

## **TAYFORTH RAUC MEETING**

The minute of the meeting of the TayForth RAUC held on Wednesday 8<sup>th</sup> August 2018 in Room No 11, Rothes Halls, Rothes Square, Glenrothes, KY7 5NX (11.00 – 12.30)

### **Present**

Stuart Black	Stirling Council	S.C.
Nisha Bunting	O.S.R.W.C.	N.B.
David Corsar	Stirling Council	D.C.
Karyn Davidson	Vodafone	K.D.
Clark Findlay	Ineos FPS	C.F.
Julie Greig	SGN	J.G.
Katrina Hardy	Ineos	K.H.
Owen Harte	Virgin Media	O.H.
Lindsay Henderson	O.S.R.W.C.	L.Hend.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
Alan Hutcheson	Tay Road Bridge	A.H.
Ian Jones	Fife Council	I.J.
Lorraine Jones	SPEN	L.J.
Stephen Kitt	Amey S.E.	S.K.
David Lynn	GTC	D.L.
Caroline McAdam	Network Rail	C.McA.
Peter MacNab	Bear Scotland N.W.	P.MacN.
Duncan McLennan	Openreach	D.McL.
Craig McQueen	Scottish Water	C.McQ.
Hazel Moore	Bear Scotland N.E.	H.M.
Chris Murray	Sky	C.M.
John O'Neill	Dundee City Council	J.O'N.
Alex Petrie	SSE Networks	A.P.
Graeme Pryde	CityFibre	G.P.
Shannon Riley	Amey S.E.	S.R.
John Russell	Amey /F.R.B. / Q.C.	J.R.
Ally Schofield	Clackmannanshire Council	A.S.
Scott Walker	Clackmannanshire Council	S.W.
James Watson	Perth and Kinross Council	J.W.

### **In Attendance**

George Borthwick	RAUC(S) Sec.	G.B.
Robert Young	Scottish Government	R.Y.

### **Apologies**

John Barr	Angus Council	J.B.
Gerry Cullen	Traffic Scotland	G.C.
Graeme Davidson	EE / MBNL / 3	G.D.
Jim Forbes	CityFibre	J.F.
Lisa Haston	SPEN	L.H.
Douglas Haughey	Century Link	D.H.
Colin Heggie	Perth and Kinross Council	C.H.

## **Apologies (Continued)**

**Brian McAteer**

**Fiona McInnes**

**Ruth Scott**

**Chris Skivington (Chair)**

**Tommy Smith**

**Energetics**

**Scottish Water**

**SSE Telecom**

**SGN**

**Shell**

**B.McA.**

**F.McI.**

**R.S.**

**C.S.**

**T.S.**

## **1. Introduction**

Julie Greig in the absence of Chris Skivington welcomed all to the meeting.

The apologies were recorded as above.

## **2. Approval of Previous Minutes.**

### **a. Accuracy**

The minutes of the last meeting held on 9<sup>th</sup> May 2018 were agreed as read with the following correction: -

### **Page No. 8 – Item No. 13 Community Apparatus VAULT**

The second sentence should read: -

L.Hend. indicated that all should make regular updates to VAULT so that it can become the prime source of plant data for the whole Community.

### **b. Action Tracking**

See the Action Tracking Summary Report.

P.MacN. queried what the outcome of the Dispute Panel hearing into the problem of a Notice being registered for work in Perth when it should have been a Section 109 permit which was used.

C.McQ. indicated that because the work was not being carried out by the Contractor for Scottish Water they were unable to issue an instruction to request a retrospective Section 109 Permit.

Since the hearing there has been ongoing correspondence between Scottish Water and Perth and Kinross Council.

There was errors made in the way the work was recorded in the beginning but there was no current solution to having it resolved and there may be a need to review the decision by the Panel to close the issue.

## **3. Local RAUC Reports.**

The Representatives of the Local RAUC's reported as follows: -

Central Local RAUC: D. O. N. M. 12-09-2018

- There were no issues referred to this meeting from the Central Local Co-ord meeting.

Fife Local RAUC: D. O. N. M. 16-10-2018

- There were no issues referred to this meeting from the Fife Local Co-ord meeting.

TayRAUC Local RAUC: D.O.N.M. 11-09-2018

- Once again there had been a lower S.U. representation at the meeting and the R.A. view was that if the attendance did not improve the meetings would revert to the three separate meetings i.e. Angus, Dundee and Perth & Kinross.
- The meetings had been amalgamated to reduce the number of meetings which the S.U.s needed to attend. There were not even many apologies. The contact list would be checked but it had been based on the lists for the three separate meetings.
- The meeting date had been chosen from the three dates set up previously for the three meetings.
- The separate schedule would be reviewed after the next meeting.
- The TTRO rates which had been announced for Dundee City were reviewed following consideration and a meeting with the Commissioner and they will be revised. The proposed new rates will be £300 for a week and £700 for a longer period.

