

THE CITY OF EDINBURGH COUNCIL

EDINBURGH LRAUC MEETING

Thursday 14 December 2023, 10.30 am – Teams Meeting

ACTION NOTES

Carlyn Fraser - Chair The City of Edinburgh Council CF

Craig McQueen; 'Hymers, Michael'; Julie; stephen.scanlon@openreach.co.uk; Nichola Millar; 'fiona.mcinnnes@scottishwater.co.uk'; Thomas Flaherty <Thomas.Flaherty@edinburgh.gov.uk>; 'jim.forbes@cityfibre.com'; Andy Matheson; 'a.henzler@openreach.co.uk'; Lisa Haston; 'lorraine.jones@sppowersystems.com'; Derek Shade <Derek.Shade@edinburgh.gov.uk>; Carmo, Joao; Jones, Lorraine G; iain.macleod@edinburghtrams.com; Stuart Abbot; Pender, Stuart; 'lindsay.Henderson@srwc.gov.scot'; Andrea Cornet <Andrea.Cornet@edinburgh.gov.uk>; 'John White'; Stewart Sinclair; Jovana Radulovic; teodora.davidovic@hyperoptic.com; Carole McDonald; Virginia Munoz Rucian; Low, Eva; Rurigdh McMeddes <Rurigdh.McMeddes@edinburgh.gov.uk>; Tom Cotter; Patrick Coogan <Patrick.Coogan@edinburgh.gov.uk>; Keith Allison <Keith.Allison@edinburgh.gov.uk>; Clare Callaghan; Crowther, Gavin; Derek Roden <Derek.Roden@edinburgh.gov.uk>; Lewis Innes <Lewis.Innes@edinburgh.gov.uk>; David Murdoch; Davidson, Karyn, Vodafone UK; dross@bearsotland.co.uk; skitt@bearsotland.co.uk; Shannon Riley; jgledhill@spenergynetworks.co.uk; lindsay.Henderson@srwc.gov.scot; Jim Forbes; Robert Armstrong <Robert.Armstrong@edinburgh.gov.uk>; Mark Horrocks; Annette Drysdale <Annette.Drysdale@edinburgh.gov.uk>; Sean Gilchrist <Sean.Gilchrist@edinburgh.gov.uk>; David Dickson; stewartsinclair@hotmail.com; glen.jones@hyperoptic.com; Stefeni.Cownley@espug.com; jelena.zmiko@hyperoptic.com; Sanja Grujic; Fleming, Ian; jonathan.brogan@cityfibre.com; nicole.barnes@cityfibre.com; duncan.maclennan@openreach.co.uk; Alastair Nairn; emilija.hrnjak@hyperoptic.com; Cc: Sinclair, Stewart; Fiona McInnes; a.henzler@openreach.co.uk

ITEM No	TOPIC	LEAD
1	<p style="text-align: center;">Introduction and apologies</p> <p>CF (RA Chair) Introduced meeting and informed attendees meeting is recorded. Meeting could not be recorded as facility not available on the inherited teams invite. A new Invite will be initiated going forward to allow for recording. Noted forthcoming dates for future LRAUC Meetings listed on agenda sent yesterday.</p> <p>FM Raised issue of meeting dates clash, suggested proposing alternative dates. TBC</p> <p>CF (RA Chair) Agreed to look at alternative dates. Explained newness to LRAUC meetings and format and welcomed guidance as to how they are normally run, presented agenda on screen.</p> <p>Apologies – Stuart Sinclair - Police Scotland, Craig Smith - Lorraine Jones - Scottish Power</p>	RA Chair, CF
2	<p style="text-align: center;">Minutes of Previous Meeting</p> <p>a) Accuracy</p> <p>CF (RA Chair) Noted no minutes of LRAUC meetings available due to new start in role. Suggested as last meeting was 6 months ago, minutes will be produced going forward from current meeting.</p> <p>Julie Grieg (Scottish Water) Agreed minutes would be beneficial.</p> <p>ACTION CEC to provide full minutes for next meeting in March 2024.</p> <p>b) Action Taking</p> <p>None.</p>	RA Chair
3	Agenda	
3.1	<p style="text-align: center;">Local Co-Ordination meetings/clusters</p> <p>Road works authorities' and undertakers' specific major projects. review planned resurfacing works and road closures;</p> <p>David Dickson All projects should be registered. Commercial Street works due to finish this week. Upcoming schemes include Comely Bank Rd in Jan 24. If these schemes aren't awarded due to budget constraints, we won't be programming much this year, cited schemes at Johnsburn Road, Straiton Road, Kaimes Junction.</p> <p>CF (RA Chair) Asked DD if a document could be shared with everyone after meeting so attendees can see timetable.</p>	RA Chair

