

## **TAYFORTH RAUC MEETING**

The minute of the meeting of the TayForth RAUC held on Wednesday 10 February 2021 on MS TEAMS (11.00 – 13.15)

John O'Neill (Chair)	Dundee City Council	J.O'N.
John Anderson	SGN	J.A.
Caroline Auld	Network Rail	C.A.
Greig Barker	Stirling Council	G.B.
Kelly Bibby	ABS Streetworks for Lastmile (Electricity & Gas)	K.B.
Joao Carmo	SPEN	J.C.
Gerry Cullen	Traffic Scotland	G.C.
Karyn Davidson	Vodafone	K.D.
Jim Forbes	CityFibre	J.F.
Mike Gray	BEAR Scotland	M.G.
JJ Van Graan	Century Link	JJ V.G.
Julie Greig	SGN	J.G.
Barry Hall	GTC	B.H.
Kevin Hamilton	Scottish Road Works Commissioner	K.H.
Katrina Hardy	Ineos O & P Pipelines	K.H.
Owen Harte	Virgin Media	O.H.
David Hearty	EE / MBNL / 3	D.Hea.
Lindsay Henderson	O.S.R.W.C.	L.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
Alan Hutcheson	Tay Road Bridge	A.H.
Liz Jack	Transport Scotland	L.J.
Ian Jones	Fife Council	I.J.
Stephen Kitt	BEAR Scotland S.E.	S.K.
Fiona McInnes	Scottish Water	F.McI.
Duncan MacLennan	Openreach	D.MacL.
Craig McQueen	Scottish Water	C.McQ.
Graham Milne	O.S.R.W.C.	G.M.
Hazel Moore	Bear Scotland N.E.	H.M. (Part Meeting)
Craig Muir	SSN	C.M.
Ronald Murray	Petroineos	R.M.
Chris Murray	Sky	C.M.
Fiona Parker	Ineos F.P.S.	F.P.
Kat Quane	Transport Scotland	K.Q.
Ruth Scott	SSE Telecom	R.S.
Lewis Stacey	ABS Streetworks for Lastmile (Electricity & Gas)	L.S.
Elaine Stewart	SPEN	E.S.
Scott Walker	Clackmannanshire Council	S.W.

### **In Attendance**

George Borthwick	RAUC(S) Sec.	G.E.B.
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### **Apologies (Declined)**

David Corsar	Stirling Council	D.C.
Colin Heggie	Perth and Kinross Council	C.H.

## **Apologies (Declined) Continued**

**Andrew Mathieson**  
**Alex Rae**  
**John Russell**

**Virgin Media**  
**SGN**  
**BEAR Scotland**

**A.M.**  
**A.R.**  
**J.R.**

### **1. Introduction**

John O'Neill welcomed all to the meeting and welcomed Kevin Hamilton as Commissioner to his first Tayforth Group Meeting

The apologies were recorded as above.

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

#### **a. Accuracy**

The minutes of the last meeting held on 11<sup>th</sup> November 2020 were agreed as read.

#### **b. Action Tracking.**

See the Action Tracking Summary Report.

### **3. National Coring Programme 2019 / 20**

C.McQ. Reported as follows: -

- A meeting of the Working Group was held.
- Another Coring programme will be held, and it will relate to Reinstatements carried out between 1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021
- A revised timeline for the programme is being drafted for agreement at the next meeting.
- More internal cores should be used to reduce the workload setting out sites and managing the coring. The internal cores used would be on sites included in the Sample provided by the Register.
- A new Power Representative is required to replace Lisa Haston who has moved to a new post. Joao Carmo has offered to be the replacement, but the final decision will be made at the next SJUG meeting in March. **Action – J.F.**
- A Lead Authority is required. **Action – R.As**
- The Working Group are reviewing the results from the last S.E. Area programme which were lower than in the other Areas.

I.J. Reported as follows: -

- The R.As will appoint a new Lead Authority.
- A suggestion had been made that a Consultant is appointed to deal with the whole programme in Scotland and paid by all the R.As.

J.F. indicated that the S.U.s considered that where an internal core was available on a reinstatement which is to be chosen from the sample it should be compulsory that it is the result used in the programme. The R.As on the other hand considered that they wanted to retain the right to take another core from that site. His view was that if the S.U.s cores were taken in accordance with the Advice Note there should be no need for a second core.

