

## **TAYFORTH RAUC MEETING**

The minute of the meeting of the TayForth RAUC held on Wednesday 10<sup>th</sup> November 2021 on MS TEAMS (11.00 – 13.15)

John O'Neill (Chair)	Dundee City Council	J.O'N.
Caroline Auld	Network Rail	C.A.
Greig Barker	Stirling Council	G.B.
Kelly Bibby	ABS Streetworks for Lastmile (Electricity & Gas)	K.B.
Clare Callaghan	Scottish Water	C.C.
Joao Carmo	SPEN	J.C.
William Collins	Stirling Council	W.C.
Stefeni Cownley	ESPUG	S.C.
Gerry Cullen	Amey / Transport Scotland	G.C.
Karyn Davidson	Vodafone	K.D.
Robert Fleming	Falkirk Council	R.F.
Jim Forbes	CityFibre	J.F.
Mike Gray	BEAR Scotland	M.G.
Julie Greig	SGN	J.G.
David Hearty	EE / MBNL / 3	D.H.
Colin Heggie	Perth and Kinross Council	C.H.
Lindsay Henderson	O.S.R.W.C.	L.H.
Douglas Hill	Angus Council	D.H.
Ian Jones	Fife Council	I.J.
Stephen Kettrick	Clackmannanshire Council	S.Ket.
Stephen Kitt	BEAR Scotland S.E.	S.K.
Carole McDonald	City Fibre	C.McD.
Fiona McInnes	Scottish Water	F.McI.
Duncan MacLennan	Openreach	D.MacL.
Craig McQueen	Scottish Water	C.McQ.
Andrew Matheson	Virgin Media	A.M.
Graham Milne	O.S.R.W.C.	G.M.
Craig Muir	SSEN	C.M.
Ronald Murray	Petroineos	R.M.
Chris Murray	Sky	C.M.
Ryan Newman	BEAR Scotland N.E.	R.N.
Kat Quane	Transport Scotland	K.Q.
Stuart Ross	GTC	S.R.
Ruth Scott	NEOS Networks	R.S.
Lewis Stacey	ABS Streetworks for Lastmile (Electricity & Gas)	L.S.
Elaine Stewart	SPEN	E.S.

### **In Attendance**

George Borthwick	RAUC(S) Sec.	G.E.B.
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### **Apologies (Declined)**

Lee Broomhill	Royal Mail	L.M.
Clark Findlay	Ineos	C.F.
Lauren Goodman	BEAR Scotland	L.G.

### **Apologies (Declined) Continued**

<b>Barry Hall</b>	<b>GTC</b>	<b>B.H.</b>
<b>Kevin Hamilton</b>	<b>Scottish Road Works Commissioner</b>	<b>K.H.</b>
<b>Owen Harte</b>	<b>Virgin Media</b>	<b>O.H.</b>
<b>Katrina Hardy</b>	<b>Ineos O &amp; P Pipelines</b>	<b>K.H.</b>
<b>Ewan Hogg</b>	<b>Falkirk Council</b>	<b>E.H.</b>
<b>Alan Hutchison</b>	<b>Tay Road Bridge</b>	<b>A.H.</b>
<b>Rob James</b>	<b>Network Rail</b>	<b>R.J.</b>
<b>Jamie Kippen</b>	<b>BEAR A92 DBFO</b>	<b>J.K.</b>
<b>Robert Mills</b>	<b>JSM Group</b>	<b>R.M.</b>
<b>Alex Rae</b>	<b>SGN</b>	<b>A.R.</b>
<b>Dorothy Reid</b>	<b>Falkirk Council</b>	<b>D.R.</b>
<b>Ali Schofield</b>	<b>Clackmannanshire Council</b>	<b>A.S.</b>
<b>Kenin Skinner</b>	<b>Scottish Water</b>	<b>K.S.</b>
<b>Alistair Wales</b>	<b>Verizon</b>	<b>A.W.</b>

### **1. Introduction**

John O'Neill welcomed all to the meeting.

The apologies were recorded as above.

