

DIRECT SERVICES – MORAY LOCAL RAUCS MEETING

Date: **Wednesday 18 April 2018**

Location: **Moray Council, Training Room 2 (HQ Annexe)**

ATTENDEES:

Moray Council

Kevin Price – Traffic Engineer, (Chair) (KP)
Ken Major – Senior Engineer, (KM)
Linda Guild – Technical Support Officer (LG)
Craig Johnston – Roads Inspector (CJ)
Phil Peace – Technical Supervisor (PP)
Vince Woods – Technical Supervisor (VW)
Derek Smith – Technical Officer (DS)
Iain Cameron – Work Planning Engineer (IC)
Richard Adam – Principal Support Technician (RA)
Claire Rowlands – Technical Assistant (CR)
Julie Cameron – Minute Taker (JC)

Utilities

Willie Michie - Scottish Water (WM)
Ailsa Caldwell – Scottish Water (AC)
Kerry Armstrong – Scottish Water (KA)
Darren Pointer – Scottish Water (DP)
Irvine Ellis – SSE (IE)
George Sim – SSE (GS)
Hazel Moore, BEAR Scotland (HM)
Duncan MacLennan, Openreach (DM)
Graham Davidson – EE (GD)

| ITEM | SUBJECT | ACTION |
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| 1.0 | <p>Introduction & Apologies</p> <p>KP thanked all for attending and advised that there was no fire alarm scheduled however should the alarm sound all to assemble in the HQ Annexe car park.</p> <p>Formal apologies were received from Lindsay Henderson (OSRWC), Paul Barron (Moray Council), David Munro (SGN), Donald Macrae ((Moray Council), Brian Kidd (Moray Council), Claire Callahan (Scottish Water), Gary Milne (SSE) and Alan Howie (SGN).</p> | |
| 2.0 | Minutes of Previous Meeting | |

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| | KP tabled and all in agreement this was an accurate record of proceedings. | ALL |
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| 3.0 | Matters Arising | |
| | <p><u>Minor works notices – traffic lights</u></p> <p>KP advised there had been more short term works involving the use of traffic signals and Moray Council were still having issues with this. Aberdeenshire still had a policy of 7 days notice and Highland will not accept anything less than 7 days.</p> <p>DM asked KP to send examples to him if this happens again.</p> <p>KP asked all to keep Moray Council informed and advise of any problems coming up. KP will try to resolve as best as he can and stressed the importance of communication being key.</p> | <p>KP</p> <p>ALL</p> |
| 4.0 | <p>Minutes of NoSRAUC(S) Meeting – 7th February 2018, Inverness</p> <p>KP asked all to refer to the 7 February 2018 RAUCS Minutes, as distributed.</p> <p>DM reported he has been volunteered to be the chair of NoSRAUC and attends regularly.</p> <p>KP advised that North Lanarkshire Council had been fined £5,500 by the Roadworks Commissioner due to the poor signing on site. KP stressed that the Commissioner has employed an Inspector to carry out unannounced site visits and such penalties could be levied on Roads Authorities and Statutory Undertakers. DS reiterated the importance of having the co-operation of the utility providers with this at all times also.</p> <p>Commissioner expressed some concerns that not all works carried out by Roads Authorities were being noticed and efforts should be made to notice all works. He indicated that this was not the case in Moray</p> <p>HM reported that an Inspector had arrived on site in Perth and Kinross unannounced. He was not in high visibility clothing and did not sign in. HM advised that this was raised at a recent local RAUCS in Perth, and KP indicated that he would raised at next NosRAUC in May.</p> <p>WM reported that due to Scottish Water increasing their water quality testing short term emergency/urgent works to undertake lead renewals would be more common. He advised that Moray Council had been more than helpful and that all the teams efforts had been greatly appreciated.</p> | <p>ALL</p> <p>KP</p> <p>KP</p> |

