

# MUDFA

## Utilities Technical Liaison Meeting

**Date: 1 November 2006**

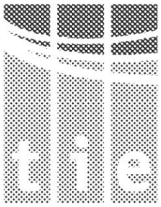
**Time: 10:00**

**Venue: T&T Offices**

In attendance	Allan Hill	tie (TSS)
	Alasdair Slessor	tie
	Richard Hookham	tie (TSS)
	John Low	tie (TSS)
	Derek Swenson	SDS
	David Pluse	SDS
	Simon McCarroll	SDS
	Andrew Malkin	AMIS
Apologies	Jim Bruce	Tie (TSS)
Additional Circulation	Ailsa McGregor (tie), Alan Dolan (SDS), David Simmons (SDS), Gary Easton (TSS), Robin Kilpatrick (TSS), Susan Clark (tie), Sharon Fitzgerald (DLA), Ken Mosley (TSS), Anthony Lang (tie)	

**ACTION BY**

1. **Previous minutes (18/10/06)**
- 1.1 [2.17] "JL to pass SDS" should read "JL to pass to SDS"
- 1.2 The remaining minutes were agreed as read.
2. **Actions from Previous Minutes.**
- 2.1 [2.1.2] Scottish Power GIS Interface: SDS advised that they were still experiencing problems with accessing GIS information at their Newcastle Office. Hard copies of the information is now being requested. It was noted that SDS Halcrow's office do have access to SP GIS and that information could be obtained through that route. AH commented that this issue had been unresolved for sometime, and that alternative methods of obtaining the required information should be used in tandem with resolving direct access to GIS disc in Newcastle. This is being done. Note
- 2.2 [2.1.4] Notification of SDS Design Meetings with Utilities: SDS to forward schedule to tie after meeting and table at future technical meetings. Next meeting is with CEC street Lighting on 2 November. SDS
- 2.3 [2.1.6] Road re-instatement Options: CEC have requested a meeting to



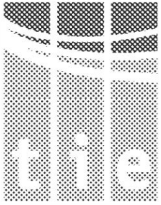
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	discuss. AS to arrange. tie, SDS and AMIS to attend.	AS
2.4	[2.1.7] SDS have been advised of the contact details for the Ratho recycling centre.	Note
2.5	[2.1.10] Non-MUDFA Utilities Scope: JB and AD to meet to exchange information so that SDS can report on total utility cost to tie.	AD/JB
2.6	[2.1.1] C&W Relationship meeting has been arranged to take place on 3 November 2006.	Note
2.7	[2.1.12] TW Relationship meeting has been arranged to take place on 2 November 2006.	Note
2.8	[2.1.13] Utility Works that cannot be carried out under MUDFA due to bridge works: SDS to provide schedule to be added to MUDFA / Infraco schedule referred to in 5.1 below.	SDS
2.9	[2.1.14] Land access Issues: SDS to provide schedule of works required outside LoD.	SDS
2.10	[2.2.1] Issue of Drawings to AMIS : Line 2 A3's have been issued to AMIS	Note
2.11	[2.2.3] Relationship meetings with Utilities : Meetings have been arranged with all the MUDFA Utilities apart from Easy net. See 5.3	Note
2.12	[3.2] SDS update on activities : Not reported as requested.	Note
2.13	[5.2] Stray Current : John Low, Nico Dekker and Gavin Murray are meeting on 10 November to discuss way forward on Stray Current Working Party. It was noted that Nico Dekker may not be sufficiently independent to act as chairman of the Working Party.	Note
2.14	[5.3.3] Gyle/Gogar 33kv cables : Apportionment of costs attracting 7.5% discount to be ascertained when scope is known.	Note
2.15	[5.4] Programme/Scope Workshop : Revised agreed agenda was issued.	Note
2.16	[5.5] Long lead items : SDS have not identified any particular items to date. Some major items of Apparatus may have long lead times	

The following items are to be added to the Infraco/MUDFA allocation schedule referred to in 5.1 below:

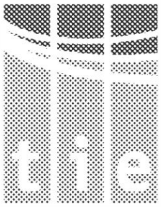
- Scottish Power Feasibility Studies for the affected apparatus that would not be included in MUDFA. JL
- BT Cables at Gogar JL

