

<b>MORAY COUNCIL</b>		Scheme <b>Highland and Moray Area Local Co-ordination Meeting</b>		
<b>SUMMARY NOTES OF MEETING</b>		Job No.	File No.	No. of Pages <b>10</b> <b>+</b> <b>Appendices</b>
<b>Meeting held to Discuss:</b> Various				
<b>Date/Time of Meeting:</b> Thursday, 2 <sup>nd</sup> March 2023 @ 1030hrs				
Issue Date*	02/10/00	Author	Eilidh Robertson	Draft No. 1
<p><b><u>1: Introduction and Apologies:</u></b></p> <p>Colin Matheson opened the meeting and thanked Alistair MacLeod and Alison MacLeod for their efficient prior chairship. Colin had apologies from Diane Anderson, Senior Engineer Moray Council and Andrew MacIver, Highland Design and Infrastructure. Apologies also from Mark Smith, Lochaber; Emma West, Scottish Water; Ian Moncreiff and Trevor Fraser, Ross &amp; Cromarty and Ryan Newman and Mike Gray, Amey. Colin Heggie will be representing Amey. Colin welcomed Colin Heggie to the meeting, the first for Amey in the current format.</p> <p>The group was asked if anyone had objections to the meeting being recorded to assist with minute taking. There were no objections.</p> <p><b><u>Attending / Contact Details</u></b></p> <p><b><u>Highland Council</u></b></p> <p>Alison Macleod <a href="mailto:Alison.MacLeod3@highland.gov.uk">Alison.MacLeod3@highland.gov.uk</a>  Jonathan Gunn <a href="mailto:jonathan.gunn@highland.gov.uk">jonathan.gunn@highland.gov.uk</a>  Adam Lapinski <a href="mailto:Adam.Lapinski@highland.gov.uk">Adam.Lapinski@highland.gov.uk</a>  Donald Henderson <a href="mailto:Donald.Henderson2@highland.gov.uk">Donald.Henderson2@highland.gov.uk</a>  Alistair MacLeod <a href="mailto:Alistair.Macleod5@highland.gov.uk">Alistair.Macleod5@highland.gov.uk</a>  Jack Matheson <a href="mailto:Jack.Matheson@highland.gov.uk">Jack.Matheson@highland.gov.uk</a>  Lauren Urquhart <a href="mailto:Lauren.Urquhart@highland.gov.uk">Lauren.Urquhart@highland.gov.uk</a></p> <p><b><u>Moray Council</u></b></p> <p>Vince Woods <a href="mailto:vince.woods@moray.gov.uk">vince.woods@moray.gov.uk</a>  Paul Barron <a href="mailto:paul.barron@moray.gov.uk">paul.barron@moray.gov.uk</a>  Colin Matheson <a href="mailto:colin.matheson@moray.gov.uk">colin.matheson@moray.gov.uk</a></p> <p><b><u>Scottish &amp; Southern Energy</u></b></p> <p>Gary Hay <a href="mailto:Gary.Hay3@sse.com">Gary.Hay3@sse.com</a>  Andrew Ewing <a href="mailto:andrew.ewing@sse.com">andrew.ewing@sse.com</a></p>				<b>ACTIONS</b>

### **Scottish Water**

Fiona McInnes [fiona.mclnnes@scottishwater.co.uk](mailto:fiona.mclnnes@scottishwater.co.uk)  
Darren Pointer [Darren.Pointer@scottishwater.co.uk](mailto:Darren.Pointer@scottishwater.co.uk)

### **Bear Scotland/Amey**

Lauren Goodman [LGoodman@bearsotland.co.uk](mailto:LGoodman@bearsotland.co.uk)  
Colin Heggie [Colin.Heggie@amey.co.uk](mailto:Colin.Heggie@amey.co.uk)

### **Network Rail**

David Murdoch - [David.Murdoch@networkrail.co.uk](mailto:David.Murdoch@networkrail.co.uk)

### **SGN**

No representative

### **BT Openreach**

Ian Dalrymple [ian.dalrymple@openreach.co.uk](mailto:ian.dalrymple@openreach.co.uk)

## **2: Minutes of previous Highland / Moray Local Co-ordination Meeting:**

### **a: Accuracy**

Previous minutes accepted. Just one point on previous minutes raised by Darren Pointer. All Bear contacts have changed and he is still waiting for details. Currently going through Hazel Moore. Lauren Goodman will pass details to Darren.

