



Notes of Meeting

Meeting Roads Authorities and Utilities Committee (Scotland)

Place of Meeting held on MS TEAMS

Date: Wednesday 22nd February 2023

Present: -

Fiona McInnes (S.U. Co-Chair)

Philip McKay (R.A. Co-Chair)

Sarah Abbot S.A.

Kevin Abercrombie K.A.

David Armitage D.J.A.

Caroline Auld C.A.

Jamie Barr J.B.

Lee Bromhall L.B.

Kenneth Brown K.B.

Ewan Burns E.B.

Sharon Burns S.B.

Douglas Campbell D.Ca.

David Capon D.C.

David Carter D.Ca.

Ian Dalrymple I.D.

Karyn Davidson K.D.

Jim Forbes J.F.

Roger Garbett R.G.

Darren Grant D.G.

Julie Greig J.G.

Lauren Goodman L.G.

Michael Grunwell M.G.

Kevin Hamilton K.H.

Stuart Harding S.H.

Fred Hart F.H.

David Hearty D.H.

Colin Heggie C.H.

Lindsay Henderson L.H.

John Henderson J.H.

Alan Houston A.H.

Ian Jones I.J.

Shaylyn Landman S.L.

Philip Leiper P.L.

Andrew Matheson A.M.

Elizabeth McIver E.McI,

Gordon MacLachlan G.MacL.

Graeme McLaren G.McL.

Emma McLean E.M.

Valerie Park V.P.

F.McI.

P.McK,

Netomnia

Aberdeen City Council

Aberdeenshire Council

Network Rail

East Renfrewshire Council

Royal Mail

West Lothian Council

Transport Scotland

Gofibre

SPEN

JAG UK

South Lanarkshire

Openreach

Vodafone

CityFibre

Improvement Service

SSEN

SGN

BEAR Scotland

Dumfries and Galloway Council

Scottish Road Works Commissioner

City of Edinburgh Council

Argyll and Bute

MBNL-EE/3

Amey

o.S.R.W.C.

Scottish Borders Council

East Dunbartonshire Council

Fife Council

ESPUG

Aberdeenshire Council

Virgin Media

Highland Council

Clackmannanshire Council

Renfrew Council

Axione

South Lanarkshire Council

Present continued: -

Elaine Paterson	E.P.	BEAR Scotland
Kat Quane	K.Q.	Transport Scotland
David Robertson	D.R.	Dundee City Council
Iain Ross	I.R.	o.S.R.W.C.
David Shaw	D.S.	Ayrshire Roads Alliance
Ruth Scott	R.S.	Neos Networks
Kevin Skinner	K.S.	Scottish Water
Calum Stewart	C.S.	Glasgow City Council
David Thomson	D.T.	SPEN
Scott Walker	S.W.	North Lanarkshire Council

In Attendance: -

George Borthwick	G.B.	RAUC(S) Secretary
Peter Houston	P.H.	Transport Scotland

Apologies: -

Clive Bairsto	C.B.	Street Works UK
Michael Casey	M.C.	Royal Mail
Jason Halliday	J.H.	o.S.R.W.C.
Ewan Hogg	E.H.	Falkirk Council
Rob James	R.J.	Network Rail
Carole McDonald	C.McD.	City Fibre
Peter Morton	P.M.	Angus Council
Clare O'Brien	C.O'B.	Argyll and Bute Council
Martin Polland	M.P.	Transport Scotland

1. Introduction and Apologies

P.McK.. welcomed all to the meeting.

The Apologies were recoded as above.

2. Presentation

UCI World Cycling Championships 2023 – Peter Houston (Transport Scotland Resilience Team)

Peter gave a presentation on the above event as follows: -

- The event was to be the largest Cycling event to be held in one country and is considered to be the Olympics of cycling. The Championships are held every 4 years, 1 year prior to the Olympics. While the presentation would give a guide to the events and locations there was a considerable amount of planning still to be completed.
- This was a para and able-bodied Championships and would be held between 3rd and 13th August 23 with 13 separate disciplines over 13 locations across Scotland.
- The hope is that this event will encourage more people to start cycling as a mode of transport and / or a pastime.

