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| <b>THE HIGHLAND COUNCIL</b><br>Community Services: Highland Area   |                      | Scheme<br><b>Highland and Moray Area Local Co-ordination Meeting</b> |                |   |
| <b>SUMMARY NOTES OF MEETING</b>  |                      | Job No.  | File No.       | No. of Pages<br>8<br>+<br><b>Appendices</b> |
| <b>Meeting held to Discuss:</b> Various  |                      |  |                |   |
| <b>Date/Time of Meeting:</b> Thursday 1st December 2022  |                      |  |                |   |
| Issue Date*  | 02/10/0006/1<br>2/22 | Author   | Kirsten Donald | Draft No. 2                                 |
| <p><b><u>1: Introduction and Apologies:</u></b></p> <p>Alison Macleod introduced everyone present at the meeting and advised of those who had made their apologies at not being able to attend the meeting.</p> <p>She explained that Alistair Macleod who normally chairs these meeting was not able to attend so she would be chair today.</p> <p><b><u>Attending / Contact Details</u></b></p> <p><b><u>Highland Council</u></b></p> <p>Alison Macleod <a href="mailto:Alison.MacLeod3@highland.gov.uk">Alison.MacLeod3@highland.gov.uk</a><br/>         Alasdair Brown <a href="mailto:Alasdair.Brown3@highland.gov.uk">Alasdair.Brown3@highland.gov.uk</a><br/>         Andrew MacIver <a href="mailto:andrew.maciver@highland.gov.uk">andrew.maciver@highland.gov.uk</a><br/>         Jonathan Gunn <a href="mailto:jonathan.gunn@highland.gov.uk">jonathan.gunn@highland.gov.uk</a><br/>         Adam Lapinski <a href="mailto:Adam.Lapinski@highland.gov.uk">Adam.Lapinski@highland.gov.uk</a><br/>         Iain Moncrieff <a href="mailto:Iain.Moncrieff@highland.gov.uk">Iain.Moncrieff@highland.gov.uk</a><br/>         Donald Henderson <a href="mailto:Donald.Henderson2@highland.gov.uk">Donald.Henderson2@highland.gov.uk</a></p> <p><b><u>Moray Council</u></b></p> <p>Diane Anderson <a href="mailto:diane.anderson@moray.gov.uk">diane.anderson@moray.gov.uk</a><br/>         Vince Woods <a href="mailto:vince.woods@moray.gov.uk">vince.woods@moray.gov.uk</a><br/>         Paul Barron <a href="mailto:paul.barron@moray.gov.uk">paul.barron@moray.gov.uk</a><br/>         Colin Matheson <a href="mailto:colin.matheson@moray.gov.uk">colin.matheson@moray.gov.uk</a></p> <p><b><u>Scottish &amp; Southern Energy</u></b></p> <p>Gary Hay <a href="mailto:Gary.Hay3@sse.com">Gary.Hay3@sse.com</a><br/>         Andrew Ewing <a href="mailto:andrew.ewing@sse.com">andrew.ewing@sse.com</a></p> <p><b><u>Scottish Water</u></b></p> <p>Fiona McInnes <a href="mailto:fiona.mcInnes@scottishwater.co.uk">fiona.mcInnes@scottishwater.co.uk</a><br/>         Darren Pointer <a href="mailto:Darren.Pointer@scottishwater.co.uk">Darren.Pointer@scottishwater.co.uk</a></p> |                      |  |                | <b>ACTIONS</b>                              |

## **Bear Scotland**

Elaine Paterson – [epaterson@bearsotland.co.uk](mailto:epaterson@bearsotland.co.uk)

## **Network Rail**

David Murdoch - [David.Murdoch@networkrail.co.uk](mailto:David.Murdoch@networkrail.co.uk)

## **SGN**

David Mair - [david.mair@sgn.co.uk](mailto:david.mair@sgn.co.uk)

David Edgar - [david.edgar@sgn.co.uk](mailto:david.edgar@sgn.co.uk)

David Munro - [david.james.munro@sgn.co.uk](mailto:david.james.munro@sgn.co.uk)

## **Apologies / Others**

Alistair Macleod [Alistair.Macleod5@highland.gov.uk](mailto:Alistair.Macleod5@highland.gov.uk)

Steven Scanlon – BT Openreach

## **2: Minutes of previous Highland / Moray Local Co-ordination Meeting:**

### **a: Accuracy**

Previous minutes accepted.

### **b: Action Tracking**

Alison Macleod mentioned that Alistair Macleod has now obtained the emergency contact information from everyone and he has issued the list but a copy will also be sent along with the minutes as Appendix 1.

