

LRAUC MEETING MINUTES**Date: 24 August 2023****Present:**

Gillian Muir	GAM	West Lothian Council
Nichola Millar	NM	West Lothian Council
Lorraine Jones	LJ	Scottish Power Energy Networks
Adrian Henzler	ID	BT Openreach
David Murdoch	DM	Network Rail
Adam Watt	AW	West Lothian Council Structures
Keith Garnett	KG	West Lothian Council Lighting
Andy Matheston	AM	VM
Craig Brown	CB	SGN
Lee Westwood	LW	SGN
Alan Nicol	AN	SGN
Gavin Growther	GG	Lothian and Country
Lorna Cunningham	LC	West Lothian Council
Kirsty Gilmore	KLG	West Lothian Council
Sarah Abbott	SA	Netomnia
Fiona McInnes	FMCI	Scottish Water
Apologies		
Craig McQueen	CMcQ	Scottish Water
Owen Harte	OH	VM
Anna Jenson	AJ	Netomnia

Item	Description	Action
1.0	Introduction	
1.1	GAM opened the meeting and reported on apologies for the meeting	
2.0	Minutes of Previous meeting	
(a)	GAM went through the minutes and LJ seconded.	
(b)	Action Tracking	
	Armadale Phase 2	AM
	GAM confirmed that Armadale phase 2 for Virgin Media is still not notified.	
3.0	Local RAUC Co-ordination meeting	
(a)	Road works authorities' and undertakers' specific major projects	
(i)	Review planned resurfacing works and road closures	
	GAM reported all surfacing works for this financial year and asked for comments.	

Commented [HJ1]: Opportunity to discuss utilising road closures for other works

(ii)	SU Major works and conflicts GAM reported potential issue with SGNs works on the A899 CB to get back to GAM Conflict with GTC and Private Contractor resolved. GAM did say that anybody wishing to get on the A71 between Lizzie Bryce Roundabout and Wilkieston should do so January or February 2024 due to further major works planned. Main Street Linlithgowbridge – SGN potential conflict. CB to liaise with GAM	CB CB
(iii)	Review and confirm whether any other works/remedial works can be completed	
	GAM provided appropriate reports in advance of the meeting	
(iv)	Confirm defects/defective apparatus that may be subsumed by the resurfacing works	
	GAM provided appropriate reports in advance of the meeting.	
(b)	Confirm local policies affecting road works, including traffic management proposals	
	Local bus consultation between Broxburn and Maybury.	
c)	Confirm; Spaces for People; Gatherings of people; Permits for occupation; Street café advertising boards; Tables and chairs etc	
	GAM provided appropriate reports in advance of the meeting	
(d)	Discuss network condition and RA inspections records in conjunction with SU defects to ensure all works are co-ordinated;	
	Nothing to report	
(e)	Review inspection regime	
(i)	RA inspections (actual v expected per quarter per SU); GAM provided appropriate reports in advance of the meeting	
(ii)	Sample Inspection results on SU inspections (% pass Cat A and % pass Cat B and C);	
	GAM sent out inspection results prior to the meeting and asked if anyone had comments to make.	
(iii)	Collate and agree previous quarter results to Area RAUC	
	This was done at the beginning of the financial year	
(iv)	Pending and declined inspections (disputes to Area RAUC	
	FMCI reported that there was 6 declined Scottish Water inspections that's needs to be reviewed.	

Commented [HJ2]: Opportunity to discuss completing other works in advance of major works commencing (open the floor to attendees to confirm if they can do works in advance of items discussed at (i) and (ii).

Commented [HJ3]: GM to refer back to list at (i) of resurfacing works- SUs to confirm if their defects/defective apparatus will be affected by this.

Commented [HJ4]: Newton TM trial for example

Commented [HJ5]: All permits etc on the SRWR

Commented [HJ6]: KB to present snapshot of network condition and highlight any areas of specific concern

Commented [HJ7]: KMcC to speak to contents of Sample Inspection progress spreadsheet

Commented [HJ8]: Generate from SRWR and agree contents of report

Commented [HJ9]: Extract info from SRWR dashboard

(f)	Improvement Notices (updates required on performance prior to the co-ordination meeting and sent to next Area RAUC.)	
	No Utility is currently under an Improvement Notice in West Lothian however, there are some that could end up back on one. Early starts and extensions will not be permitted to SPEN until their performance improves.	
(g)	Discuss any other road works permissions;	
	GAM mentioned that the Developers are complaining that Utilities are holding back their works. GAM asked if the developers were giving the appropriate notifications. It was discussed and if there is any issues the following people should be contacted: FMCI or Emma West for SW AH for BT	
(h)	Discuss any wider issues raised at co-ordination meetings and if they, or any other matters, will be raised at Area RAUC	
	GAM reported that people do not appear to understand the coordination conflicts that appear on the SRWR. GAM would also ask that no early starts come from traffic management company as they do not have access to the systems.	
4.	Matters Arising from previous AREA RAUC and RAUC(S);	
	Area RAUC – Nothing to report	
	RAUCS – There as a presentation from SRL regarding portable lights.	
5.	Health and Safety	
(a)	List of Plant Protection Systems	
	GAM has sent out spreadsheets however some are still to return	
(b)	Emergency Contact Details	
	GAM has sent out spreadsheets, however some are still to return	
6.	AOCB	
	GAM explained that coordination groups are still being ignore. More have also been introduced on the system so please be aware of them.	

Commented [HJ10]: None at the moment

Commented [HJ11]: Opportunity for delegates to remit to Area RAUC

Commented [HJ12]: JH to provide summary

	<p>PO Numbers are not being supplied by Traffic management companies and Utilities are refusing to pay bills. If there is no PO Number the Traffic management will be refused.</p> <p>NM – discussed that lights are in operation but works are not starting until days later. Communications should be improved between Utility and Contractor. In such occasions no extensions will be provided.</p> <p>NM – asked that consideration be taken when declining defective apparatus without checking on site. On some occasions it's the Utilities GIS that is incorrect.</p> <p>AW – asked if the duct had been laid in the canal bridges yet at Broxburn. LJ will check this out and get back to AW.</p>	LJ
7.	Date of next meeting	
	The dates of the next meeting will be	
	23 November 2023 10 am	