David Dickson Did not have one at hand but agree one could be produced for future meetings.

ACTION ALL Timetable of work documents should be produced and available at future LRAUC meetings.

SU major works and conflicts;

JG (SGN) Raised issue of Leith Walk, impact of reinstatement and TM next to tram line. Noted the need for discussion about what can be done, with requirement to close one side of street where buses go with option to leave TM up round reinstatement, with issue of traffic on site too soon potentially causing failure. Confirmed will get details sent over as to how reinstatement can be protected. Informed group that SW are also looking at project relating to lead renewals in Gorgie area, as number of lead pipes in area no longer comply with public health regulations. Questioned how such works can be coordinated and whose area this was.

Keith Allison Confirmed area managed by Ian Toft, CEC

Julie Greig (Scottish Water) Confirmed she will contact Ian Toft and agreed to copy in KA.

JG (Scottish Water) Informed meeting works likely to be carried out by Clancy, however predicted there could be a lot of coordination issues requiring advance discussion.

Keith Allison Highlighted potential issues with additional other projects planned in that area in 2024. Confirmed Ian Toft is best person to deal with.

David Murdoch (Network Rail) Confirmed that all planned works are on SRWR register, noting works for Rail Bridge refurbishment in Cameron Toll. These works will take place on eastern side of Cameron Toll at rail bridge next year. DM confirmed all TM details have been sent to Derek Roden, CEC.

Derek Roden Confirmed discussions have taken place with Network Rail with plans to hold further meetings next year with all services, including shopping centre given potential dates being June/ July 2024. Noted works will have major impact in area, resulting in extensive diversion routes and delays.

DM (Network Rail) Assured DR will be updated with any changes. Enquired if Ian Toft, CEC was in LRAUC meeting as dates have changed for a Road Closure booked for this Saturday.

KA Offered DM to let Ian Toft, CEC know about the date change.

JG Requested CEC provide a list of all contacts, including new staff and areas they cover.

DR Offered to forward map of all localities with contact names/ emails later today.

Adrian Henzler (Open Reach) Confirmed all works on SRWR register, with nothing to bring to attention of LRAUC. In the event there is, they will contact local engineer to discuss.

Karyn [redacted] (Vodafone) Highlighted extensive telecommunication works in Liberton/ Cammo/ Blackhall, with meetings already undertaken and more meetings in New Year to approve and progress.

Jim Forbes Confirmed no major projects going ahead. *PIA going through BT system is future works.* Informed LRAUC members of update on health of Andy Matheson, who suffered a heart attack yesterday.

Craig McQueen (Capital Investment SW) Announced major works across locations being normal. Explained they deal with coordination staff on a regular basis and all works planned are on SRWR Register by 3-month stage. Noted he has sent a list for reference.

Ian Fleming Highlighted major project starting 8 Jan 24 at Howdenhall Road and Sir Harry Lauder Road, with works on SRWR register.

ACTION JG to contact Ian Toft, CEC once details are available from SW's project manager.

ACTION DR, CEC to provide LRAUC with list/ map of all CEC contacts, including new staff and areas covered.