### **b: Action Tracking**

No items for follow up

## **3: Local Co-ordination Meeting Reports**

### **a: Review road works authorities' and undertakers' specific major projects incl:**

- i) **Review planned surfacing works and road closures**
- ii) **SU major works and conflicts**
- iii) **Review and confirm whether any other works / remedial works can be completed**
- iv) **Confirm defects / defective apparatus that may be subsumed by the surfacing works**

**Highland Council, Roads and Transport:**

**Inverness:**

Alistair MacLeod submitted copy of surfacing and surface dressing programmes for the coming year can be found at Appendix 1. This shows what definitely will be done and reserve programmes subject to additional funding. Apologised for the lateness of the submission. If there is anything that anyone wants to discuss regarding the programme then contact Alistair directly. Surfacing programme not particularly large this year, down to budget. Surface dressing budget is a little bigger. Already had discussion with Darren, Scottish Water, around Fort George and Sandyhillock Road surface dressing. Further discussion to be had offline.

No questions for Alistair.

Inspection of the Ness bridge. The date of works 17/04 – 09/06. Traffic management options are being looked out. Bridge will likely be reduced to one way traffic in a single direction when doing one side and will change to traffic flowing in the opposite direction when working on the other carriageway. There will be more detail fairly soon. Final Traffic management meeting taking place next week. Once this has been firmed up will be able to confirm the details to everyone.

**Lochaber, Nairn, Badenoch & Strathspey:**

Jack Matheson (Lochaber). Mark Smith has already submitted a copy of surface and surface dressing programme can be found at Appendix 2. For Lochaber, a few sites identified for surfacing and surface dressing but down to budget. For Badenoch and Strathspey there are a couple of sites, surface dressing sites to be confirmed, no measurements as yet. Same for Nairn surfacing and Badenoch & Strathspey surfacing and patching, few locations identified. Note sure which will be done.

Alison Macleod reminded all staff to get these onto the register even if you are not sure they are to be done. Get them on the register and they can always be cancelled if budget doesn't permit.

No questions for Jack.

**Ross & Cromarty:**

Lauren Urquhart attending in place of Ian Moncrieff and Trevor Fraser. Area capital programme has been submitted and can be found at Appendix 3 A list of jobs that will be achieved this year and there are potential jobs that will done if there is budget that becomes available. Hopefully all the jobs are on the register including potential ones.

**Caithness & Sutherland:**

Jonathan Gunn has submitted a programme for Caithness and can be found at Appendix 4 Haven't updated the register as yet but hope to get done in the next week or so. Sutherland programme hasn't been finalised yet as quite a lot of work to be done on it. Probably around April before it can be sent. Working with SW on the Sutherland sites where road surfaces are quite poor for their tie-ins, been agreeing

with Darren Pointer that Highland Council will pay for some of the surfacing works to progress their jobs and hopefully make things easier for everyone.

**Skye:**

No representative present.

**Street Lighting Issues:**

**Inverness, Nairn, Badenoch & Strathspey:**

Adam Lapinski has provided a programme of works for the Inverness, Nairn, Badenoch & Strathspey areas that can be found in Appendix 5. The programme of works is mostly unchanged from last time as waiting for final stages of our new contract. Contractors available in very short bursts so sticking to minor noticing for single off column replacements and cable stretches. All on the register.

Only large project planned but dates not confirmed a replacement of entire traffic signal installation on Kingsmills Road/Damfield Road/Culcabock Road junction. Current dates between 15/5 – 15/6 but that will be firmed up closer to the date.

Also a project at the B9006/Tower Road junction with new traffic signals installation. Not the originators of the project so no exact dates. Roads department are doing it.

Rest of works on the submitted programme. If any questions just contact Adam directly.

**Ross & Cromarty:**

No Attendance.

