

LOCAL ROADS AUTHORITY AND UTILITIES COMMITTEE (LRAUC)
Minutes of Quarterly Meetings

Date & Time	10 th May 2019 10:00		Location	Town Hall Haddington		
Present			Apologies			
Eleni Gigourtaki	ELC (Chair)	EG	Lindsay Henderson	SRWC		
Neil Murray	ELC	NM	David Murdoch	Network Rail		
Hannah Tiffin	ELC	HT	Michael Hymers	SGN		
Iain Chisholm	ELC	IC				
Greig Ross	ELC	GR				
Peter Forsyth	ELC	PF				
Callum Redpath	ELC	CR				
Darren Whyte	ELC	DW				
Andrew Matheson	Virgin Media	AM				
Ian Fleming	Scottish Power	IF				
Kevin Douglas	SGN	KD				
Nichola Millar	SGN	NM				
Adrian Henzler	BT	AH				
Courtney Mitchell	Scottish Water	CM				
John White	Lothian Buses	JW				
Susan Pickard	Energetics	SP				
Chloe Stangoe	Energetics	CS				
David Allen	AMEY	DA				
Nicholas McCormick	Lothian Broadband	NMcC				
1.0	Welcome and Apologies					Action
1.1	EG welcomed everyone to the meeting. Apologies were given on behalf of non-attendees. All attendees introduced themselves. HT introduced herself and informed that she will be covering for EG during her maternity leave.					
2.0	Matters Arising					Action
2.1	Previous minutes reviewed and agreed by the group.					
3.0	Planned Works					Action
3.1	EG confirmed that all ELC planned works have been notified on the Scottish Road Works Register, and any future conflicts raised should be discussed for coordination purposes. CR informed the group that all works are on the register up until July, however more works will be added after that as there have been some difficulties with the planning aspect of our programme.					
3.2	All Utility representatives present confirmed that their planned works are registered on the SRWR as well.					

3.3	<p>KD - Issues with works at Church Street, Tranent. Michael Hymers will contact to discuss. Works have been notified for within the school holidays.</p> <p>JW asked if works are still planned to be undertaken under a road closure and KD has confirmed that it is still a requirement.</p> <p>EG assured JW that the bus services will be notified as soon as a TTRO application has been received.</p> <p>JW added that the 26 service will not serve Tranent during these works but it is still to be discussed.</p>	
3.4	NM – Virgin Media works in Musselburgh to be discussed with CR. ELC planned works for footway upgrades to be reviewed depending on Virgin Media’s programme.	
4.0	Indicators & Statistics	Action
4.1	Local Statistics were circulated. EG thanked the Utilities for taking action in reducing the numbers for the outstanding reinstatements.	
4.2	EG pointed out that the performance of all Utilities has improved but it is still not as expected. All inspections should be above the target 90%. This will be assessed further and discussed and improvement notices might have to be served.	
4.3	EG added that Openreach is failing to respond on accepted FPNs within the 10 day period and informed them that any disputes will not be assessed after that. AH to take this back to the relevant department in Openreach.	AH
5.0	Coring	Action
5.1	<p>New Coring Programme for 2019 ongoing. Milestone M3 Completed by ELC. Preferred locations have been sent out to Utilities. Any comments should return to Roadworks to be discussed.</p> <p>KD asked to be sent the locations as he had not received them.</p>	EG
6.0	SERAUC/ RAUC (Scotland) Update/ RALG	
6.1	<p>Rope/Tape and Cones dispute between CEC and SW still ongoing. SW have asked for clarification on the report produced. Dispute process followed and outcome should be accepted by all. Cones and ropes should not be used in an urban environment.</p> <p>Emergency Notices raised has been discussed at RALG. Number of notices raised as Emergency from SP still high.</p>	
7.0	Section 117 Completed Works	Action
7.1	EG pointed out that all s117’s are on the Register.	
8.0	Events 2018	Action
8.1	<p>Edinburgh Marathon: 26th May 2019;</p> <p>Scottish Open: 10-14th July 2019;</p> <p>Air Show: 27th July 2019;</p> <p>Musselburgh Festival Week: 27st – 27th July 2019;</p> <p>Galas in multiple locations with minimal impact.</p>	
9.0	Embargo	Action
9.1	Summer Embargo on June-August	

	Major works should be rescheduled. Standard and Minor works can be discussed.	
10.0	Any Other Business	Action
10.1	Communication/ Traffic Management Issues	
	EG stressed the importance of a letter drop to local residents when works with a significant impact are scheduled. She suggested that this should be common practice for all works with major TM and restrictions and a letter should be sent to ELC for their records.	
	EG –Traffic management. Works entirely on the footway should have excavations and Traffic Management on the footway. A failed inspection will be entered if works are encroaching on the carriageway.	
	EG – Traffic Management. 2-Way Lights. Note on the notice would suffice as no permission is required for these. When TM type is TTL a note should be left to clarify. Works requiring a TTRO especially a Road Closure are considered to be Major and require a 3-month lead time. No minor works can be raised under a Road Closure as these will not be accepted.	
	EG - Coordination between Utilities on Major Works. Road Closure requested after an extensive Road Closure was given for another Utility. System to be used for coordination.	
	EG - Defective apparatus. Utilities that do not accept a defective apparatus notice on the SRWR should be arranging a joint inspection with ELC. Comments referring the the plotted site not being on a Utilities' records are not acceptable. This is not a desktop exercise and it is the responsibility of the Utility company to assess and address once notified. This has been raised at RALG with other SE Roads Authorities experiencing the same problem. An email has been sent to one of the Statutory Undertakers and an answer is expected.	
	EG - Ignoring comments requesting information on status of works especially on Overruns is unacceptable. Notices should be managed better in terms of completion dates but also in terms of responding to all comments.	
	EG - Communications should be improved when works are to be undertaken on or in close proximity to an ELC Asset. ELC Structures Team should be contacted to discuss. There have been occasions where works were undertaken without prior communications, causing damage on ELC structures, and several years passed before they were been rectified. Email Roadworks if contact information is required.	
	EG - Mobile apps used by our inspectors. Learning process for all, so if any problems arise please contact Roadworks.	
	EG – Just a reminder that the Quarterly Dashboard should now be run by each Roads Authority and Statutory Undertaker. EG advised that a response should be sent to the Commissioner;s office before SERAUC.	
10.2	Other Comments	
	EG thanked everyone for attending, informed them that this is her last LRAUC before her maternity leave and also informed that the next meeting is on the 9 th August 2019.	
11.0	Date & Time Of Next Meetings	Action
11.1	9 th August 2019 – 10.00 am	
11.2	8 th November 2019 – 10.00 am	