## **3: Local Co-ordination Meeting Reports**

### **a: Review road works authorities' and undertakers' specific major projects incl:**

- i) **Review planned surfacing works and road closures**
- ii) **SU major works and conflicts**
- iii) **Review and confirm whether any other works / remedial works can be completed**
- iv) **Confirm defects / defective apparatus that may be subsumed by the surfacing works**

## **Highland Council, Roads and Transport:**

### **Inverness:**

Alasdair Brown was representing instead of Alistair Macleod. Majority of resurfacing works are complete. He mentioned that there are a few schemes left to action before March 2023, mentioned below:

Beaulay railway Bridge 300 m  
Overlay between Tomich and Knockfinn  
Altvea Beulay  
Englishton Muir Beaulay  
Torbrek Link Road

All works are to commence after 16<sup>th</sup> Jan 2023 with Breedon's, no notices online yet but Alison asked if they can be put on the system asap.

### **Lochaber, Nairn, Badenoch & Strathspey:**

No representative present.

### **Ross & Cromarty:**

A programme of works has been submitted by Trevor Fraser and will be attached as Appendix 2. Iain also submitted a programme which is attached as Appendix 3 and mentioned a meeting about Wester Ross & Black Isle on this coming Monday and after that he will be putting in the notices.

### **Caithness & Sutherland:**

Jonathan Gunn stated all surface dressing works had been almost completed, just patching works left in Wick and Thurso and all notices will be on Aurora. He attached a programme of works for capital works which can be found as appendix 7.

### **Skye:**

No representative present.

### **Street Lighting Issues:**

#### **Inverness, Nairn, Badenoch & Strathspey:**

Adam Lapinski has provided a programme of works for the Inverness, Nairn, Badenoch & Strathspey areas that can be found in Appendix 4 .

He mentioned its almost the same programme as last time, but everything is postponed as they have no civil contractor at the moment. They are waiting on the new tender before starting the works.

Alison mentioned about emergency work and Adam stated they still have emergency work, but they are just cutting the columns and there are some locations that will need to take priority once the new contractor is in place.

**Ross & Cromarty:**

No Attendance.

**Caithness, Sutherland & Easter Ross:**

No Attendance

**Moray Council:**

A programme of works for capital works is attached to Appendix 5 and the lighting & roads can be found attached to Appendix 6

Paul Barron mentioned about works in:

East Moray, the resurfacing is almost complete except for 1 project on a minor road. Will be focusing on footway works in Keith and Dufftown areas.

West Moray, working on the resurfacing and edge strengthening programme and significant projects include:

Rothes High Street, inlay scheme

Grantown Road – Forres – minor layout and resurfacing

B9102 – resurfacing works at the Bridge of Calley -will require a road closure

Scottish Timber widening scheme between Forres & Dallas almost complete.

Bridge works in progress:

A941 Blackwater Bridge with road closure

A941 Craigellachie Bridge with traffic lights

**Project Design Unit:**

Andrew Maciver has provided a programme which will attached to Appendix 8 and if anyone has any questions just to contact him. He also mentioned that there will be a capital review soon so some schemes may be delayed or disappear. He will provide an update at the next meeting.

**Trunk Road Issues – Bear (Scotland) Ltd:**

Programme attached to Appendix 9.

Darren asked for a list of the local contacts details for Bear. Elaine said to email [nwroadspace@bearsotland.co.uk](mailto:nwroadspace@bearsotland.co.uk) and they will be able to get a list together.

Paul asked if anyone from AMEY have been invited to this meeting, but it was confirmed that they have not previously been invited. Darren stated he would send a list of contacts for AMEY through to Alison to get added.

**Network Rail:**

Programmes added to Appendix 10 & 11

David mention works that have been discussed with Alistair already regarding the major works needed on the Bridge at Balloch/Culloden early next year. He will provide an update as soon as he hears more.

**BT Openreach:**

Alistair emailed Ian Dalrymple for a copy of their programme. Will attached to appendix once received.

**Scotland Gas Networks (SGN):**

Programmes attached to Appendix 12 13 14 15 16 17 & 18

David Munro – Covers Elgin Area

David Mair – Covers between Eglin – Inverness

David Edgar – Covers Nairn

He discussed 2 jobs starting after New Year.

Mains to be replaced on King Street A96. Discussed with AMEY, the traffic planner has been agreed with Amey. The notices are in already.

Harbour Street works – discussed already with Murry Macdonald.

**Scottish and Southern Energy (SSE):**

Submitted a programme that will be attached to Appendix 19.