**Caithness, Sutherland & Easter Ross:**

No Attendance. Programme of works can be found at Appendix 6

**Moray Council:**

Paul Barron provided a programme of works at Appendix 7. He said that the budget has only been approved yesterday and it will be April/May before we will be able to share details for the next financial year. The budget is very similar to that of this year - £2.3 million of surfacing works, £1.2 of surface dressing, £300k of footway works and £400-£500k of drainage and other works. As for this year for final few weeks of financial year shown on programme with comments on what we hope to do this year. Few rural resurfacing schemes around Elgin, the resurfacing of the junction of Grantown Road, Forres and a few minor footway schemes in Cullen and Buckie areas.

Colin Matheson spoke of the works on the A941 north of Elgin road widening and junction construction for a new housing development, traffic lights there until 19/03. Also south of Elgin on the A941 for a new housing development due to run from 20/03 – 11/6. Major works at the east end of the High Street, Elgin due to run until 19<sup>th</sup> March, this may overrun due to a sink hole which appeared during works. Works

continuing on the A941 at Craigellachie Bridge with traffic light control until 24/03. Works due to start on Thornhill Road, Elgin from 06/03 - 23/04 where pelican crossing and refuge to be removed and toucan crossing installed.

Vince Woods says that the programme as published, see Appendix 8. Just about finished works in Duffus now. Budget has also just been approved and will be April/May before it can be published. Plan to continue on with capital column replacements - small schemes spread over the whole of Moray due to age of columns. Lighting is to be replaced in the underpass on the A96. Asked Colin Heggie who to contact regarding this. Colin said it would be himself and team he works with and will drop email in chat afterwards.

Paul Barron asked Colin Matheson about the traffic lights at the development north of A941 were advised it would be completed this week but now expected to be completed on 19<sup>th</sup> March. Colin Matheson chasing up the contractor to get more accurate date. Cycle track resurfacing project has been deferred due to overlap for 4-6 months now. Colin will get a firmer date from contractor. Any update would help determine whether they will be able to do project or not.

### **Project Design Unit:**

Andrew Maciver (apologies) will forward on works programme. See Appendix 9

### **Trunk Road Issues – Bear (Scotland) Ltd:**

Lauren Goodman stated that all Bear works on register. Only disruption will be the resurfacing works on the A9 at the Allangrange/Tore roundabout. They start on Sunday night, they are night shift but will need daytime lane closures. They are from 13/03-31/03.

### **Trunk Road Issues – Amey:**

Colin Heggie stated that Amey have one major project on the A96 at the Seafield roundabout. Co-ordination issue last week/start of this week where another company decided to close one of the slip roads on the diversion route which has caused delay even though the company was informed that they were currently working at Seafield and that it was part of the diversion. Rest of work will take place on 08/03 meaning an overnight closure from 2130-0600 hrs. Has been closed previously with no issues but that should be the last closure for it. Only other works are SGN works at A96 at Nairn should be completed on 11/03. All works on register.

### **Network Rail:**

David Murdoch said there was nothing planned in Moray.

In Highland there are the usual overnight closures of some of the level crossings to lift out the panels and to carry out rail and corrosion inspections. They are coming up on 12/03 at middle Dingwall and 15/03 at Harbour Road, Inverness. These are all nightshifts, 04/06 Achnashellach crossing and in September Allanfean crossing. The only other thing is the usual bridge exams, unusually a dayshift, at Harbour Road, Brora

These are all on register and being dealt with.

David asked Alistair MacLeod about works on the Balloch – Culloden Moor road. Still waiting for update from the contractor and will update when they hear back from them.

**BT Openreach:**

Ian Dalrymple – see BT 75/100 projects below

**Scotland Gas Networks (SGN):**

No representative present

**Scottish and Southern Energy (SSE):**

The programme of works at Appendix 10 was provided by Andrew Ewing.

Inverness - Gary Hay mentioned there would be some impact due to works on Shore Street and Harbour Road at roundabout. Top car to Travis Perkins cables are to be replaced along Shore Street. Also road crossing at junction of Innes Street and will cross Shore Street to replace cable to upgrade network.