#### **4. Matters (Arising from RAUC(S) Meeting 2<sup>nd</sup> December 2020**

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

- The commencement of the Act has been delayed for a number of reasons.
- There had been no new Guidance issued for working during the Covid pandemic.
- The Climate (COP 26) Conference which was cancelled in November 2020 has been rescheduled to take place in Glasgow in November 2021. All the arrangements discussed for 2020 will carry over to this year. The meetings to discuss the preparations are ongoing with Edinburgh and Glasgow being affected most although it is expected other areas and Routes will be affected depending on where the delegations are staying so the security footprint is liable to be widespread. The Road Network will be affected by embargoes and details will be released in due course.
- Area RAUC Chairs are all asked to attend the RAUC(S) meetings. **Action – J.O’N.**
- Another event affecting the road network especially in Glasgow and the Central Belt is the Euro Football Championships which will take place in June / July this year.

##### **b. Working Group Recruitment**

David Capon (JAG UK) has volunteered to be the R.A. Co-Chair on the Quality Plans Group.

##### **c. Scottish Government Update**

K.Q. commented as follows: -

There has been no updated Covid Guidance despite the lockdown.  
All were reminded of the need for all operatives to observe good personal hygiene.

Transport (Scotland) Act 2019

Reference was made to the previously circulated paper.

The process has been affected by priorities on the Covid Pandemic, Brexit and the elections due this year. The paper is issued to clarify the various sections which will have to be dealt with and in the order for action. No dates for the sections have been agreed.

K.Q. has avoided using the Section Numbers which could be confused with previous Legislation and has used plain English to avoid misunderstanding with terminology which is different from that commonly used in the Community.

There will be a need to revise some of the content in the Advice Notes and Codes to reflect the changes in the Act.

There are some minor sections of previous legislation which have not been enacted which will be cancelled as Government time allows.

The Act will not be dealt with as a whole, but will be prioritised and dealt with to meet Government Policy and to fit in with the timetables.

#### **5. O.S.R.W.C. Performance Report and Bulletin**

**SRWC Indicators and Statistics Reports**

G.M. provided a verbal report as follows: -

- The SRWC dashboard for 2020 / 21 Q3 had been circulated and was taken as read with the following comments: -
- Organisations continue to programme works to accommodate the problems raised by Covid. Projects are being rescheduled where necessary to complete annual programmes before the end of the financial year. In most cases work levels are returning to the pre Covid levels.
- All Organisations should email the Commissioner's Office with their plans to deal with poor performance in any of the Report categories.
- Any queries should be passed to G.M.
- 2020/21 Performance Reviews – The office is reviewing options to provide an appropriate review for Organisations delivering their works while accommodating the Pandemic restrictions. The process to be adopted will be shared with the community prior to the May round of RAUC meetings, with the probability that Q1/Q2 performance will be ignored.
- 2021/22 Performance – The office is reviewing a number of indicators in light of the continuing improvements with any changes related to standardising performance across all sectors. The Community will be given the opportunity to comment prior to publication.
- Improvement Plans - Organisations currently under review have submitted their Q3 2020/21 plans and the oSRWC has completed follow up review meetings where required. Organisations on plans are reviewed quarterly. Currently there is still 1 RA and 4 S.U.s on improvement plans. It is likely that 2 of these Organisations will have their plans closed before April 2021.

The Q4 submission date is Friday 16<sup>th</sup> April 2021.

a. Monitoring and Improving Compliance – No. 3 SRWR Dashboard Changes

The previously circulated paper was taken as read with the following comment: -

- The Commissioner has published 'Monitoring and Compliance Bulletin No. 3' to clarify recent changes to the dashboard to reflect the continuing improvements delivered by all sectors. If there are any issues or queries about the content of the paper, they should be passed to G.M.

### **SRWC Report**

The following comments were made: -

- Time Critical Updates - COVID-19 are available on the Commissioners web site in the news page at <https://roadworks.scot/news>.
- The SRWC issued a statement on reinstatement materials on 14 January 2021 which relates to the following: -
  - All requests for alternative reinstatements (in line with the SROR and the guidance given) are to be considered favourably – this relates to all utility companies, not just water, power and gas.
  - The statement applies to all geographical areas in Scotland. The guidance from the Scottish Government is to reduce interactions which means requests are appropriate no matter where the work is being carried out. The practice should be the same for all R.A. areas.

