



SOUTH EAST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the QUARTERLY MEETING held on 19th MAY, 2020

This meeting was convened via MS Teams – 41 joined the meeting remotely:

Fiona McInnes(Chair)	FMcI	Scottish Water
Alan Heatley	AH	Midlothian Council
Brian Wilson	BW	Scottish Borders Council
Carol-Ann Dodd	CAD	Midlothian Council
David Hearty	DHe	MBNL-EE/3
Tom Flaherty	TF	City of Edinburgh Council
John Henderson	JH	Scottish Borders Council
Alistair Wales	AW	Verizon
Andrew Matheson	AM	Virgin Media
Craig McQueen	CMcQ	Scottish Water
Ruth Scott	RS	SSE
Katrina Hardy	KH	INEOS
Iain Ross	IR	OSRWC
Kevin Douglas	KD	SGN
Brian Cooper	BC	Secretarial Support
Clare Callaghan	CC	Scottish Water
Jim Forbes	JF	Cityfibre
Chris Murray	CM	Sky
J Caomo	JC	SPEN
Douglas Haughey	DHa	CenturyLink
Stephen McGill	SM	Fulcrum
Caroline Auld	CA	Network Rail
Jason Halliday	JHa	West Lothian Council
Dexter David	DD	Hyperoptic
Stephen Scanlon	SS	Openreach
Lee Bromhall	LB	RoyalMail
Julie Greig	JG	SGN
Mike Hymers	MH	SGN
Elaine Stewart	ES	SPEN
Graeme Dunipace	GD	SPEN
Karyn Davidson	KDa	Vodafone
Steven Tilson	ST	Zayo
Kat Quane	KQ	Transport Scotland
Robert Mcfarlane	RMcf	Energy Assets
Angus Carmichael	AC	SRWC
Jane Dunlop	JD	OSRWC
Stuart Harding	SH	City of Edinburgh Council
Robert Young	RY	Digital Scotland
Eleni Gigourtaki	EG	East Lothian Council
Barry Hall	BH	gtc-uk
Nic McCormick	NMcC	Lothian Broadband

Apologies: Nicola Millar, David Ross, Adrian Henzler, Clark Findlay,

1. Welcome, attendance and apologies

Chair Fiona McInnes welcomed everyone who had joined the meeting - Attendance and apologies as recorded above. She explained the reason for the non-standard Agenda which is reflected in the following Minute. She also advised that she would mute everyone's microphone, except the person she had asked to speak. Anyone else who wished to speak should raise their "onscreen hand".

2. Minute of previous meeting held on 11th February, 2020

The draft Minute circulated by the Secretary prior to the meeting was agreed as a true record, with no outstanding actions.

3. RAUCS Meeting on 4th March, 2020 – Update/Matters Arising

FMcI provided background information in relation to the following matters:

- Plant provision in new developments: draft RCC conditions can be accessed via Google: Aberdeenshire Road Construction Consent.
- The SROH was published on 14th May, 2020 – a Working Group will now start reviewing the SROR. Consultation will be included in the review process.
- Revised Inspections Code of Practice approved by RAUCS
- Review of the Coordination Code will proceed once the Commencement Schedule is received.
- The Working Group set up to review Advice Note 8 has met - Jason Halliday is involved in this WG – remit will also include TTROs
- KQ is preparing a guide to the new Transport(Scotland) Act, 2019 – delayed due to ongoing Covid-19 situation. Production of the Commencement Schedule is also on hold just now.
- The Commissioner's Seminar arranged for 1st April had to be cancelled
- Ian Jones and Ewan Hogg have agreed to represent RAs on the Quality Plans WG
- The Commissioner's office is to look again at the colours used in the Dashboard
- The contribution and input from the South East was noted, including the discussion/comments regarding Narrow Trenching.
- RAUCS and Area Meetings – various options are being reviewed for the frequency and structure of RAUCS meetings including reduction from four to three meetings a year with Local Coordination Meetings every two months – could Local Meetings be amalgamated in some areas? Changes likely to be implemented in 2021.
- Very low take-up of the compulsory SRWR training so far (March 2020)
- BT hope to be able to provide plant data via VAULT by the end of May.

4. National Coring Update

JHa confirmed the final checking of the South East area coring results was in hand and he planned to return the final outcome for SERAUC to CMcQ by 20th May – from 358 cores the provisional pass rate for the South East was just less than 80%.

CMcQ referred to the recovery plan implemented with the help of Lindsay Henderson from the Commissioner's Office and that, subject to any comments received before 22/05/20, the Working Group Report would be finalised by the end of June.

The provisional figure for the whole of Scotland was likely to be 87%.

The Chair was pleased this was nearing conclusion and noted the improvement compared to the previous National Programme.