(i) review and confirm whether any other works/remedial works can be completed;

Jim Forbes Informed CF (RA Chair) any utility would be happy to help with agenda for next meeting.

JG Offered CF (RA Chair) to forward reports from other local authorities as reference on how meetings are set up. *Points 3/ 4 are really ...* Scottish Water are more than happy to do it, covers will be provided if brand new apparatus is being installed. *Two points but they both come together – if you've got a road closure*

CF (RA Chair) Confirmed intention to speak to other groups and meetings due to difficulty understanding from current LRAUC agenda what is required.

JG (Scottish Water) Noted other roads authorities would be happy to have CF (RA Chair) as guest.

ACTION CF (RA Chair) to attend LRAUC meetings with other local authorities.

(ii) confirm defects/defective apparatus that may be subsumed by the resurfacing works.

None.

b. Confirm local policies affecting road works, including traffic management proposals;

CF (RA Chair) Asked if anything for CEC to provide.

Jim Forbes Explained insistence on a certain way of working would at this point in agenda be highlighted/ debated. Confirmed he was on group which produced original agenda and now toiling himself to recall what was intended for discussion.

Keith Allison Raised issue of TM companies ignoring requests and directions to have TTL's manned. Noted his intention to write to Public Utilities with a blanket requirement, unless agreement is in place with local engineer. Emphasised TM companies will know is expected from them.

Fiona McInnes Disagreed with KA stating manual control of TTL's should never be expected, citing a blanket expectation as a breach of the red book / code of practice.

CF (RA Chair) Raised possibility of discussion taking place if not already had. Highlighted number of incidents where TTL's have failed without manual control in place, resulting in 40-50 min delays in city centre at peak times. Pointed out Police Scotland's concerns over emergency situations and the danger this scenario could cause on network. Explained issue relates particularly to Traffic Sensitive routes, due to volume of traffic in city centre. Without manual control capacity on site, it is an issue as to how quickly people can access the TTL locations.

Keith Allison Followed CF by noting worst instance at Morningside where TTL's failed with TM arriving without replacement lights or batteries. Highlighted falling standard of work from TM companies and complaints to CEC about TTL's. Acknowledged some PU's are experiencing issues with contractors however, a solution could be found to suit all parties.

CF (RA Chair) Explained assumption that a TS road is manually controlled is to reduce impact on emergency services and transport.

Fiona Stated unacceptability of policy for manual control from 7am to 7 pm, being unsafe and unworkable for manual workers to stay on site 12 hours a day. Manual control should only be for short period of time. Explained any requests that they get for manual control is questioned on why, reason for and benefit of before costs are approved. Pointed out availability of new TTL technology to help control flow of traffic more effectively and reduce reliance on manual control. Cited lack of benefit and safety concerns. Requested issue be escalated to RAUC meeting if this is a policy CEC puts in place.

Keith Allison Noted examples where emergency vehicles have had difficulties where TTLs have failed and can't be repaired quickly, and negative effect on bus company. Emphasised his openness to sit down and listen to Julie and Fiona to find solution. Highlights CEC feeling that 'a lot' of companies are short-changing Public Utilities with schemes which are too complicated/ expensive. Highlights 3,4,5 sets of lights at a junction with no monitoring.

Fiona Confirms agreement to attend meeting that includes JG. Requested KA send details about certain contractors as information is required to resolve these issues. Noted it doesn't in her opinion contravene the safety code.

Keith Allison Offered to get dates for early Jan 24 to sit and have a chat. Highlights an instance where boards were put up sending calls down south to staff who knew nothing about it, even hanging up on Police Scotland staff who were trying to resolve situation.

Julie Greg Requested KA should contact JG directly if he has any instances of SGN not complying, as SW usually erect own TM.

Keith Allison Asks all LRAUC attendees if they wish to attend meeting.

Jim Forbes Confirms agreement for Fiona and Julie to represent them.