- Please update the works description as necessary. IR is working with certain sectors of the community to try and improve the way this change is identified however for the present the revision should be recorded in the works description.

Comment was made that Stone Size and Layer Depth had to be followed.

F.McI. indicated that Scottish Water are looking to have a standard agreement arranged to deal with the current surge in bursts etc which were being encountered due to the severe weather.

- The Community were reminded that things can change rapidly, and they were encouraged to continue to monitor the SRWC website as it was possible that the SRWC and the Scottish Government may have occasion to issue further guidance on undertaking road works. Any new publications by the SRWC will be issued via the circulation list of primary contacts and senior managers held by the SRWC.
- If updates are not being received, please contact Jane Dunlop and ask to be added to the circulation list ([jane.dunlop@srwc.gov.scot](mailto:jane.dunlop@srwc.gov.scot)).
- New SRWR Reporting Group - Progress has been made with outstanding issues categorised for review. The next meeting is mid-February when the group will develop the required statement for submission to Symology.

The Commissioner provided the following input:-

The Commissioner indicated that he had now been in the post for about 12 weeks. In that time, he had been finding his way into the post and reviewing the way the Office operated and the workload (including issues related to the new Act) which needed to be dealt with. He went on to comment as follows: -

- Noticing Works – The number of works recorded in the Register by the R.As continue to vary significantly across the Community and he intends to examine this issue closely over the coming year. The office will continue to measure notices per 100 km of road length and encourage all R.As to notify all their appropriate works on the Register.
- Inspections - The performance of S.U.s works is measured through the R.As monitoring. The SRWC is concerned that the way RAs are undertaking inspections is not consistent and further scrutiny and monitoring will be undertaken over the coming year.
- Safety – It is unacceptable for any road works to fail to comply with safety standards and it is expected that all Organisations will take a zero-tolerance approach to sub-standard traffic management. Adequate provision for the most vulnerable road users in society must be accommodated ensuring equality of access for people with mobility challenges. The SRWC will continue to engage, with stakeholders representing these road users to promote best practice within the industry to meet their needs. He will communicate with the Community to ensure the required site management is fully understood. The increase in Active Travel must also be accommodated.
- General Performance - The performance framework is being reviewed and changes are proposed to a number of targets and indicators going forward. These changes are expected to be introduced prior to the start of the 2021/22 monitor. Information will be provided as soon as possible, and all will be invited to submit comments.

## Management & Operation of SRWR

K.H. provided a verbal report as follows: -

- The sum to be collected for the Fees and Amounts has been set at £915k which is up from last year's sum of £911k. If any Organisation requires information on their share of the fees, they should contact I.R. The OSRWC will issue quotations at the beginning of March in order that all Organisations can prepare for making an early payment after the invoices are issued on 1<sup>st</sup> April.
  - If there are any issues / problems / queries with the SRWR they should be passed to the Support Desk. If the response does not appear to deal with the matter or if there was undue delay it should be passed to I.R. who will investigate it.
  - SRWR Webinars - Symology are planning to hold regular webinars, in place of the user forums held previously. They initially plan to hold events more frequently. Reports received following the first of these events, held on 20 January 2021, were positive. Details of future events will be advertised on the SRWR Aurora Portal news page (<https://aurora-portal.symology.net/news>).
  - Two new Undertakers, namely The Electricity Network Company Ltd. and Open Fibre Networks Ltd. (both part of the GTC group) will be given access to the SRWR from 1 April 2021.
  - SAT, having completed the testing of the new version of the Register have now returned to reviewing Change Requests. Due to the workload they intend for the present to meet more regularly.
  - Submissions to Community Apparatus Data Vault - A recommendation from the SRWR Steering Group will be made to the RAUC(S) March meeting that Submissions to Vault will be required once every 2 months, rather than quarterly/every 3 months. (Note: The option was always available to supply data every two months. The change is that it is now a requirement to do so).
  - The OSRWC has issued a request to all Organisations to check / update their contact details. Some responses have already been received and all should ensure that their return is submitted as soon as possible. **Action**
- All
- The Transport (Scotland) Act 2019 Seminar for Managers which was planned for last April is still to take place but due to the Covid Pandemic a new date has not been agreed with the Scottish Government.

