Minutes of Meeting held on Thursday 3rd December 2020 **Microsoft Teams**

Graeme Robin - North Ayrshire - Chair (GR) Present:

Katie Campbell – North Ayrshire (KC) David Shaw – Ayrshire Roads Alliance (DS) John McCulloch – Balfour Beatty (JMcC)

Phil Boylan - Scottish Water (PB) Stephen Scanlon - Openreach (SS)

Sandy Phillips - Amey (SP)

Malcolm Murray – Police Scotland (MM) Michael Erskine – ESPUG (ME) Caroline Auld – Network Rail (CA)

	Action for Next Meeting
1. Welcome	
GR opened the meeting and welcomed everyone. He introduced KC who will be assisting in chairing future meetings on behalf of NAC.	
2. Apologies	
Lynne Lyle - Ayrshire Roads Alliance David Maclean – Virgin Media Andrew Matheson – Virgin Media David Murdoch – Network Rail Karyn Davidson – Vodafone	
3. Minutes of Previous Meeting held on 3 rd September 2020	
Amendment of minutes	
No issues.	
4. Matters arising from previous meeting	
Works Co-ordination	
Openreach	
5.22 C21 Coylton SS unsure of potential works and will give update after speaking to Liam Inglis. Still no update available and apologies given	Closed
Update - Complete	
Roads Faults/Reinstatement	
Scottish Water	
6.7 LL raised an issue of fire Hydrant resets and this will be addressed by CM as she is now overseeing a new process in this department due to backlog and any issues to be passed to CM – LL raised issue with 2	

hydrants still outstanding since 2015 (15 Dalmellington Road, Ayr and corner of Castlehill Rd / Dongola Rd, Ayr) and if these are not repaired will be tarred over for safety. Noted that current timescales for this have been unacceptable but should improve – Update there are on-going meetings and final process is still to be approved and rolled out. Meanwhile any defects are to be emailed to CM direct or reported to point of contact at Scottish Fire and Rescue, Ardrossan. Dalmellington Road fire hydrant has now been completed. Update - Castlehill Road, has been escalated and expected shortly. DS	DS/PB
& PB to chase up	
6.8 DS requested that CM distribute a contact number and mailbox address to directly report issues to and streamline the process for fire Scotland as there has been previous issues with reporting faults – Update, this has still to be created and distributed.	
Update – Contact details have been requested and awaiting permission to release these. GR to chase up Courtney Mitchell.	GR/CM
5. Works Co-ordination Reports	
5.1 GR is open to any suggestions for improving the new reports extracted from Aurora.DS requested the Coordination of Works report is restricted to Road Restrictions and Major Works.	кс
Works Co-ordination East Ayrshire	
Ayrshire Roads Alliance	
5.2 All works in register. Programme is currently running three months behind schedule due to Covid19 and proving challenging to complete.	
Works Co-ordination South Ayrshire	
Ayrshire Roads Alliance 5.3 The 2020/21 Programme has been approved and all works are in the register.	
Works Co-ordination North Ayrshire	
North Ayrshire Council 5.4 The 2020/21 Programme has been approved and notices are in the register with a view to completing.	

5.5	Arran works have been postponed to next financial year due to difficulties in getting materials over on the ferries.	
5.6	Potential Conflict at Sandybrae Road, Skelmorlie to be raised with SGN.	KC
5.7	Minor conflict with SW Ritchie Street, West Kilbride - no issues.	
AL	L AREAS	
Co	onnect .	
5.8	No issues – Progressing with LED upgrade programme.	
<u>An</u>	<u>ney</u>	
5.9	No Issues.	
AC	OCB	
5.1	0 Reminder to everyone to keep businesses and residents notified about works that will affect them.	All Note
5.1	1 Reminder that all site meetings and agreements are made with Statutory Undertaker present and not just with their agents.	All Note
6.Roa	d Faults / Reinstatements	
NAC		
6.1	No Issues	
SAC		
6.2	No Issues	
EAC		
6.3	No Issues	

4000		
AOCB		
6.4	Reminder to SU that any damage to drainage lines or Street lighting should be notified to the Authority and recorded within the SRWR. Likewise, the authorities will notify the relevant SU if any damage is caused to their apparatus.	All Note
6.5	SP welcomed any utilities to carry out works prior to their resurfacing programme. If you would like added to their weekly programme mailing list, email sandy.phillips@amey.co.uk . GR also welcomed any works ahead of resurfacing.	
7. Tra	ffic Safety Management	
<u> </u>	nio Garaty managomone	
7.1	PB & ME to be added to George Brothwick distribution list for Safety Bulletins.	GR
	Update - Not occurred, GR to chase up	
7.2	DFT review of the red book ongoing.	All Note
7.3	PB brought to all attention a conflict between Chapter 8 and red book relating to the use of Priority Boards on rural roads. Chapter 8 – Page 123, D5.7.2	
	D5.7.2 Priority control should not be used at night, unless:	
	 there is street lighting at the location; and 	
	 it remains lit throughout the night; and 	
	the traffic signs are illuminated.	
9 500	ttich Dood Works Dogistor	
<u> </u>	ttish Road Works Register	
8.1	NAC are experiencing slow speeds when using the system. This is being investigated to see if it is related to an internal network issue. Update – Believe to be related to internal network issues.	Closed
8.2	ARA have problems switching between EAC & SAC within Aurora following the first VAULT upload. This causes problems with the promoter references. The issues have been raised with Symology. Update – Not resolved	DS
8.3	DS raised concerns that Council names are not being displayed on the licensing module permit. DS will raise change request with Symology.	DS
8.4	Street License Permits - DS advised that a service request has been	