- The events will take place based in / or with race start / finish points as follows: -

Fort William; Scottish Borders; Dumfries and Galloway; Stirling; Perth; Edinburgh; Balloch and Glasgow. Events will be held off road at venues (with closures / park and ride facilities) or on public roads with rolling closures and full closures depending on the circumstances.

There will be temporary tented villages for competitors / commercial outlets in various locations e.g., Glasgow Square.

- Spectators will be encouraged to use public transport to reach the events. High numbers of mobile homes are expected, and additional sites are likely to be provided.

Green transport / vehicles will be used where possible.

- In previous year the events took place at sites across the globe but this year for the first time they will all be held at the sites in Scotland. Every effort is being made to make the Championships in this format a big success. There is a very large budget for the event with a sizeable contribution from the government.
- The road race will use both the Queensferry Crossing and the Clackmannan Bridges which will be affected by rolling closures but will cause a degree of traffic congestion.
- The details of the event (as known at present) are included in the slides which will be circulated through the RAUC(S) Secretary. All should note that due to the arrangements still being developed and the potentially sensitive information the slides should not be circulated.
- S.H. indicated his concern about the route using the High Street, Edinburgh at the height of the Festival, and suggested that an alternative route should be developed.
- D.R. queried if the event was starting east of Dundee or if it would be Slessor Park Dundee as suggested in the presentation. P.H. indicated that this was one of the sites still under review.
- J.H. reported that meetings had been held in the Borders Area to discuss the TTROs which will be required for the event. Embargoes will likely be restricted to the roads into the Borders area.
- C.S. indicated that Glasgow have an extended embargo to accommodate the preparations for the circuits within the City.
- M.G. suggested that the R.As meet to discuss TTROs and Embargoes to get a joined up common approach across Scotland. P.H. will contact M.G. to discuss preparations.
- P.H. asked R.As to provide details of TTRO and embargo orders and maps as soon as possible.
Action R.As
- J.G. suggested that SGN would require one point of contact to deal with any urgent / emergency works which were required. P.H. responded that the Transport Coordination Centre would be available and telephone numbers / contacts would be shared. The details would be shared via the RAUC(S) Secretary.
- P.H. indicated that he would share the slides with RAUC(S) via the Secretary but asked all to refrain from circulating the information as some of the routes still needed to be confirmed and the information was sensitive.

- P.McK. thanked P.H. for his informative presentation and asked him to share updated information to the next round of meetings in May / June. The Secretary was asked to let P.H. know the dates of the meetings. **Action - Secretary**

3. Minutes of previous Meeting held on 26th October 2022 and any Matters Arising

a) Accuracy

The minutes of the last meeting held on 26th October 2022 were agreed as read.

b) Action Tracking and Review

The Action Tracking Summary was reviewed and updated.

4. RAUC(s) Working Group Reports

a) Reports from Working Groups as necessary

ai. Coordination W.G.

The previously circulated draft code of practice was taken as read with the following comments: -

The Group had reviewed the 2 Hour Stop / Start Registration of works and had drafted an Advice Note for approval.

The Advice Note has revised Sections 5.3 and 5.4 of the Code to accord with the new registration period of 2 hours. The tables indicate the relevant Registration Period.

The Committee approved the draft and it will now be passed to the Commissioner's office to publish on the web Site. **Action – o.S.R.W.C.**

The Group will continue to review the lists of potential Code / Advice Notes revisions in the papers which were circulated by K.Q. and J.H.

aii. Inspections W.G.

The previously circulated paper was taken as read with the following comments: -

The Group have been considering the introduction of risk-based matrix for inspections. These would comply with the response time to 2 or 4 hours.

