



SOUTH EAST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the QUARTERLY MEETING

15 May, 2018

THE DOME ROOM, NEW REGISTER HOUSE, EDINBURGH

Present:

Alan Heatley (Chair)	AH	Midlothian Council
Brian Wilson	BW	Scottish Borders Council
Carol-Ann Dodd	CAD	Midlothian Council
Kevin Douglas	KDo	SGN
David Ross	DR	AMEY
Tom Flaherty	TF	City of Edinburgh Council
Chris Murray	CM	SKY
Fiona McInnes	FMcI	Scottish Water
Jason Halliday	JHa	West Lothian Council
Andrew Matheson	AM	Virgin Media
Robert Young	RY	Scottish Govt. Digital Scotland
Ruth Scott	RS	SSE
Eleni Gigourtaki	EG	East Lothian Council
Kevin Hamilton	KH	West Lothian Council
Karyn Davidson	KDa	Vodafone
Jim Forbes	JF	Cityfibre
Julie Greig	JG	SGN
Brian Cooper	BC	Secretarial Support
Brian McAteer	BM	Energetics
Robert Gauld	RG	GTC
Iain Ross	IR	OSRWC
Craig McQueen	CMcQ	Scottish Water
John Barrett	JB	INEOS
Adrian Henzler	AH	Openreach
Clark Findlay	CF	INEOS

Apologies: Michael Hymers, Mark Worden, Stuart Harding, Katrina Hardy, John Henderson, Caroline McAdam, Elaine Stewart, John Balmer.

1. Welcome, attendance and apologies

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

2. Minute of previous meeting

- a) With the deletion of Jason Halliday's name from the listed apologies as he had been present, the Minute of the 13th February 2018 meeting was approved as a correct record.
- b) Action Tracking – No new actions raised/recorded.

3. Matters arising from Local RAUC Meetings

- (a) City of Edinburgh Council – nothing to bring to SERAUC attention
- (b) East Lothian Council – nothing to bring to SERAUC attention
- c) Midlothian Council – AH raised the increasing use of Emergency Works Notices (being raised by SPEN in the main) that are not emergency situations. Also that FPNs raised are being rejected, and works are not being closed/cleared after being repaired within time delays usually occur with follow up contractors used, notably jointers and where slab reinstatements involved.
- d) Scottish Borders Council - nothing to bring to SERAUC attention
- e) West Lothian Council – KH concerned at non-attendance of representatives from SSE and Energetics at their local coordination meetings.
Also concerned at Undertakers (Telecoms organisations generally) ignoring works clashes on the SRWR. Is there a trend and is this an issue in other areas? BW explained that a change request had been declined but other possibilities are being explored between Gordon Russell and himself.
- 3(f) Improvement Notices – the South East area spreadsheet had been circulated prior to the meeting. Update summarised as follows:
CEC – Ongoing Notices being monitored and performance figures updated.
WLC – three terminations, otherwise ongoing Notices.
MLC – new Improvement Notice issued to Virgin Media in April. Two progress review meetings held with VM to date.

4. RAUCS Meeting on 7th March, 2018 – Update/Matters Arising

AH provided background information in relation to the following matters:

- Presentation to RAUCS on the proposed Transport Scotland Network Access Forms for use by the Trunk Road Operating Companies and Utilities
- Craig McQueen (Scottish Water) had succeeded Kevin Skinner as SU Co-Chair of the Coring WG. Ian Jones (Fife Council) is the Roads Co-Chair. Next Meeting of the WG would review AN3.