### **2. Approval of Previous Minutes.**

#### **a. Accuracy**

The minutes of the last meeting held on 11<sup>th</sup> August 2021 were agreed with the following revision to the sederunt: -

Item No. 3 Coring Programme 2021 / 22

First line should read – I.J. reported as follows: -

#### **b. Action Tracking.**

See the Action Tracking Summary Report.

### **3. National Coring Programme 2021/22**

C.McQ. Reported as follows: -

- The Final version of the Advice Note is ready for a final review at the Working group and should be ready for submission to the RAUC(S) meeting in December for approval to publish.
- A Lead Authority meeting will be held to review the programme and provide an overview of their tasks.
- A Coring Programme has been set up on KHub to allow files and folders to be circulated efficiently. It will be available to all R.A. and S.U. Representatives. It has already been trialled by the Working Group and Lead Representatives.
- L.H. has issued a request to R.As and S.U.s for the contact details of their Programme Representatives,
- A meeting will be held on 14<sup>th</sup> December to deal with any issues raised by RAUC(S).

- The Advice Note has new Appendices which have been developed for ease of use by the Representatives.

I.J. Commented as follows: -

- The Lead Authorities need to start preparing contracts to seek quotations for the work in their Area.
- KHub use guidance will be provided.
- If there are any problems being experienced over the period of the programme they should be raised, and help requested.
- L.H. should be in possession of all the R.A. contact information in the next week.

#### **4. Matters (Arising from RAUC(S) Meeting 1<sup>st</sup> September 2021**

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

- A presentation was given by Jamie Rodden (Glasgow City Council) on the preparations and travel arrangements for the CoP 26 event. Road and Pedestrian traffic will be affected especially in an Area around the Conference site.
- HAUC UK Web Site Presentation – All were asked to have a look at this facility which has been set up to be operated north and south of the Border with access to guidance and useful information including Legislation, Codes and Advice Notes.
- Electric Vehicles Presentation – This provided up to date information on what was available and what would be required for charging going forward.
- The Constitution was approved and would be introduced from 1<sup>st</sup> April 2022. A review will be held in 2 years to iron out any issues. Consideration is required on setting up the new Area Committees in preparation for 1<sup>st</sup> April 22.
- The Coring Programme will be managed on the basis of the current 5 Areas.
- The Diversionary Code is being reviewed and the existing version (1993) is available for comment All should check the content and pass any comments to either David Armitage or Kat Quane. R.A. design staff may have more experience of this Code and should be given the opportunity to comment.

#### **b. Working Group Recruitment**

The previously circulated Schedule was taken as read.

Scot Walker has agreed to continue as the R.A. Co-Chair on the Inspections Group therefore a TayForth Area Representative will be required. The view was that as this group is not live at present the replacement can be considered when the new Areas come into being after April 2022.

Maggie Baird is currently a member of the SAT and her continuing service on this group may be considered after April 2022.

The Committee noted that the Tay Road Bridge had not been allocated to an Area or a Local group in the new Constitution. This needs to be reviewed so will be reported in the Area Report to the RAUC(S) Meeting. **Action – J.O’N. / J.F.**

#### **c. Scottish Government Update**

K.Q. commented on the two previously circulated papers as follows: -

COVID-19 Update

- The general policy position on road works/construction remains unchanged since the previous meeting i.e. in Scotland, home working is still being encouraged where possible, e.g. for office staff. [Guidance](#) has been published which encourages employers to facilitate flexible working practices. This may mean more of a hybrid approach to work, allowing both home and office-based working
- While in Scotland there has been a plateau and subsequent decline in COVID-19 cases, transmission, and hospitalization. These levels still remain too high, and we can expect a challenging winter ahead.

#### Transport (Scotland) Act 2019

- The schedule issued to previous meetings has not changed.
- Items which are being progressed in November 2021:
  - SRWC increased penalties will commence legally in November 21. This will require a small update to the Penalties Code of Practice to replace £50k with £100k. This code will require a more substantial update following the introduction of Compliance Notices. The RAUC(S) Co-Chairs should consider if updating this Code is done now, or at that time. All should note that the Penalty is set by the legislation and even if the Code is not updated at this time, it will not have any bearing on the value of the Penalty issued.
  - 'Red Book' compliance for R.As starts on 25 November 2021. The associated qualification requirement will be brought in during summer 2022. However, (as is currently the case) any HSE investigation will look at the competence of staff to undertake that work using relevant documents including the Red Book so there should be little need to change working arrangements.