The matrix would be similar to the version of the one used by R.As when carrying out safety Inspections. P.McK. recommended that the review be progressed.

D.S. offered to reduce the levels from 5 to 3 which would be in line with the review which South Ayrshire was carrying out. This would go ahead. **Action – D.S.**

aiii. SROR W.G.

The previously circulated report and the revised draft Code were taken as read with the following comments: -

There were a number of comments submitted during the short consultation on the first draft Code in November / December 22. These are listed in the spread sheet with the actions taken against each item. There had been no major revisions requested and the circulated draft code was submitted for approval and publication.

D.C. and S.W. will discuss the successful North Lanarkshire Bid for funding to develop a carbon calculator and consider where that would fit into the development of the Appendix 9 in the Code.

The date for the introduction of the Specification would be the date of publication on the Web. If approved by the Committee it would be passed to the Commissioner's Office for final editing and the addition of the Minister's and Commissioner's Preface to the document.

F.McI. proposed that the Code receive final approval by the Co-Chairs and the Commissioner subject to any changes being submitted at an early date. **Action – All**

All Organisations will need to give training on the new specification to their staff at all levels. The Commissioner was asked if the training could be partially provided online. **Action – o.S.R.W.C.**

Draft Advice Note – Joint Inspection and Recovery of Costs.

The previously circulated Advice Note was taken as read with the following comments: -

The Group had drafted the document to deal with pre-inspection of modular road surfaces prior to the commencement of standard and major works to deal with either the arrangements for replacement materials or to agree a contribution to the cost of the reinstatement.

The same arrangements could be used for works on sites where the road was in a poor condition and extended reinstatement was necessary, but this needs to be reviewed. This is a problem which is becoming more prevalent due to more roads falling into disrepair.

The draft was agreed.

The Commissioner thanked all members on the Working Groups for their input on the reviews in a tight timescale. He applauded the collaborative way the tasks had been tackled.

aiv. National Coring Programme W.G.

The Committee received the following comments: -

Following the problems with the TayForth programme, progress was now being made.

In the other 4 programmes, the Appendix Bs more or less completed and ready for collation into the final report.

The Disputes Panel would meet on 7th / 8th march to deal with any disputes. The final Report would be submitted for approval to the RAUC(S) meeting on 28th June.

There were 7 cores outstanding for Amey but these are being dealt with this week. Due to the late coring they will not feature in the final Report.

The Working Group is looking for input from the Community on this years programme which will feed into discussions on any changes required to the Advice Note for any future programmes. Training could be considered in discussions.

Thanks to the Community was recorded for all their input to the programme.

av. RQP W.G.

J.F. reported that there were no issues to raise. The WG will reform in April if the co-chairs feel it necessary.

avi. Gazetteer Group

R.G. reported as follows: -

- The Commissioner had previously issued a map which indicated that some 13000 errors needed correction before the February upload of the Gazetteer. There had been significant progress made and there are now only 5000 errors.
- The Custodians were thanked for their help with the revisions to accommodate SDF4.
- Discussion is ongoing with Perth & Kinross Council and their Software provider to deal with their Gazetteer maintenance problem .
- The problem with the plotting of culverts on the Trunk Road is being addressed.
- Network Rail have one record to deal with which will hopefully be dealt with today.

b) Working Group Recruitment

Due to the absence of Brian Wilson, there are a number of vacancies on the Working Groups. Julie Carnell is standing in for Brian at present.

The CityFibre Representatives had not attended the meetings of the Gazetteer Group. J.F. will raise this with the relevant staff.

I.R. will notify the Secretary of the revised membership of the SAT. **Action – I.R. / Secretary**

5. Area RAUC's Action Reports

The previously circulated report was taken as read.

6. RAUC(S) Business

a) Safety – Issues for consideration

The meeting noted that Bulletins were being issued via the Secretary. They provided a good training aid, and all should use them where appropriate. Instances of good and bad practice should be brought to the attention of the Community as all can learn and benefit from the experience of other.

