

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 12th February 2020 in Room No. 10, Rothes Halls, Rothes Square, Glenrothes, KY7 5NX (11.00 – 12.30)

Present

Julie Greig (Chair)	SGN	J.G.
Greig Barker	Stirling Council	G.B.
Joao Carmo	SPEN	J.C.
David Corsar	Stirling Council	D.C.
Gerry Cullen	Traffic Scotland	G.C.
Kevin Egan	SGN	K.E.
Jim Forbes	CityFibre	J.F.
Lisa Haston	SPEN	L.Has.
Douglas Haughey	Century Link	D.H.
David Hearty	EE / MBNL / 3	D.Hea.
Colin Heggie	Perth and Kinross Council	C.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
David Hunter	GTC	D.H.
Ian Jones	Fife Council	I.J.
Fiona McInnes	Scottish Water	F.McI.
Duncan MacLennan	Openreach	D.MacL.
Graham Milne	O.S.R.W.C.	G.M.
Craig Muir	SEEN	C.N.
Chris Murray	Sky	C.M.
John O'Neill	Dundee City Council	J.O'N.
Susan Pickard	LastMile	S.P.
Darren Pointer	Scottish Water	D.P.
Ruth Scott	SSE Telecom	R.S.
Scott Walker	Clackmannanshire Council	S.W.

In Attendance

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

Apologies

Caroline Auld	Network Rail	C.A.
Stuart Black	Stirling Council	S.B.
Karyn Davidson	Vodafone	K.D.
Clark Findlay	Ineos FPS	C.F.
Katrina Hardy	Ineos O & P Pipelines	K.H.
Owen Harte	Virgin Media	O.H.
Alan Hutcheson	Tay Road Bridge	A.H.
Robert McFarlane	Energy Assets	R.McF.
Hazel Moore	Bear Scotland N.E.	H.M.
Ronald Murray	Petroineos	R.M.
John Russell	Amey /F.R.B. / Q.C.	J.R.
Ally Schofield	Clackmannanshire Council	A.S.
Tommy Smith	Shell	T.S.
Robert Young	Scottish Government	R.Y.

1. Introduction

Julie Greig 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 13th November 2019 were agreed as read.

b. Action Tracking

See the Action Tracking Summary Report.

3. Local RAUC Reports

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

Central Local RAUC: D. O. N. M. 12/03/20

SPEN's contractor, Spratt, received positive feedback since commencing work in November.

Concerns were raised about hangman signs on major works and signs/barriers not being double bagged. Utilities asked to ensure sites are safe before finishing work for the day and adequate signage is provided.

Fife Council Local RAUC: D.O.N.M. 14/04/20

Traffic management plans should be sent to the relevant Technical Inspector for assessment. The details of the inspection areas were circulated at the meeting. Fife is looking to set up a generic email address for submitting TM plans.

Concern was raised about recent sites where contractors have failed to provide the appropriate notice period for TTROs to be processed. SU works coordinators need tighter control of the works in general.

Recent problem was reported, where a SU failed to liaise with the office about an emergency and set up lights without proper discussion or thought. They conflicted with major works nearby causing major disruption.

TayRAUC Local RAUC: D.O.N.M. 28/04/20

- Scottish Water had set up road closures without a TTRO or permission agreed.
- SGN are currently out to tender for a new term contractor for connection works.
- There has been a problem with non-payment of Inspection Fees. This would be checked – could any Authority that has outstanding fees contact JG directly.

Action – J.G. & R.As

- T.M. Contractors were continuing to submit plans for T.M. where it is obvious that they have worked from online mapping and have not visited the site. This can lead to delays in approval and the works delayed.
- SGN suggested that best practice would be to record T.M. drawings on Notices in future which will provide easy reference.

- The review of Advice Note No. 8 will hopefully improve management of temporary Traffic Signals and TTROs. There is also a current review of Advice Note 8.