The review of the Red Book is being lead by the DfT and is currently suspended. K.C. / Ewan Hogg / L.H. / A.R. are involved in the process and will ensure that the final version accommodates working in Scotland.

- Other changes to how the SRWC provides information to the public and unused / duplicate legislation will also be removed.
- Section No. 61 and other legislation contained in the 2005 Act but never introduced will be revoked.
- The Commissioner's penalties rise from £50k to £100k maximum. The Code will require to be revised to indicate the revised sum, but all should note that the sum is set by the Legislation and the revision to the code can be dealt with at a suitable time.
- The S.R.W.C / T.S. held an information Webinar for Senior managers in October to update them on the main points contained in the Transport (Scotland) Act 2019 which they should be aware of and be ready to act on. It was well attended with a good question and answer session. Copies of the slides and the Q & A records have been issued.
- The drafting of the final version of the Reinstatement Quality Plans Code of Practice is now near completion It will be a soft launch from 1<sup>st</sup> April 2022 before becoming mandatory in April 2023.
- One of the next new changes being discussed at the PDG is the requirement for recording works start and stop which change from next working day recording" to 'within 2 hours recording on the Register.
- A Working Group is to investigate the split in the charging of the Fees and Amounts between the R.As and S.U.s to assess if there needs to be a change. In the meantime, all should note the Scottish Government consultation (due to close on 19<sup>th</sup> November) on the Fees and Amounts to be charged for next year and respond even if it is just to confirm agreement with the proposal.

## Superfast Broadband

The Scottish Government holds premise-specific information on planned commercial broadband delivery which is available at <http://www.scotlandsuperfast.com/> with an enquiry form for more information if required. This may be useful to R.As in particular, in responding to misdirected public enquiries over broadband installation.

If there are any queries about any of the above, they should be passed to K.Q.

J.F. indicated that the current versions of the RQPs (as circulated previously) would be submitted to the RAUC(S) December meeting for approval.

The previous version of the Advice Note No. 22 which was circulated requires a small addition to refer to Section No. 109. The recommendation will be to approve the Advice Note at the RAUC(S) December meeting.

Public Enquiries about works on the Register – the requirement for members of the public to visit an office to view content of the register will be replaced by the query being answered with information on where to find the information on the Public facing Site.

Red Book – The legislation which will make the ‘red book’ mandatory for roads authorities is being laid in November 2021 and will be legally mandatory from January 2022. The second part of that measure, a review of the qualifications (how many card holders per site, card holders for site staff only, or designers etc) will take place next year, and depending on the outcome, may result in new requirements from late 2022 onwards.

Basically, the red book must now be followed by R.As. Next year both R.As and S.U.s will be asked if the current process of only one card holder per site, and only for site staff, and not for office staff is satisfactory. Assuming they say it does, that’s the end of the matter. If not, we might change some of that process.

## 5. O.S.R.W.C. Performance Report and Bulletin

G.M. provided the following verbal report: -

### SRWC Management Report

**Transport Scotland Act Webinar** – In conjunction with Transport Scotland a short Webinar was held on 28 October for Senior Managers to remind them of the associated changes to Legislation in the Transport (Scotland) Act 2019 affecting roadworks. 104 Representatives attended the event.

The event was well received. The slides and a summary of the Q&A have been issued to attendees. A further event will be held next year.

**Research Project** – The Commissioner has submitted a research proposal to the Scottish Road Research Board to investigate and report on the service life of reinstatements. This will build on work done in 2012 and will examine reinstatements selected from previous coring programmes to provide a baseline which will help future assessment of the impact of various legislative changes. The research also aims to develop simple criteria for inspecting reinstatements at 6-years. The Commissioner will be looking for input from RAUC(S) Members to the project.

**SROR Review** – Discussions with consultants are ongoing to appoint a Technical Editor by the end of November for drafting the new Code

## **Performance Report**

**Dashboard** - The SRWC 2021/22 Q2 quarterly dashboard has been circulated.

**2020/21 Performance Reviews** – Following further engagement with a small number of Organisations, discussions are ongoing with the oSRWC.