AMIS to forward their list of long lead items to tie. AM



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- 2.17 Special Works JL to add special works, e.g. Railway Bridge accommodation in Leith Walk, to MUDFA/Infracore list (See 5.1) and circulate to all. JL
3. **Progress**
- 3.1 **General**  
 SDS advised that they report progress to tie at a high level monthly. They also advised that they had been instructed to not submit the utility progress reports by the tie SDS Project Manager. Note
- 3.2 **Line 1**  
 Enhanced DD1 drawings are being issued to all the Utilities for Sections 1A,1B,1C,1D,3A,3B and 3C taking into account comments received from the Utilities. Note  
 Note  
 It was noted that there will be further changes due to the charette outputs. Halcrows advised that much of the time taken in issuing drawings is for loading files onto the PB Hummingbird system. SDS will explore the development of a CAD auto routine to do this automatically rather than manually. SDS
- 3.3 **Line 2**  
 Design development has progressed with most of the Utilities and information has been exchanged. An enhance DD1 package is ready for issue to all the utilities. Note
- 3.4 **Combined Drawings**  
 SDS confirmed that the combined drawings have not been issued to the utilities yet. These will be used at joint utility meetings to finalise diversion routes in congested areas. Note
4. **Resourcing**
- 4.1 **Line 1**  
 SDS advised that they had lost a CAD technician who is being replaced this Monday. They are engaging 2 graduates in the new future. Note
- 4.2 **Line 2**  
 No change in resource allocation. There are a number of staff available to produce drawings when required. Note
- 4.3 **Summary of Resources**  
 SDS to produce list of current resources engaged giving position, seniority, and discipline (utility). SDS
5. **Issues**
- 5.1 **SDS Programme**  
 It was noted that the latest submitted SDS Programme has been rejected



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by tie and that SDS will be submitting a revised programme by the end of the week. A copy of the rejected SDS programme for Utilities was handed to AMIS for information purposes only.

Note

AH advised that a meeting had been held with Susan Clark and Gary Easton last week to discuss which utilities are best dealt with through MUDFA and which are best done through Infraco. The outcome of this meeting was a schedule of utility works with recommended allocation to MUDFA or Infraco, giving reasons and describing any risks associated with the allocation. JL to circulate schedule to all.

JL

A separate meeting is to be arranged to discuss the Utility Design/ Build programme. AMIS advised that they have enough information to start planning activities. The first programme draft will be first pass, rough cut but not far from reality.

Note

### 5.2 Partnering Room

Partnering Room concept has been well received by the Utilities so far, tie to drive dates for the Partnering meetings and agree with SDS. Meetings to start next week. tie to book room for meetings, unless otherwise agreed. JL to take ownership.

JL

### 5.3 Utility Relationship Meetings

Thus	30 October	PM
SP	31 October	AM
SGN	02 November	AM
C&W	03 November	AM
SW	07 November	AM
EasyNet	tba	

JL

### 5.4 Trial Pits

SDS to forward to tie schedule of trial pits they require to complete design. tie/SDS to discuss and agree procurement of trial pits e.g. engagement of AMIS through MUDFA or other. AS to discuss issue with tie SDS Project Manager regarding SDS responsibilities.

AS/SDS/  
tie

### 5.5 Sewers CCTV Surveys

SDS to supply tie with schedule of sewers requiring a condition survey as it is planned to leave sewers in place.

SDS

### 5.6 Temporary Traffic Management

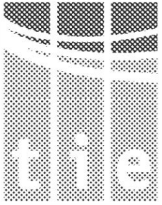
SDS met CEC last week. Although there is a blanket TTRO to cover all works, CEC want to know the procedure for developing and implementing Traffic Management Plans.

Mark Devlin will be looking at the procedure in detail and will consult with John Edwards of AMIS as part of this exercise.

Note

### 5.7 Completion of Previous Actions

AS asked all to try and ensure actions are completed timeously. All to check that they have carried out the actions from the Drawings meeting



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held on 13 October and the Programme/Scoping meeting held on 24 October. ALL

6. **Next Meeting**  
10.00hrs on 8 November 2006 in T&T Offices.