

LOCAL ROADS AUTHORITY AND UTILITIES COMMITTEE (LRAUC)

Minutes of Quarterly Meetings

Date & Time		10 th August 2018 10:00		Location		Saltire Room 2 John Muir House Haddington	
Present				Apologies			
Eleni Gigourtaki	ELC (Chair)	EG	Alan Stubbs	ELC			
Neil Murray	ELC	NM	Gary Ogg	ELC			
Glenn Fergusson	ELC	GF	Stephen Kitt	Amey			
Peter Forsyth	ELC	PF	Lorraine Jones	Scottish Power			
Darren Whyte	ELC	DW	Lindsay Henderson	SRWC			
Andrew Matheson	Virgin Media	AM	Callum Redpath	ELC			
Neil Adamson	Scottish Power	NA	Michael Hymers	SGN			
Nichola Greer	SGN	NG					
Kevin Douglas	SGN	KD					
Adrian Henzler	BT	AH					
Craig Lyall	Scottish Water	CL					
Fiona McInnes	Scottish Water	FMcl					
David Allen	Amey	DA					
1.0	Welcome and Apologies						Action
1.1	EG welcomed everyone to the meeting. Apologies were given on behalf of non-attendees.						
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.						
3.2	All Utility representatives present confirmed that their planned works are registered on the SRWR as well.						
3.3	SGN to provide maps for Church Street, Tranent and Gardiner Crescent, Prestonpans.						
4.0	Indicators & Statistics						Action
4.1	EG pointed out that the Commissioner’s Performance Dashboard was sent out. The data should be reviewed by everyone and a response needs to be sent to the Commissioner’s Office by Tuesday in time for SERAUC. Local Statistics were circulated, and each category has been explained and discussed (Early Starts, Extensions, Overruns). FPNs, Undue Delay Directions and Inspections were also read out.						

4.2	Communication needed to be made by the utility if looking for a second extension that has been unexpected to avoid any due delay directions	
4.3	EG to look into SW Inspection failures	
5.0	Coring	Action
5.1	Invoicing pending. New Coring Programme for 2019 discussed. Volunteer to be Lead Authority for the SE Area is required to take it forward.	
6.0	SERAUC/ RAUC (Scotland) Update/ RALG	
6.1	<p>Traffic Management/ Works Type validation discussed. Change request to be put through to Symology. At least 7days required for Signals approval.</p> <p>Rope/Tape and Cones issues raised at last quarter's SERAUC and this quarter's RALG meeting. The matter will be raised again next week.</p> <p>Issue raised regarding Emergency Notices and the correct use as the type of works. No representatives from SP on last SERAUC. The matter will be raised again next week.</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>Major events planned for the next quarters</p> <ul style="list-style-type: none"> • Edinburgh Half Marathon - 23/09/2018 • Charity Kiltwalk - 16/09/2018 • Poppy Scotland Sportive - 30/09/2018 	
9.0	Embargo	Action
9.1	No Embargo for the next Quarter	
9.2	Next Embargo - December for Christmas	
10.0	Any Other Business	Action
10.1	Communication Issues	
	When a comment is left on Symology requesting a site meeting a phonecall or email is expected from the SU or their contractor to discuss. This is only on T/S locations or major works.	
	<p>When Emergency works require a Road Closure or 3/4-Way TTL we expect the SU to contact ELC as soon as possible.</p> <p>3x SW failures to be emailed to FMcl.</p>	
	Declining Defective Apparatus without a comment and any communications. Inspectors are experienced and always check the VAULT for the apparatus. We	

	<p>have had occasions where Defective Apparatus notices have been declined straight away but after further pursuit from us they have been accepted. SU should contact RA to arrange a joint meeting if defect is declined as per the CoP.</p> <p>Scottish Water and Scottish Power deal with Defective Apparatus Notices and Unattributable Works Notices the next day so shouldn't have a turn around of 1 hour. Use system and other resources to check and see if the apparatus is theirs in house too.</p>	
10.2	Traffic Management Issues	
	<p>Works undertaken without a notice and without adequate TM. Contractors removed from site on 3 occasions. This will not be tolerated.</p>	
	<p>24hrs notices - Minor with excavation on non T/S roads, or 3-day notices on T/S roads when Traffic Signals are used as TM they require at least 7-days notice. These will be pushed back when received. A change request will be put through to Symology.</p>	
	<p>Signals are still not manually controlled when permit specifically states that for peak hours.</p> <p>As mentioned before manually controlling temporary signals is a condition on permits issued for traffic sensitive locations.</p> <p>A discussion about temporary traffic signals and people managing them from their vans took place. PF mentioned that long times make people jumping the lights. EG and FMCI agreed that a risk assessment should be undertaken on site regarding safety and communication should be made with ELC.</p>	
	<p>If TM type changes to a type that requires a permit (TTL/ Road Closure) then ELC should be contacted before the TM is set up on site.</p> <p>An email to Roadworks@eastlothian.gov.uk should be sent.</p> <p>There was an occasion where 3-way TTL were set up affecting a planned Event.</p>	
10.3	SRWR Issues	
	<p>As mentioned above Emergency Notices and the correct use as the type of works has been an ongoing issue. This will be discussed further at the next SERAUC. FPNs have been applied which have been declined.</p> <p>In the meantime additional information needs to be provided for these on the notice.</p> <p>Timing Directions will be put through on works that are not continuous until final reinstatement.</p>	
	<p>TTL applied without detailed drawings. Rolling signals without detailed drawings will not be approved. 3-way 4-way junctions require a design to be approved.</p>	
	<p>Using a name as an extension or early start agreement reference is not acceptable and a reference number should always be requested via email to Roadworks@eastlothian.gov.uk.</p>	
	<p>FMCI stated that SW is not at a position to comply yet with Traffic Management applications through the SRWR. That process is not mandatory so they are not looking to change their internal processes in the short term.</p>	

10.4	Gazetteer Issues	
	Updates have been done on our Gazetteer with correction on road duplications. Discussions with AMEY to be had regarding the A1 Data and their update.	
10.5	Other Comments	
	Unattended works have been an issue and always raise complaints from members of the public. A suggestion was made for signs to be put in place to inform people of why works are unattended and when they will be complete.	
	SGN – Queen Road Remedials. They are having a meeting on Tuesday and shall inform of timeframe after that.	
	SP – Ian Fleming is replacing Neil Adamson for SP, who is retiring in October. NM asked about St Baldreds Road, North Berwick. Need to get walkway in and remove the TTL today. NA was going to phone after meeting.	
	Virgin – Expanding their network from Joppa into East Lothian in 2019	
	NM – To E-mail SGN regarding Defective Apparatus / Unattributed Works D1 inspections – SW and BT have no communication with Neil. SW say it is due to them only getting on contact if a joint inspection is necessary.	
	SW – Will give covers and drains for replacement works. They requested that they are not tarred over. Thanks for early start provided by ELC for Woodbush	
11.0	Date & Time Of Next Meeting	Action
11.1	9 th November 2018 – 10.00 am	