

LOCAL ROADS AUTHORITY AND UTILITIES COMMITTEE (LRAUC)

Minutes of Quarterly Meetings

Date & Time		9 th February 2018 10:00		Location	Saltire Room 2 John Muir House Haddington
Present			Apologies		
Eleni Gigourtaki	ELC (Chair)	EG	Alan Stubbs	ELC	
Neil Murray	ELC	NM	Gary Ogg	ELC	
Glenn Fergusson	ELC	GF	Stephen Kitt	Amey	
Callum Redpath	ELC	CR	Lorraine Jones	Scottish Power	
Darren Whyte	ELC	DW	Lindsay Henderson	SRWC	
Andrew Matheson	Virgin Media	AM	Peter Forsyth	ELC	
Neil Adamson	Scottish Power	NA			
Michael Hymers	SGN	MH			
Kevin Douglas	SGN	KD			
Adrian Henzler	BT	AH			
Craig Lyall	Scottish Water	CL			
1.0	Welcome and Apologies				Action
1.1	EG welcomed everyone to the meeting. Apologies were given on behalf of non-attendees.				
2.0	Matters Arising				Action
2.1	Previous minutes handout passed around the group for review.				
2.2	Spelling error – Andrew Matheson name to be corrected.				ELC
3.0	Planned Works				Action
3.1	Planned works for Annual Program passed around the group and will be appended to the minutes.				
3.2	EG confirmed that all ELC planned works have been registered on the Scottish Road Works Register, and any future conflicts raised should be discussed for coordination.				
3.4	All Utility representatives present confirmed that their planned works are registered on the SRWR.				
4.0	Indicators & Statistics				Action
4.1	EG pointed out that SERAUCs Performance statistics were sent out by the Commissioner's Office and they should be reviewed by everyone. Local Statistics were circulated, and each category has been explained and discussed (Early Starts, Extensions, Overruns). FPNs, Undue Delay Directions, and Timing Directions were also read out.				
5.0	Inspections				Action
5.1	ELC inspections statistics were passed around the group, which were then broken down and explained to parties present.				

6.0	Coring	Action
6.1	National Coring Programme for 2017 has been completed, all results have been registered on notices. All core results have been discussed. Invoicing pending.	
7.0	SERAUC/ RAUC (Scotland) Update/ RALG	
7.1	No major issues raised at last quarter's SERAUC. Traffic Management issues raised at this quarter's RALG meeting. Ticker tape used on sites. Not as per the red book. TM Company confirms that is part of their practice. To be raised at SERAUC. SW – confirmed that no rope or tape will be used on any of there jobs and if caught should be put through as a defect. Rise on Emergency Notices from certain Utilities. Emergency works to be assessed.	
8.0	Section 117 Completed Works	Action
8.1	EG pointed out that all s117's should be on the register.	
8.2	SGN confirmed that their proposed works are surveyed and newly surfaced roads are identified.	
9.0	Events 2018	Action
9.1	Major events planned for the next quarters <ul style="list-style-type: none"> • Edinburgh Marathon – 27th May • Ironman – 1st July • Scottish Golf Open & Womens Golf Open – 11th – 15th July & 23rd – 29th July (Restrictions in Gullane , North Berwick & surrounding areas) – Event on SRWR make sure conflicts are assessed • Smaller local events will be placed on the SRWR if required 	
10.0	Embargo	Action
10.1	No Embargo for the next Quarter	
11.0	Any Other Business	Action
11.1	On notices that the traffic sensitivity (T/S) of a road is unticked a comment or description should be put through to define the TM arrangements. This has been discussed at RALG and will be raised at SERAUC.	
11.2	EG pointed out that using a name as an extension or early start agreement reference is not acceptable and a reference number should always be requested via email to Roadworks@eastlothian.gov.uk . MH mentioned that SGN should be informed when a request for their works comes through late.	
11.3	There were several occasions where works were agreed to be undertaken during a weekend due to the traffic sensitivity of location and a Route to School. Works went on overrun for 1 ½ weeks, with no communications, and no extension agreement. 5-day notices will be assessed before issued again for those contractors, and all works requiring a TTRO will have to be discussed.	

11.4	<p>EG raised another problem with Traffic Management Companies not placing advance notices for planned restrictions on sites. Notices require at least 24hrs advance display on site with Corex Signs, Cones and the TTRO document in order to be enforceable.</p> <p>Also Contractors forcing members of the Public to shift their cars without a valid TTRO in place, and threatening them by saying the Police would attend.</p> <p>This will be monitored in the next quarter and if more complaints are raised by the public, then ELC will have to assess and possibly of requesting a 6 week lead period for all TTROs.</p>	
11.5	<p>5-day Notices cannot be extended. Works that are planned to be undertaken using a 5-day Notice should be finished by the 5th day. Reinstatement should have been resourced for completion by the 5th day. There have been instances when road closures or parking suspensions not lifted due to reinstatement not planned.</p> <p>Requests for Notices will be reviewed and may be denied if the works are extensive and the times are tight</p>	
11.6	<p>TM Applications are now only accepted through Symology unless a different method has been agreed.</p> <p>Traffic Management drawings should be uploaded on the notice at least 7 days in advance of the works and a comment should be put through requesting review. The Traffic Signals button needs to be activated for the response.</p>	
11.7	<p>Ignoring conflicts on notices. 3 contractors showing up at the same location. 2 of which requested extensions. Conflict should be assessed. Works are entitled to extensions, this needs to be taken into consideration when notices are raised. Utilities should communicate when works are planned for the same location. The register should be used to coordinate works.</p> <p>SP to address issue with conflicts being assessed.</p>	
11.8	<p>NM let everyone know that there have been numerous complaints from members of the public and Councilors regarding TM on site without works taking place or contractors attending which are also left for a number of days. He advised that no TM should be set up on site without confirmation of works on the day, and contractors on site. TM will be taken off the road by ELC and works will have to be rescheduled in occasions where no works are taking place for several days and the sites are left unattended.</p>	
11.9	<p>NM also pointed out that signals are still not manually controlled when permit specifically states that for peak hours.</p> <p>EG mentioned that manually controlling temporary signals is a condition on permits issued for traffic sensitive locations, and the condition is highlighted on the permit so that it can't be missed.</p> <p>Traffic signals should be on VA and not on Fixed Time during the night to save battery, issues with failing Signals have been reported.</p>	
11.10	<p>NM requested that if changes occur after a site meeting has taken place, regarding dates and TM, that information should be communicated with Neil and a comment on the notice.</p>	

11.11	AM has confirmed that Virgin Media has planned works in our area for the end of 2018. This is TBC and discussed closest to time.	
11.12	ELC works around the Ballencrief Roundabout were discussed. SGN enquired regarding these works as their gas main in that area has had a lot of escapes (3 times over the last 6 months). This is to be flagged to their Emergency Team.	
11.13	KD confirmed that SGN works in High Street, Tranent will be completed as soon as possible.	
12.0	Date & Time Of Next Meeting	Action
12.1	11 th May 2018 – 10.00 am	