Gary Hay mentioned their programme is connection based and fault reactive now.

Waiting to hear back about ED2 and they are proposing to overlay 6km high voltage cable and 11km of low voltage cable over the next 5 years. Discussions are in the early stages and he will hopefully have more information at the next meeting.

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**Scottish Water:**

Darren Pointer has provided a programme of works for both the Highland and Moray Council areas which can be found attached to Appendix 20.

He detailed some works below:

**Moray**

Edindiach Road – tree removal started today. He will view in a few weeks.

Highland Council

Kinlochbervie – has some major issues, he has a meeting next week. He was up last week, so they have found a lot of issue. Everything in Manse Road will need to come out and be replaced even the base.

Ardmore Road – meeting on site next Wednesday.

Kinlochbervie and Wick now have fortnightly visits to get the works back up to a good standard.

Achiemore works are starting in January and works will start in Thurso in 2024.

Jonathan mentioned that nothing has been added for works in Achiemore and Darren said he is waiting to hear back from CWA and he has told them if the road closure hasn't been applied for, the works will not go ahead. Hopefully he will find out more by next week.

Fiona McInnes – Nothing to add, all works are on the register for customer service.

**City Fibre Project:**

No Attendance and nothing to add.

**BT 75 / 100 Projects:**

No Attendance and nothing to add.

**ESP Utilities Group:**

No Attendance and nothing to add.

**b: Sample Inspection performance and management:**

Alison Macleod shared the Sample Inspection Returns table for Highland Council and it will also be attached to Appendix 21

Colin Matheson shared the Sample Inspection Returns table for Moray and it will also be attached to Appendix 22

**c: Disputes and or Improvement Notices:**

Nothing raised for Highland or Moray areas.

**d: Wider issues raised:**

No issues raised.

#### **4: Matters arising from previous RAUCs:**

Nothing to report.

#### **5: SRWC Report and Performance Management:**

##### **a: Performance dashboard:**

Alison Macleod mentioned she was not sure if this was needed in the local meetings as they are used in the Area meetings.

A member of staff from the commissioner's office is on the invite list so they are aware of the meeting but has not provided any specific paperwork to bring forward.

##### **b): Management report:**

Nothing to report

##### **c: SRWR report:**

Nothing to report.

#### **6: Working Group Reports – consultations and any feedback:**

Alison Macleod mentioned that there is a consultation for the specification for reinstatement of roads. Alison encourages people to contribute to that.

#### **7: Health and Safety:**

##### **a: List of plant protection systems:**

Nothing to add.

##### **b: Emergency contact details:**

Alistair Macleod has collected the contacts and it will be added as appendix 1

#### **8: AOCB:**

##### **Section 117 of the Transport (Scotland) Act 2019 – amendments to start/stop notices.**

Alison asked if anyone had an objections to the RAUC meeting being recorded, there was no objections.

Alison wanted to remind everyone about the changes to how the register operates and that regardless of notice type they all need to have start and close notices within 2 hours of the work taking place. Alison Macleod just wanted to remind stakeholders

present that all staff should be made aware, and that they are currently in the soft launch period of these changes taking place.  
It would be best practice going forward to implement and act on these changes immediately. Also, this change has been raised in previous area and national RAUC Meetings so everyone should be aware of it. In April 2023 this practice will become mandatory.

The inspector in Caithness and Sutherland wanted Alison to express their thanks to SSE for the speed in which they reconnected the community in Durness after the storm on 17<sup>th</sup> November 2022.

Alison brought up the discussion regarding the chair of these meetings. She asked if Moray wanted to take a year about chairing these RAUC Meetings. Colin and Diane stated this would only be fair, and Diane asked if needed could they receive guidance from the previous chair.

David Murdoch asked if Arabella is part of the Ross and Cromarty area and if Trevor and Malcolm were the contacts for that area. Iain confirmed they were. David mentioned they have works due there in January and need to speak to someone about it.

He needs a temporary night shift/weekend closure to replace the level crossing panel.

Iain mentioned that they normally need a 12-week notice period, but David mentioned about an early start. Alison stated an early start is supposed to be more for coordination purposes. David will contact Trevor directly to discuss.

Darren mentioned a project at Outer Cromarty, the Highland Council has plans to resurface the road there so can they let Darren know when this is planned for as Scottish Water now need to go in via the road and not round the back of the houses as previously planned. Darren is to send the information to Iain and Iain will get back to him.

**9: Date of next meeting and venue:**

Will take place on Thursday 2<sup>nd</sup> March 2023 at 10.30hrs – MS Teams.