Action All

Commissioner's Presentation on Poor Temporary Signing and Guarding on Footway Sites

The Commissioner indicated that following a review of temporary signing and guarding on footway sites he was concerned about the poor quality and maintenance of the provisions on the sites. As a result, he would be paying particular attention to these sites and taking action

against Organisations which did not meet the standards required by the Codes / Specifications.

A set of slides of photographs of bad performance from last November were shown to the meeting.

The apparent lack of design and maintenance affects all members of the public and is not acceptable.

K.H. presentation Philip McKay noted that while the slides were of utility sites, roads authority sites need to equally be compliant.

K.S. noted that while not an excuse, safety code implies footways can be closed and that 'the code sometimes doesn't help'

Fiona McIness noted that Scottish Water have a similar internal audit process to quality check their works

b) Environmental Issues

There were no issues raised for discussion.

7. HAUC UK and Associated Subgroup Reports

a) HAUC UK Report

D.C. reported, as follows, on the last HAUC UK meeting which was held on 18th January 23:

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- The review of the Diversionary Works Code is progressing well and a draft will hopefully be available in June. The topic of betterment is being considered.
- A HAUC UK Working Group (Representatives appointed) has been set up to review the Red Book. This review should not be confused with the DfT Review which has not started.
- A Group has been set up to consider the increasing problem of abuse of operatives by members of the public. Comment from the Scottish Community will be welcomed.
- The problem of providing a safe route through works for children, people with prams and persons with a disability is being considered.
- The use of the HAUC App has been increasing with footway works being the most popular enquiry.
- The Infrastructure Working Group is preparing to deal with issues of changing policy including provision of EV charging points.
- The development of a Risk Register will be commenced.
- The Industry Regulators e.g. Ofcom are taking an increasing interest in roadworks including the development of fibre networks. They are concerned about the fitness of Organisations to carry out works in accordance with Legislation, Codes, Specifications and Advice Notes.
- With the increasing pressure on Organisations to move to Net Zero consideration is being given to the way forward with methods of work, vehicles and plant being used and the efficient use of materials including recycling. More funding is being sought for development of a suitable manual.

Construction has the highest emissions with transport in second place.

The development of a Carbon Calculator and a Consequences Calculator will be progressed. (Note the successful bid by North Lanarkshire and West Midlands Councils for Carbon Calculator development.

The sharing of over and underground plant is one way emissions can be reduced with no excavation, reinstatement or manufacture of new ducts etc.

- The HAUC UK Convention will be held at the Emirates Old Trafford Cricket Ground in Manchester on 25th April 23. There has been a lot of interest in the event so you will need to apply for tickets if you have not already done so. The Trade are showing a keen interest in the event with on site stands and the provision of funding for the event. All should note that this is a face-to-face event with no hybrid facility.
- D.C. thanked Stuart for his input to the Community over the years and wished him a happy retirement.
- P.McK. asked D.C. to ensure that the Working Group Chairs asked the appointed Scottish Representatives to attend their meetings. **Action – D.C.**

b) HAUC UK Working Group Reps

R.A. Representatives are still required for the TAG and Reinstatement Groups and a S.U. Representative will be required for the Records Group when it meets again.

The Area Chairs were asked to call for volunteers to fill the 3 vacancies at their next round of meetings. **Action – Area Chairs / Secretary**

c) TAG Report

TAG – LH confirmed that there had been no tag meetings since last meeting – nothing to report.

d) Diversionary Works

See the notes above in the D.C. report.

D.J.A. is chair of the sub-group dealing with Betterment and Deferment of Renewal.

e) Safety at Road works

The HAUC UK Group will meet for the first time on Tuesday 7th March 23. The Scottish Representatives are Robert Marsden (Vodafone); Ewan Hogg (Falkirk Council); Lindsay Henderson; Kat Quane; Martin Polland.

