

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 11^{th} August 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.
Owen Cooper	???????	O.C.
Gerry Cullen	Amey / Transport Scotland	G.C.
Karyn Davidson	Vodafone	K.D.
Jim Forbes	CityFibre	J.F.
Mike Gray	BEAR Scotland	M.G.
Lauren Goodman	BEAR Scotland	L.G.
Julie Greig	SGN	J.G.
Katrina Hardy	Ineos O & P Pipelines	K.H.
David Hearty	EE/MBNL/3	D.H.
Colin Heggie	Perth and Kinross Council	C.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
Ian Jones	Fife Council	I.J.
Stephen Kitt	BEAR Scotland S.E.	S.K.
Carole McDonald	City Fibre	C.McD.
Duncan MacLennan	Openreach	D.MacL.
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.
Darren Pointer	Scottish Water	D.P.
Kat Quane	Transport Scotland	K.Q.
Iain Ross	O.S.R.W.C.	I.R.
Ruth Scott	SSE Telecom	R.S.
Kenin Skinner	Scottish Water	K.S.
Lewis Stacey	ABS Streetworks for Lastmile (Electricity & Gas)	L.S.
Elaine Stewart	SPEN	E.S
Scott Walker	Clackmannanshire Council	S.W.
In Attendance		

George Borthwick RAUC(S) Sec. G.E.B.

Apologies (Declined)

Clark Findlay Ineos C.F. Kevin Hamilton Scottish Road Works Commissioner K.H.

Owen Harte	Virgin Media	О.Н.
Apologies (Declined) Continued	<u>ued</u>	
Lindsay Henderson	oSRWC	L.H.
Alan Hutchison	Tay Road Bridge	A.H.
Rob James	Network Rail	R.J.
Fiona McInnes	Scottish Water	F.McI.
Craig McQueen	Scottish Water	C.McQ.
Alex Rae	SGN	A.R.
Ali Schofield	Clackmannanshire Council	A.S.

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 12th May 2021 were agreed with the following revision to the sederunt: -

Katrina Hardy should only be listed in the Apologies.

b. Action Tracking.

See the Action Tracking Summary Report.

3. National Coring Programme 2021 / 22

I.J. Reported as follows: -

- The Working Group are still meeting monthly to review the Advice Note and deal with issues relating to the next programme.
- All the Representatives for the Lead Authorities have been agreed and will be meeting with the Working Group as necessary.
- The coring of narrow trenching reinstatements is being considered.
- J.F. indicated that CityFibre were not coring at present as the coring of their narrow tracks (120mm Footways / 160 mm road) would be out with the specification.

4. Matters (Arising from RAUC(S) Meeting 2nd June 2021

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

- Living Streets representative gave a presentation on provision of safe routes for people with mobility problems. All should consider carefully the siting of temporary road signs, how sites are laid out and what mobility provisions were incorporated. Always remember the double buggy.
- RAUC(S) R.A. Co-Chair has been appointed. Philip McKay from Aberdeenshire Council is the new Co-Chair and will attend the September meeting.
- The RAUC(S) Constitution was discussed, and the matter is ongoing.
- The Revised Advice Note No. 8 was to be reissued to the Community for comment.
- Network Access Forms The incorporation of these forms onto the SRWR which was requested about 2 years ago had not progressed yet. As from the 1st September

SJUG have indicated they will not be completing these applications as they are not a legislative requirement.

This is a contractual requirement for the Trunk Road Operators, and this would need to be reviewed with Transport Scotland. The Transport Scotland staff had changed and the project had lapsed. The contact for enquiries on this is Martin Polland for the present. The information provided on the forms is used for coordination and to populate the traffic information for the public facing site.

The form is not required by legislation but is similar to the temporary traffic signal application forms. There would not appear on the face of it to be a problem with providing the facility on the Register to populate the form, but a Change Request would be required to start the process.

The forms were introduced in about 2000 and is used by all Trunk Road Operators. Most of the information is available on the Notices which could be used instead of filling in another form.

An urgent resolution to this issue is required and it is hoped that a suitable compromise can be agreed before the 1st September.

ai. Advice Note No. 22

A revised version has been drafted to deal with the repeal of Section No. 61 in the Transport (Scotland) Act 2019. The change will come before the Scottish Parliament on 21st November. A reference to the need for Quality Plans for Section 109 applicants is being drafted.

aii. RAUC(S) Constitution

The approval of the proposed revised Constitution was delayed pending the R.As meeting at a separate meeting to discuss the Draft. The R.As considered that the proposal had been brought forward with insufficient discussion.

