

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 11th November 2020
on MS TEAMS (11.00 – 12.30)

John O'Neill (Chair)	Dundee City Council	J.O'N.
Caroline Auld	Network Rail	C.A.
Clare Callaghan	Scottish Water	C.C.
Joao Carmo	SPEN	J.C.
David Corsar	Stirling Council	D.C.
Gerry Cullen	Traffic Scotland	G.C.
Karyn Davidson	Vodafone	K.D.
Jim Forbes	CityFibre	J.F.
Daren Grant	SSE	D.G.
Mike Gray	BEAR Scotland	M.G.
JJ Van Graan	Century Link	JJ V.G.
Julie Greig	SGN	J.G.
Barry Hall	GTC	B.H.
Katrina Hardy	Ineos O & P Pipelines	K.H.
Owen Harte	Virgin Media	O.H.
David Hearty	EE / MBNL / 3	D.Hea.
Colin Heggie	Perth and Kinross Council	C.H.
Lindsay Henderson	O.S.R.W.C.	L.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
Alan Hutcheson	Tay Road Bridge	A.H.
Ian Jones	Fife Council	I.J.
Stephen Kitt	BEAR Scotland S.E.	S.K.
Robert McFarlane	Energy Assets	R.McF.
Fiona McInnes	Scottish Water	F.McI.
Duncan MacLennan	Openreach	D.MacL.
Hazel Moore	Bear Scotland N.E.	H.M.
Craig Muir	SSEN	C.M.
Ronald Murray	Petroineos	R.M.
Chris Murray	Sky	C.M.
Darren Pointer	Scottish Water	D.P.
Kat Quane	Transport Scotland	K.Q.
Iain Ross	O.S.R.W.C.	I.R.
Gordon Russell	Scottish Water	G.R.
Ruth Scott	SSE Telecom	R.S.
Elaine Stewart	SPEN	E.S.
Scott Walker	Clackmannanshire Council	S.W.

In Attendance

George Borthwick	RAUC(S) Sec.	G.E.B.
Robert Young	S.G. - Digital Scotland	R.Y.

Apologies (Declined)

Greig Barker	Stirling Council	G.B.
Craig McQueen	Scottish Water	C.McQ.

Apologies (Declined) Continued

Andrew Mathieson
Alex Rae
John Russell

Virgin Media
SGN
BEAR Scotland

A.M.
A.R.
J.R.

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 August 2020 were agreed as read.

b. Action Tracking.

See the Action Tracking Summary Report.

3. National Coring Programme 2019 / 20

I.J. Reported as follows: -

- Meetings will be arranged with the RAUC(S) Co Chairs and with the Working Group.
 - Comments from all R.As and S.U.s on the Coring Programme and the Advice Note would be appreciated.
- Action - All**

4. Matters (Arising from RAUC(S) Meeting 24th June 2020

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

- The commencement of the Transport (Scotland) Act 2019 is still on hold due to Covid 19 and other issues, but it will be progressed, and recommendations have been passed to the Cabinet Secretary. It is the commencement of the whole Act which is being considered and not just the Road Works section. The Brexit arrangements are still a priority and the Elections in 2021 are still issues which are likely causes of further delays.

The possibility of issuing the Commencement Schedule on 1st April 2021 has been submitted to the Cabinet Secretary.

One of the priority issues will be the introduction of the Low Emissions Regulations which in some cases will affect Road Works. The section dealing with the Commissioner's Office is likely to be progressed at an early stage..

Further information may be available in time for the December RAUC(S) meeting.

- SPEN gave a presentation on the cause of cable strikes and dealing with them.
- Information was provided on the restrictions and guidance for working during the Covid 19 pandemic.
- SROR / SROH – The Commissioner is reviewing the content of the SROH as part of his review of the SROR.

- The Working Group (K.S.; J.H.; E.H.; J.G.) have continued their review of the Traffic Signal Advice Note. Due to working constraints the review and collation of revisions has fallen behind, but a draft will be issued in due course for comment. The content of the new document will be much as the current version but should be simpler to use.

