



EAST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

ERAUC MEETING - 25th MAY, 2023

This meeting was convened via MS Teams – 40 joined the meeting remotely.

Ian Jones (Chair)	IJ	Fife Council
Colin Heggie	CH	AmeyNE NMC
Graham Milne	GM	OSRWC
Wendy Ross	WR	Traffic Scotland/Amey
Alan Heatley	AH	Midlothian Council
Richard Geary	RG	Sky
Ian Dalrymple	ID	Openreach
Jim Watson	JW	Perth & Kinross Council
Jason Halliday	JH	OSRWC
Eleni Gigourtaki	EG	East Lothian Council
Karyn Davidson	KD	Vodafone
Jim Forbes	JF	Cityfibre
Andrew Matheson	AM	Virgin Media
Fiona McInnes	FMcI	Scottish Water
Carol-Ann Dodd	CAD	Midlothian Council
Dave Sinclair	DS	City of Edinburgh Council
David Ross	DR	BEARScotland
David Thomson	DT	SPEN
Ritchie Galloway	RG	commsworld
Sarah Abbott	SA	Netomnia
Alistair Wales	AW	Verizon
Ewan Hogg	EH	Falkirk Council
Stephen McGill	SMcG	EnergyAssets
Cathy Jones	CJ	Netomnia
Craig Muir	CM	SSEN
Barry Hall	BH	gtc-uk
Adrian Henzler	AH	Openreach
Jordan Macdonald	JMacd	Cityfibre
Colin Heggie	CH	amey
Alan Hutchison	AHu	TayRoad Bridge
Kat Quane	KQ	Transport Scotland
Nichola Millar	NM	West Lothian Council
Sharon Burns	SB	gofibre
Rob James	RJ	Network Rail
Matthew Jones	MJ	lastmile-uk
Richard Haughey	RH	cornerstone
Robert McFarlane	RMcF	EnergyAssets
Kerry Mcauley	KM	commsworld

In attendance:

Brian Cooper	BC	Secretarial Support
Peter Houston(Speaker)	PH	Transport Scotland
Robert Young		

Apologies: Anna Jensen (Netomnia), Kevin Hamilton(Scottish Road Works Commissioner), Gordon Mclachlan(Clackmannanshire Council), Jason Mackay(Falkirk Council), Julie Greig(SGN), Chris Murray(Sky), Michael Gray(amey), Caroline Auld(Network Rail)

1. Welcome, attendance and apologies

Ian Jones (IJ) as Chair, welcomed everyone to the meeting – Ian thanked everyone for their patience and those who had offered to help at the start of the meeting, particularly Fiona McInnes for her prompt action in issuing a new MSTeams link. Attendance and apologies as the preceding Page One.

The Chair then introduced Peter Houston, Transport Scotland, who provided a presentation on the 2023 UCI World Cycling Championships to be held in Scotland 3rd to 13th August. Various Council areas are involved in differing routes/races/events which will require major road closures and diversions – 8000 participants from 120 countries expected to take part in a variety of events.

Ian Dalrymple, Openreach, provided a presentation on the Viatic footway and carriageway reinstatement material - started eighteen months ago as part of an AppendixA9 trial with Perth and Kinross – positive comments from RAs so far – noted the 2-year period is approaching.

Peter and Ian agreed their ppt presentations would be made available for circulation
(actioned by the Secretary on 5th June 2023)

2. Minutes of previous meeting 26th January 2023

The draft Minute of the previous ERAUC Meeting as uploaded on the OneDrive Folder was agreed as a true record, without any corrections or additions. There were no actions arising from the previous meeting.

3. Written reports from Local Co-ordination meetings/clusters:

(a)-(d):

Two written reports/minutes of local coordination meetings had been submitted - East/Midlothian and SBC cluster and Central cluster (Falkirk/Stirling & Clacks). The P&K/Angus/Dundee cluster is up and running with Jim Watson taking the lead - their meeting during w/c 15th May had been well attended. West Lothian's meeting had been held the day before ERAUC(NM will send the draft Minutes on), and Dave Sinclair from Edinburgh had also held a meeting the previous week - reported as well attended and good discussion - notes will follow; IJ apologised for not submitting a written report from the Fife Council meeting, and asked the SUs for information to be presented on major projects, suggesting "works are on the Register" is not sufficient.