The feedback from East Dunbartonshire had been incorporated into the Draft.

TayForth Area still want the status quo on the R.As which attend the meetings but would agree to the proposed three meeting cycle. It was however noted that the meetings being held online had reduced the time / costs burden on holding meetings. NoS Area had indicated at the recent meeting that they could see no benefit in moving Angus and Dundee out of TayForth into NoSRAUC. Fife could move to the SE area or remain in TayForth. R.A. borders should not be an issue for the Area Meeting members as the Coordination should all be dealt with at the Local meetings. R.A. numbers in each Area should be balance in general to ensure that attendance is manageable.

The R.As had met since the RAUC(S) Meeting and another meeting was planned.

There was an urgent need for agreement so that meeting dates and working arrangements could be set in place.

The Coordination meetings will now be held quarterly as is at present.

Coring will be carried out based on the current Areas.

The comments from the R.A. meeting is required for discussion at the RAUC(S) meeting on 1st September so that the final agreement can be made and the arrangements progressed.

a.iii Quality Plans

The previously circulated papers indicated what will be required in the Quality Plans for both R.As and S.Us.

The S.Us will have a soft roll out of Q.Ps on 1st April 2022 with a hard roll out on 1st April 2023 which gives a year to gain experience in using them along with producing the final version.

There is currently no mandatory requirement on R.As to use a Q.P. but the SRWC may require an R.A. to introduce one. The suggestion is that R.As develop their Plans and if not using them at least have them ready for introduction.

Section 109 licences holders under the legislation become a Utility during their work in the road so the R.As have been asked to develop standard Q.Ps to be issued and monitored. These will need to be simplified for use by Applicants / Contractors on minor works e.g. road crossings for connection.

R.As / S.Us were reminded that they should have comments in to the Working Group by 25^{th} August to allow them to be reviewed for submissions to be made to the September RAUC(S) Meeting. **Action - All**

b. Working Group Recruitment

The previously circulated Schedule was taken as read with the vacancies noted.

The vacancy on the TayForth Gazetteer Group has been appointed and the Representation to the National Committee will be agreed.

Roger Garbit who Chairs the National Group also attends the Local Group meetings.

The membership of the Area Groups will be considered after the Constitution has been finally agreed.

c. Scottish Government Update

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

Covid 19 – No changes have been issued on the legislation / guidance. The general direction is to stay local and work from home if possible. If there are any changes required by the rising levels of infection they will be issued. The rules on car sharing have not changed.

If you are pinged as having been in close contact with someone who has tested positive you may return to work if you have had 2 vaccinations and test negative after a PCR Test. You will however need to self-isolate while you book a test and await the results. However, individuals who test positive for COVID-19 will still be required to self-isolate for ten days.

Employers can start to allow employees to return to office working but they are requested to support employees to work from home by enabling hybrid working, where appropriate.

Roadworks information on shared vehicle use / fleets has been passed to the baseline measure review team. Details on car sharing will be reviewed ahead of August 9th.

Transport (Scotland) Act 2019

The previously issued batch diagram on the Transport (Scotland) Act 2019 has been revised to indicate more dates for the Sections being submitted to the Scottish Government. These dates may vary depending on the Government priorities. More information on the timetable will be provided when available. The changes to note are: -

 Confirmed date of increase of SRWC penalty; Mandatory 'Red Book' compliance for roads authorities; the 'go live' date for reinstatement guarantee of 01 Oct 2023

An online event is being prepared by the S.R.W.C. and Transport Scotland to remind Senior Managers of the Sections of the Transport (Scotland) Act 2019 which they should be planning and budgeting for in the year ahead.

As commented on above there will be a soft launch of Q.P. for S.Us in April 2022 followed by a hard launch in April 2023.

The Section Leaders dealing with other items e.g. footway parking and environmental matters will submit their Sections and be allocated parliament dates as available.

Superfast Broadband / R100

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

EU Operatives Medical Tratment

All should note that EU Operatives working in Scotland can have Emergency / Urgent treatment free at point of use. It is not fraudulent to seek treatment even if you are a non UK national, so there is no need to give a false name or wait until returning to your home country to seek emergency treatment. There are other guidelines for non-emergency treatment.

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

SRWC Indicators and Statistics Reports

Graham Milne provided a verbal report as follows: -

• A Webinar will be held in conjunction with Transport Scotland will be held for Senior Management to remind them of the main road works provisions in the TSA 2019 and associated changes. The presentation was due to be held last year but due to Covid 19 it was postponed, and it is now felt that the a reminder should be provided on the key provisions to assist with planning and organisation ahead of the relevant sections being introduced.