Aviemore – works from the Vault Nightclub along footpath to the back of the Bank of Scotland to upgrade the network.

Lauchlan Place junction hoping to use existing duct. Just gone out to the contractors so no confirmed dates yet.

Darren Pointer asked Gary about job in Newtonmore. Had drawings back but trying to get dates for works. Darren can't put in dates until he has them. Gary had meeting with Project Manager. Question around closure due to the cable being right at the far edge of pavement. Gary will speak to the Project Manager. Darren said it was Church Terrace. Gary asked if he had seen pictures that he had marked up. Gary will speak to Project Manager and get back in contact with Darren. Copy Graham Hammond in.

Andrew Ewing SSE Transmissions business has no details of works on the list any queries email him and he will find out from Project Manager.

**Scottish Water:**

Fiona McInnes Customer Service stated that all planned works should be in the register. There are 25 open works orders in Moray area for ironworks with contractors and 143 in Highland area. She will go through cleansing the open inspections or unresolved inspections in the register as some are completed under other notices. Looking at non notifiable completions for those and putting in the details to clear down. Some data cleansing for the Highland numbers of. Once this has been done will follow up with contractors to get them resolved. No other issues.

Darren Pointer said that all works are on the register. He provided the programme of works at Appendix 11.

Issue in Lochalsh Road, Inverness, due to core failures and surfacing works, all to come out. When he get the dates will come back to Dates for Alistair MacLeod to align up

As Alistair said earlier trying to get the C1005 surface dressed after the Ardersier Project this will be chased up, all agreed just waiting for payment to come across

Tore – works going ahead. No problems Highland Council have been out to check it.

Kinlochbervie – ongoing works. Spoken to Jonathan Gunn about some of the roads that are falling apart and working with Highland Council to get the resurfaced and overlaid

Occumster project starts on Monday which is a 6 month project

Wick project is ongoing. It is on stand down at present for Health & Safety reasons. Hopefully back on site on Monday.

Only other project is in Thurso.

#### **City Fibre Project:**

No Attendance and nothing to add.

#### **BT 75 / 100 Projects:**

Ian Dalrymple doesn't know about that specific project but Openreach discusses so can roughly talk about that. Just sent email summary of where we are at with R100 or rural build happening remainder of Q4 and what is starting in Q1. All specific locations should be on the register. If anyone wants to talk about specific locations especially busy locations then happy to set up separate call with the build leads within Openreach and partners. Have a look build plans sent and if anyone has any inputs then just get back to Ian. Details at Appendix 12

#### **ESP Utilities Group:**

No Attendance and nothing to add.

#### **b: Sample Inspection performance and management:**

Moray (Appendix 13) and Highland (Appendix 14) tables have Appendices been circulated – no comments

#### **c: Disputes and or Improvement Notices:**

Nothing raised for Highland or Moray areas.

#### **d: Wider issues raised:**

Openreach – Not an issue as they are dealing with it. Ian Dalrymple is in discussion with Transport Scotland and trunk road operators are aware too, in relation to the DMRB when updated in 2019 it included provisions for RRRAPs where above

ground apparatus and form of telegraph poles was required. They were never consulted in any way when the DRMB was updated in 2019. Working with Transport Scotland they are trying to pull together a condensed version of the RRRAP form that strips away all irrelevant stuff. Shout out to other operators. Hoping to see good movement in the near future but if anything that others can assist or help with the process it would be much appreciated

Colin Heggie is aware but his client has said that they have to keep going until they have given us future advice so unfortunately hands are tied from a trunk road operator as they have to go by client Transport Scotland.

Ian has a call with Transport Scotland later today so hoping to get clarification even if short term solution. Any short term agreements need to come through Transport Scotland for Amey. Ian trying to find if anything that can be done in the short term while working on the condensed version RRRAP.

Colin Heggie asked who contact is, said Kat Quane but would get back with email in Teams message.

SW raised an issue. Fiona McInnes states following resurfacing works that in some areas valves have been removed and valve chambers choked with material. Having to attend and operate the valves where there has been a customer issue. A reminder that valves should not be choked and no surface apparatus is removed prior to discussion with Scottish Water. It is causing delays. Where this is happening frequently they are raising rechargeable works orders. To remind contractors also.

