or AMIS. It will mean breaking done the job into more parts and re-visiting sections. This will have an impact on resources, e.g. taking designers off the agreed programme, CAD time to do prints etc. SDS to give full feedback with impact on time and resources on each of the 2 RATS proposals i.e. RATS 1A1 and RATS 1A2.	SDS
4.2	SDS Payment linked to SU Approvals: SDS advised that they have a payment point on gaining SU approval for diversions. They are concerned that the commercial element of gaining approval will delay approval with the resultant knock on impact to their payments. RD to review.	RD



- 4.3 Buildability Reviews: To date, SDS have not received any feedback on buildability for the drawings that tie have submitted to the AMIS. AMIS/ tie to provide. AMIS/ tie
- 4.4 Design and Construction Programme: tie await AMIS feedback on new programme proposals. The Design Programme will be amended to suit. Note
- 4.5 Proposed Design and Works Order Process: tie tabled a draft proposal for the Design and Works Order Process with a "Swimlane" Flowchart inviting feedback, see attached. SDS and AMIS to give feedback to tie asap. SDS/ AMIS
- 4.6 Change Orders for MH and Sewer Surveys: tie to copy to SDS. AH
- 4.7 SU Issues: JL to feedback on outstanding issues at end of week. JL
- 4.8 SU Meetings: SDS to ensure that Scottish Water Drainage meetings are added weekly schedule. SDS
5. **Any Other Business.**
- 5.1 Section 5B: SDS will issue Section 5B in accordance with the new proposed Design and Works Order Process. AMIS/ SDS/ tie (JJ), to meet at 11:00 hr next Tuesday to review. AMIS/ SDS/ tie
6. **Next Meeting**
- 9:00 hr on 28 March 2007 at location to be booked by SDS SDS