The Roads Authorities Liaison Group (RALG) for the ELC/MLC/SBC cluster had also met and discussed two issues: Defective apparatus and defects are becoming a problem, and lack of attendance at on-site inspections.

EH provided feedback from the Central (Falkirk/Clacks/Stirling) cluster, as follows:

- i) Slow action on fire hydrants.
- ii) Instances of TTLs not being manually operated as per TTL permit

iii) Instances of notices being closed and reinstatement still open

iv) Slow response time on defective ironworks

In response to the RAs raising issues with defective apparatus and defects FMCI suggested they should be treated separately, but advised that all SW defective apparatus locations had been issued to contractors for remedying, and a works programme is being prepared for any defects.

ID acknowledged a backlog exists - Openreach has been given a deadline of September by the Commissioner

(e) Robert Young provided a brief reminder about the R100 Programme which is a Scottish Government initiative to connect as much of the country to superfast broadband.

Delivery is in 3 parts:

1. Commercial Deployment by telecoms operators without government funding
2. Scottish Government Main Contract, in three lots, is being delivered by BT/Openreach, and makes up most of the 114k premises to be connected, almost exclusively using Fibre to the Premise technology.
3. Scottish Government Superfast Broadband Voucher Scheme (SBVS) in which telecom operators can claim up to £5k to connect approved premises (not in R100 or commercial operators plans) using their own infrastructure, with Fibre to the Premise technology and also fixed mobile, fixed wireless and satellite solutions. More than 60 registered suppliers.

In March RY had written to all Council Roads Leads advising them of deployment plans for 2023 and asking to contact him (Robert.young@gov.scot) or the Deployment Manager Nik Gowrie (nik.gowrie@gov.scot) if they have any significant issues with the deployment.

The Chair reminded RAs to respond to Robert.

ACTION: All Roads Authorities

4. RAUCS Meeting on 22nd February, 2023 – Update/Matters Arising:

The Chair provided background information in relation to the following matters –

- The Coordination WG had drafted an Advice Note for the 2hour stop/start registration of works
- An Advice Note for the Joint Inspection and Recovery of Costs for modular surfaces had been drafted

Post meeting note provided by JG: this is for Pre-site work inspections to agree reinstatement protocol for poor quality surfaces. It currently sits in the SROR but was felt by that working group it should be included in the updated CoP for Inspections. There would also be no charge for the inspection itself but a discussion of the RA supplying materials or contributing if extra works are required for profile/broken slabs etc as per the Code. The SROR already specified a 50% contribution in instances of damaged modules.

- HAUC UK has set up a group to consider the increasing problem of abuse of operatives by members of the public – comments welcome

5. Government and SRWC Report & Performance and Management:

(a) KQ referred to her written report and updated batch diagram included in the OneDrive Folder, drawing attention to the likelihood that VAULT will be mandatory from April 2024, and after Compliance Officers (Authorised Officers) Compliance Notices, the FPN Review will begin. A Link to a survey/questionnaire during the Summer will be made available to the Secretary for circulation.

She also emphasised how important it is for RAUCS to be involved in the “Red Book” Review.

In the meantime, she invited anyone with a query to contact her direct.

(b), (c) and (d) - SCOTTISH ROAD WORKS COMMISSIONER

Performance –

GM advised that Annual Performance Reviews were to be issued the following day (26th May) - organisations who are failing to deliver the required standards of compliance will be contacted and included on the Commissioner’s Improvement plans.

He referred to the 02/23 quarterly Dashboard previously circulated and included in the OneDrive Folder for today’s meeting, and explained that Inspection indicators had been added to the dashboard and a decision on inclusion within the existing monitoring process will be made during the reporting year - Indicators targets for 2023/24 remain unchanged.