- On the basis of the work and survey carried out and analysed by the Inspections WG, the current £36 Inspection Fee would not be changed.
- Still some gaps in some of the RAUCS Working Groups and Chairs
- Discussion held on the issue of Cones/Rope Barriers raised by SERAUC
- RAUCS confirmed that at least one person on site had to speak fluent English and they must be accredited
- RAUCS had agreed that cable-pulling work locations still had to be carried out safely, although the work did not require a Notice
- Consultants had been appointed to review the SROH – aim to roll out revised SROH in 2019. The Scottish Community would be involved.
- A Section 118 Penalty had been issued to North Lanarkshire for poor SLG by the Commissioner
- A reminder was issued that a response **MUST** be made to the OSRWC to confirm steps being taken by organisations to improve RED performance indicators on the Dashboard

5. National and Local Coring Update

- a) National Coring Update - C McQ, gave an update on progress. A review of the existing AN3 has commenced following recommendations made in the report of the 2015/16 National Coring Programme. The Advice Note is also being compared with the HAUC Coring Guidance (2012) so that any examples of good practice can be adopted for the new Advice Note. This process is ongoing, with the next group meeting scheduled for 30 May 2018. Kat Quane has joined the group representing the OSRWC.
- b) Local Coring Programmes Update - CEC advised their local coring programme is ongoing with no issues. WLC reported having some difficulty in getting works programmes from the coring contractor confirming locations, dates and times when cores were to be taken. This did not seem to be an issue with SUs using the same coring contractor? Those SUs taking their own internal cores are continuing with their “country wide” coring programmes.

6. SRWC Report and Performance

Performance Reviews are in the process of being produced. Hopefully issued mid-July to CEOs and Primary Contacts.

Symology have passed a report on “housekeeping” issues to the Commissioner, listing organisations not making proper use of the SRWR (e.g. not reviewing items on task summary list). NB is reviewing this document with a view to identifying organisations not complying and to identify any potential new reports to analyse performance going forward.

Annual Report 16/17 published and available for download on the website - (<http://roadworks.scot>).

The new Commissioner Website is nearing completion. Will have better compatibility with tablets/mobile devices, search functionality and Community Calendar. Legislation and Guidance sections will still be available.

Penalties have been issued to the following organisations, for failings identified by the 2015/16 National Coring Programme;

Openreach	£50,000 (maximum)
Virgin Media	£16,000
Telefonica	£8,000
Vodafone	£8,000
Energetics	£1,500

The Commissioner has become aware that some RA's are still using SECTION 61 instead of SECTION 109 - he will be looking into this and may go down the penalty route if required.

7. Safety

a. Safety Concerns/Issues – AH advised that the serious concerns of the CEC on the continuing use of ropes between cones by SUs had been discussed at the RALG meeting on 9th May – CEC are considering involving the HSE and the possibility of banning contractors using this practice.

b. Traffic Management Issues – AH raised a number of concerns relating to SU/contractors use of Temporary Traffic Signals on behalf of the South East Roads Authorities, as follows:

- Reminder that a minimum of seven working days notice is required for TTL, even for Minor Works – insufficient notice can lead to rejection of Traffic management. IR confirmed a change request would need to be submitted to amend the SRWR - EG offered to action the necessary change request
- Inappropriate use of TTL at some junctions – eg: using four phase when two-way is adequate.
- Instances when the manual operation of TTL stipulated by the RA is not being carried out.
- Locations where TTL is set up for 24hours despite notice stipulating off-peak working only

8. Information on Strategic Programmes of works

(a) Roads Authorities Major Works and Events –

Events:

- Edinburgh Marathon - 27 May - numerous streets in CEC and East Lothian affected
- Clean Air Day Summit in Edinburgh - 1 June - Mound will be closed.
- Lets Rock Scotland - 23 June – Dalkeith Country Park
- Iron Man 2018 – ELC, MLC and CEC - 1 July
- Common Ridings – SBC – Various dates June and July
- Midlothian schools Gala Day events – May to July.
- Four major golf competitions in ELC during July.

Major Works: All works are on the SRWR, but

- CEC confirmed Leith Street would open to traffic again mid-July
- WLC advised that the Avon Gorge road had been reopened
- AMEY advised of major works planned for the A702 in Penicuik

(b) Statutory Undertakers Major Works – all confirmed all works entered on the SRWR as required. Noted that SGN and Cityfibre planned major works in Edinburgh City Centre to resume in September.