The review of TTROs has not yet been progressed.

Information on the review so far will be passed to L.H. for comment and he will be invited to the next meeting.

Within the Scottish Government / Transport Scotland the Roads Policy Team are carrying out a review and following comment from K.C. they have agreed to consider TTROs at the same time.

The previously circulated Draft Minutes provide information on the other discussions which took place at the meeting.

The recommendation is likely to be that another National Coring Programme is carried out. There was also a suggestion that the R.As should be coring their sites. All members of the Community should be looking to assure themselves that they are getting value for money for the work which is carried out for them.

b. Working Group Recruitment

There is still a volunteer required to be the R.A. Co-Chair the Quality Plans Group. Please contact the RAUC(S) Co-Chairs if you consider that you or a member of your staff could offer their services.

Action – R.As

An R.A Representative as needed from the WoS Area and the R.As in that area will be asked again to provide a volunteer,

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

Dashboard: -

The previously circulated Performance Dashboard for the Second quarter of 2020 / 2021 was taken as read with the following comments from L.H.: -

- The problems associated with working within the Covid 19 pandemic were noted and allowances would be made in reviews of performance.
- The work being carried out by R.As was still down on pre-Covid 19 operations but the S.U.s were generally back up to speed.
- There was an increase in the number of potential Notice failures, which were potentially due to dealing with reprogramming of works and restarting works which had been stopped during the lockdown.
- Any problems or issues with the Dashboard should be passed to Graham Milne.

SRWC Report

L.H. provided a verbal report as follows: -

- The Annual Performance Reviews for 2019 / 20 were issued in August to all Organisations. Covid 19 did not fully affect programmes until mid-March 2020 so did not affect the results of the Reviews to any extent.

- A total of 5 Organisations, (4 RA's and 1 S.U.) were asked to contact the oSRWC to comment on aspects of their 2019/20 performance. They have all responded.
- All Organisations subject to previously issued Improvement Plans (5 R.As and 7 SUs) have submitted their Q2 2020/21 plans and the oSRWC has now started the next round of follow up review meetings. Several Organisations have delivered improvements and they are scheduled to have their plans closed later this year.

The submission date for the Q3 2020/21 plans is Friday 15 January 2021.

I.R. provided a verbal report as follows: -

- Recent guidance bulletins on risk assessment and face coverings were issued from the Scottish Government via SRWC. There have been no other formal updates since 22 June 2020. The affect of the pandemic is continuing to change, and it is possible that the Scottish Government / SRWC will need to issue further guidance on undertaking road works. Any new publications will be issued via the SRWC to the list of primary contacts and senior managers held by the SRWC.

If you are not receiving these updates and think you should, please contact Jane Dunlop to be added to the circulation list (jane.dunlop@srwc.gov.scot).

- Website Link to the current and any new Covid 19 guidance is: - <https://roadworks.scot/news>.
- The new Commissioner, Kevin Hamilton, started in post on 9th November 2020.
- As previously reported the Commissioner issued penalties for failures in the Coring Programme totaling £94k to 6 Organisations. The penalties have all been collected.

For information, the money collected from the penalties does not remain with the SRWC but is transferred to the Scottish Government who pass it to Westminster.

- The work of the TAG Group is ongoing.
- Remote working is in some cases resulting in enquiries / complaints taking longer to deal with. There are a number of public reports of signing and guarding not being removed when the work on site is completed. This reflects badly on both the R.A. and the S.U.
- Early, late starts and extensions are rising due to Organisation's efforts to catch up on their delayed programmes.
- Guidance would be welcomed on working in different tiers and what extra action may be required to deal with travelling from say Tier 2 to Tier 3.

SRWR Report

I R. provided a verbal report as follows: -

- The sum to be collected for the Fees and Amounts has been set at £915k which is up from last year's sum of £911k. If any Organisation requires information on their share of the fees, they should contact I.R. As last year a quotation will be issued to all Organisations in March to allow them to prepare for making an early payment.
- The new version of the Register is now bedding in. If there are any issues / problems / queries they should be passed to the Support Desk. If the response does not appear to deal with the matter or is delayed it should be passed to I.R. who will investigate it. All should note that the response from I.R. may be the same as from the Support Desk. In some cases, you may be asked to submit a Change Request which will be passed to I.R. / SAT for consideration.