The review will be carried out on a task subgroup basis with sections of work allocated for consideration. This method has worked well in the Diversionary Works Review.

8. Standing Reports:

a) Scottish Road Works Commissioner

The Committee received the report as follows: -

On 9 January 2023, the Commissioner issued a penalty of £10,000 to Scottish Water for systematic failure to co-operate with R.As whilst carrying out works.

Failings were identified following complaints made by a community group about a road closure in Tillicoultry in August 2022.

The investigation found that Scottish Water had failed to gain permission from the L.A. prior to closing the road in contravention of the Coordination Code. This led to inconvenience to road users, including emergency services and bus operators. The investigation found that this was not an isolated occurrence.

The Commissioner asked R.As to send him details of any similar events in the future.

Notification of grass cutting and tree felling works

With the growing season soon to start, it is expected that there will be an increase in works to manage roadside vegetation. Further to this, ash dieback is on the rise, with more roadside trees affected. In many cases, the works will need traffic management, including road closures.

The Commissioner's view is that works of these types come under the R.As duties to maintain the road (as per S.1 of the Roads (Scotland) Act 1984).

Accordingly, it is considered that, no matter who is carrying the maintenance, they are works for Roads Purposes and should therefore be recorded on the SRWR as Works, not permissions, and in line with the provisions of the Coordination CoP.

Enforcement tools available to R.As

The Commissioner is concerned that R.As aren't fully using the tools available to tackle poor performance.

It has been identified that the Sample Inspection pass rate in some R.As is below the 90% target. Where S.U.s are not meeting this target, the Commissioner strongly recommends that R.As should issue a Notice of Failure to Achieve Performance as set out in Chapter 7 of the Inspections Code.

The affected R.As have been notified and asked for a response.

Comment was made that joint meetings to discuss performance were generally preferred, but where this failed over a period the issuing of an Improvement Notice was available as a last resort.

Fixed Penalty Notices – Only 20 R.As (out of 33) issued FPNs to S.U.s during Q1-Q3 2022. This means that 13 authorities have not been using this enforcement tool. 6936 Potential Noticing Offences during the period were recorded but, the number of FPNs issued was 2,134 (31%).

The Committee noted that not all Potential FPNs would end up as chargeable FPNs. The Commissioner pointed out that several R.As were not issuing any FPNs.

Contact Details

The oSRWC is undertaking an exercise to check the Community contact details it currently holds. All should be responding to the request for this information. All Organisations should keep the office up to date with any changes during the year.

Commissioner Improvement Plans

Currently Axione, CityFibre and SGN are on formal Commissioner plans with all continuing to improve.

Fulcrum Pipelines were removed in January 23

The next Improvement plan submissions are due on the 14 April 23.

All these Organisations are commended for their engagement with the office during the formal process.

Start/Stop Notices within 2 hours

All were reminded that the legislation is changing from 1st April 23 to require a Start/Stop notice to be registered within 2 hours of works starting/completing.

Functionality has been added to the SRWR in advance of this date to allow the recording of the time when creating Actual Start, Works Clear and Works Closed notices.

There is no requirement to record these notices prior to the 1 April but, the Commissioner strongly recommends you do so, as part of the “soft launch” This will give your Organisation time to resolve any problems / issues this prior to it being a legal requirement.

The Commissioner would also like to remind Organisations that the SRWR Works Promoter App is the recommended method of recording these notices. Uptake of the app remains low, with less than 1% of applicable notices updated using this option.

The Commissioner will be closely monitoring compliance following the requirement coming into force on 1 April 2023.

Reinstatement Quality Plans

To date 36 out of 55 Organisations have submitted an RQP and 9 have had their plans approved. These will be lodged on the SRWR shortly.

Plans submitted continue to be reviewed by the office and follow-up meetings held as required.

If your organisation hasn't yet submitted a draft, it is unlikely that approval can be given before the deadline which will mean that they cannot work in the road after the 1st April.

