

**East Dunbartonshire & North Lanarkshire Local RAUC Meeting**  
**Boardroom, Broomhill Depot, Kilsyth Road, Kirkintilloch, 21 November 2018**

**Present:**

<b>Name</b>	<b>Initials</b>	<b>Company</b>
Duncan Carrick	DC	East Dunbartonshire Council
Caroline Auld	CA	East Dunbartonshire Council
Andy McLanaghan	AML	East Dunbartonshire Council
Lindsay Henderson	LH	OSRWC
Owen Harte	OH	Virgin Media
John Hughes	JH	SPEN
Gordon Michie	GM	Scottish Water
John Scougall	JS	North Lanarkshire Council
Ian Humphries	IH	Energetics
Graeme Peacock	GP	SGN
Colette Findlay	CF	SGN
George McCulloch	GMcC	SGN
Caroline McAdam	CMcA	Network Rail
David Murdoch	DM	Network Rail
Stephen Scanlon	SS	Openreach
Mamadou Jalloh	MJ	North Lanarkshire Council
Marie Devlin	MD	EDC (Minute Taker)

<b>No.</b>	<b>Item</b>	<b>Action</b>
<b>1.</b>	<p><b>Welcome and Apologies</b></p> <ul style="list-style-type: none"> <li>• Chair welcomed all to the meeting. No apologies received.</li> </ul>	
<b>2.</b>	<p><b>Previous minutes of 15<sup>th</sup> November 2017</b></p> <ul style="list-style-type: none"> <li>• It was noted from previous minutes under 4.2 Notices in respect of 109s that Lisa Haston should be listed as the contact person for SPEN.</li> <li>• Caroline McAdam requested amendment to section 10 AOCB from previous minutes: FPN payments not invoices.</li> <li>• Minutes of the Meeting of 16 May 2018 were approved with the above amendments.</li> </ul>	

