

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 9th May 2018 in Room No 11, Rothes Halls, Rothes Square, Glenrothes, KY7 5NX (11.00 – 12.20)

Present

Jim Forbes (Co-Chair)	CityFibre	J.F.
Chris Skivington (Co Chair)	SGN	C.S.
Stuart Black	Stirling Council	S.C.
John Barr	Angus Council	J.B.
William Collins	Stirling Council	W.C.
Clare Callaghan	Scottish Water	C.C.
Karyn Davidson	Vodafone	K.D.
Ian Fleming	SPEN	I.F.
Clark Findlay	Ineos FPS	C.F.
Katrina Hardy	Ineos	K.H.
Owen Harte	Virgin Media	O.H.
Lisa Haston	SPEN	L.H.
Douglas Haughey	Century Link	D.H.
Colin Heggie	Perth and Kinross Council	C.H.
Lindsay Henderson	O.S.R.W.C.	L.Hend.
Douglas Hill	Angus Council	D.H.
Alan Hutcheson	Tay Road Bridge	A.H.
Ian Jones	Fife Council	I.J.
David Lynn	GTC	D.L.
Brian McAteer	Energetics	B.McA.
Fiona McInnes	Scottish Water	F.McI.
Peter MacNab	Bear Scotland N.W.	P.MacN.
Duncan McLennan	Openreach	D.McL.
Craig McQueen	Scottish Water	C.McQ.
Hazel Moore	Bear Scotland N.E.	H.M.
Nicola Mullan	Scottish Water	N.M.
Chris Murray	Sky	C.M.
Gary Neill	Falkirk Council	G.N.
Michael O'Donnell	SSEN	M.O'D.
John O'Neill	Dundee City Council	J.O'N.
Alex Petrie	SSE Networks	A.P.
David Ross	Amey	D.R.
John Russell	Amey /F.R.B. / Q.C.	J.R.
Ally Schofield	Clackmannanshire Council	A.S.
Ruth Scott	SSE Telecom	R.S.
Scott Walker	Clackmannanshire Council	S.W.

In Attendance

George Borthwick	RAUC(S) Sec.	G.B.
Robert Young	Scottish Government	R.Y.

Apologies

John Balmer	Arqiva	J.Ba.
David Corsar	Stirling Council	D.C.

Apologies (Continued)

Gerry Cullen
Caroline McAdam
Tommy Smith

Traffic Scotland
Network Rail
Shell

G.C.
C.McA.
T.S.

1. Introduction

Jim Forbes and Chris Skivington welcomed all to the meeting. Jim indicated that he would be chairing this meeting, but Chris would Chair the future meetings.

J.F. thanked I.J. for Chairing and hosting the meetings for the last two years.

The apologies were recorded as above.

2. Approval of Previous Minutes.

a. Accuracy

The minutes of the last meeting held on, 8th February 2018 were agreed as read with the following correction: -

Page No. 7 - Item No. 8 Information on Strategic Programmes of Works

a. Roads Authorities

Bear Scotland should be Amey South East.

b. Action Tracking

See the Action Tracking Summary Report with the additional comments: -

14th February 2018

Item No. 2b Local RAUC Reports – Problems with Clancy Docwra

Comments were recorded as follows: -

- Fife Council had so far received no response from Scottish Water.
- F.McI. indicated a check had been made on whether or not the data requested could be released. This had now been dealt with and information could now be released to Fife.
- There had been improvements recorded in the monitor and information would be passed to I.J. **Action – F.McI.**
- L.H. indicated that SPEN would pass information to I.J. **Action – L.H.**
- C.H. had some concern that Out of Hours work was not being recorded. This would be checked but examples would help the review.
- J.F. suggested that these issues should be dealt with and recorded at the Local Co-ordination Meetings. The knowledge of the Targets should help to resolve this matter.

Item No. 11 Gazetteer Reports

- The reports on the uploads to the Gazetteer are likely to remain a Quarter behind the Area Meeting Agenda due to the way the information is available.