5. SRWC Report and Performance

JD referred to the Area RAUC Meetings Update and MACS Addendum and Dashboard Report all circulated in advance of the meeting, and highlighted the following –

- The Commissioner's Annual Report is available on the website
- The Commissioner meets the RAUCS Co-Chairs and other user community representatives on a weekly basis at present
- The SRWC had issued three penalties in January 2020 for systematic poor performance over the last three years – all penalties were paid on time.
- A significant number of organisations had yet to pay the current Prescribed Fees with only 12 days left to the deadline date for payment. The Secretary would contact the SERAUC organisations to check they have made the payment due. **ACTION: BC**
- JD drew specific attention to the MACS (Mobility and Access Committee Scotland) Addendum requesting particular attention for those with mobility and accessibility difficulties when considering schemes for the reallocation of space for walking, cycling and wheeling during the pandemic.
- AC reminded everyone that essential works have to be registered as "Covid" in the SRWR.
- The Commissioner expected that system-generated FPNs would be treated sympathetically during this time.
- AC commented that RAs had not been carrying out any planned works and SUs were only carrying out a small percentage of their normal volume of works – any non-essential works were for telecom/communications purposes which was even more important during the pandemic and lockdown.
- Referring to the increase in "red" appearing in the Dashboard performance report JD asked the organisations this applies to, to please contact Graham Milne at the Commissioner's Office to discuss.
- Noted that the first Quarter of 2020 had obviously been affected by the pandemic but it is unlikely to have had a significant impact on the 2019/20 performance figures

6. Improvement Notices

SH and TF advised that the City of Edinburgh Council was not looking at this meantime, given the ongoing Covid-19 situation.

AH confirmed that Virgin Media was still subject to an Improvement Notice in Midlothian and advised he would be seeking a meeting with AM shortly.

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

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 referred to her discussion paper circulated prior to the meeting. She is involved in updates at present and although the Scottish Government advice remains the same just now, discussion regarding the re-starting of roadworks is expected to begin.

Following the expanded testing regime announcement on 25 April 2020, Scottish government are seeking to track numbers of employees sent for COVID-19 testing through the scheme, and have created a spreadsheet for this purpose. She would appreciate organisations completing the Keyworker Testing for Covid-19 Spreadsheet circulated earlier, on testing numbers for their organization, including supply chain/partners and other non-direct labour.

She advised the Commencement Schedule for the new Transport (Scotland) Act, 2019 had been affected as the Scottish Parliament had had to deal with other matters, and expected a short delay of 2/3 months.

Roads Authorities:

Majority of Local Coordination Meetings had been cancelled – SBC and CEC hoping to arrange a virtual LRAUC soon. Currently no works ongoing – possibly planning for re-start June/July? Public events either cancelled or re-scheduled for August. Looking at “Spaces for People” with more emphasis on road space for cyclists and pedestrians, given the recent and continuing increase in these modes of travel for exercise and work.

FMcI encouraged the RAs to arrange virtual Local Coordination Meetings to maintain this important discussion forum. **ACTION: All RAs**

Statutory Undertakers:

- Most organisations confirmed works are being labelled as Covid-19 on the SRWR
- Staff working from home in many organisations
- Any current works are Covid-19 compliant with social distancing etc., for staff, operatives and the public - this includes contractors working on their behalf.
- SU Coring Programmes, where applicable, have been suspended meantime
- Safety Alert raised regarding the use of hand sanitising gels when working with electricity

- Good practice reported in relation to Social Distancing information boards, using this quieter period for new SRWR training, encouraging the use of the App to start works, re-prioritising of planned works, keeping in touch with the RAs, risk to Openreach employees being reduced by use of un-marked vehicles to avoid “van-sharing”
- Majority of SUs only emergency and essential maintenance works being undertaken - query raised as to whether defective apparatus can be worked on at this time to take advantage of less vehicular and pedestrian traffic etc.?
- Noted other ongoing telecom and broadband-related works essential for maintaining/upgrading communication streams vital during the pandemic
- Most SUs are planning what works they would wish to prioritise when it's possible to start up again - early discussions with the RAs on location/timing – hoping for June/July?

KQ advised she would let RAUCS know of any changes to lockdown restrictions as soon as they were announced.

RY provided the following update report for the South East of Scotland area for the Minute:

South East Scotland

DSBB Programme is now being finalised, with the target of premises connected now exceeded.

There are now only 2 Fibre to the Cabinet (FTTC) completions outstanding, along with under 30 Fibre to the Premise (FTTP) installations remaining. All to be completed by the end of May.

Further deployment called Reaching for 100% (R100) will be in three Contracts – North, Central and South. Councils in South East Scotland are within the Central and South Contract Areas.

BT/Openreach have been awarded the Central and South Contracts. These Contracts are currently being mobilised. The R100 Programme team will initiate meetings with all Roads Authorities in Scotland to discuss the deployment of the works.

Currently Openreach are continuing to work on telecoms infrastructure during COVID-19 lockdown. They are undertaking their own risk assessment for access to/from sites and safe working on sites. Digital Scotland have assessed that over 97% of the remaining DSSB works are in rural areas. Specific SRWR noticing requirements are in place. Thanks to the Roads Authorities for their assistance in ensuring these works are proceeding.

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

JD referred to the previously circulated “Scottish Road Works Register” Bulletin compiled by IR and drew attention to the delayed implementation of the 6th April upgrade to the SRWR by 3 months, initially. AC confirmed that organisations will be given three weeks notice of implementation when the planned date is confirmed.

9. Any Other Competent Business

- a) Speaking on behalf of all the SUs, JF raised the issue of how some RAs are responding to Notices during the lockdown – he suggested that defects raised on sites during the lockdown in relation to Covid-19 compliance were not valid, and called into question some Road Inspectors' interpretation of requirements in the current situation, and cited instances of the use of individuals' names in e mails as well – the City of Edinburgh Council would convene a meeting early during w/c 25th May, with Cityfibre and other attendees to be agreed, to resolve the issues raised. **ACTION: SH**
- b) In closing the meeting, the Chair suggested the next meeting in August may also have to be a virtual meeting

10. Dates of future meetings: Tuesday 11th August and 10th November, 2020

BC – Initial Draft: 5th June, 2020;

First revision 22nd June, 2020;

Second revision 28th June, 2020;

Final Draft version 4th August, 2020