



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

**Minutes of the QUARTERLY MEETING held on 11<sup>th</sup> MAY, 2021**

**This meeting was convened via MS Teams – 32 joined the meeting remotely.**

<b>Jason Halliday(Chair)</b>	<b>JHa</b>	<b>West Lothian Council</b>
Fiona McInnes	FMcI	Scottish Water
Alan Heatley	AH	Midlothian Council
Kevin Hamilton	KH	Scottish Road Works Commissioner
Carol-Ann Dodd	CAD	Midlothian Council
Chris Murray	CM	Sky
Adrian Henzler	AHe	Openreach
Brian Wilson	BW	Scottish Borders Council
Hugh Randall	HR	Telefonica
Craig McQueen	CMcQ	Scottish Water
Ruth Scott	RS	Neos Networks
Alistair Wales	AW	Verizon
Graham Milne	GM	OSRWC
Kevin Douglas	KD	SGN
Scott Donnan	SD	MBNL-EE/3
Jim Forbes	JF	Cityfibre
Andrew Matheson	AM	Virgin Media
Thomas Flaherty	TF	City of Edinburgh Council
Pauline Scott	PS	INEOS
Lee Bromhall	LB	Royal Mail
Stuart Harding	SH	City of Edinburgh Council
Karyn Davidson	KD	Vodafone
Elaine Stewart	ES	SPEN
Caroline Auld	CA	Network Rail
Kat Quane	KQ	Transport Scotland
Eleni Gigourtaki	EG	East Lothian Council
Shannon Riley	SR	BEARScotland
Michael Erskine	ME	ESPUG
Jaoao Carmo	JC	SPEN
Ian Dalrymple	ID	SGN
Clare Callaghan	CC	Scottish Water
Robert McLennan	RMcL	
In attendance:		
Brian Cooper	BC	Secretarial Support
Paul Tapley	PT	Virgin Media presenter
Apologies: John Henderson, Katrina Hardy, Michael Casey, Julie Greig, Carole McDonald		

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

Jason Halliday as Chair welcomed everyone to the meeting - Attendance and apologies as recorded above.

The Chair invited Paul Tapley of Virgin Media to give a short presentation on Recycled Aggregates which prompted queries and discussion particularly in relation to the increased use of ARMs.

## **2. Minutes of previous meeting held on 09<sup>th</sup> February, 2021**

The draft Minute circulated by the Secretary prior to the meeting was agreed as a true record.

Action Tracking: Item 4 – JHa advised that West Lothian would be Lead Authority for the current Coring Programme and the RAs had agreed a rota for future programmes. He would advise the June RAUCS Meeting accordingly. **ACTION: JHa**

## **3. RAUCS Meeting on 3<sup>rd</sup> March, 2021 – Update/Matters Arising**

The Chair provided background information in relation to the following matters:

- A draft of the revised Advice Note 4(Inspections, Defects and Other Charges) would be circulated to Area RAUCs for comment
- The Quality Plans WG first draft document would be presented to the June RAUCS meeting for comment
- The HAUC UK Conference would be held on 19/20<sup>th</sup> May, 2021
- The SRWC re-iterated that all requests for ARMs(in line with the SROR and guidance given) are to be favourably considered in all geographical areas
- Suggestion that Area RAUC should choose a relevant Safety Bulletin to discuss at each meeting
- The amount to be collected for the Fees and Amounts in 2021 has increased by £4K
- Having been affected by the SG Elections in May, Brexit and the pandemic, the commencement of the Transport(Scotland)Act may follow the timescale shown in the document circulated by KQ
- The COP26 in November is the biggest event ever held in Scotland and will involve a significant numbers of embargoes on roads affecting routes right across Scotland.

JF advised that a paper on Reinstatement Quality Plans (RQPs) would be presented at the June RAUCS Meeting. The Commissioner strongly recommends that RAs have RQPs for their own works – he sees RQPs as good practice.

#### **4. National Coring Update**

CMcQ advised the WG was meeting monthly at present – topics under discussion were: Advice note 3; the effect of possible AREA RAUC boundary changes; timescale for the next programme and what happens to the next again programme.

#### **5. SRWC Report and Performance**

**5(a)** – The Commissioner raised three matters for SERAUC attention:

1)GDPR: the use of BCC on e mail circulation is required and requires permission.