The main issues which will be included on the Webinar will include: -

- Mandatory Red Book for Roads Authorities
- o Reinstatement Quality Plans
- o Mandatory submissions to Vault
- Actual Start/Closure notices
- o Commissioner Authorised Officers and Compliance Notices
- o Revision of SROR and 6-year guarantee period

The webinar which will be on MS TEAMS will last about an hour and is provisionally booked for 28th October. More information on the event will be provided nearer that date. A letter of invitation will be sent out to Senior Contacts in due course, but all are asked to speak to their Managers and get them to set the date in their diaries.

Action - All

Quarter No. 1 2021 / 22 Performance Dashboard

- The Dashboard has been circulated prior to the meeting. The subtle changes to indicator targets contained in the Compliance and Monitoring Bulletin No. 4 issued in March 2021 (available on the SRWC website) have been applied to the data recorded in the Dashboard.
- 2020/21 Performance Reviews Following on from the 2020-21 Performance Reviews: 12 Roads Authorities and 8 Statutory Undertakers were asked to submit a response on the non-compliant aspects of their road works delivery. Most Organisations responded by their respective sector deadlines.
- **Improvement Plans -** 4 Organisations (1 RA and 3 S.Us) continue to be reviewed quarterly, with an additional 2 currently being considered for inclusion.

The Submission date for Q2 Improvement Plans for 2021/22 is Friday - 15 October 2021.

- Any comments on or queries about any of these items should be passed to the Commissioner's office at enquiries@roadworks.scot.
- SROR review is ongoing. The scoring undertaken by the RAUC(S) SROR working group was complete and the scores and comments were collated by the Commissioner's office. The resulting data is being reviewed and a progress report will be presented to the RAUC(S) September meeting.

SRWC Report

Iain Ross. provided a verbal report as follows: -

- Fees and Amounts All invoices have been paid and all were thanked for paying promptly.
- SRWR Support Desk
 A reminder was given that Symology had int

A reminder was given that Symology had introduced a new telephone number **0808 196 8341** for reporting issues or raising queries. Contact can still be made by email to (or by email to srwr@symology.co.uk.

If the Support Desk are not able to resolve the issue or have closed the it without resolving it to your satisfaction you can escalate it to Iain Ross (via enquiries@roadworks.scot) with details of the problem.

• SRWR Aurora V2

Symology plans to release a major upgrade to their Aurora system used by the SRWR in mid-October 2021.

The new Version includes enhancements to the look & feel of the system, to make it more user friendly; improvements to the mapping, including allowing a view closer to the street; and some new functionality around reporting, such as the ability for reports to be produced offline overnight.

Further details can be found by watching Webinar 7, available on the Aurora Community Portal news page.

SRWR Webinars

Symology have now held several webinars on various aspects of the SRWR. Any suggestions for topics for future webinars should be passed to Symology. There has been good feedback about the Webinars from the Community.

• SRWR Interfacing

All Organisations are reminded that there are tools available to allow the SRWR to interface directly with works management systems. Enquiries about the facilities should be passed to Iain Ross (via enquiries@roadworks.scot).

• BT/SRWC Vault Licence Agreement

The Commissioner has now entered into an agreement with BT allowing access to their asset data. This will hopefully soon lead to BT data being available on the Vault.

• RAUC(S) Papers Distribution

The RAUC(S) Secretaries (George Borthwick and Brian Cooper) are being given access to Office 365. It is planned to circulate the papers for the relevant meetings using OneDrive shared folders from the next tranche of meetings. Details on how to access the papers will be circulated to members before the meetings.

• RAUC(S) Website

All chairs of Local RAUC and Working Group Meetings are reminded of the need to keep George appraised of changes to their groups and provide him with Minutes and relevant papers so he can keep the RAUC(S) website up to date.

- Two new S.Us namely Indigo Pipelines (dealing with gas) and Indigo Power (dealing with electricity) have joined the Register.
- Mobile App Access Information copied from Aurora News Portal "SRWR Mobile Apps – removing support for older Android devices The Android versions of the SRWR Mobile Apps are 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: the 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.

7. Health and Safety

Issues raised about CityFibre sites are discussed with the relevant R.A. staff and should be quickly resolved. The numbers of problems probably relate to the number of sites being dealt with in the programmes and the need to revise programmes to accommodate daily situations.