3. Local RAUC Reports.

The Representatives of the Local RAUC's reported as follows: -

Central Local RAUC: D. O. N. M. 13-06-2018

- There were no issues referred to this meeting from the Central Local Co-ord meeting.

Fife Local RAUC: D. O. N. M. 17-07-2018

- There were no issues referred to this meeting from the Fife Local Co-ord meeting.

TayRAUC Local RAUC: D.O.N.M. 12-06-2018

- There had been a lower S.U. representation at the meeting but it is hoped that the attendance will be back to the required level at the June meeting.

4. Feedback from RAUC(S) Meeting 7th March, 2018

The previously circulated draft minutes were taken as read with items commented on by Scott Walker as follows: -

- A presentation was delivered by Jonny Morran (Transport Scotland) on the use of Network Access Forms by S.U.s for their works on the Trunk Roads. The forms had been revised and standardised for use by each Trunk Road Operator. The proposal was to use the forms until the data could be submitted via the Register.
- The Co-Chairs of the Coring Working Group are Craig McQueen and David Shaw. The first meeting was held on 2nd May and there is another meeting to be held on 30th May.
- There was an extended discussion on the provision of a Roads Co-Chair for RAUC(S). The problem was the time required to attend all the meetings associated with the post. All R.As were asked to consider if they could volunteer. Since the RAUC(S) meeting Martin Pollard has agreed to be RAUC(S) Co-Chair.
- The view is that the Sample Inspection Fees will not change much from what they are at present.
- All S.U.s and R.As were asked to note the Working Group membership schedule and consider volunteering for any of the vacancies which were now much reduced. If there was a member of an Organisation's staff who could bring a particular skill to a group they should be invited to join.
- The disagreement on the use of rope and cone barriers on site was discussed. The view was that they must not be used in Urban areas or any site where there may be visually impaired pedestrians. Scottish Water were of the view that the cones and rope were being used to delineate the safety zone and barriers were used to protect the public. This is an ongoing matter between Scottish Water and Edinburgh City Council.
- S.U.s were reminded that where cable pulling was taking place and cables laid out on the verge, footway, or road, pedestrian safety must be provided to protect against the cable whipping and causing an accident.
- The HAUC Conference in Manchester is to be held on the 17th May. All were asked to attend if possible.

5. National & Local Coring Update

a. National Coring Update

C.McQ. reported as follows: -

- Jim Clegg had retired and his position as Co-Chair has been taken over by David Shaw (Ayrshire Roads Alliance)
- The Working Group now has full Membership.
- The first meeting had been held.
- The HAUC UK document had been reviewed to see what content could be adopted to the RAUC(S) Advice Note.
- The next meeting will be held on 30th May when the review of Advice Note 3 will be started.
- All S.U.s should note that as from 1st April all their reinstatements were eligible for coring in the next programme which commences on 1st April 2019.

b. Local / Internal Coring Programmes Update

No reports from local programmes were submitted.

The Secretary was asked to add Internal to the title of this section.

SGN are looking at the requirement for Accreditation for carrying out internal programmes.

The R.As asked for internal coring results to be shared with them and they should include both passes and fails.

6. SRWC Report & Performance

a. SRWC Report

L.Hend. gave a verbal SRWC Report as follows: -

- Performance Reviews are in the process of being drafted and will hopefully be issued to CEOs and Primary Contacts in mid-July.
- Symology have passed a report on “housekeeping” issues to the Commissioner which lists Organisations not reviewing items on task summary list. NB is reviewing this document to identify Organisations who are not complying and to identify any potential new reports to analyse performance going forward.
- Annual Report 16/17 published and available for download on the website.
- New Commissioner’s Website development (including the RAUC(S) pages) is nearing completion. It has better compatibility with tablets/mobile devices, search functionality and Community Calendar. Legislation and Guidance sections will still be available.
- Penalties have been given to the following organisations, in relation to failings identified by the 2015/16 National Coring Programme;