ACTION Keith Allison to agree location or Teams call for meeting and send Fiona/ Julie proposed dates.

c. Confirm; Spaces for People; Gatherings of people; Permits for occupation; Street café advertising boards; Tables and chairs etc;

CF (RA Chair) No update, other than 'Spaces for People' have been completed and some temporary projects are being reviewed to see how they have worked. Road Occupation team can continue to manage requests for permits as they are received, and CEC hope system for permit applications can be made simpler to process permits more quickly, ensuring a better record of what's on the ground.

Keith Allison *Believes presentation of system would be good idea and is a very valuable system once further progress is made on the on the procurement site.*

Julie Grieg Requested that when permission is given for permanent/ semi-permanent works that services, gas mains etc are taken into consideration. Noted examples which included 3 tonne tree planters placed on pressure mains and difficulties accessing pressurised spaces around cafes as the types of issue engineers are faced with.

David Murdoch Referred to previous occasions when colleagues have raised subject of CEC not putting Road Occupation on SRWR and that not seeing conflicts when raising works creates issues. Noted difficulty in not seeing works until late in the day, then suddenly told there are works but they are not on SRWR, by which time conflicts cannot be dealt with.

Keith Allison Confirms issue is being addressed, with intention to have all Road Occupation registered on SRWR and that Ian Toft, CEC will lead on this.

David Murdoch Agreed issue does present problems with kickbacks from contractors due to not making them aware of conflicts.

Keith Allison – States issue is a high priority for CEC with talks taking place yesterday with SRWR Team Manager.

d. Discuss network condition and RA inspections records in conjunction with SU defects to ensure all works are co-ordinated;

CF (RA Chair) Asked if a representative from CEC was available to talk through this point. As no-one was forthcoming, CF stated there would be a report from CEC which will be provided in future meetings.

ACTION CF to request CEC provide report for next LRAUC meeting to discuss network condition and RA inspections.

e. Review inspection regime:

- (i) RA inspections (actual v expected per quarter per SU);
- (ii) Sample Inspection results on SU inspections (% pass Cat A and % pass Cat B and C);
- (iii) Collate and agree previous quarter results to Area RAUC;
- (iv) pending and declined inspections (disputes to Area RAUC);

CF (RA Chair) Shared an onscreen combination report for meeting attendees.

	<p>Tom Flaherty Noted not something normally discussed at LRAUC meeting, instead pass rate for each utility is discussed.</p> <p><i>Pass rate is</i> <i>Virgin – 82</i> <i>Scottish Power –</i> <i>BT –</i> <i>CF –</i> <i>SW –</i> <i>SGN – 97, 87, 89</i></p> <p><i>Most utilities are deficient in 90% in various areas/ You know where we need to see improvement to reach 90%.</i></p> <p>Jim Forbes Stated discussion about numbers to be taken offline.</p> <p>Tom Confirmed he is going to ring Jim tomorrow.</p> <p>Julie Grieg <i>Referred to numbers and that nearly at the end of Q3 and very little has been done.</i></p> <p><i>Notes doesn't have exact figures in front of me, refers to weather permitting and issues with recruiting new staff.</i></p> <p>f. Improvement Notices (updates required on performance prior to the co-ordination meeting and sent to next Area RAUC.)</p> <p>Tom Flaherty Confirmed currently in discussion with utility and seeing marked improvement in performance.</p> <p>CF (RA Chair) <i>Another one of the utilities</i> we're speaking to in next few days to make sure they improve practice in how they manage their sites. This is to be discussed individually not in meeting.</p> <p>g. Discuss any other road works permissions;</p> <p>Julie Greig <i>109's and hugely positive thing.</i></p> <p>h. Discuss any wider issues raised at co-ordination meetings and if they, or any other matters, will be raised at Area RAUC.</p> <p>None.</p>	
4	<p>Matters Arising from previous AREA RAUC and RAUC(S);</p> <p>Jim Forbes Did not think of anything to report on but will come back if he sees something. Noted it is usually the Road Authority that comes back with report.</p> <p>-</p>	RA Chair
5	<p>Health and Safety;</p> <p>a) List of Plant Protection Systems</p>	RA Chair

CF (RA Chair) Confirms nothing on this point.

b) Emergency Contact Details

CF (RA Chair) Confirms CEC are updating all contact details.

