



## **SOUTH EAST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE**

**Minutes of the QUARTERLY MEETING held on 12<sup>th</sup> NOVEMBER 2019**

### **THE DOME ROOM, NEW REGISTER HOUSE, EDINBURGH**

**Present:**

**Fiona McInnes (Chair)**

Alan Heatley

Brian Wilson

Carol-Ann Dodd

David Hearty

David Ross

Tom Flaherty

John Henderson

John Mitchell

Andrew Matheson

Craig McQueen

Ruth Scott

Hannah Tiffin

Katrina Hardy

Lisa Haston

Karyn Davidson

Kevin Douglas

Brian Cooper

Angus Carmichael

Adrian Henzler

Robert Young

Stuart Harding

Jim Forbes

Chris Murray

Kat Quane

Douglas Haughey

Stephen McGill

Andrew Crosgray

Gerry Cullen

Gavin Brown

Nichola Millar

Caroline Auld

Clark Findlay

Jason Halliday

Dexter David

John Balmer

Graeme Dunipace

**FMcI**

AH

BW

CAD

DH

DR

TF

JH

JM

AM

CMcQ

RS

HT

KH

LH

KDa

KD

BC

AC

AHe

RY

SH

JF

CM

KQ

DH

SM

AC

GC

GB

NM

CA

CF

JHa

DD

JB

GD

**Scottish Water**

Midlothian Council

Scottish Borders Council

Midlothian Council

MBNL-EE/3

AMEY

City of Edinburgh Council

Scottish Borders Council

Verizon

Virgin Media

Scottish Water

SSE

East Lothian Council

INEOS

SPEN

Vodafone

SGN

Secretarial Support

SRWC

Openreach

DIG SCOT - SG

City of Edinburgh Council

Cityfibre

Sky

Transport Scotland

CenturyLink

Fulcrum

GTC

Transport Scotland/Traffic Scotland

CEC

SGN

Network Rail

INEOS FPS

West Lothian Council

Hyperoptic

Arquiva

SPEN

Apologies: Gordon Brown, Clare Callaghan, Kirsty McGuinness, Andrew Alexander, Mike Hymers

## **1. Welcome, attendance and apologies**

Chair Fiona McInnes welcomed everyone to the meeting - Introductions were made around the table. Attendance and apologies as recorded above.

## **2. Minute of previous meeting held on 13<sup>th</sup> August, 2019**

- (a) Accuracy – draft Minute circulated by the Secretary agreed as a true record, without amendment.
- (b) No outstanding Actions

## **3. Matters arising from Local RAUC Meetings**

- (a) City of Edinburgh Council - TF referred to the significantly high volume of works in the City
- (b) East Lothian Council – Nothing to bring to SERAUC attention.
- (c) Midlothian Council – AH referred to the updated Improvement Notices Spreadsheet as circulated under Agenda Item 3(f)
- (d) Scottish Borders Council - nothing to bring to SERAUC attention.
- (e) West Lothian Council – Local Coordination Meeting due w/c 18<sup>th</sup> November.
- (f) Improvement Notices – the updated South East area spreadsheet had been circulated prior to the meeting. SH to update the CEC information and e mail to the Secretary prior in time for the December RAUCS Meeting **ACTION: SH**

## **4. RAUCS Meeting on 4<sup>th</sup> September 2019 – Update/Matters Arising**

- (a) FMcI provided background information in relation to the following matters:
  - Comments previously submitted and discussed by RAUCS eg: bagging traffic signals and the use of manual control at junctions, had been passed to the HAUC UK Working Group to be considered in the review of the “Red Book” CoP.
  - All were asked to ensure that the correct size of signs were used on sites to avoid unnecessary obstruction of footways/roads.
  - JF is the SU representative with the RAUCS Co-Chairs plus a RA Rep (to be nominated) forming a small working group looking at the RAUCS, Area RAUCS and Local Coordination constitution, frequency of meetings and attendance. FMcI suggested SKYPE should be considered for meetings.
  - On the question of allowing larger openings to be reinstated with cold lay material, the SROR working group had decided not to change the Code at present and await the publication of the SROH.

- A group of SU Representatives have been meeting to draft Quality Plans – RAs will be invited to join discussions in due course.
- Discussions were underway with Kat Quane on how the Transport Bill/Act may affect the Coordination Code of Practice.
- Coal Tar Binder used in the Road Structure – Meetings on this matter with relevant bodies including Universities, SEPA and the Scottish Road Research Lab are ongoing.
- Martin Polland is looking into reforming the Temporary Traffic Management Forum
- Noted three new SUs added to the Register: Solway Communication, Lothian Broadband and Premier Transmission.

(b) The Draft Revised Code of Practice for Inspections had been circulated prior to the SERAUC Meeting. JF indicated he had submitted comments on behalf of Cityfibre via the NoSRAUC Meeting.

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

a) National: the Chair drew attention to the previously circulated report provided by West Lothian Council as Lead Authority: Progress with National Coring continues to be satisfactory, with all Milestones to date completed. Currently working through Milestone M12 (Agreement Meetings). These should all have been held by 29 November 2019.

The performance of the contractor, Stanger Testing Services, has been largely acceptable.

Specific concerns have been raised relating to testing of cores extracted from Type 1 Flexible roads. Unfortunately, the SROR does not provide definitive advice on the correct specification for such cores. This may result in Local Disputes that, if not resolved will require to be escalated to Disputes Panel of the Coring Working Group.

A coring lead authorities meeting is to be held on Friday 15 November, when this matter can be raised.

CMcQ, National Working Group Chair, agreed there are some anomalies and congratulated West Lothian on the milestones achieved. JF added that the South East was the only Area to contact SUs in advance.

b) Local:

(i) Roads Authorities Programmes – Ongoing programme in the City of Edinburgh.