## 6. Improvement Plans

No Improvement Plans have been issued by R.A.s to S.U.s in the last quarter in the TayForth Area.

## 7. Health and Safety

The previously circulated Bulletins were taken as read with the following comments.

J.O'N. indicated that there had been an increase in the number of complaints being received about workmanship, traffic management arrangements and health and safety on City Fibre sites in Dundee. Unfortunately, some complaints were being received through Dundee MSP. This was being discussed and monitored by DCC and City Fibre. J.F. responded that he would follow this up and was intending to attend a meeting in Dundee on the 15<sup>th</sup> February. City Fibre advised there did appear to be more comments being made in Dundee than in other areas but this would be checked and followed up off line.

## 8. Reports from the Community

Angus Council – D.H.

- The programme of patching and surfacing was recorded on the Register.
- The upgrading of two Zebra Crossings is recorded on the Register.

Clackmannanshire Council – S.W.

- Weather and Covid are adversely affecting the programmes with the need to revise dates on the Register.
- The project on the A907 between the A901 and the A977 are programmed to commence during the first week in April. A closure will be in place.
- Reference was made as follows to the drainage problem raised at the last meeting which was to be discussed with SPEN: -
  - The source of the drainage problem had been located and found.
  - Drainage had been connected into the SPEN duct and needed to be rerouted.
  - A temporary fix had been made which needed to be dealt with,
  - An estimate of the cost is about £50k.
  - E.S. will pick up on this matter arrange a meeting with S.W. to discuss it.

Dundee City Council – J.O’N.

- There are no events planned.
- The programmed works are on the Register.
- Spaces for People are being discussed with Sustrans prior to being progresses on the ground.
- CityFibre issues as above.
- Caird Hall is being used as a Covid Vaccination centre. It is likely that restrictions will be put in place on roads in that vicinity following access issues.

Falkirk Council – E.H.

- Progress much as above.
- The resurfacing is being continued when weather permits.
- The focus is on completing the annual programme.
- Signing for Spaces for people is to be provided. This is on the Register.
- There are no planned events.

Fife Council – I.J.

- The programmed works are on the Register. They were discussed at the recent Local Co-ordination meeting.
- The programme for next year has been approved and will reviewed at the Local RAUC meeting and will be posted on the Register.
- Some TTROS being submitted on behalf of the S.U.s are in excess of what is required. S.U.s were asked to review their T.M before submitting it. **Action**  
– S.U.s

Perth and Kinross Council – C.H.

- C.H. was having connection problems and was unable to submit a report.

Stirling Council – G.B.

- G.B. informed the Committee that D.C. was in Hospital with Covid 19. J.O’N. on behalf of the asked on behalf of the Committee for good wishes to be passed on to David.
- The programme was being progressed weather and Covid allowing.
- The previously reported cycleway project is due to commence.

BEAR Scotland S.E. – S.K.

- Overnight resurfacing work is ongoing weather permitting.

BEAR Scotland N.E. – H.M.

- All works are on the Register.
- Bridge Works are to be carried out on the Lochgelly Overbridge and bridges on the A820 at Dunblane.
- Work will be carried out on the Frairton Bridge and adjacent network on contraflow and slip road closures.
- There is no progress on the commencement of the work at the Swallow Roundabout.

BEAR Scotland NW – M.G. encountered problems with the MS TEAMS. H.M. reported as follows.

- The programme is posted on the Register.
- The A9 Dualling north of Perth is ongoing with a switch from travel on the north bound to the south bound.

Digital Scotland – Report provided by K.Q.

R100 Rollout: -

- R.Y. has retired but may provide input on a consultancy basis.
- Digital Scotland is a separate Section from Kat’s but for this round at least she will make the report to the RAUC meetings.
- A revised staff structure is being created to deal with each Area.
- The Reaching 100% Programme (R100) is striving to extend the availability of next generation access (NGA) broadband infrastructure to meet the Scottish Government’s commitment to enable superfast broadband access to 100% of premises in Scotland. To achieve this, the Scottish Government has procured coverage of NGA broadband infrastructure in areas where such broadband is currently unavailable. The procurement was split into three geographic lots, with Lot 1 (North) covering the north of Scotland and the islands, Lot 2 (Central) covering the central belt and Lot 3 (South) covering southern Scotland. All three lots were awarded to BT plc.
- BT is responsible for the contractual build against the three contracts via its prime contractor – Openreach. As this is a gap-funded contract, Openreach will build the network in line with its normal commercial approach. The vast majority of the build is full fibre to the premises (FTTP) and therefore the amount of civils work is greatly increased from previous Scottish Government funded programmes.
- Roads Authorities have access to the planned build across the contracts at premise level, providing an advance view of where and when activity will take place. Any



issues can be raised directly with Openreach and their contractors and/or raised with the Scottish Government's R100 team via the Stakeholder Director.