Openreach	£50,000 (maximum)
Virgin Media	£16,000
Telefonica	£8,000
Vodafone	£8,000
Energetics	£1,500

- AC has become aware that some RA’s are still using Section 61 instead of Section 109. He will be reviewing this, and he may issue penalties if required.

b. SRWC Indicators and Statistics

L.Hend. commented as follows on the previously circulated Dash Board Performance Report.: -

- Dundee City, Clackmannanshire, Angus and CityFibre have all responded to the O.S.R.W.C. on the areas highlighted in the Reports. All others with poor performance should do so as soon as possible.
- Concern was raised over early starts in P&K and Stirling.
- Concern was raised about works extensions in Dundee, Fife, P&K and Stirling.
- Concern was expressed about Cat A inspections for SPEN.

c. Local Sample Inspection Reports

The Reports were taken as read with no issues raised. Any issues were being dealt with at the Local Co-ord meetings.

d. Local Defect Inspections Report

The Reports were taken as read with no issues raised.

e. Improvement Plans

P&K noted that the Openreach performance had improved so they did not intend to progress with the Improvement Plan.

7. Safety

a. Safety Concerns/Issues

No issues raised.

b. Traffic Management Issues

No issues raised.

8. Information on Strategic Programmes of Works

b. Roads Authorities

The Committee noted the following R.A. works: -

Fife

Cowdenbeath – a parade will be held in June which will cause traffic issues. Embargoes' road closures and diversions, which will be recorded on the Register, will affect roads in the Cowdenbeath area.

Forth Road Bridge / Queensferry Crossing

There will be overnight contraflows on the Queensferry Crossing through to September.

Deck work on the Forth Road Bridge will commence in July so it will not be available for diversions from the new bridge. The existing diversion route via Kincardine will continue to be used.

Discussions are on going about a Family Day / Cycling event affecting the two bridges in July. Details of the event will be issued when known.

Stirling Council

Kerse Bridge – Programme is as per the details circulated in February.

Beaully to Denny Overhead Power Cable - The associated works are all but completed.

Dundee

There are events at the Water Front on 22nd June, 22nd July and 9th September which will require diversions and closures. The opening of the V & A is scheduled for 14 / 15th September and again there will be diversions and closures.

A reminder was given that the 2018 Open Golf will be held at Carnoustie during the week 15th to 22nd July. Traffic plans are being prepared and embargoes will be recorded on the Register. This event will also affect Angus Council and the Trunk network of roads in the area.

Perth and Kinross Council

A joint scheme (SGN, Openreach and P&K) will be carried out in Crieff on the A822 North Bridge Street southwards from King Street requiring a 2 month closure.

The Lionel Richie Concert will be held McDiarmid Park, Perth on Sunday, 3rd June 2018. Embargoes will be recorded as considered necessary.

The BBC (The Biggest Weekend) will take place at Scone Palace during weekend 25th and 26th May. Embargoes will be registered as required.

The Etap cycling event in Pitlochry and the surrounding area will be held on 20th May. There will be embargoes, closures and diversions in place.

There will be embargoes on main routes through P & K heading towards Dundee / Carnoustie during the Open Golf Tournament (15th to 22 July)

Angus Council

There will be embargoes closures and diversions in Angus on roads leading to and surrounding Carnoustie during the Open Golf Tournament (15th to 22 July).

Bear Scotland

The Golf event which is part of the Euro Championships will be played at Gleneagles between 7th and 12th August. Embargoes will be recorded on the Register.

The Soldhiem Cup will be played on Gleneagles 9th to 15th September 2019.

c. Statutory Undertakers Works

CityFibre / Vodafone are planning a major scheme (probably 2019) in Stirling to provide fibre to premises. There will be meetings with all involved prior to the project commencing.