- Problems with extraction of data and reports has been investigated and changes made. Further consideration may be required. The W.G. dealing with this matter met yesterday and their comments are awaited.
- The New User Courses are being rolled out with some development not quite completed.

The training modules are free as they are covered in the Fees and Amounts modules.

Please note some courses may have a temporary price tag of £9,999.99 while the course is under construction / testing.

- In this quarter Commsworld Limited have been given access to the SRWR. Two other Organisations namely Energy Asset Networks and PCCW Global Networks have also started the process for gaining access.
- SAT have reverted to their normal tasks and have been reviewing the register of Change Requests and removing the C.Rs which are no longer relevant e.g. covered in the new Register. The C.R. process has been updated and includes a requirement for more dialogue with the sponsor and the provision of feedback.
- Concern was expressed about the system speed when operating from home via connection to the Office. The simple remedy appeared to be to work directly via the internet but some IT management may not permit that operation. Another solution had been to operate via Google Chrome. I.R. asked any affected party to contact him if the problem continued.
- I.R. indicated that he could assist with contact addresses if required.

6. Improvement Plans

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

7. Reports from the Community

Transport Scotland – K.Q.

Kat reported as follows: -

- See above for the comments on the Transport (Scotland) Act progress.
- Monies collected from Penalties goes to Westminster.
- There had been no new guidance issued since the one on Face masks and the one on Risk Assessment.
- Information on the Tiers which were introduced can be found on the Scottish Government Web Site. If in doubt about working in an area reference can be made to requirements of Essential and Non-essential working and to the Risk Assessment guidance. Set the arrangements for the area where the work is to be carried out and where possible work in the lower tier area and have a justification for the work.
- The Tiers are likely to change as the pandemic goes on.
- Queries / complaints are being received about why work is being carried out and asking for justification. It was important that PPE and Safe Working Guidance observed. The exemption is still in place allowing for travel to work.

Angus Council – D.H.

- The works programme which is being undertaken (including major schemes) is posted on the Register.
- Three schemes were reported as follows: -

- Resurfacing on the A933
- Safer Routes Footway / Cycleway scheme at Marywell
- New Footway construction at Charlestown.

Clackmannanshire Council – S.W.

- Footway / Carriageway work will be carried out on the Clackmannan Bypass nearer to easter. This work will require diversions.
- A problem with road damage had occurred due to water being channelled in a SPEN cable duct leaking out and causing the structure / surface to fail. This problem had occurred before but had been remedied. SPEN while accepting that the water was leaking from one of their ducts had indicated that it was not their responsibility and were refusing to rectify the problem. The duct was some 2 to 3 kilometres long and the influx of water could be happening at any point along its length.

Other R.As reported similar problems with water being ducted along a S.U. duct.

D.MacL. indicated that Openreach would not accept liability but would offer some assistance. They would provide a short section of duct to channel the water into an adjacent drain if available.

There was some concern about this being unacceptable if the outfall was into a watercourse and the arrangement could be stopped by SEPA.

If the water is discharging onto the Road out of a manhole for instance this could be challenged under the Roads (Scotland) Act.

It has been found in the past that a drain has been connected to ducts as a convenient outfall.

S.W. and E.S. will arrange a meeting to review this problem in an effort to find an agreement.

- SPEN had recently declined a Cat B Inspection failure on the site of a box which had been constructed. SPEN had declined the failure because they considered it was a Defect and should have been submitted as a Defect Notice and dealt with under that regulation.

More information will be passed to Joao Carmo who will review the problem and a meeting would then be arranged to discuss the matter.

F.McI. suggested that if the Reinstatement was not the issue the CatB inspection should be changed to a pass and that would allow the Defect Notice to be issued and considered separately.

Dundee City Council – J.O’N.