Fiona to let Alison McLeod know of any incidents in Highland and Paul Barron in Moray.

#### **4: Matters arising from previous RAUCs:**

Nothing to report.

#### **5: SRWC Report and Performance Management:**

##### **a: Performance dashboard:**

From previous meetings queried whether this is actually needed at meetings at this level. Alison said that this is something that is discussed at area RAUCS. Not sure why it has been put on our agenda at the start of reorganisation from a year or so ago, We can just leave it there and if anyone has any questions they want to raise, they can. But generally we just skip over it.

The performance dashboard will be left for the present.

##### **b): Management report:**

Nothing to report

##### **c: SRWR report:**

Nothing to report.

## **6: Working Group Reports – consultations and any feedback:**

Alison Macleod, from her position in the National Coring Working Group, thanked the Utilities and Moray Council for their help and really quick and professional way that it's run in the north. We are all finished now, don't think we have any disputes. All our appendices have been lodged on the Khub and passed to the Commissioner. All run really well in the north which includes the Western Isles and the Aberdeens as well. Expresses her thanks to everyone involved.

Colin Matheson also wanted to thank Alison and appreciated the way she had organised everyone and did all the admin and was of great assistance to him as it was his first time involved in a coring project and others involved would agree.

## **7: Health and Safety:**

### **a: List of plant protection systems:**

Nothing to add.

### **b: Emergency contact details:**

Alistair Macleod confirmed they are up to date but to let him know if there are any changes.

Colin Heggie dropped Amey control number into the chat.

24/7 Amey No. 0800 083 0084

Email: [northeastnetworkaccess@amey.co.uk](mailto:northeastnetworkaccess@amey.co.uk)

## **8: AOCB:**

### **Section 117 of the Transport (Scotland) Act 2019 – amendments to start/stop notices.**

Probably last time before it is mentioned before it goes live. Users are now under obligation to notice their start and finish of works within 2 hours of that actually taking place that goes live on 1<sup>st</sup> of April.

Colin Matheson asked if any not aware of the above.

Highland - Alison MacLeod asked that Utilities ensure they put in for road closures in plenty of time to prevent any issues. Previous issues in Inverness and Ross Cromarty where they did not get enough notice which caused issues with school transport, etc.

Fiona McInnes asked what the minimum time was. Alison responded by saying ideally 2 months. Aware not possible in some instances.

Gary Hay has asked about a connection to be put in on Glen Urquhart Road, the contractor has been in contact with Bear. It's for a Pizza place. They are thinking of putting up 2 way set of traffic lights but has looked at the cable and it is right at the back of the footpath not really encroaching much on the footpath, it's very wide

there. Far less inconvenience if the contractor dug the hole at night and we would joint first thing in the morning then they would fill it in. There are bollards there but we are behind them so we are not encroaching much on the footpath. 2 way traffic lights which would cause more inconvenience to the general public than for what we need to do.

Lauren Goodman can't remember seeing this of the top of her head and asked if Gary could forward it. The contractor is Thomas Gray doing all excavations for the customer. Does recall the name. Bear going through their Road Safety and Design Team and Thomas replied this week and she will get back to him. Gary offered on site meeting if required.

Adam Lapinski mentioned as Alistair MacLeod was talking about the Ness Bridge inspection works and closure of lanes could Adam and Roddy Davidson be included in the meeting mentioned? The lights on the bridge need abseilers for any maintenance and having been trying to do it for 2 years. Wants to take advantage of the lane closures. Alistair believes meeting has been arranged for next Wednesday by the contractor, he will check up on that and get an invitation forwarded.

Colin Matheson stated notice period for road closures in Moray is:

<= 5 days – 14 days

> 5 days – 28 days

Can flexible but the more notice the better.

### **9: Date of next meeting and venue:**

Will take place on Thursday 1<sup>st</sup> June 2023 at 1030hrs – MS Teams.

Colin closed by thanking everyone for coming along to the meeting.