Julie Greig Confirms CEC will have a document with an emergency *contact list from RAUC for SGN, Linsearch and* keep list updated. Notes this should be supplied to CEC from George or Brian with CF to circulate.

Jim Forbes A few notes from East RAUC to highlight - feedback on how site assessments are made; Vault to be uploaded every 2 months as legal requirement, PNs being issued in Midlothian and changes to code of practice to situation *brought up in last Edinburgh COOD was cancelled on the day.*

Julie Greig *Under safety or AOCB, current live site failure for lack of walk way – gas escape – 8.30 pm at night, road was heavily parked, 20 mph team risk assessed it properly closed the footway and had correct signage, but live site failure and haven't been able to resolve.* Tim to discuss internally. Failure included in commissioner's report if not resolved.

Tom Informed JG result of conversation was that this was put back to JG's colleagues accepting it as a failure or not. When inspected it was closed, but there was no provision for any pedestrians and pedestrians were witnessed walking in the road.

CF (RA Chair) Enquired if a footway was erected.

Julie Greig Emphasised they have no control over individual pedestrian decisions. Confirmed site was fully compliant to the red book and so does not constitute a failure.

Tom Referred to earlier discussion. Agreed with JG we can't allow for pedestrians, but we should be allowing for partially sighted and blind people. The view is that there should have been a walkway and that a discussion will be had.

CF (RA Chair) Confirmed she will have a discussion with Tom and that the current position has been reasonable.

Julie – Apologised inspection was not declined. *Your comment about erecting signage ... – 20 mph zone ... Plenty access for pedestrians....Audible signs for blind people.* Noted her exception to Tom's suggestion.

CF (RA Chair) Confirmed JG will be contacted for further discussion by CF and Tom.

Jim Forbes Noted sites belonging to Cityfibre regularly fail because of no walkway. In previous two coordination meetings... *..... That to us is clearly a failure but what we regularly have has failed simply because we don't provide a walkway.* We would like to take it to the Area. We'll get it solved one way or the other. CEC cannot dictate that we provide a walkway. If our TM fails and you have told us, we as a utility would still be responsible.

Lee Westwood Commented on miscommunication somewhere as to who was to come back to who.

CF (RA Chair) Confirmed this can be taken to the area RAUC if it's something which can't be agreed on.

<p>6</p>	<p>AOCB;</p> <p>Julie Greig Thanked Ian at Trams for getting back to them regarding online application and exemption, which seems to be working well. Acknowledged this is helpful across the utility sector, not just SGN. Thanked CF (RA Chair) for setting up meeting which hopefully will now be set up regularly.</p> <p>Jim Forbes Thanked team for way they're getting on with Inspections.... <i>for historic</i>. Relayed feedback from Edinburgh team that is all going well.</p> <p>CF (RA Chair) Informed meeting CEC is rolling out registration training to all OD's within CEC to improve forward planning, coordination and information is correct. Going forward, CF hopes this will improve lines of communication between projects, which will mean fewer delays in systems and improve things from the utility side. Noted changes and improvements being made over the coming year to coordinate effectively going forward.</p> <p>Julie Greig Commented improvements can be seen now.</p>	
<p>7</p>	<ul style="list-style-type: none"> - Date of Next Meeting(s): - - Thursday 14th March 2024 (10:30-1230) - Thursday 13th June 2024 (10:30-12:30) - Thursday 12th September 2024 (10:30-12:30) - Thursday 12th December 2024 (10:30-12:30) - Venue to be confirmed by RA Chair <p>CF (RA Chair) Noted above dates now incorrect and will be revised. Thanked all for attendance to regroup in March.</p>	