- The works programme is ongoing.
- Spaces for people sites are being dealt with but there may be more to be delivered.
- There are no major events planned in the next quarter.
- There are some minor issues with the CityFibre contract at this early stage. J.F. confirmed that this was also his understanding.
- Observations and comments received from the public regarding CityFibre closing footways without providing a proper diversion. In addition, the approved ramps must be used correctly.

Falkirk Council – E.H.

- The resurfacing schemes are recorded on the Register. These are ongoing and S.U.s should check the locations and advise the R.A. of any works they may want to carry out on these sites as they will be Restricted when completed.
- There are no events planned for the quarter.
- The Christmas embargoes will be from 7th December 20 to 4th January 21.

Fife Council – I.J.

- The programmed works are on the Register. They were discussed at the recent Local Co-ordination meeting.
- The work on the access to the Kingdom Park Development in Dysart, Kirkcaldy is likely to cause traffic issues.
- Concern was raised about notification to the R.A. of emergency works. One had recently been set up on an existing diversion for a road closure. The other issue is the emergency is dealt with and there is then a period of delay before road is reinstated and the works closed. All S.U.s were asked to contact the R.A. as early as possible.
- T.M. continued to be an issue with in one instance a three way set of lights erected with no work being carried out.
- 3 new Technical Inspectors had been appointed and were using the SRWR training to gain knowledge of road works. Contact information will be issued as soon as they are ready to carry out their tasks.
- E.S. asked for information to be sent to her on any problems which needed to be escalated.

Perth and Kinross Council – C.H.

- C.H. commented that there was no SGN Representative at the last Local Co-ord Meeting. J.G. asked for her name to be on the Contact List and she would ensure that she or another representative was present.
- Programmed works are recorded on the Register.
- P & K and SSEN will be carrying out a joint scheme in Perth town Centre.
- T.M. – S.U. (and P & K) sites had been closed pending the correct TM being provided. Safety must be provided.
- Over weekend work will be inspected so sites should be recorded on the register.
- Where repeated notices were issued for Emergency Works at the same location the question must be raised on whether after the first Notice, they are in fact an emergency or if it is a programming issue.

The S.U.s response was that they only they were in a position to decide if a site was to be dealt with as an emergency. There were instances where there did not appear to be a fault only for it to occur again or where a repair was made which subsequently failed again at the same site or immediately adjacent.

Where there is concern about repeated Emergency Notices being issued for a site the R.A. should speak to the S.U. to ensure that the Notifications are correct.

L.H. suggested that this is an ongoing problem it should be discussed between the relevant parties and sorted out.

K.Q. indicated that there was a clear definition of Emergency Works in the base legislation. There were instances where repeat visits are for Emergencies, but a conversation can clarify the situation.

- J.F. commented that this had been a good debate with valid points made on both sides. The result appeared to be do not abuse the category and discuss concerns.

Stirling Council – D.C.

- The Embargoes are on the Register and will be in place from 4th December to 4th January. If work is required within the affected areas contact should be made with the Council.
- The programme is on the Register, but all should note it may be subject to revision depending on circumstances including winter weather.
- Spaces for People sites are ongoing and are on the Register.
- The Cycleway as discussed at previous meetings will commence in January 21 and continue through to February 2022.

BEAR Scotland S.E. – S.K.

- Overnight major work on the A985 is planned.
- Traffic Sensitivity on the Routes is being reviewed.

BEAR Scotland N.E. – H.M.

- The correct works programme will be issued via the Secretary.
- All works are on the Register.
- There is no progress on the commencement of the work at the Swallow Roundabout.

BEAR Scotland NW – M.G.

- The programmed works are all recorded on the Register.
- Work on the A84 at Strathryre will be carried out in November into December.
- Work at Crianlarich is programmed for 26th / 27th November with diversions in place.
- Work at Lochearnhead is programmed for 19th / 20th / 30th November.

Digital Scotland – R.Y.

The

Centurylink – JJV.G.

- No issues raised.

CityFibre – J.F.