#### **4. Feedback from RAUC(S) Meeting 7<sup>th</sup> March, 2018**

The previously circulated draft minutes were taken as read with items commented on by Scott Walker as follows: -

- The interim standard Network Access Form will be used until it is incorporated as an auto fill form attached to the Notices in the Register as part of Aurora.
- The discussions and use of rope and cone barriers was on going in Edinburgh. This matter will be considered further at the Local meeting if it was still an issue.
- A presentation of the Commissioners new Web Site was given. It is available on all platforms and should be found to be more user friendly even on mobile devices.
- The data from the Sample Inspection Fees survey has not been published yet but it appears that the revised fees will be not much different from the current level.
- The SROR Review Working Group now meeting regularly.
- A date for the first meeting of the Inspections Working Group has still to be set.
- Wind Farm companies who approach Councils for a Section 109 permit to lay plant in the road should be asked to provide details of their Powers as some have been noted to hold Utility status. If they do have powers they should be referred to the Commissioner to join the Register.
- A reminder was issued to the Community that issues should be raised at the correct level and escalated if required.

#### **5. National & Local Coring Update**

##### **a. National Coring Update**

C.McQ. reported as follows: -

- The Commissioner has indicated that due to staffing levels his office will be unable to issue and manage a national coring contract.
- On that basis each area will need to appoint a lead authority to issue the contract and manage the programme. This should be done as soon as possible. It was noted that TayForth R.As had agreed a lead Authority.

**Action – R.As**

- Guidance on Qualifications and Method Statements have been added to the Advice Note.
- The draft programme is : -  
Reinstatements to be cored – 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019  
Sample list issued by 9<sup>th</sup> April 19  
Final draft list of sites prepared by 10<sup>th</sup> May 19.  
Programmes agreed with S.U.s by 26<sup>th</sup> July 19 with coring starting on 30<sup>th</sup> July 19.  
Coring completed by 11<sup>th</sup> October 19 with agreed results with the S.U.s by 29<sup>th</sup> November 19.
- R.As and S.U.s must work together throughout the programme.
- Jim Clegg (Ex Glasgow City) from the O.S.R.W.C. will monitor the programme throughout the period.

#### **b. Local / Internal Coring Programmes Update**

No reports from local programmes were submitted.

### **6. SRWC Report & Performance**

#### **a. SRWC Report**

L.Hend. gave a verbal SRWC Report as follows: -

- The drafting of the Performance Reviews is almost completed and they will be issued to CEOs and Primary Contacts during the middle third of August.
- The issues included in the Transport Scotland Bill are being reviewed in preparation to drafting a response to the Consultation. All Organisations should note the content of the Bill and respond to the Scottish Government. **Action- All**
- Tim Masters has retired from his post with the O.S.R.W.C.
- Jim Clegg (ex-Glasgow City) has been appointed to replace T.M. Amongst his duties will be monitoring and actioning any issues in the National Coring Programme.

#### **b. SRWC Indicators and Statistics**

Comments on the previously circulated Dash Board Performance Report were as follows: -

- The target for Noticing Failures has been set at 4% and it was considered that all should be aspiring to be within that target as soon as possible.
- Angus, Clackmannanshire and Bear N.W. have been in contact with the O.S.R.W.C. with comments about their performance. Other R.As with performance issues should respond to the Office. D.C. suggested that Stirling Council also had responded. This would be checked.
- A summary of the areas of concern was given.
- The S.U.s should take the performance over all the Areas in which they were recorded and make one response to the overall performance.
- Comment was made that there had been a spike in the SGN performance on Registrations. This was being reviewed and discussion would be held with the O.S.R.W.C.
- SPEN indicated that performance was now being discussed at Director level. The numbers of Cat A inspections were low however there appeared to be a problem which would be dealt with.

#### **c. Local Sample Inspection Reports**

The Reports were taken as read.

S.W. pointed out that as mentioned above the SPEN Cat A results were poor.

No other issues were raised and in general the performance was dealt with at the Local Coord meetings.

**d. Local Defect Inspections Report**

The Reports were taken as read with no issues raised.

**e. Improvement Plans**

No Improvement Plans had been issued in the quarter in TayForth Area.

**7. Safety**

**a. Safety Concerns/Issues**

No issues raised.

**ai. Blades attached to Signs**

All had noted the content of the previously circulated paper on the problem of craft knife blades being attached to temporary traffic signs endangering site operatives moving them. There had been no reported instances of this problem in the TayForth RAUC Area.

**b. Traffic Management Issues**

No issues raised.

**8. Information on Strategic Programmes of Works**

**a. Roads Authorities**

The Committee noted the following R.A. works: -

Clackmannanshire

Tullibody Road, Alloa - Works commence 1<sup>st</sup> October

A91, Stirling Street Alva – Work commences 15<sup>th</sup> October

Both schemes are in the Register

Falkirk

Roads in the Falkirk Area will be affected by the Pedal Scotland event on 9<sup>th</sup> September.

Stirling Council

Kerse Bridge – Ongoing programme is as per the details circulated in February.

Due to a concert at City Park on the 17 and 18<sup>th</sup> August roads in the surrounding area will be affected by closures and diversion.

## Dundee

There is an event on 9<sup>th</sup> September at Slessor Garden, (Dundee Water Front) which will require diversions and closures.