**Improvement Plans** - 4 Organisations are currently on improvement plans with 2 delivering sufficient improvements to be considered for removal.

Submission date for Q3 Improvement Plans for 2021/22 is Friday - 14 January 2022.

If you have any comments on any of these items, please contact the Commissioner's office at the usual e-mail address.

TAG development is ongoing with update paper submitted to the RAUC(S) meetings.

## **SRWR Report**

L.H. provided the following verbal report: -

### **Draft SRWR Prescribed Fees and Amounts 2022/23**

A Matrix with an estimate of the Prescribed Fees and Amounts 2022/23 has been circulated. Please note that this estimate is only a guide to aid budgeting. It is based on noticing and areas covered for the previous year and will change before invoices are issued on 1 April 2022.

### **SRWR Aurora V2**

Symology have upgraded the SRWR with Version 2 of the Aurora package.

This release included enhancements to: -

The look & feel of the system, making it more user friendly and usable /

Improvements to the mapping, including the ability to view closer to the street /

New functionality for reporting, such as the ability for reports to be produced offline overnight,

Further details can be found on the Aurora Community Portal news page.

There were issues with the implementation of the new release, the majority of which were resolved within the first week. Lists of the issues resolved and those outstanding can be found on the Aurora News page.

As always, if you have an issue that has not been satisfactorily resolved, please escalate it to Iain Ross.

### **Distribution of RAUC(S) Papers**

As reported previously the RAUC(S) Secretaries (George Borthwick and Brian Cooper) now have access to Office 365. The papers for all meetings are being circulated using OneDrive shared folders. Please provide feedback on this new mechanism for sharing papers.

George Borthwick's new email address is [george.borthwick@raucs.scot](mailto:george.borthwick@raucs.scot). He can also still be contacted at [secretary@raucs.scot](mailto:secretary@raucs.scot).

Brian Cooper's new email address is [brian.cooper@raucs.scot](mailto:brian.cooper@raucs.scot). He can also be contacted at [se.raucs@raucs.scot](mailto:se.raucs@raucs.scot).

### **RAUC(S) Website**

All Chairs of Local RAUC meetings and Working Groups are reminded that they should keep George Borthwick apprised of changes to their groups and Diary dates etc so that he can keep the RAUC(S) website up to date. Also, the Chairs are reminded that they must provide George with copies of Minutes / Papers for updating the Web site.

### **New Undertakers**

Indigo Pipelines (gas), Indigo Power (electricity), Borderlink Broadband (telecoms) and Netomnia (telecoms) have all joined the Register.

### **SRWR Mobile Apps –Removing Support for Older Android Devices – All are reminded that: -**

The Android versions of the SRWR Mobile Apps were subject to certification changes in September 2021, which will remove support for Android Operating System versions 5, 6 and 7.0.

Prior to this change, the Google Play Store entry will be updated to prevent download of the SRWR Apps on those pre 2016 OS versions. You will be able to download and operate on devices running Android OS versions 7.1.1 (Nougat) and above.

Following the certification changes in September 2021, any devices still running the older versions will permanently fail to connect to the SRWR servers.

Please check your Android OS version now to ensure compatibility and plan any upgrade activities necessary.

It is important for your organisation to use officially supported OS software on your devices. Google currently support Android 8.1 (Oreo) and above only. We are able to retain support for Android OS 7.1.1 and above for the time being, to minimise disruption.

Note: Apple iOS Apps are not currently affected by this change.

## **6. Improvement Plans**

No Improvement Plans have been issued by R.A.s to S.U.s in the last quarter in the TayForth Area.

City Fibre is holding regular meetings with Dundee City to discuss issues which are being raised.

Angus Council are concerned about the performance of Virgin Media on their work in that Area. At present work has been stopped pending a meeting with V.M. Senior management.

## **7. Health and Safety**

Comment was made that all Legislation, Codes and Advice Notes must be complied with for the safety of operatives and the Public.

The Police and / or Health and Safety Inspectors may carry out inspections on sites and submit comment or even take action against the relevant parties. This should always be avoided by carrying out the works correctly with safety in mind.