All S.Us were asked to check their out of hours contact numbers and revise as necessary. Any changes to the information should be reported on the Schedule issued under Item No 9b and the Secretary will deal with it and post a revised version on the RAUC(S) Web Site.

T.M. located on the road to deal with emergency / Urgent works should be reported to R.As as soon as possible. This includes contacting out of hours numbers were appropriate.

Site staff including T.M. contractors should be polite to members of the public.

All signs and equipment should be removed from site on completion of the work. There is always the ongoing problem of the neat stack of signs being vandalised.

Reinstatement should be programmed to be carried out directly following completion of the work on the plant to avoid openings being left open.

Reinstatement and the removal of signs are very much issues affecting persons with mobility problems. All should accommodate mobility when setting out signs and site boundaries.

The view is that quality of signing is improving.

8. Reports from the Community

Angus Council - D.H.

- The programme of works is recorded on the Register.
- A resurfacing scheme will commence on the A92 near Arbuthnot resulting in traffic delays.
- Traffic issues will be experienced in and around Carnoustie and access roads during the week of the Women's Open (16th to 22nd August).

Clackmannanshire Council – S.W.

- All works sre recorded on the Register.
- S.W. informed the Committee that he was moving to a new post with North Lanarkshire and any queries should be passed to Ali Schofield.
- J.O'N. on behalf of the Committee thanked Scott for all his input to the RAUC(S) Community and wished him well in his new post.

Dundee City Council – J.O'N.

- There was a good attendance at the last Tay Local RAUC Meeting.
- J.F. had agreed to be the S.U. Co-Chair until next April.
- Due to the Covid restrictions there were no major events planned but with the easing of restrictions Events may come onto the Calendar.
- Some issues still being observed with City Fibre on Programming of Works, Notifications to Residents and maintaining pedestrian passage and vehicular access

Falkirk Council – E.H.

• The planned works are recorded on the Register.

- Where works are required on roads with restrictions, contact should be made with the Office and the matter would be discussed.
- The Vibration Festival will be held in Callendar Park on the 3rd and 4th September 2021.
- Falkirk Road, Larbert power cable running through and existing culvert. E.S. asked for the details of this matter in order that she could review it.
- SGN track at Haugh Street, Falkirk is sinking and causing severe consequential damage. It appeared that no Type 1 Material had been used in the reinstatement. J.G. indicated that she had seen the core result and suggested that a meeting be held at an early date to find a suitable solution. SGN will consider a contribution to the required remedial work.

Fife Council – I.J.

- The Local RAUC Meeting had been well attended.
- Additional funding has been allocated to roadworks and the resulting programme
 has been added to the Register. The S.Us were asked to note these additional
 schemes.
- Events requiring closures etc are recorded on the Register.
- The plea was made to the S.Us to check T.M. being requested by their contractors. The request often exceeds what is needed.
- S,Us were asked to carry out reinstatements as soon as possible after the work on their plant was completed.

Perth and Kinross Council – C.H.

- The resurfacing work at Bridgend will be completed this coming weekend.
- Works at Carnbo will be carried out 8th to 29th September.
- Colin thanked Scottish Water (Mark Cuthill) for his assistance with a recent problem.
- The ETAP Cycling event is due to take place on 19th September.

Stirling Council – W.C.

- Doune the Rabbit Hole would be taking place the weekend of 14th / 15th August.
- Works affecting Goosecroft Road / Burghmuir Road are ongoing

BEAR Scotland S.E. - S.K.

- The works are posted on the Register. Major works would in the main be carried out Overnight.
- R.As should liaise with the Trunk Operators on Information relating to the gazetteer.

BEAR Scotland N.E. – R.N.

- All works are on the Register.
- Contraflows will be used for the project on the Tarbrax bypass.
- A programme will be provided for work between Broxden and
- CityFibre was asked to provide plans / programmes for their works on the footways adjacent to the Trunk Roads in Dundee. A meeting is needed to discuss the project.

BEAR Scotland NW - M.G.

- The programme is posted on the Register.
- Preparations to allow free running on the new dualled section of the A9 between Perth and Birnam are programmed towards the end of August.
- There are no planned events affecting the network during the period.

CityFibre – J.F.

- Regular coordination meetings are being held in the areas affected by their work.
- There is the possibility of further programmes of work in the outer towns with-in the Stirling Council area.

EE / MBNL / 3 – D.H.

- No major works planned.
- Works on the Register

Energy Assets – No report provided.

GTC – No report provided.