(c) Superfast Broadband Update

RY provided the following update for South East Scotland:

DSBB Programme is still generally on planned Programme Targets. Have achieved over **3550** 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
East Lothian Council	>55	4	1-5	1-5
City of Edinburgh Council	>180	9	Being reassessed with LA	Being reassessed with LA
Midlothian Council	>40	4	1-5	1-5
Scottish Borders Council	>155	>15	10-15	40-50
West Lothian Council	>100	>10	15-20	10-15

Programme has held Joint Surveys with Openreach and Council Officers to agree CAB placement in some contentious sites.

Deployment is now definitely in the harder to reach areas. There is now more Exchange Only Line (FTTC EO) solutions required which involves 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 ramped up, although this involves less civil engineering works.

The Phase 1 Programme ended in DEC 2017 but there is further ongoing deployment works in 2018 termed Extended Build from “Gainshare” funding. There is over 500 new CABS and over 400 FTTP installations still planned.

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

None.

10. Management and Operation of the SRWR

New SRWR service now live. System version 3.6.9 was released on 26 March 2018. New contract went live on 1 April 2018. Suite of 11 User Forums across Scotland (and one in England) to introduce new system to community. Feedback so far has been positive.

Open Data now available to everyone at <http://downloads.srwr.scot>. Most free text fields (e.g. Works Description, Notice Text, Works Comments etc.) have been redacted from the publicly available dataset, to avoid sharing personal data. Non-redacted datasets are available for community users of the SRWR, contact IR for details if interested.

New SRWR reports currently being tested by SRWC. Include ability to download Performance Review directly from SRWR.

Mobile Device App for Works Promoter is currently being tested by SAT. Is expected to be available for general release very soon.

All organisations are reminded they should be using the new <http://srwr.scot> domain to access the SRWR. Any organisations experiencing issues should contact IR.

Invoices for the Prescribed Fees and Amounts have been issued. All organisations are reminded payment must be made by 2 June 2018.

Symology have started discussion about the new Aurora software, which will replace their current Insight software in running the SRWR. They met with representatives of the community on 19 April, asking for suggestions on what could be changed to streamline the use of the SRWR. All users are encouraged to pass any improvements they wish to suggest through their respective representative of the Systems Assurance Team.

11. Gazetteer Report

Taken as read.

12. System Assurance Team (SAT) Report

JF asked about changes regarding Sample Inspections. IR explained the SAT is discussing options as follows:

In the short term a quick fix to allow Inspectors to have access to the figures shown in the inspection statistics screen, giving them the opportunity to make a judgement call on whether they should be carrying out sample or Target Inspections.

If this is not sufficient a new report for Inspectors could be introduced showing a running total of Sample Inspections carried out compared with the pro-rata target for that point in the year and the total target for year end. This could be extracted each morning and supplied to the Inspector along with the list of prompted inspections/daily whereabouts.

A warning when Inspectors exceed the number of Samples pro-rata for the current point in the year, as requested originally, is still an option. This could be implemented as a process whereby the Inspector would be prompted to record a result as a Target Inspection if too many Sample results already recorded.

13. Community apparatus VAULT

Acknowledging that Vodafone and Cityfibre had made progress IR made the usual plea regarding populating and regular updating of the VAULT.

14. Any Other Competent Business

a) RALG had discussed the apparent lack of protection from Undertakers carrying out works on newly adopted roads and footways. RAUCS advised that the RCC process should cover this – in meantime RAs are hoping for the cooperation of the Undertakers where this arises.

b)Reminder that correct and up to date contact information is required on Information Boards – example would be older versions with non-available tel numbers (KDo advised that another (s109?) contractor is using similar grey barriers to SGN, without information boards.

c)No facility in the SRWR to designate bus routes as “special” routes – IR suggested these could be designated as a TSS. Otherwise a change request required.

d)JG raised the issue on behalf of SGN of why TM drawings are being requested for everything? But not by all RAs? CMcQ said Scottish Water expects this in all cases.

15. Date of Next Meeting: - Tuesday 13th November, 2018.

**Diary Dates for Meetings in 2019: 5th February; 14th May;
13th August and 12th November.**

BMC – August, 2018