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| | <p>CR and LG of Moray Council recently attended The Scottish Roadworks Register User Forum in Inverness and found it to be useful. (Presentations are available on Commissioners Website)</p> <p>KP advised there is a new chair on the Gazetteer Group, Alan Ramage who attends the Aberdeen and Edinburgh meetings. RA attends this group on behalf of Moray Council</p> <p>Edinburgh RAUCS Meeting – Wednesday 7 March 2018</p> <p><u>Repeat defect inspection</u></p> <p>KP explained that the inspection fee was charged for first visit, but not subsequent ones. For long term defects that need to be revisited, this places an unrealistic strain on council resources. Concern was expressed by the Roads Authorities present who were advised that legislation would need to be changed to permit payment for later visits.</p> <p>Ian Cameron advised of ongoing works with wind farms and gas pipes works and raised concerns that outwith maintenance periods things are still not being repaired.</p> <p>National Coring</p> <p>KP advised that a coring exercise was undertaken last year in the NoSRAUC area with Moray as the lead authority.</p> <p>The National Coring Programme will be repeated during Summer 2018 based on reinstatements completed from 1st April 2018.</p> <p>KP advised that Openreach received a penalty of £50k from the Commissioner for poor coring results.. DM advised that they were looking at self coring now and taking on Auditors. Each subcontractor will take the photo's and Auditors will be recruited to check these photo's. Openreach will be meeting with other telecoms providers to improve reinstatement performance. Performance is probably related to numbers of works doubling over the last year or so while the availability of competent contractors has remained the same.</p> <p>IE indicated that SSE have a coring programme which is carried out every 3 months.</p> <p>KP indicated that the creation of Quality Plans for Reinstatements was raised during a recent national consultation with the Streetworks Community. Utilities were unaware of any changes at present.</p> | <p>DM</p> |
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| | <p>KP advised of a review of SROH (Specification for Reinstatement of Openings in Highways) that could be used in Scotland as the existing version would not be suitable for extended guarantee periods of up to 6 years.</p> <p><u>Notices</u></p> <p>KP reported that the Commissioner was concerned about inserting personal data into free text boxes on notices. KP reiterated to all that no personal information or names be put in these boxes. This needs to meet the requirements of the GDPR (General Data Protection Regulation). CR advised that this concern was also brought up at the User Group meeting.</p> <p>Dundee Local RAUCS Meeting</p> <p>DM and DP both attended this meeting.</p> <p>KP informed the meeting that Dundee Council had raised the cost of TTRO's.</p> <p>DM advised of £1000 a day for short durations (plant works) and £2000 for emergency works and these were daily rates as opposed to one off payments.</p> <p>DP of Scottish Water also stated that after 1 April these will be charged at new rates. £100 for a closure and no charge applicable for traffic lights.</p> <p>DP also pointed out that there is a charge applicable from Monday to Friday however no charge will be implemented at weekends.</p> | ALL |
| 5.0 | <p>Symology</p> <p>It was stated by KP this subject had already been covered by the meeting in prior discussion (see notes prior to this for reference).</p> | |
| 6.0 | <p>Performance Management</p> <p>KP advised of the figures the following</p> <p>Potential FPN's</p> <p><u>Quarter 3</u></p> <p>Openreach – 11, NW Rail – 2, SGN – 8, SSE – 2, SW – 2</p> <p><u>Quarter 4</u></p> <p>Openreach – 11, Network Rail – 2, SGN – 7, SSE – 0, SW – 2</p> | |

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| | <p>Early Starts/Extensions</p> <p><u>Quarter 3</u></p> <p>Moray Council – $6 / 109 = 0.05$ Extensions – $23 / 109 = 0.21$</p> <p>KP explained the weather provided havoc with these figures.</p> <p><u>Quarter 4</u></p> <p>20 out of 159 = 0.12 26 out of 159 = 0.16</p> <p>KP indicated that weather had played a major part in disrupting works and many works needed to be rescheduled. Care still needs to be taken when planning works in accordance with noticing requirements.</p> <p>.</p> | |
| 7.0 | <p>Major Works – Moray Council</p> <p>IC advised he has been having a close look at the programme and that forestry works may be subject to change due to a bid being put in for external money by the end of the month.</p> <p>IC is keen to involve land owners and hauliers however no information has come back as of yet.</p> <p>IC commented the biggest problem is South Street, Elgin which will involve major delays.</p> <p>Surfacing works also due at Rothies.</p> <p>IC reported that some works not represented on the sheet as follows:-</p> <ul style="list-style-type: none"> • A940 at Glennie Bridge on 10 May 2018. • South Lodge landslip which has been held up due to soil testing. This will be ready to go out for tender in late Autumn. <p>KP advised that the South Street works will take at least a month to 6 weeks to complete with the traffic management switched on tomorrow. KP requested that no requests are put in to work at this site when traffic signals have been installed.</p> <p>KP advised all to look at the Street Work Register after IC's work. SGN will be working on Station Road, Elgin from Laichmoray Roundabout to Wards Road from early June and this has already been noticed.</p> | |

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| | <p>Phil Peace (Street Lighting)</p> <p>PP advised Streetlighting Team will need to work with Network Rail to adjust existing streetlighting near the railway line, he indicated that timescales would need to be amended to deal with existing signal works on South Street and SGN works on Station Road.</p> <p>LG advised that major works are also being implemented at Buckpool and that KP had a meeting with Ryan at Morrison Construction yesterday. KP also had a meeting at the school on Friday regarding this. Land Street, St Peters Square and St Andrews Square will have a May start date.</p> <p>IC advised that one of the plans for street lighting was Boyd Anderson Crescent, Lossiemouth and this would be their main job for next year. PP advised to utilise existing ducting for this.</p> | |
| 8.0 | <p>Major Works – Utilities</p> <p><u>BT Openreach (Duncan MacLennan)</u></p> <p>KP asked DM if any major plans for Broadband. DM advised that their target coverage was 95% coverage by Christmas and they had reached that figure successfully.</p> <p>KP and IC advised that Moray Council have also been having issues with cables lying on top of the verges rather than dug under.</p> <p><u>SSE (Irvine Ellis)</u></p> <p>Nothing to report to KP except all ongoing works.</p> <p><u>Scottish Water (Willie Michie)</u></p> <p>Nothing to report.</p> <p><u>Scottish Water (Darren Pointer)</u></p> <p>DP advised of plans for a new water mains near Fogwatt. He is currently awaiting dates.</p> <p><u>EE (Graham Davidson)</u></p> <p>GD had nothing to report as works were generally reactive.</p> | |