Research Project – Service Life of Reinstatements.

The research project on Service Life of Reinstatements is now complete and has been submitted to the Scottish Road Research Board for approval/comment and subsequent publication on their website.

The Commissioner suggested that this may be a topic for a presentation in October.

Action – Co-Chairs / Secretary

b) Management and Operation of the SRWR

The payment matrix for the Prescribed Fees and Amounts 2023/24 is being prepared. If you require an estimate, please contact the office (enquiries@roadworks.scot). An estimate will be issued on 1 March 2023, but all must note the final invoice amounts can change right up to issue on 1 April 2023.

ASD Data dealt with in the Gazetteer Group report above.

Cancelling Inspections

The Commissioner has noted that some R.As are not updating inspection results where agreement has been reached that no defect exists. R.As are reminded that should they record a defect and decide at a later date not to pursue it, the inspection result recorded on the SRWR must be cancelled.

This is a simple process (cancel is one of the actions for inspections). Assistance is available from the Symology Support Desk. Please pass this requirement to all relevant staff.

New Organisations on SRWR

Virgin Media Networks Limited, a telecoms company, have been given access to the SRWR. This organisation should not be confused with Virgin Media Group, who already have access to the Register.

c) Scottish Government

The circulated papers were taken as read with the following comments from K.Q.: -

Progress is being made on the introduction of the various sections of Transport (Scotland) 2019 Legislation and the batch diagram had been updated to reflect the changes being introduced from 1st April 2023.

K.Q. summarised the changes as follows: -

R.As to have Qualified Operatives – 1st April 2023

Reinstatement Quality Plans required – 1st April 2023 (S.U.s reminded that they must have an approved RQP by 1st April or they will not legally be permitted to continue to work on the Road).

Actual starts / works closed 2hr registration – 1st April 2023

Guarantee Period increase to 6 years - To be published in SROR 2022 coming into force on 01 Oct 2023

Policy development work will now begin on Compliance Officers and Enforcement

The implementation date for the SROR will be the date it is published and letter will be sent out advising all that they should be working in accordance with the new Specification.

Trees: -

A joint agency initiative on work involving trees and tree roots, in England only, has been circulated at SEHAUC. To share best practice and seek broader interest in the study, a short synopsis of the work is as follows: -

JS Flood Risk Consulting Ltd have been commissioned to undertake a research study into understanding and overcoming the conflicts between trees and utilities to enable more urban trees to be planted and maintained. The study is part of the DEFRA, Natural England and Tree Council-led Trees Outside Woodlands project. It is looking at where policy and practice

should be focused to enable incorporation of new large-scale sustainable urban tree planting when opportunities arise, such as during utility plant installation or renewal.

The study will provide the evidence and rationale to demonstrate where the greatest opportunities exist which will guide decisions on where interventions and investment would most effectively be targeted.

Anyone with views on works around trees, or who can provide useful arboreal guidance should get in contact with Project Lead Pete Stevens (pete@ajsffloodrisk.co.uk). This may also be of interest to the SROR working group.

The Mini Consultation

The mini consultation on the specific matter of numbers and activities of qualified operatives and supervisors was completed and has been reviewed. It has become evident that improvements needed to the current system are in practical application. On that basis it is unlikely that further related legislation will provide much benefit, but the PDG and oSRWC will continue to investigate non-legislative improvements.

Training - Awarding Organisation Status

A new Training Provider has asked to be given Awarding Organisation Status . The preliminary checking process has now begun, after which the Ministerial view on next steps will be sought. There are currently four Awarding Organisations for Scotland. TAG input will be requested.

Safety at Street Works and Road Works a Code of Practice

HAUC UK have indicated that they plan to start the review of the Safety at Street Works and Road Works a Code of Practice in 2023. This is not the formal DfT led review which is yet to start but will be a practical preliminary exercise by industry experts. All Members of the Community are asked to review the Red Book and pass any comments / suggestions to the Scottish Working Group Representatives to ensure that the requirements for Scotland are discussed.