Centurylink – No Representative online.

CityFibre – J.F.

- Remedial works in Stirling ongoing.
- Issues reported in Dundee to be discussed with the team.

EE / MBNL / 3 – D.Hearty

- All works are on the Register.
- No major works planned at present.
- Covid 19 Guidance is being observed with Home testing being provided.

GTC – B.H.

- No major works ongoing at present but a project is due to commence in April in Fife. The scheme is posted on the Register.

Ineos FPS – C.F.

- No works to discuss.

Ineos O&P Pipelines - K.H.

- No works to discuss.

Lastmile - No Representative online.

Openreach – D.MacL.

- The programmed works are on the Register.
- The programme had been discussed at the Local Co-ordination meetings.

Network rail – D.M.

- Sites recorded on the Register.

Petroineos – R.M.

- No major works in the area.

Scottish Water – F.McI.

- Business as usual with an increase in bursts and leaks resulting in a reduction in planned works and revisions to the programme.
- The weather is affecting the reinstatement programme.

Scottish Water – C.McQ.

- The new Programme of works covering the next 6 years rolls out at the start of April.
- There is likely to be changes in the Contractors and Project Management.
- All works are recorded on the Register.
- Coring is ongoing weather permitting. Results when agreed will be shared with the relevant R.As. Covid is delaying the agreement of the results.

SSEN – C.M.

- Faults have increased in Perth and Dundee.

- Weather is delaying reinstatements.

SGN – J.G.

- The number of Emergency works is affecting the programme. If there are any problems speak to the Team Manager or J.G.
- Spaces for People – The R.As are asked to discuss their proposals with the S.U.s before they are introduced.
- There is a reorganisation of the Areas due to be rolled out and details will be circulated via the Secretary. The key contacts should be the same as at present. J.G. will deal with any queries.

Shell - No Representative online.

Sky – C.M.

- There are no planned works for the present.

SPEN – E.S.

- The programme is on the Register.
- There are still programme difficulties with Covid and the weather.
- J.C. will discuss a project in Perth with C.H.

SSET – R.S.

- programme is recorded on the Register.

Tay Road Bridge – A.H.

- No major works planned in the next two years.
- Repairs and maintenance will be recorded on the Register.

Traffic Scotland – G.C.

- Returned to normal programme of works.

Virgin Media – O.H.

- Works as usual recorded on the Register.

Vodafone – K.D.

- No works planned but when required they will be recorded on the Register.

## **9. 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. Standard Incident Diversion Routes  
(SIDR) – Local Authority Contact

BEAR Scotland is required to review the diversion routes and needs to agree the routes with the R.As. Accordingly could all R.As pass the contact details of the relevant staff to H.M.

**Action – R.As**

d. The TayForth Area RAUC Chair / Co-Chair Rota.

All were asked to consider the previously circulated rota which will be an agenda Item for the meeting in May.

**Action – All**

e. Quality Plans

There are three sections to be covered by the plans i.e., pre, during and post works.

A draft is being prepared for the Groups next meeting where it can be discussed with the intention of an early submission to RAUC(S).

It was noted that the Commissioner will have the powers to require an R.A. to provide a Quality Plan to work to.

A Section 109 template is to be used under the new Legislation.

R.As should note the requirements and be prepared to deal with under best practice

f. Euro Championships 2020

The delayed Championship football matches will be held in June and H.M. will send out a set of Trunk Road instructions for T.M. via the Secretary.

The network affected will depend on the Stadiums being used (training and matches) accommodation for teams and supporters and their travel arrangements.

**10. Date of Next Meeting: - 11.00 am Wednesday 12<sup>th</sup> May 2021**

**Venue: – MS TEAMS**

**Future Meetings Dates: - Wednesday 11<sup>th</sup> August 2021  
Wednesday 10<sup>th</sup> November 2021**

The Meeting finished at 13.15

XX