

## LOCAL ROADS AUTHORITY AND UTILITIES COMMITTEE (LRAUC)

### Minutes of Quarterly Meetings

Date & Time		11 <sup>th</sup> May 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	
Callum Redpath		ELC	CR	Lorraine Jones		Scottish Power	
Darren Whyte		ELC	DW	Lindsay Henderson		SRWC	
Andrew Matheson		Virgin Media	AM	Peter Forsyth		ELC	
Neil Adamson		Scottish Power	NA				
Michael Hymers		SGN	MH				
Kevin Douglas		SGN	KD				
Adrian Henzler		BT	AH				
Craig Lyall		Scottish Water	CL				
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 handout passed around the group for review.						
2.2							
3.0	Planned Works						Action
3.1	Planned works for Annual Program passed around the group and will be appended to the minutes.						
3.2	EG confirmed that all ELC planned works have been registered on the Scottish Road Works Register, and any future conflicts raised should be discussed for coordination.						
3.4	All Utility representatives present confirmed that their planned works are registered on the SRWR.						
4.0	Indicators & Statistics						Action
4.1	EG pointed out that SERAUCs Performance statistics were sent out by the Commissioner’s Office and they should be reviewed by everyone.  Local Statistics were circulated, and each category has been explained and discussed (Early Starts, Extensions, Overruns).  FPNs, Undue Delay Directions, and Timing Directions were also read out.						
5.0	Inspections						Action
5.1	ELC inspections statistics were passed around the group, which were then broken down and explained to parties present.						

<b>6.0</b>	<b>Coring</b>	<b>Action</b>
6.1	All core results have been discussed. Invoicing pending.	
<b>7.0</b>	<b>SERAUC/ RAUC (Scotland) Update/ RALG</b>	
7.1	<p>Presentation on new material by Doocey North East Ltd &amp; metssl Ltd No communication yet from Utilities and East Lothian has not agreed to this been used in our area.</p> <p>Rope and Tape issues raised at last quarter's SERAUC and this quarter's RALG meeting. Not as per the red book.</p> <p>Issue raised regarding Emergency Notices and the correct use as the type of works.</p> <p>Issues raised regarding Cable Pulling activities, their noticing, and Health &amp; Safety.</p>	
<b>8.0</b>	<b>Section 117 Completed Works</b>	<b>Action</b>
8.1	EG pointed out that all s117's should be on the register.	
<b>9.0</b>	<b>Events 2018</b>	<b>Action</b>
9.1	<p>Major events planned for the next quarters</p> <ul style="list-style-type: none"> <li>• Edinburgh Marathon – 27<sup>th</sup> May</li> <li>• Ironman – 1<sup>st</sup> July</li> <li>• Scottish Golf Open &amp; Womens Golf Open – 11<sup>th</sup> – 15<sup>th</sup> July &amp; 23<sup>rd</sup> – 29<sup>th</sup> July (Restrictions in Gullane , North Berwick &amp; surrounding areas) – Event on SRWR make sure conflicts are assessed</li> <li>• Smaller local events will be placed on the SRWR if required</li> </ul>	
<b>10.0</b>	<b>Embargo</b>	<b>Action</b>
10.1	Summer Embargo during June – July - August	
<b>11.0</b>	<b>Any Other Business</b>	<b>Action</b>
11.1	On notices that the traffic sensitivity (T/S) of a road is unticked a comment or description should be put through to define the TM arrangements.	
11.2	<p>EG pointed out that 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 <a href="mailto:Roadworks@eastlothian.gov.uk">Roadworks@eastlothian.gov.uk</a>.</p> <p>The number of agreements that were put through without a reference number was pointed out for all utilities present.</p>	
11.3	<p>There were several occasions where works were agreed to be undertaken during a weekend due to the traffic sensitivity of location and a Route to School. Works went on overrun for 1 ½ weeks, with no communications, and no extension agreement.</p> <p>5-day notices will be assessed before issued again for those contractors, and all works requiring a TTRO will have to be discussed.</p>	

11.4	<p>EG raised another problem with Traffic Management Companies not placing advance notices for planned restrictions on sites. Notices require at least 24hrs advance display on site with Corex Signs, Cones and the TTRO document in order to be enforceable.</p> <p>Also Contractors forcing members of the Public to shift their cars without a valid TTRO in place, and threatening them by saying the Police would attend.</p> <p>Corex signs mentioning that Vehicles will be towed. Not accurate information and should not be on the signs.</p> <p>This will be monitored in the next quarter and if more complaints are raised by the public, then ELC will have to assess and possibly of requesting a 6 week lead period for all TTROs.</p>	
11.5	<p>When a TTRO has not been received a restriction should not be put in place. Communication should be made with ELC if permit is not received 5 days before works are to commence. Utilities do not have the authority to impose restrictions without a valid legal document.</p>	
	<p>When an instruction has been issued on site it must be followed. If no communication can be made with ELC, Utilities are not in a position to instruct contractors to go ahead with illegal restrictions.</p>	
11.6	<p>TM Applications are now only accepted through Symology unless a different method has been agreed.</p> <p>Traffic Management drawings should be upladed on the notice at least 7 days in advance of the works and a comment should be put through requesting review. Additionaly the Traffic Signals button needs to be activated for the response.</p> <p>24hrs notices (Minor with excavation on non T/S road or 3 day notices on T/S road with Traffic Signals as TM require at least 7 days notice. These will be pushed back when received.</p>	
11.7	<p>Declining Defective Apparatus without comment. Inspectors are experiences and always check the VAULT for the apparatus. We have had occasions where Defects have been declined straight away but after further persuit from us they have been accepted.</p>	
11.8	<p>Information on the notice. Contractor details should be correct. In many occasions contractors whose details were taken from the notice have been contacted and knew nothing about the works.</p>	
11.9	<p>Emergency Notices and the correct use as the type of works. Information to be provided for these on the notice.</p> <p>Timing Directions will be put through on Emergency notices for the works to be continuous until final reinstatement. If works left unattended an FPN will be put through.</p>	
11.10	<p>TTL applied without detailed drawings. 3-way 4-way junctions require drawings to be approved.</p>	

11.11	NM let everyone know that there have been numerous complaints from members of the public and Councilors regarding TM on site without works taking place or contractors attending which are also left for a number of days. He advised that no TM should be set up on site without confirmation of works on the day, and contractors on site. TM will be taken off the road by ELC and works will have to be rescheduled in occasions where no works are taking place for several days and the sites are left unattended.	
11.12	NM also pointed out that signals are still not manually controlled when permit specifically states that for peak hours.  EG mentioned that manually controlling temporary signals is a condition on permits issued for traffic sensitive locations, and the condition is highlighted on the permit so that it can't be missed.	
11.13	NM requested that if changes occur after a site meeting has taken place, regarding dates and TM, that information should be communicates with Neil <b>and</b> a comment on the notice.	
<b>12.0</b>	<b>Date &amp; Time Of Next Meeting</b>	<b>Action</b>
12.1	10 <sup>th</sup> August 2018 – 10.00 am	