(ii) Statutory Undertakers Programmes – Scottish Water has caught up with their planned programme, and others such as SGN, Virgin Media and Cityfibre have programmes ongoing.

## **6. SRWC Report and Performance Indicators**

a) SRWC Report: KQ provided an update on the Transport Scotland Bill, as follows:

The Bill is likely to become an Act shortly. Although April 2020 is expected for the first part organisations should be considering what actions they will require to take to comply with the subsections once they are commenced. A review of the Regulations will follow as well.

A Commencement Schedule will be issued in due course with the first items being introduced also in the Spring. One of the first actions will be to deal with the legal and financial liabilities of the Commissioner.

KQ is preparing a guide to the Act showing differences with the 2005 Act which should be ready in the Spring of 2020, but all organisations need to start the education process now.

The preparation of Quality Plans needs to be given priority - the Commissioner wants the RAs to be involved sooner rather than later – RAs may be asked to prepare Quality Plans for their Reinstatements.

AC emphasised that the User Community needs to make good use of the next 12 to 18 months

b) Performance Indicators: AC referred to the previously circulated Commissioner's qtrly statistics report, known as the Dashboard, and commented that the South East Dashboard is turning more "green" which is good. He is grateful to see increased involvement from some organisations, adding this needs to be at the highest level too.

He confirmed that one RA is under review and four of the smaller SUs were in the early stages of the Penalty process, for systematic failures. He is currently compiling the Annual Review 2018/19.

## **7. Safety**

- a) Safety Concerns/Issues – (i) JH drew attention to an incident in the Scottish Borders area involving a private contractor on site – hypodermic needles had been taped to their TTM signage where operatives' hands would come into contact with the exposed sharps. The site was shut down and the Police had been involved – be alert!
  - (ii) All appreciated the Safety Alerts circulated by Transport Scotland and agreed this practice should continue.
  - (iii) FMCI raised an issue whereby a Scottish Water Contractor's operatives had not been wearing appropriate PPE (face masks) on site for dust suppression.
- b) Traffic Management Issues – AH raised the issue of generic TTM plans being submitted without due regard for site-specific requirements or the potential impact on road safety and traffic disruption.. JHa proposed the development of a standardised specification for TM plans, to be used by both RAs and SUs, to achieve consistency in approach and quality of submitted TM plans to help everyone involved in the process. All agreed this was a good idea.

SH said cycling needed to be included. JHa would consult other South East RAs first, with the encouragement of the Chair to be looking at developing a documented process for the whole Community.

RY raised the use of best practice in relation to TTROs for Broadband works and CMCQ requested better clarification in any TTRO wording regarding who and what are not permitted eg: cyclists and/or vehicles and pedestrians. FMCI had examples of recorded incidents she would send to KQ.

## **8. Information on Strategic Programmes of works**

(a) Roads Authorities Major Works and Events –

Major Works: all RA works are on the SRWR as required.

(b) Statutory Undertakers Major Works – all confirmed all works entered on the SRWR as required. Specifics referred to - JF advised of Cityfibre's continuing works in Edinburgh and AM advised Virgin Media was focusing on works in East Lothian.

(c) Superfast Broadband Update – Robert Young provided the following update report for the South East of Scotland area for the Minute:

DSBB Programme is still on planned Programme Targets, and have achieved over 3935 LIVE CABS and over 750 LIVE fibre PONTS across all of the 27 Councils in the Rest of Scotland Area.

Deployment is now almost exclusively Fibre to the Premise (FTTP), with around 170 structures remaining. There is less than 20 FTTC EO CAB installations still outstanding which will complete by December 2019.

There is a further deployment planned, termed Reaching 100% (R100), to address the remaining premises that will be without access to Superfast Broadband. There will be three Contracts – North, Central and South. Councils in South East Scotland are within the Central and South Contract Areas. Edinburgh City Centre is excluded as not eligible for State Aid Funding.

It has been announced that BT is the only bidder for the Central and South Contracts. The preferred bidder for the North Contract has still to be announced.

Contract Award is expected later this year, with mobilisation to follow in 2020.

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

No changes to Road Designations.

## **10 Management and Operation of the SRWR (including any matters/items of note relating to the Gazetteer, the SAT and the Community Apparatus VAULT) –**

AC advised the following:

- Huge resources from Symology and others being put into new software AURORA. Training is to be provided two months in advance of implementation date of 6<sup>th</sup> April, 2020. He warned no training meant no access to the Register
- Energetics is now known as Lastmile

- Areas of Interest still be worked on by IR. These would not change in April 2020 – more likely to be July.
- The Fees and Amounts matrix was being looked at.
- Gazetteer submission in August went well – on to new process from January 2020. He stressed his expectation for FOUR submissions per year.
- AC confirmed ongoing discussions with Openreach regarding their asset information in the Community Apparatus VAULT

## **11. Any Other Competent Business**

a) Traffex Scotland(formerly Road Expo) – incorporating Bridges Scotland – is to be held at the SEC Glasgow on the 13 and 14<sup>th</sup> November, 2019 – note the change of venue for this event.

b) Reminder that the HAUC UK Convention had been arranged for 14<sup>th</sup> May, 2020

b) KQ reminded everyone that the closing date for responding to the Prescribed Fees and Amounts Consultation is 17<sup>th</sup> January, 2020. AC added that the SRWR is good value for money.

## **12. Date of Next Meeting : Tuesday 11<sup>th</sup> February, 2020**

**Dates for SERAUC Meetings in 2020 are:**

**11<sup>th</sup> February, 12<sup>th</sup> May, 11<sup>th</sup> August and 10<sup>th</sup> November, 2020**

BC – Drafted in November, 2019 and amended following the SERAUC Meeting on 11<sup>th</sup> February, 2020