Legislation had changed on 1 April 2023 to require a Start/Stop notice within 2 hours of works starting/completing.

He also advised that the Commissioner is extremely disappointed to observe a significant increase in noticing failures across the whole community. Non-compliance levels increased for Roads Authorities and Utility companies to 8% and 11% respectively. Those organisations with unacceptable levels of failure had been contacted and asked to provide guidance to their operational teams. To date only 8 out of 21 organisations have provided a response and monitoring of the increase will continue monthly.

The Commissioner would also like to remind organisations that the SRWR Works Promoter App is the recommended method to record these notices. Uptake of the app remains low, with only around 7% of applicable notices updated using this option since 1 April.

Currently four organisations - Axione, CityFibre, Lothian Broadband and SGN - are on improvement plans with all continuing to provide positive improvement and engagement with this process. Next Improvement plan submissions are due on the 14 July 2023.

Policy and quality –

GM continued: Currently 40 out of 56 undertakers have had their RQPs approved. These plans cover approximately 99% of all works undertaken and the Commissioner would like to thank all for their efforts who have helped achieve this. The Commissioner would like to remind the 16 Undertakers who do not have approved plans that they will be committing an offence if they undertake works without an agreed RQP.

Safety/Technical Standards -

It was explained that work has commenced on development of a Code of Conduct and associated job outlines for the Compliance Officers - The Commissioner's intention is to undertake recruitment by the end of the year.

In preparation for Compliance Officers starting, the oSRWC is trialling use of dashcams to capture sites from moving vehicles. Non-compliant organisations will be issued with compliance notices where failings are identified. Initial trials have found significant non-compliance, both with regards to sites not having valid notifications and those with non-compliant TM.

The research project on Service Life of Reinstatements is now complete and has been approved by the Scottish Road Research Board. This will be published on the SRRB website in due course and hopefully a presentation will be arranged for a future RAUC meeting.

The SROR v5 text had been approved at RAUC(S) in February. The Commissioner has now passed the document to Transport Scotland with the recommendation that it is published as soon as possible for implementation from 1 October 2023.

The TAG group met in April 2023 and the Commissioner's office was omitted from the invite, this has been rectified and will be invited to the next meeting. Therefore, nothing to report. FMCI confirmed no invitations had been received via RAUCS either and emphasised the importance of the User Community being involved.

The Safety at Street Works and Road Works Code of Practice Review has now commenced with Scottish Representatives from the road works community involved.

Safety bulletins still being sent out as and when they arise by RAUC(S) secretariat.

Management & Operation of SRWR –

JH confirmed that Invoices for the Prescribed Fees and Amounts 2023/24 had been issued on 1 April 2023, with around £720k of the £950k total collected to date, from 64 of the 95 organisations. Payment is now past due and the oSRWC is actively pursuing non-payment.

During a recent audit Symology noticed suspicious usage of the Vault system, with a single user logging in and out multiple times a minute. This caused concern that someone was attempting to extract data, a misuse of their access to Vault. Following investigation, it was discovered that this was due to a large number of individuals sharing a single login to the SRWR, which is in breach of the SRWR Terms of Use.

The Commissioner would like to remind all users their login details should not be shared. Each individual must have their own login to the system. An organisation can have as many unique logins as they need. Logins found to be used by multiple individuals will be deactivated.

Following the above the Commissioner has been considering the policies around who gets access to the SRWR. The security of the system is dependent on administrators only giving access to users they recognise as working for their company or contractor.

To prevent access being given to a third party not affiliated with an organisation the SRWR **will no longer accept** users email addresses from non-corporate systems. For example those from Google, Hotmail, Yahoo, AOL etc.

VAULT –

JH confirmed that Symology will be circulating a 4 phase plan describing updates to Vault that will allow:

- The display of BT data on both the SRWR Aurora web interface and the SRWR Vault Mobile App.
- Update the asset symbology used to allow asset owners to highlight assets which pose a higher risk.
- Regroup the assets by type (e.g. Electricity, Water, Gas, etc.) rather than the organisation providing the data.