The opening of the V & A is scheduled for 14 / 15th September and again there will be diversions and closures in the Water Front area.

## Amey

A985, Kincardine Bridge – Bridge Inspection – One way traffic from 6<sup>th</sup> October for 3 weeks.

### b. Statutory Undertakers Works

Virgin will be continuing work in the Dunfermline area.

SPEN – Work continuing in the Raploch area of Stirling.

### c. Forth Bridge Crossing

Overnight work continues on the F.B. Crossing

Other public events are being considered on the bridge which may require closures and diversions e.g. cycling event.

### d. Superfast Broadband Update

Robert Young reported progress on the programme as follows: -

DSBB Programme is still generally on planned Programme Targets. Have achieved over 3620 LIVE CABS across all of the 27 Councils in the Rest of Scotland Area. Number of Live CABS and planned activity for this and next Quarter for each LA is shown below (figures are approximate and unverified).

	CABS LIVE	FTTP LIVE	CABS for This and Next Q	FTTP for This and Next Q
Angus Council	>85	>5	Up to 20	Up to 20
Clackmannanshire Council	>30	2	Up to 5	Up to 5
Dundee City Council	>40	3	Up to 5	-
Falkirk Council	>60	3	Up to 10	Up to 10
Fife Council	>270	>25	Up to 20	Up to 20
Perth and Kinross Council	>160	>10	Up to 20	Up to 30
Stirling Council	>65	4	Up to 10	Up to 30

Deployment is now almost exclusively for Exchange Only Line (FTTC EO) solutions, which involve 2 new Streetside Cabinets (or an All In One – AIO – Cabinet solution), or Fibre to the Remote Node (FTTrN), in effect a mini fibre CAB. Fibre to the Premise (FTTP) deployment has been fully ramped up, but this involves less civil engineering works and therefore impact on Roads Authorities and other utilities. There may be potholing and mole plough works in rural areas.

The Phase 1 Programme ended in DEC 2017 and a Phase 1 Delivery Report is to be issued to Councils in the coming months. There is further ongoing deployment works in 2018 and perhaps 2019 termed Extended Build from “Gainshare” funding, involving additional new CABS and FTTP installations.

Beyond that there is a further deployment termed “Reaching for 100” to cover the remaining premises that will be without access to Superfast Broadband. This contract is currently under procurement.

## **9. Proposed Changes to Road Designations**

No revisions brought forward to the meeting.

## **10. Management and Operation of the SRWR**

L.Hend. gave a verbal report for the SRWR as follows: -

- The new SRWR Register Version 3.7 will be released in late September. There are no major changes to the system but there are some bug fixes included.
- Open Data is now available to everyone at <http://downloads.srwr.scot> with most free text fields (e.g. Works Description, Notice Text, Works Comments etc.) redacted from the publicly available dataset, to avoid sharing personal data. Non-redacted datasets are available for community users of the SRWR, by contacting IR for details if interested in this facility.
- The Mobile Device App for Works Promoters has been rolled out on all platforms. SGN indicated that they were still having problems on their equipment.
- The VAULT App will be available on all platforms later in August
- The Inspections App will be available on all platforms later in the year.
- The Prescribed Fees and Amounts have all been paid.
- By now all Organisations should have transferred to the new domain URLs. The old domains will be closed soon. I.R. will assist with any transfer giving problems.
- Virgin Media will provide their first upload to VAULT soon.
- VAULT will soon allow 2 monthly uploads although the Commissioner will be looking for at least 4 uploads from all per year.

## **11. Gazetteer Report**

The previously circulated reports were taken as read with the following comments: -

- The Gazetteer upload report is now part of the Dash board (previously circulated).
- All should keep their data up to date.
- The National Street Gazetteer specification is being reviewed.

## **12. Systems Assurance Team**

- The SAT Meeting Minutes will be posted on the Web for information to the Community.
  - SAT is currently working with Symology on the Aurora project.
  - Any suggested improvements should be passed to SAT.
  - There is a vacancy on the Team for a S.U. Representative.
- Action - All**

### **13. Community Apparatus VAULT**

The VAULT dealt with in previous items.

### **14. AOCB**

#### **a. List of Plant Protection Systems**

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

#### **b. Emergency Contact Schedule**

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

#### **c. TayForth Meeting Dates for 2019**

The dates were approved as tabled.

#### **d. Ineos Plant Presentation Seminar**

K.H. reminded all that Ineos would be holding a free seminar on their plant on 26<sup>th</sup> and 27<sup>th</sup> September.

Invitations have been issued and anyone who has not received one should contact Katrina.

### **15. Date of Next Meeting: - Wednesday 14<sup>th</sup>, November 2018**

**Venue: – Room No 11 Rothes Halls, Rothes Square, Glenrothes, KY7 5NX**

#### **Future Meetings Dates: -**

February Meeting	Wednesday 13 <sup>th</sup> February 2019
May Meeting	Wednesday 8 <sup>th</sup> May 2019
August Meeting	Wednesday 14 <sup>th</sup> August 2019
November Meeting	Wednesday 13 <sup>th</sup> November 2019

The Meeting finished at 12.05