2) MACS (Mobility Access Committee Scotland) - following meeting MACS representatives, the Commissioner wished to stress the following:

a) If signs are placed on the footway then a minimum of 1.5 metres clear width is needed for wheelchairs to safely pass

b)Signs/other equipment left on site can have a significant effect on disabled and partially sighted people and should be removed timeously

c)Kerb Ramps must be fixed securely in place

3) The Commissioner finished by stating he expects all organisations to take part in National Coring – he considers that Advice Note 3 is Best Practice

#### **5b – Performance:**

**Dashboard** – GM referred to the previously circulated 2020/21 Q4 dashboard and commented that, in general, most organisations' works are increasing now, but queried why a small number of Roads Authorities were delivering low volumes?

The Commissioner has published 'Monitoring and Compliance Bulletin No. 4'

Improvement Plans – currently 1Undertaker and 3 Roads Authorities are under review.

Non-compliance and questions regarding your organisation's performance should be directed to [graham.milne@srwc.gov.scot](mailto:graham.milne@srwc.gov.scot)

Please invite Lindsay Henderson to Local Coordination meetings

Reminder that the Prescribed Fees are due to be paid by 1<sup>st</sup> June, 2021.

Suggestions for any topics for Webinars via the Aurora website please.

Also advised that VAULT submissions are due every 2 months.

Contact Iain Ross for more information on the SRWR Interface with Works Management Systems.

Also a reminder regarding Sample Inspection Targets:

- 1) They must be agreed with the SUs
- 2) SRWR Figure is not final, just an indication
- 3) Any changes have to be agreed and monitored

On behalf of all the RAs, JHa asked who is responsible for plotting diversion routes? KH view is that it is the RAs as they are responsible for closing the road(s) that require a diversion to be implemented. This will be made known to RAUCs as well.

Two queries were raised regarding VAULT Data: KH advised some information is still missing but he hoped BT may be on board soon. When asked who owns the VAULT data, in relation to requests in connection with an FoI request or Accident Claim, KQ answered that the general rule is that an organisation can only give out their own data - no one should give anyone's data to anyone else. KH accepted this was not straightforward and required further investigation and discussion and asked that this matter is carried forward for the Agenda for the next meeting. **ACTION: OSRWC**

## **6. Improvement Notices**

There are currently no Improvement Notices in place in the South East Area

## **7. Local RAUCS reports/Programmes of major works/Proposed Changes to Road Designations/Local Coring/Events**

Under this Item the Chair asked each of the organisations represented to provide a short update report on their current situation, incorporating the Item headings as above, where applicable:

Transport Scotland:

KQ advised of no change to Covid19 guidance since that published in December 2020; Police Scotland had asked to be advised of any vandalism/tampering with Covid Vaccination Signage; Revised dates for progressing the TSA, 2019, would be available by June 2021.

Roads Authorities:

All RAs - Works ongoing on the Register. Spaces for People on-site works being made permanent in some areas. Some roads affected by TTROs/traffic management/signing for vaccination centres. No local coring in any RA area currently. One major event planned in Midlothian and SBC areas respectively: "Lets Rock Scotland" on 20<sup>th</sup> August, and Tour of Britain on 11<sup>th</sup> September. Local Coordination Meetings either held or planned – Edinburgh holding meetings every two weeks at present. BEAR has been invited to join the Roads Liaison Group meetings.

BEAR advised of embargoes from 11<sup>th</sup> June.

Midlothian had recently reviewed their TSS inventory via consultation with the SUs.

Concerns raised about identifying responsibility for individual cable-tracks using shared tracks/apparatus, and, too many locations being reported where broken signs/frames/burst sandbags are being left behind on SU sites (also raised by MACS at meeting with the Commissioner)

Statutory Undertakers:

SUs confirmed where works are being undertaken are on the Register.

SSE now branded as Neos Networks.

Scottish Water looking for wider RA local agreements, for example 30/14 material in footway acceptable? Cityfibre looking for this as well. KH suggested this should be taken forward as part of the SROR revision.

SGN thanked the RAs for their help in changing their ODs recently.

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

(Included under Item 5 above)

## **9. Any Other Competent Business**

- a) JF pointed out that for the next coring programme, everyone needs to be aware of 350mm wide reinstatements
- b) JF also raised the sharing of tracks/cables/boxes and associated responsibility. SH reiterated his concerns as to how RAs identify responsibility for individual tracks going into surface boxes.
- c) JF advised any changes to the RAUCS/Areav RAUCS Constitution is likely to be from 1<sup>st</sup> April, 2022.

**10. Date of next meeting: 10<sup>th</sup> August, 2021 (by MS Teams)**

**(Note date of remaining SERAUC Meeting in 2021: 9/11/21)**

BC – July, 2021;

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