Virgin will be continuing work in the Dunfermline area.

d. Forth Bridge Crossing

See above for the works programme.

d. Superfast Broadband Update

Robert Young reported progress on the programme as follows: -

DSBB Programme is still generally on planned Programme Targets. Have achieved over 3550 LIVE CABS across all the 27 Councils in the Rest of Scotland Area. Number of Live CABS and planned activity for this and next Quarter for each LA is shown below (figures are approximate and unverified).

	CABS LIVE	FTTP LIVE	CABS for This and Next Q	FTTP for This and Next Q
Angus Council	>80	3	10-15	10-15
Clackmannanshire Council	30	2	1-5	-
Dundee City Council	>40	3	1-5	-
Falkirk Council	>55	3	5-10	1-5
Fife Council	>260	>20	15-20	15-20
Perth and Kinross Council	>150	10	10-15	10-15
Stirling Council	>60	3	5-10	5-10

Programme has held Joint Surveys with Openreach and Council Officers to agree CAB placement in some contentious sites.

Deployment is now definitely in the harder to reach areas. There is now more Exchange Only Line (FTTC EO) solutions required which involves 2 new Streetside Cabinets (or an All In One – AIO – Cabinet solution), or Fibre to the Remote Node (FTTrN), in effect a mini fibre CAB. Fibre to the Premise (FTTP) deployment has been ramped up, although this involves less civil engineering works.

The Phase 1 Programme ended in DEC 2017 but there is further ongoing deployment works in 2018 termed Extended Build from “Gainshare” funding. There is over 500 new CABS and over 400 FTTP installations still planned.

Beyond that there is a further deployment termed “Reaching for 100” to cover the remaining premises that will be without access to Superfast Broadband. This contract is currently under procurement.

Where a cabinet is fully used an additional cabinet may be required. It was pointed out the planning permission would be required for the additional structure.

9. Proposed Changes to Road Designations

No revisions brought forward to the meeting.

10. Management and Operation of the SRWR

L.Hend. gave a verbal report for the SRWR as follows: -

- New SRWR service version 3.6.9 was released on 26 March 2018 and the new contract went live on 1 April 2018. A suite of 11 User Forums was held across Scotland and one

in England to introduce the new system to community. Feedback so far has been positive.

- Open Data is now available to everyone at <http://downloads.srwr.scot> with most free text fields (e.g. Works Description, Notice Text, Works Comments etc.) redacted from the publicly available dataset, to avoid sharing personal data. Non-redacted datasets are available for community users of the SRWR, by contacting IR for details if interested in this facility.
- New SRWR reports currently being tested by SRWC. Include ability to download Performance Review directly from SRWR.
- The Mobile Device App for Works Promoters is currently being tested by SAT. Is expected to be available for general release very soon. At a slightly later date the App will be available for Apple user.
- All organisations are reminded they should be using the new <http://srwr.scot> domain to access the SRWR. Any organisations experiencing issues should contact IR. All should transfer to the new domain to avoid problems when the existing domain is closed later in the year. **Action – All**
- Invoices for the Prescribed Fees and Amounts have been issued. All organisations are reminded payment must be made by 2 June 2018.
- Symology have started discussion about the new Aurora software, which will replace their current Insight software in running the SRWR. Some demonstrations of the development have been provided and the responses have been positive. Symology met with representatives of the community on 19 April, asking for suggestions on what could be changed to streamline the use of the SRWR. All users are encouraged to pass any improvements they wish to suggest through their respective representative of the Systems Assurance Team.

11. Gazetteer Report

The previously circulated reports were taken as read with the following comments: -

- The Gazetteer upload report is now part of the Dash board.
- All should keep their data up to date.

12. Systems Assurance Team

Clare Gordon (Scotland Transerv) is now the Chair of the SAT. Clare Gallagher and Maggie Baird are members of the SAT.

13. Community Apparatus VAULT

The VAULT upload report is now part of the Dash board.

L.Hend. indicated that all should make regular updates to VAULT so that it can become the prime source of plant data for the whole Community.

Vodafone has made its first submission of data to VAULT but there have been problems which have delayed the data appearing on the system.