## **8. Environmental Issues**

Comment was made as follows: -

30 / 14 Asphalt Reinstatements in the Footway – During the Covid 19 lockdown this specification had been agreed through the Commissioner's Office. The S.U.s were now asking for the local agreements to be extended to reduce their carbon Footprints. J.G. informed the meeting that SGN saved (in Scotland) 23,000 kg of embodied carbon but this is mostly from the North area with vehicle movement reduction.

SGN were looking to increase the use of SMR for reinstatements. This would reduce the amount of travel as well as the reduction in the use of new aggregate.

The Commissioner has reiterated his comment that R.As should look favourably. The 30 / 14 specification for footway reinstatements and would refer it to the SROR Working Group for consideration in the SROR review.

HRA is already used as an alternative in SMA surfaced roads in a number of R.As.

S.W. is still waiting for the response from The TayForth Area R.As. There is a requirement for a decision soon as the result of the SROR review is some way off. An Area approval covering all R.As is much preferable to having to approach individual Authorities. F.McI. and J.G. are happy to attend a meeting with the R.As to discuss this matter.

The issue of carbon reduction is high on the agenda in the Scottish Government, and they are looking for all industry to take hard decisions to achieve this. Reductions in transport movements is one solution to making savings in the roads industry which may need to be considered in the review of the SROR.

The TayForth Area R.As will meet to discuss the 30 / 14 reinstatement and respond to S.U.s request.

SGN were like many Organisations looking at the use of Electric Vehicles but there is a supply problem and journey range is a governing factor. This is made worse when the vehicle is loaded with tools and equipment and in winter when heaters and wipers are in use.

Charging points were not always available in the areas where the vehicles are being used and the time taken to carry out a recharge is much longer than a quick petrol / diesel refill.

## **9. Reports from the Community**

Angus Council – D.H.

- The works are all posted on the Register.
- New schemes are being proposed and posted on the Register. They will be raised at the Local Meetings to encourage the S.U.s to comment on where they may have works in the new sites which they would want to progress ahead of the works commencing,
- The Christmas Embargo in Arbroath is 6<sup>th</sup> Dec to 6<sup>th</sup> Jan. and in Montrose 13<sup>th</sup> Dec. to 6<sup>th</sup> Jan.

Clackmannanshire Council – S.K.

- All works are recorded on the Register.



Dundee City Council – J.O’N.

- There was a good attendance at the last Tay Local RAUC Meeting.
- There were no remits from the meeting.
- A meeting is planned with J.F. to discuss works in Dundee.
- The Christmas embargo is 18<sup>th</sup> Nov. to 4<sup>th</sup> Jan.

Falkirk Council – R.F.

- The planned works are recorded on the Register.
- Falkirk Road, Larbert - power cable running through and existing culvert. A meeting was held with E.S. and the matter is ongoing.
- SGN track at Haugh Street, Falkirk is sinking and causing severe consequential damage. This matter is ongoing with discussion on the SGN response.

Fife Council – I.J.

- The Local RAUC Meeting had slipped.
- Works are not being recorded correctly and this should be addressed.
- Defects are not being updated on the Register by the S.U.s.
- The embargoes are posted on the Register.
- Works on the Bawbee Bridge, Leven (A955) will be carried out lasting 12 months.
- The 150<sup>th</sup> Open Golf Tournament is to be held in St Andrews during week 10<sup>th</sup> to 17<sup>th</sup> July 22.

Perth and Kinross Council – C.H.

- C.H. apologised for being unable to attend the Tay Local RAUC Meeting. Due to staffing it was not possible to provide a Substitute.
- The Christmas embargoes are as posted on the Register.
- Work will commence on the Perth Cross Tay Link Road (Scone to the A9) in 2022. Liaison is ongoing.

Stirling Council – W.C.

- Works are posted on the Register.
- Major Works affecting Burghmuir Road are ongoing.
- The Christmas Embargo is between 6<sup>th</sup> December and 3<sup>rd</sup> January.

BEAR Scotland S.E. – S.K.