RAUC(S) are asked to review membership of the RAUCS Safety Group to ensure Scottish representation on the Working Group.

Action – F.McI. / RAUC(S)

9. A.O.C.B.

a) Committee Dates

Schedule of Committee dates was circulated for information.

b) Portable Traffic Signal Charging

The previously circulated paper was taken as read with the following comments: -

J.G. apologised for this paper not being issued for discussion at the Local or Area Meeting but the problem was urgent as it was preventing works being carried out. The issue related to the fact that South Lanarkshire now required the payment for a Temporary Traffic Signal Permit up front before it would be provided. This appeared to be in contravention of the Advice Note but the R.A. view was that as such it did not have legal bearing and the payment must be made as required.

P.McK. commented that this was likely to be the stance taken by other R.As as they reorganise their invoicing and payment procedures to accord with digital accounting systems.

The South Lan. view was that this change had been reported to the Local RAUC meeting in the Spring of 2022, so all Organisations had plenty time to set up the necessary arrangements to make payments. If this information had not been passed to the correct staff this was unfortunate, but the revised system was now in place.

The S.U. problem was that SGN and Scottish Water staff did not have Credit / Debit Cards to make payments as the decision was made that they would be open to fraud and difficult to manage.

This problem had arisen in Edinburgh, but an arrangement was made for the large S.U.s to make the payments in arrears.

The Commissioner commented as follows: -

First of all, the Commissioner did not consider the charging for the traffic signal permit to in relation to provision of a service as was suggested in the paper presented. He said that he considered it to be a charge for a statutory permit, similar to a charge for a skip permit or a parking permit.

The Commissioner gave his opinion on the status of Advice Notes and other guidance published on the Commissioner's website as follows: he has deemed this to be good practice in terms of Section 17(4)(b) of the Transport (Scotland) Act 2005. Under New Roads and Street Works Act 1991, road works authorities and undertakers shall have regard to such good practice when discharging their duties under Sections 118 and 119 respectively. This means is that if the Commissioner suspects that an organisation is not fulfilling its duties under Sections 118 or 119, he can consider whether they have or have not followed the good practice published on the website as a factor. However, this would only become relevant if and when he was considering whether an organisation was fulfilling its duties under Section 118 or 119. In the case described at the RAUC(S) meeting, he said that the issue of the timing of charges would not be sufficient in itself for him to consider whether any party was failing in its duties.

He went on to suggest that this matter was a dispute, should be treated as such and the process set out in the Code of Practice for Dispute Resolution and Appeals should be followed.

P.McK. suggested that he could discuss the matter with the relevant South Lan. Manager but ultimately it was a decision for South Lan Council to make.

J.G advised that the inability to get a permit was affecting SGN being able to provide connections to customers which, in their view, was unacceptable.

It was also noted that the method of payment was likely to affect the provision of TTROs and other permissions e.g. skips and scaffolding etc.

P.McK suggested that there were two individual actions to be taken:

1. The route open to SGN to resolve this matter is to raise it through the dispute process. While this does not provide an immediate solution, it is the agreed process for dispute resolution.
- Action - JG**

2. The Advice Note to be remitted back to the Inspections Working Group for review to ensure it continues to represent Best Practice now and in the future. Action: Inspections Working Group

In the meantime, P.McK. will speak to the relevant Manager in South Lan. **Action – P.McK. / D.Ca.**

10. Dates of Next Meetings

RAUC(S) Agenda Setting Meeting: Wednesday 14th June 2023

RAUC(s) Meeting: Wednesday 28th June 2023

Future Meeting Dates: -

RAUC(S) Agenda Setting Meetings	RAUC(s) Meetings
Wednesday 4th October 2023	Wednesday 25th October 2023

The meeting closed at 14.20