- Snagging of the works in Stirling ongoing.
- Dealing with Dundee as issues arise in an effort to ensure no build-up of problems.
- In discussion with BEAR Scotland about sites on the A90 Kingsway, Dundee.

EE / MBNL / 3 – D.Hearty

- All works are on the Register.
- Covid 19 Guidance is being observed.

GTC – B.H.

- No works to discuss.

Inoes O&P Pipelines - K.H.

- No works to discuss.

Openreach – D.MacL.

- The programmed works are on the Register.
- The programme had been discussed at the Local Co-ordination meetings.

Network rail – D.M.

- Sites recorded on the Register.
- The bridge weight restriction at Broughty Ferry is under review.

Scottish Water – F.McI.

- The delays with urgent works is now down to 4 to 5 days.
- The fall in performance in Q2 was due to data migration problems during the transfer of data to the new version of the Register. Some records needed to be replaced and others needed to be cleansed. F.P.Ns were up and that is being addressed.
- There have been problems maintaining progress with the iron work repairs. There is a site in Perth which has been visited several times but due to parked cars it has not been possible to gain access. F.McI. and C.H. will discuss out with this meeting.

Scottish Water – D.P.

- Programme of works has restarting with coordination via the Register.
- The coring programme is ongoing and results will be shared with the relevant R.As.

SSEN – D.G.

- It will take another two weeks to complete the work at Claypotts Road, Broughty Ferry.

SGN – J.G.

- The number of Emergency works has dropped.
- Early and Late starts are still quite high.
- The number of extensions being requested are coming down.
- Works are recorded on the Register.
- Thanks were recorded to the R.As for their involvement in coordination.

Sky – C.M.

- There are no planned works for the present.

SPEN – J.C.

- Back on the programme with sites registered on the Register.

SSET – R.S.

- Sites planned in Perth will be recorded on the Register.

Tay Road Bridge – A.H.

- No planned works.

Traffic Scotland – G.C.

- Returned to normal programme of works.

Virgin Media – O.H.

- Works will commence in Cowdenbeath and Lochgelly is well progressed.
- Works in Kelty are programmed to commence in Quarter 4.
- Work in Arbroath is ongoing.

Vodafone – K.D.

- No works planned but when required they will be recorded on the Register.

8. Safety

- All should ensure that T.M. is correct and appropriate for the location.
- Where Footways are closed a diversion is provided including ramps for the disabled.
- Signing should be sand bagged to ensure stability.
- The Secretary was asked to swap this Item with Item No. 6 **Action – Secretary**
- The S.U.s were asked to ensure properties affected by TTROs were notified ahead of the works. J.G. commented that the Order was displayed in the press, and on site.

The R.As considered that letter drop gave full coverage to all affected.

Some S.U.s are now using local groups, local face book pages etc to get the message out.

The circulation allows for the public to pick up on schemes which have not been the subject of consultation.

Clackmannanshire use Royal Mail Printing to do the letter drop.

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.

The revised Schedule has been posted on the RAUC(S) web site

c. TayForth Area RAUC Meeting dates 2021

The previously circulated schedule of meeting dates for 2021 were agreed as read.

d. Tay Local RAUC Meeting dates 2021

The previously circulated schedule of meeting dates for 2021 were agreed as read.

e. Coordination Meeting Review

The previously circulated plans indicating the proposed Area and Coordination meeting groups were taken as read with comments from J.F.

The plan had been to introduce changes for 2021 but this had been delayed and any change would now likely slip to 2022.

The proposal is to revise the groups for Area and Local meetings All were asked to review the proposals on the plans and send comments to J.F., M.P. or A.R.

f. Removing Drainage from the Carriageways

The previously circulated email on this topic was taken as read with comments from JON: -

The manufacturer was offering a gulley grating which would have a similar opening area as current designs but was longer and narrower to keep it out of the wheel track. He suggested that R.As may want to investigate the product further.

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

Venue: – MS TEAMS

**Future Meetings Dates: - Wednesday 12th May 2021
Wednesday 11th August 2021
Wednesday 10th November 2021**

The Meeting finished at 13.05

XX