These changes will require users of the SRWR Vault Mobile App to update the software on their devices. Data providers will also be required to identify the type of each asset in their submission (particularly the authorities who should be providing S109 asset information).

The oSRWC has noted that some organisations are using Vault data in place of obtaining plans directly from asset owners. While this is the long-term aim of Vault, at this time Vault should only be used to identify which organisations have assets in the area.

Until an asset owner has approved Vault for this use, detailed plans should be sought from the asset owner before excavation takes place.

Gazetteer -

The Commissioner's office is continuing to carry out a review of the Gazetteer Associated Data (ASD) records for compliance with the SDTF v4 specification.

From the latest data extracted on 17 April 2023, 24 of the 42 gazetteers passed validation. The Commissioner was pleased to note improvement across the board - All but one authority showed improvement.

Anyone who wants to check their data should contact the Improvement Service (gazhelp@improvementservice.org.uk).

Inspection Units -

The Commissioner has been made aware that the reports used on the SRWR to estimate inspection units has been incorrectly including non-excavation works. To avoid this being a problem the Commissioner would like to remind all organisations of the following:

- The number of sample inspections to be undertaken must be set in agreement between authorities and undertakers.
- While the SRWR can provide an estimate (based on inspection units recorded against works for the previous three years) this figure should be used to inform discussion rather than be treated as the final figure.
- If an undertaker plans to carry out more, or less, works in an authority's area they should provide the relevant authority with details to help agree an appropriate number of inspections to be carried out.
- Once a figure is agreed, authorities should work with Symology to ensure the targets used on the SRWR match those agreed with the undertakers.

The error in the report was being corrected by Symology and is currently planned for release around 1 June 2023.

RQP on Notices -

Each notice now has a tick box to indicate an undertaker has a RQP in place (or the promoter is an authority and does not need one). This is a requirement of the new legislation. It is pre-ticked to minimise the impact on users creating notices. Please note that notices for S109 works will also have new tick boxes added shortly, confirming the applicant is aware of the requirement on them.

New Organisations on SRWR –

Nexfibre Networks Limited (previously Virgin Media Networks Limited, not to be confused with Virgin Media Group), Cornerstone Telecommunications Infrastructure Limited, Fibrus Networks Limited and Giggle Fibre Limited have been given access to the SRWR. All are telecoms companies.

Optify Mediaforce Limited (who were previously PCCW) have changed their name to Wifinity Limited and Forbury Assets Limited have changed their name to Optimal Power Networks Limited.

The SRWR Users webinar planned for 20 June 2023 would be advertised on the SRWR.

6. Working Group Reports:

(a) National Coring – IJ advised the final results from the former Tayforth area were being finalized with good progress overall otherwise. The Dispute Panel had met in February and a report was being prepared for RAUCS. He confirmed lessons had been learned and that actions for future programmes will be forthcoming.

(b) Inspections - JG had informed the Chair that a meeting of the Inspections WG had been held on 19th May. FMCI confirmed she had attended the meeting and that a report will be submitted to the June RAUCS Meeting.

7. Health and Safety

No Safety Alerts received by the Secretary since the January meeting.

8. Any Other Competent Business:

a)CH expressed thanks on Amey's behalf for everyone's help with the A9 Coring work, and also for ensuring preparations for the BBC Big Weekend at Dundee were going smoothly

b)JF asked if the dates for local coordination meetings could be coordinated to avoid clashes and pointed out some dates are too close to the Area Meetings to allow time for a report to be submitted

c)EH referred to the presentation on the UCI World Cycling Events and requested SUs check the condition of their ironwork in particular on the route through Falkirk. FMCI confirmed Scottish Water will prioritise any work/locations brought to their attention

9. The date of next meeting was noted as Thursday, 21st September, 2023.

BC – First Draft: June, 2023;

Latest Version: July, 2023

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