<p><b>3.</b></p>	<p><b>Matters arising from previous minutes</b></p> <ul style="list-style-type: none"> <li>• Virgin Media Programme of Works for the remedials in relation to the cables through the heel kerbs. Actioned and completed</li> <li>• DC- SRWR reported as sluggish at times, this issue was raised by DC at SW RAUC, any issues should be rectified with the new AURORA system.</li> <li>• DC – asked if the request for expired notices to be cleared out of the SRWR is happening. GM advised expired notices issues are ongoing within Scottish Water. GM will check on this.</li> <li>• LA Ref: 2246537 Unattributable Works requesting Virgin Media to investigate. OH advised actioned and completed.</li> <li>• JS – LA Ref: 2414397 &amp; LA REF 2474603, Defective Apparatus. OH advised work carried out under second notice. OH will check and confirm completed.</li> <li>• DC - asked for confirmation that Openreach had ensured that operatives and traffic management contractors are aware that they should not use inappropriate signage. SS confirmed this was raised with Teams and reiterated that there should be no links with the Council.</li> <li>• DC – reiterated the directive from the Office of the Scottish Road Works Commissioner to ensure no personal details are put in free text in relation to data protection.</li> <li>• LA Ref: 2442673 – Virgin Media unattributable works, OH has sent an email for an update. OH will continue to chase up and advise.</li> <li>• Defective apparatus – Contacts required for Section 109’s to determine if adopted, Lisa Haston identified as contact for SPEN. GM will chase up as still outstanding for Scottish Water.</li> <li>• JS – Noted improvement from Scottish Water requesting 24 hour road closures as this should only be done in emergencies.</li> <li>• JS- Improvement noted in respect of noticing issues from Virgin Media due to training.</li> <li>• DC- DC and GM met to discuss planned extensive works in Burncrooks, Milngavie for 2019/2020. Further meeting to be arranged for further discussion with Scottish Water.</li> </ul>	<p><b>Info</b></p> <p><b>Info</b></p> <p><b>GM</b></p> <p><b>Info</b></p> <p><b>OH</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>OH</b></p> <p><b>GM</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>DC/GM</b></p>
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<p><b>4.</b></p>	<p><b>SRWR</b></p> <p><b>4.1 Symology</b></p> <ul style="list-style-type: none"> <li>No issues raised.</li> </ul> <p><b>4.2 Notices</b></p> <ul style="list-style-type: none"> <li>AML – Virgin Media unattributable works. Issues raised in respect of defects not being accepted or declined by VM. AML will email reference details to OH for investigation.</li> <li>JS- Scottish Power and Clancy, problems with coordination and cooperation. Unable to contact the contractor.</li> <li>JS – LA REF: 2324167 Virgin Media defective apparatus notified in August. NLC had to email VM to have the notice accepted which was done in November - work still has not been carried out. The timescale is outwith code of practice timescales. OH will investigate delay.</li> <li>JS – LA REF: 2523861, 2523849 SPEN, Planned work put through as emergency. JH will take forward and investigate.</li> </ul>	<p><b>AML/OH</b></p> <p><b>GM/JS</b></p> <p><b>OH</b></p> <p><b>JH</b></p>
<p><b>5.</b></p>	<p><b>Programmes of Works &amp; Coordination</b></p> <ul style="list-style-type: none"> <li>DC - Lenzie Streetscape scheme was due to commence in October, work will begin mid- January 2019 as SGN are still carrying out works. All utilities were sent detailed information of the scheme.</li> <li>GM – Meeting will be arranged to review the strategic plan with Scottish Water.</li> <li>CMcA – Network Rail – all planned works, some involving road closures are on the register.</li> <li>DC – All advised to set up meetings to discuss any future major programmes of work.</li> </ul>	<p><b>Info</b></p> <p><b>GM</b></p> <p><b>Info</b></p> <p><b>All</b></p>
<p><b>6.</b></p>	<p><b>Performance Issues</b></p> <ul style="list-style-type: none"> <li>DC – Scottish Water Noticing for urgent and emergency works. DC advised that previously Paul Dougan would give advanced notice by phone call for any temporary traffic lights/road closures in sensitive routes. This informal line of communication was helpful and could have avoided some recent issues. There were issues in Mill Crescent, Torrance - Scottish Water closed the road without the Council being made aware. This caused major impact as it cut off the village to busses and the school contract bus could not gain access. EDC had to contact SPT to put up notices. If advanced notice</li> </ul>	

	<p>had been given the issues could have been avoided. It is clear that procedure was not followed in this case, as a road closure should never go ahead without the Council being informed. GM will raise the issue.</p> <ul style="list-style-type: none"> <li>• CA – LA REF: 2397140 – Kirkintilloch Rd, Lenzie, planning went well with works due to start on 24/09/18. However this notice not put to In Progress and no notice was raised for the Auchinloch Road section of works, until this was questioned by EDC. CF will investigate as Stacey Clabby no longer in post.</li> <li>• CA – LA REF: 2553501 Milngavie Rd, Bearsden work in place with Road Narrowing type on notice, however temporary signals were in place without permission. GP will investigate and feedback to CA.</li> <li>• CA LA REF: 2509663 Auchinairn Rd, work in place with Road Narrowing type on notice, however temporary signals were in place without permission. GP will investigate and feedback to CA.</li> <li>• CA- LA REF: 2521543 Main Street, Lennoxton. Stop, Go Boards in use EDC unaware of works taking place. Email received asking for an early start, which was denied as work underway. CF will investigate and feedback to CA.</li> <li>• AML – Papers distributed. Performances noted as above 94%.</li> <li>• JS- BT – 89.9, VM – 93.8, SGN – 94.6, SP 88.3, SW – 93.5</li> <li>• NLC highlighted issues in relation to the considerable increase in the number of Scottish Water Urgent Works and incorrect locations detailed within notices. Insufficient Information has been provided on Traffic Signal Permit requests, Switching off permanent Signals without consultation and closing bus stops without consultation with relevant parties is also causing issues. Correspondence had not been fully responded to and it was agreed that a meeting is required with Scottish Water to resolve issues. GM/JS will arrange.</li> </ul>	<p><b>GM</b></p> <p><b>CF</b></p> <p><b>GP</b></p> <p><b>GP</b></p> <p><b>CF</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>JS/GM</b></p>
<p><b>7.</b></p>	<p><b>Reinstatement, Signing &amp; Guarding</b></p> <ul style="list-style-type: none"> <li>• Nothing noted from EDC</li> <li>• JS – A reminder that it has been agreed temporary traffic signs outwith office hours on A or B class roads should be manually controlled until NLC are able to review.</li> <li>• JS – Has come across utilities or their contractors closing bus stops without permission, or informing SPT/ Please be aware that permission must be sought prior to any bus stop closures.</li> </ul>	<p><b>All PUs</b></p> <p><b>All PUs</b></p>