- There are no major works planned.
- The FRB will be open again and available for diversions.
- In the event of a need to use the A985 as a diversion route works if possible should be cleared. All T.M on this route should be notified to the Control Room 24 / 7.

BEAR Scotland N.E. – R.N.

- All works are on the Register.
- A works programme will be issued via the Secretary. **Action – R.N. / Secretary**

BEAR Scotland NW – M.G.

- The programme is posted on the Register.
- The Winter service will run through to mid-May.
- Short closures will be provided at War Memorials for the period of the Armistice Services.

CityFibre – J.F.

- Works recorded on the Register.
- Works ongoing in Dundee with problems hopefully sorted out with the R.A.
- Work on the Trunk Road discussed with R.N.
- Remedial work in Stirling should be almost completed.
- Projects in Perth and Kinross Area and in Angus are being considered.
- R.As are asked to discuss extended reinstatements on roads affected by CityFibre works.
- The sharing of ducts, cables and cabinets should be considered where convenient.

JO'N. asked all S.U.s to reinstate and clear sites which are closed for Christmas. Sites in Urban Areas where there are likely to be noise and vibration problems on out of hours working should be discussed with the Council's Environment section.

EE / MBNL / 3 – D.H.

- No major works planned.
- Works on the Register
- No H&S issues to be raised.

Energy Assets – No report provided.

ESPUG – S.C.

- No major road works in the Area.

GTC – S.R.

- All works on the Register

Ineos FPS – No report provided

Ineos O&P Pipelines - K.H.

- No works to discuss.

Lastmile – L.M.

- No Issues to record.

Lumen – No report provided.

Openreach – D.MacL.

- The programmed works are on the Register as circulated at the Local Meetings.
- No issues to raise.

Network rail – C.A.

- No issues to raise.

Petroineos – R.M.

- No issues to raise.

Scottish Water – F.McI.

- No issues to raise.
- The programme is posted on the Register.
- The new Ironwork and reinstatement Term Contractors have been allocated and have started working. Any problems should be passed to F.McI.
- All R.As are reminded that covers and frames are available free for replacing existing on resurfacing projects.
- All R.As are asked to request out of hours working only where there is good reason.

Scottish Water – C.McQ.

- The Capital Works programme is ongoing with the projects recorded on the Register.

SSEN – C.M.

- The programme is posted on the Register.

SGN – J.G.

- All works are posted on the Register and discussed at the Local meeting.
- If there are any issues they should be passed to J.G.
- All R.As were asked to attach photographs and provide comments in the text box on the Defect Notices they issue.
- All R.As were asked to update Declined Notices as they otherwise remain on the S.U to do lists. There are some 200 Notices to be dealt with.
- There have been Staff changes and Martin Gemmel should be added to the Contact List.
- C.H. thanked SGN for their quick action on a recent site.

Shell - No report provided.

Sky – C.M.

- There are no planned works for the present.

SPEN – E.S.

- All works are posted on the Register.

Neos Networks – R.S.

- Programme is posted on the Register.

Tay Road Bridge – No Representative online but the Committee noted: -

- There are major works planned in 2023 which will require full closure of one of the bridge decks with a contraflow in operation.
- Dundee, Fife and the Trunk Road Operator have all been notified of the works planned.

Traffic Scotland – G.C.

- No major works.

Virgin Media – A.M..

- Works as usual recorded on the Register.
- All issues should be passed to A.M.

Vodafone – No Representative on the call

## **10. 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.

### **c. Meeting dates 2022**

The next meeting will be held on 9<sup>th</sup> February which will be the last TayForth meeting.

The Secretary was asked to update the Diary with all the dates for the new Areas in June and October 2022 to allow the Local RAUC and Working Group Chairs to set their dates.

**Action – Secretary**

At present the probability is that the meetings will be online with face to face / hybrid meetings remaining an option.

### **d. Review of Trunk Road / Local Authority Road Boundaries**

The review is ongoing, and the results are likely to be published in 2022 probably in April.

## **11. Date of Next Meeting: - 11.00 am Wednesday 9<sup>th</sup> February 2022**

**Venue: – MS TEAMS**

**This will be the last TayForth Area RAUC Meeting.**

The Meeting finished at 13.00