Virgin Media is moving forward to making an upload to VAULT.

The upload process is not difficult, and assistance is available from the Support Desk.

14. AOCB

a. List of Plant Protection Systems

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

b. Emergency Contact Schedule

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

A number provided for public contact with Scottish Water was wrong but has now been corrected.

c. Developer Connections - Sect 109 Permit Request

P&K considered that the connections to developments, which can be quite extensive, should be dealt with by Scottish Water and Developers should not be required to apply for a Section 109 Permit. The view was that additionally the plant was going to be adopted by Scottish Water.

Scottish Water pointed out that under Free Trading Competition Regulations the Water Regulator required them to operate in this manner and therefore had no option but to have the Developer lay the plant on a Section 109 and it could then be adopted by Scottish Water. This has been the case since 2008.

P&K is concerned that the plant is not adopted and remains to be dealt with under the Section 109 Permit. They wanted a process / timetable / agreement / letter of comfort for the work and subsequent adoption with a notification to the Council that the Adoption was completed leaving only the reinstatement to be monitored.

The above issued also related to a site in Broxden where work was carried out by the Developer under a Notice submitted to the Register. Scottish Water realised that the system used was wrong and it should have been dealt with under a Section 109 by the Developer. Scottish Water was now asking for the Notice to be closed and a Section 109 Permit taken out retrospectively for the works.

P&K was not prepared to proceed in this way and were refusing to issue the retrospective Permit on the work which was already completed and were withholding a Permit for a connection to another site.

The Contractor can not proceed without his connections and pipework being approved by Scottish Water. This approval should be sufficient for a Section 109 application to be submitted to the R.A.

The question was raised about the legislation and whether or not a retrospective Permit could be issued. This should be checked.

The Committee agreed that the way forward would be as follows.

- P&K paper on Section 109 Permits to cover Developer connections in general, should be submitted through Co-ordination meeting, then Area RAUC, then RAUC(S) for consideration.
- The problem with the Retrospective Section 109 Permit for the Developer Connections which had been completed would be dealt with via a Dispute Panel. The chair of the Panel would be Jim Forbes as he was chairing this meeting. The Representatives from the Area would be Ian Jones (Fife Council) and Karyn Davidson (Vodafone).

J.F. asked C.H. and C.McQ. to pass a copy of their cases to I.J., K.D. and himself.

Action – C.H. / C.McQ.

J.F. will arrange a date and venue for the meeting of the Panel.

Action – J.F.

d. TTRO Permit Charges – Dundee

The previously circulated paper was taken as read. The matter was discussed as follows: -

- Dundee City Council had approved an increase in the rates for TTROs to £1000 / Day for a standard Order and £2000 day for a Notice.
- The increase in the rate would have a major affect on the costs of a scheme and in some cases make them un-economic e.g. repair to ironwork.
- The Legislation allows for the full costs of administration and advertising to make the Order / Notice.
- This matter is the subject of a meeting with the Commissioner to be held on 21st May.
- Any changes to these rates would have to be referred back to the Council as part of a revision to the Councils Revenue Budget.
- This is a matter for Dundee to deal with and not one which can be resolved at this meeting Alex Rae (SGN) has contacted Dundee Council.

e. Telecom Working Group on Performance

K.D. informed the meeting that Vodafone was hosting the next meeting on 11th May 2018.

f. Discussion Escalation

The Committee noted that the Commissioner was looking for better operation of the three tiers of RAUC(S) e.g. RAUC(S) / Area RAUCs / Local Co-ords. Items should be dealt with at the relevant level first before they are escalated up the chain. It should be remembered therefore that Items are raised at the correct Committee.

15. Date of Next Meeting: - Wednesday 8th, August 2018

Venue: – Room No 11 Rothes Halls, Rothes Square, Glenrothes, KY7 5NX

Future Meetings Dates: - November Meeting Wednesday 14th, November 2018

The Meeting finished at 12.55