

LRAUC MEETING MINUTES

Date: 09 November 2017

Present:

Gillian Muir	GAM	WLC utilities
Claire Mitchell	CEM	WLC utilities
Katrina Hardy	KH	INEOS
Craig Lyall	CL	Scottish Water
Lorraine Jones	LJ	Scottish Power
Bill Sutherland	BS	Virgin Media
Kevin Douglas	KD	SGN
Caroline McAdam	CM	Network Rail
Adrian Henzler	AH	Openreach BT
Lindsay Henderson	LH	SRWC
Ally Ferris	AF	First Bus
Mike Hymers	MH	SGN
Claire Gardener	CG	AMEY
Julie Greig	JG	SGN
Graeme Muir	GM	WLC
Lorna Heggie	LHe	WLC
Owen Harte	OH	Virgin Media
Emma West	EW	Scottish Water
Karyn Davidson	KD	Vodafone

Apologies:

Jim Brennan
 Craig Forrest
 Craig McQueen

Non Attendees:

Energetics
 SSE
 Police

Item	Description	Action
1.0	Introduction	
1.1	GAM welcomed everyone and then each person introduced themselves.	
2.0	Agree Previous Minutes	
2.1	The previous minutes were agreed as a true record by CM	
3.0	Matters Arising from Previous Minutes	
3.1	GAM asked if the 7 day follow up notices can be input as soon as dates are confirmed to tighten up the window for	All utilities

	coordination purposes. This is still not happening. Virgin Media, Scottish Power & SGN need to improve follow up notices.	
3.2	Kirk Road & Kirkton Avenue has no notice, SLG left on site and a FPN has been issued.	BS & OH
3.3	GAM highlighted a problem with noticing. Some companies are getting mixed up between the Scottish and English legislation. GAM advised everyone to monitor this. Openreach & Virgin Media to monitor closely	BS OH & AH
3.4	Virgin Media works are progressing in Whitburn and Bathgate. Traffic management to be monitored at Boghall. This monitoring will continue until the notices are improved. Some sites have double noticing and some are working without notices.	BS & OH
3.5	Muirfield Way – GAM asked if SGN can confirm and update the programme of works.	MH
3.6	GAM advised West Lothian Council are proposing that all requests for traffic light permits are made through the SRWR. This will result in more responsibility for the utility to check the applications and drawings and attach the drawings as objects. GAM has asked for everyone to go back to their companies to discuss and respond to roadworks@westlothian.gov.uk . GAM handed out training guide to all utilities; GAM also gave a presentation on how to process new traffic light application. GAM will also email all attendees the presentation	GAM
3.7	Clashes are being ignored, coordination conflicts being ignored e.g. events, and embargos (route conflicts) please read the history and do not ignore the clashes.	All Utilities
3.8	GAM has concerns regarding validation of notices. More attention is required on this matter. GAM to send Claire Gardener @Amey an example of this	GAM
3.9	Extensions to notices will only be granted once from West Lothian Council. Any further extension can be entered by the Utility but not with West Lothian Council agreement. As a result this will be brought to the SERAUC attention. Only in exceptional circumstances will a second extension will be honoured approval only from Jason Halliday.	All Utilities
3.10	LJ asked for updated information regarding West Lothian Council patching works on B7008. Gam replied this road will be closed January 2018	GAM
3.11	First Bus has indicated an issue with TTRO's not coming through to them. It turned out it the TTROs where being blocked with our IT. LHE stated the IT issue has now been resolved. Will monitor.	GAM & LHE

4.0	Affordable Housing/RCC developments	
4.1	Ongoing Deans South this is a highly sensitive and political matter. Please communicate any works in this area with West Lothian Council and Ros Edgar. Winchburgh is ongoing with affordable housing; this area is completely booked out till mid December 2017.	All Utilities
5.0	Programme of Works	
5.1	Virgin Media to resolve clashes at Crosshill drive Bathgate with Scottish Water to utilise closure.	OH & BS EW
5.2	High Street Linlithgow clashes with SGN, Scottish Power. Victoria Halls demolition SGN & Virgin media– please communicate with each other regards to these works	LJ & MH BS
5.3	Remembrance Sunday – All towns will be holding parades on the 12 November 2017 please read the clashes and make sure all works are clear.	All Utilities
5.4	Network rail have upcoming works February & March 2018 in West Calder bridge 125, this is on a diversion route and no other works will be permitted at this time	All Utilities
5.5	GAM informed all utilities that West Lothian Council will be resurfacing the B7008, U34, U32.U31; these works will be carried out on a closure, works to begin 2018.	
6.0	Relationship between Road Works Authorities, Statutory Undertakers and Temporary Traffic Management Contractors	
6.1	Virgin Media & Scottish Water are to look into double notices on Symology and update GAM	BS,OH EW
7.0	Inspection Results	
7.1	GAM will ask Nicola Greer to send out the inspection results.	GAM & NG
8.0	Special Requirements	
8.1	Nothing to update	
9.0	AOCB	
9.1	GAM reported that West Lothian Council are proposing not to issue any more pre-invoicing for defects. There is no requirement under legislation. The legislation states that defects should be responded within 10 days or this is deemed as accepted. GAM asked that feedback be sent via email to her by Friday 17 November 2017. All utilities must respond a non-response will be taken as agreement.	All Utilities

9.2	Traffic management dates not tying in with dates of jobs on the notice hopefully the new traffic management application process may help with this matter, please check dates match before applying for TM.	All Utilities
9.3	Poor housing keeping within Symology notices, this must improve for coordination purposes.	All Utilities
9.4	Traffic Sensitive rules must be adhered to. These are all attached to TL permits you receive	All Utilities
9.5	GAM distributed a list of outstanding unattributable works and defective apparatus to each utility asking if these could be accepted and removed from the system by 30/11/2017- Reports were handed out , as typed below. Scottish Water – EW Openreach – AH Scottish Power – LJ SGN – JG VODAPHONE – KD Virgin Media – BS LH was asked to update GAM on Life cycle of damages	All Utilities
9.6	EW from Scottish Water was asked to update GAM on why bursts were being processed on Symology as damages and to feedback to GAM by 30/11/2017	EW
9.7	GM- WLC asked LJ if the issues raised with Scottish Power regarding their installation of cable from Tormywheel wind farm to the Substation at A89 Bathgate be resolved. This concerned two bridge crossings, namely the A801 Whiteside Railway Bridge and the A706 Burnhead Bridge. GM agreed to e-mail LJ all relevant past communications	GM and LJ

9.8	LHE raised the non-use of temporary bus stops, please can traffic management companies ensure they are bagging off bus stops and putting out temps that are very clearly marked for members of the public.	All Utilities
9.9	CG asked if the network access form could be filled out as this can be a safety issue. Amey Highways would like to have real time information, there is also another form in the pipeline in a more user friendly format CG will update	
9.10	JG asked for unattributables to be sent to a new email address – reinstatementnewbridge@sgn.co.uk	
10	Date, time and place of next meetings of 2018	
	<p>Venue Guildiehaugh Depot / or new depot to be confirmed nearer time. Blackburn Road Bathgate West Lothian EH48 2EB</p> <p>Dates and times</p> <p>Thursday 08 February 2018 @ 10.00am</p>	