Ineos FPS – No report provided

Inoes O&P Pipelines - K.H.

No works to discuss.

Lastmile – No report provided.

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.

- Sites recorded on the Register.
- Network Rail is currently unable to input or update Diversionary Works Notices on the Register and are waiting for a fix from Symology.
- Further electrification programmes are being planned and information will be made available when it released.

Petroineos – R.M.

• No major works in the area.

Scottish Water – C.C.

- The programme is on the Register.
- There has been an increase in the number of bursts recorded and requiring attention. These will be dealt with as soon as possible.
- There has been slippage in the programme due to materials and equipment being in short supply.

- Scottish Water is considering the introduction of Adaptive Detection Temporary Signals to improve traffic flows through works and reduce the need for operatives on site to provide manual control.
- All R.as are reminded that covers and frames are available free for replacing existing on resurfacing projects.
- A response is requested to the email which was issued asking for an extension to the agreement to use 30 / 14 asphalt on footway reinstatements when it is being used on the adjacent road pending an agreement by the SROR Review.

J.O'N indicated that the R.As had considered the request and a coordinated response would be provided by the TayForth R.As as a Group.

Concern was indicated about the length of the temporary agreement as there was no end date for the completion of the SROR Review and the publication of the new Code.

It was noted that the stone size would affect the layer depth.

• The procurement process to appointment new term contractors is ongoing and information on changes will be issued when it is available.

Scottish Water - K.S.

- All works are recorded on the Register.
- The 30 / 14 agreement is required as soon as possible.

SSEN - C.M.

- The programme is posted on the Register.
- The Project in Clepington Road, Dundee will commence on 25th August 2021.
- There were procurement problems due to the shortage of cement and cement products and other equipment and the costs are increasing rapidly.

SGN – J.G.

- All as above with works on the Register.
- Problems with material procurement with the increasing costs.
- Coring of works is ongoing.
- Adaptive Detection Traffic signals are proposed for trials following success being recorded elsewhere in the UK.
- The temporary agreement on the use of 30 / 14 material is requested.

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

Traffic Scotland – G.C.

• All works on the Register.

Virgin Media - O.H.

• Works as usual recorded on the Register.

Vodafone - K.D.

Works recorded on the Register.

9. 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. Electric Vehicle Charging Points

The Committee discussed and commented on this subject as follows: -

There is an urgent requirement for guidance and legislation on the location of charging points especially outside properties with no off-street parking.

The number of applications and enquiries about the provision of these charging points is increasing and with the numbers of E.Vs increasing the problem will only accelerate.

K.Q. commented that a presentation on this matter was to be given to the RAUC(S) meeting on 1st September 2021.

If these charging points were to be sanctioned there could be no guaranteed parking space and who would be responsible for the power used, the installation, the Section 109 application and future maintenance and potentially removal.

Live cables across the footway or over the footway was not acceptable for safety, They are a trip hazard and could result in a pedestrian being electrocuted.

This matter will be discussed further at the meetings.

d. Review of Trunk Road / Local Authority Road Boundaries

The review is ongoing and all R.As should be engaging with T.S. if they have not already done so. TS may change boundaries of the road they are responsible for and

maintain to approximately 10m behind give the way lines. RAs will not have to include inside lane closures if they work/upgrade and tie-in to the TS asset.

Some issues on Road Restraint System responsibility, winter maintenance on footway overbridges, patching and iron work defects.

DH advised some Councils have yet to engage with Transport Scotland.

e. Meetings Arrangements

The general opinion from Tayforth regarding meeting arrangements was that there was no significant benefit in holding face-to-face meetings and Teams meetings should become the norm.

f. TayForth S.U. Co-Chair

Jim Forbes agreed to be the S.U Co-Chair until after the February Meeting. Chairing arrangements thereafter would very much depend on the decision on the RAUC(S) Constitution.

g. Scott Walker

Scott Walker advised the Members that this would be his last Tayforth meeting as he had taken up a new post with North Lanarkshire Council.

JO'N on behalf of the group thanked Scott for his contributions to Tayforth and to his attendance at RAUC(S) and input to Sub-committees on behalf of TayForth and wished him all the best in his new post.

10. Date of Next Meeting: - 11.00 am Wednesday 10th November 2021

Venue: - MS TEAMS

Future Meetings Dates: - To be agreed at the November Meeting. Dates beyond March 2022 may not be required if the Areas are reduced from 5 Areas to 4 Areas with Tayforth no longer in place

The Meeting finished at 13.25