	raised with Symology as unable to produce permit following creation.	
8.5	Amey have an issue recording notices on areas of the trunk road network. Symology has informed them it is an issue with the Local Authority Gazetteer. DS checked his gazetteer and it seems alright; he will query with Improvement Service. Update – resolved	
9. Qua	arterly Inspection & Interim Reinstatement Performance	
Samp	le Inspection Report	
East A	Ayrshire	
(9.1 Sample Inspection A's have resumed and doing best to increase numbers.	
South	Ayrshire	
9	9.2 Sample Inspection A's have resumed but are struggling to find. PB advised that their work volume has dropped over the last 18months. DS indicated that using the last year's figures will be generating more inspections.	
North	Ayrshire	
(9.3 GR highlighted discrepancies within the reports totals which will require further investigation. A couple of low percentages, but there was a low number of inspections carried out. All inspections have resumed now, and we will be increasing the number of sample inspections we do in the early quarters so that we don't have so many outstanding at the end of the year.	КС
Interir	n Reinstatements	
East A	Ayrshire	
(9.1 Report indicating a lot of outstanding reinstatements with Openreach. SS to review report and raise with contractor.	SS
South	Ayrshire	
(9.1 Will prioritise newer ones and highlight any specific locations. Report also appears to be generating Lighting works.	DS
North	Ayrshire	
Ç	9.1 Outstanding reinstatements predominantly Openreach. KC to review	кс
	·	, AC

	historic works.	
10. Natio	onal and Local Coring	
10	.1 National Coring programme 2020/2021 is now complete and report finalised. Coring working group to have a catch-up meeting to be held 13 th Jan 2021.	
10	.2 Roads Authority view to continue with another coring programme for 2021/2022.	
10	.3 General discussion regarding coring took place. SW & Openreach coring is carried out and assessed by Accredited Lab. SGN do their own coring but do not use an accredited Lab.	
10	.4 There could be one more coring programme in the future. If so it would cover works undertaken between 01/01/21 and 31/12/21. It might also allow for a hybrid model of national cores and utility owns cores.	
11. Sout	th West RAUC and RAUC Scotland	
South West 11.1	The new Transport Scotland Act has been delayed. A briefing meeting will be held in spring / summer 2021.	
RAUC Scot	RAUC Scotland	
11.2	RAUC(S) Advice Note 8 (Portable Traffic Lights) – review is ongoing. Working group are hoping revision to be approved in March.	
11.3	Advice Note 15 (Recording Inspection Results and Responding to Inspection on the SRWR) - removed.	
11.4	Quality Plans Working Group meets today (03/12/2020)	
11.5	Version 5 of Specification for the reinstatement of openings in Roads (SROR) to be completed by March 2022. Will get update on progress via Area RAUCS.	
11.6	SW Transport Scotland Act to be finalised April 2021 with first part of Act scheduled for release September 2021.	
11.7	Symology Helpdesk – Any issues not resolved with the helpdesk should be escalated to Iain Ross.	

11.8	New Roads Work Commissioner, Kevin Hamilton introduced himself.	
11.9	Reorganisation map and meeting structure comments to be passed to Jim Forbes. Changes to be implemented January 2022.	
11.10	Martin Polland will step down as co-chair June 2021. Volunteers welcome to express interest otherwise will be passed to SCOTS.	
11.11	Climate Change Conference of parties (COP26) – SECC, 01/11/21 – 12/11/21. Major disruptions anticipated, any works should be scheduled for completion two months prior to event.	
12. AOC	<u>BB</u>	
12.1	Crompton Way, Irvine – NAC still awaiting a response from SW Legal. Asked if PB could find out what is happening with this as there are still ongoing issues. Update PB to chase up.	РВ
12.2	PB advised of major programme in Pennyburn area, Irvine summer 2021. GR to arrange joint site inspection of gullies for new year.	GR / PB
12.3	SW Ownership Underground Drainage Apparatus - GR has provided Fiona McInnes with an update on disputed ownership and have agreed to further testing. PB confirmed he does not require to be included in this correspondence.	
12.4	DS – St Nicholas, advised PB of no issues regarding TM however TTRO application has not been received yet and has a 4-6-week processing timeframe.	
12.5	SP apologised on behalf MM for his microphone not working.	
Date of	Next Meeting	
Tuesday	y 16 th February 2021 at 14:30 via MS Teams.	
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