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| | <p>Alan Howie (SGN) was not able to attend but advised of the following works:- ting as follows:-</p> <ul style="list-style-type: none"> • Station Road would start on 4 June 2018 which will fit in with traffic lights in South Street and requirement to collect traffic data for the Elgin Traffic model during w/c 28 May 2018. KP will also send an email out to remind all. • AH (SGN) will be undertaking works for mains renewal on Moss Street, Elgin, which will follow on from the Station Road job. This will take 4 – 5 weeks to complete. • Various streets in Keith will have mains replacement and upgrade works undertaken. This will be documented on the Street Works Register and will be a 2 year project. • DS asked for a programme of works and KP agreed to speak offline to AH in order to co-ordinate everything together. <p>RA enquired if Moss Street will be made one way as highlighted in Elgin Transport Strategy. KM reported there is no funding for this at the moment. a</p> | <p>KP</p> <p>KP</p> |
| 9.0 | <p>Major Works – BEAR Scotland</p> <p>KP tabled the Bear Scotland document. KP asked Hazel Moore if all works were in the Streetworks Register. HM advised there are no dates at the moment.</p> <p>IC enquired what is going on with A95 Derry Lane. HM advised resurfacing works are being undertaken.</p> <p>IC asked if going past junctions with works, could HM provide details.</p> | <p>HM</p> |
| 10.0 | <p>Health and Safety</p> <p>DS reported overall this was getting better. His biggest concern was with contractors coming into the area and holes being left open with barriers.</p> <p>WM commented on the very same problem and difficulties in identifying the contractor.</p> <p>DS advised all that we must work with private contractors to ensure that information boards are provided.</p> <p>KP enquired if this is a regular problem. IC commented that it is the Standby Supervisor who will receive the call, if no information available Moray Council will send out a team to resolve the issue ant then recharge to the utility of contractor..</p> | <p>DS</p> |

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| | <p>KP stressed that contact boards are absolutely crucial and if there is no information board we fail the works.</p> | KP/DS |
| 11.0 | <p>Traffic Management</p> <p>DS commented that Traffic Management had generally been acceptable in recent times.</p> | |
| 12.0 | <p>Contact Details</p> <p>KP raised the issue of no contact on notices and the importance of the contact knowing about the works.</p> <p>LG stressed the importance of when DS goes on site he needs a point of contact.</p> <p>LG advised that it is usually Scottish Water that is lacking information.</p> <p>KP needs advised of changes in personnel and the importance of correct email addresses also.</p> <p>LG to clarify billing addresses for Kingshill House. KA of Scottish Water to advise LG of correct email address.</p> | KA |
| 13.0 | <p>Public Events</p> <p>KP advised there are no community events on Symology anymore. The Streetworks Team keep a close eye on clashes between works and events, but the events handout provided may be useful..</p> | |
| 14.0 | <p>AOCB</p> <p>KP had nothing else to comment.</p> <p>CJ praised contact with Dougie McKay of Openreach who had now transferred to the Inverness operation and could no longer assist him. DM asked that in Dougie McKay's absence any queries should be flagged up with him and would investigate. DM also explained there is currently a shortage of Plant Projection Officers and Engineers are now being sent out.</p> <p>IC of Moray Council wished to address a few points that Brian Kidd had asked to be raised in his absence as follows:-</p> <p>A97 Marnoch Lodge has been raised with BT however no response has been received.</p> | <p>DM</p> <p>DM</p> |

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| | <p>Works to install new gas mains have affected Moray Council's ability to complete maintenance works as they cannot excavate within 3 metres of a new pipeline. IC indicate that new gas pipeline should be located in fields to avoid further problems. DS to address this issue.</p> <p>IC asked KP if there are any powers to stop works proceeding if previous issues with remedial works have not been resolved first. KP had word with the Commissioner about this however will check the position again with him for clarify.</p> <p>HM will try to accommodate early starts as necessary however if have closures which at a later date are decided to not be going ahead, we must let BEAR Scotland know as soon as possible.</p> <p>Shaun Christie has taken over from Ralph at BEAR Scotland. LG asking HM Moray Streetworks Team can meet Shaun at some point, who is based at the Perth Office.</p> | <p>DS</p> <p>KP</p> <p>ALL</p> <p>HM</p> |
| 15.0 | <p>Date of Next Meeting</p> <p>KP advised that the next RAUCS meeting will be scheduled for Wednesday 26 September 2018.</p> <p>KP will send a confirmation out of this date when the Minutes are distributed.</p> <p>KP asked that if anyone is unable to attend can they provide suitable substitutes in their place to attend the next meeting.</p> <p>KP thanked everyone for their input and attendance and closed the meeting at 12:15</p> | <p>KP</p> <p>ALL</p> |