	<ul style="list-style-type: none"> <li>• JS – Be aware some contractors switching off permanent lights without permission. Remind all contractors they must apply for permission to switch lights off.</li> </ul>	<b>All PUs</b>
<b>8.</b>	<p><b>RAUCS</b></p> <ul style="list-style-type: none"> <li>• Presentation on Street Gazetteer, the document will be prepared in the New Year and submitted to the RAUC in March for approval.</li> <li>• National Coring Programme for South West area, which includes North Lanarkshire and East Dunbartonshire. David Shaw of Ayrshire Roads Alliance will be the lead for the programme.</li> <li>• Inspection fees are likely to remain unchanged. The recommendation will be presented at the next RAUC meeting in December.</li> <li>• Narrow Trenching - closing date for responses 07 December .</li> <li>• HAUC UK Fibre Tool Kit discussion. The document has been developed with no reference to the Scottish Government. The Commissioner will take this forward.</li> <li>• Transport Bill - all organisations should have submitted comments to the Scottish Government by 27 September 2018.</li> <li>• All organisation have moved onto the new domains and mobile apps are available.</li> <li>• SAC Team working on development of AURORA, all suggestions from users are welcome and would be useful.</li> </ul>	<p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p> <p><b>Info</b></p>
<b>9.</b>	<p><b>SWRAUC</b></p> <ul style="list-style-type: none"> <li>• Nothing noted from East Dunbartonshire Council or North Lanarkshire Council.</li> </ul>	
<b>10.</b>	<p><b>AOCB</b></p> <ul style="list-style-type: none"> <li>• JS – NLC Christmas Embargo in place between 03/12/2018 - 03/01/2019.</li> <li>• CA – EDC Christmas Embargo in place between 03/12/2018 – 06/01/2019.</li> <li>• JS – LA REF 2550489 Scottish Water, Plastic toby covers sinking within the frame on footways. GM will take the matter forward.</li> </ul>	<p><b>Info</b></p> <p><b>Info</b></p> <p><b>GM</b></p>

	<ul style="list-style-type: none"> <li>• JS – Extensions being requested on the same day of the expiry. These will not be approved.</li> <li>• JS – Request for up to date list of emergency contacts for 2hr response from all utility companies.</li> <li>• JS – Advised a change in procedures for invoicing. JS will email requesting information of best way for raising an invoice and whether purchase orders are required. OH – Virgin Media do not issue purchase orders for sample inspections.</li> <li>• LH – Reiterated the importance of communication and coordination.</li> </ul>	<p><b>All PUs</b></p> <p><b>All PUs</b></p> <p><b>All PUs</b></p> <p><b>All</b></p>
<b>11.</b>	<p><b>Date of Next Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>Wednesday 20 February 2019 @ 9:30</b></li> <li>• <b>Venue: East Dunbartonshire Council, Boardroom, Broomhill Depot, Kilsyth Road, Kirkintilloch, G61 1TF</b></li> </ul>	