4. Feedback from RAUC(S) Meeting 4th December 2019

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

- Inspection Code – The final draft has, with the agreement of the Working Group, been reordered up by the Commissioner’s Office. There have been no substantive changes and if there are no comments received it will be submitted to the March RAUC(S) Meeting for approval to sign off and publish.
- Aberdeenshire has added some clauses to their Construction Consent conditions to ensure that all S.U. have the opportunity to lay their plant in prospectively adoptable roads before the final course is laid and the road adopted.
- The Transport (Scotland) Bill received Royal assent in November and is now the Transport (Scotland) Act 2019. Commencement of the various Sections will be spread over the next 2 to 3 years. All should be reviewing the Act and preparing for the legislation to be introduced so that they have the necessary arrangements in place.
- The SROH has still not been published so the review of the SROR has still to commence. The Commissioner has indicated that the development must proceed in a more efficient manner than that of the existing version. The Community will have input but will not control the review.
- A plea was made for the Statutory A Inspections to be spread over the year rather than restricted to a short period as stated in the Code of Practice.
- The Recruitment Schedule is up to date except for the addition of the members for the review of the Advice Note No. 8. This will be done before the RAUC(S) Meeting in March.
- Where there is a request made for new Representatives for Working Groups all should consider volunteering as it is good experience and gives an opportunity to gain more knowledge of the legislation, codes and advice notes.
- Safety Bulletins – These are now being circulated to all members and they should be distributed to relevant staff for education and training. They are ideal for toolbox talks.
- Improvement Notices – Edinburgh City have seen an improvement in performance and hope to be able to close various Notices soon.
- Areas of Interest – Many Organisations have accepted a default area which may result in them receiving more Notices etc than they would want.
- The Training on the new Register started yesterday (11th). All users are being sent an email which indicates how they get access to the training. All should get onto the site as soon as possible to get an understanding of the new layouts and prepare for their training to gain access to the Register on the 6th April. There is information about access on the landing page. All should chase up the email if they have not received it.
- The R100 Contracts for the South and Central Areas of Scotland have been awarded to BT. The Committee noted that BT is the Organisation with Powers and Openreach is a Tier 1 Contractor.
- All were reminded that the HAUC UK Conference in May this year will be held at the Emirates Old Trafford Cricket Ground in Manchester. All should consider attending.
- K.Q. advised the Committee about a firm called Scotland’s Bravest Manufacturing Company, which is based in Renfrewshire, which is making temporary road signs. The workforce comprises Services veterans and persons with a disability and helps them get back into employment. T.D. indicated that Bear Scotland were purchasing signs from them and using their recycling facility.

- RAUC(S) Constitution – A small W.G. (Martin Polland / Alex Rae / Jim Forbes) are reviewing the RAUC(S) Constitution on a remit from the RAUC(S).
Suggestions so far are: -
 - Changing the meeting frequency – RAUC(S) and Area Meetings reduced from 4 to 3 meetings per year and Local meetings increased to 6 meetings per year. The Local meetings are where problems and programmes are discussed at grass roots level allowing issues to be dealt with without escalation is needed. They are essential forums for face to face discussion of programmes and co-ordination.
 - A recommendation was being made that more than one Local Meeting should amalgamate to reduce the number of meetings which S.U. Representatives have to attend.
 - The possibility of a redistribution of Organisations at Local level to reduce the Areas from 5 to 4.
 - Skype and the like should be used to reduce travel to meetings for the more distant meetings. Century Link and Orkney attended the NoSRAUC meeting by video link and phone link respectively. The trial was considered a success and will be used again.
 - There was concern about the numbers of Representatives attending meetings often with more than one Representative of the same Organisation attending.
 - The Organisation Designers and programmers should be asked to provide more details of the programmes to help co-ordination.
 - The general comments received so far are for the status quo.
 - The Commissioner at present monitors the attendance at Area Meetings. The W.G feel that the Local meetings should be monitored instead.
 - There is still concern that there is no remit of problems or interesting items of discussion either up or down the chain.
- Robert Mackay (East Renfrewshire and WoS Area) retired in December and Stephen Finch (Openreach) indicated that he was moving to a new post and would not be attending RAUCs meetings in future being replaced by Alan Falcon.

A.F. indicated that the situation had moved on since the RAUC(S) meeting in December and S.F. had moved back to the section and may be returning to the RAUC(S) community again.

- The new online calendar appeared to be a good tool for Diary planning. The Secretary noted that there were meetings with no venue details provided. The Secretary advised that he was adding venues as he received them and asked all Chairs / Secretaries to advise him where meetings were being held. **Action – Meeting Chairs and Secretaries**

b. Inspections Code of Practice

See comments in Item above.

c. RAUC(S) Committee Recruitment

The meeting noted that the Groups were now fully represented but the Working Group members for the Advice Note 8 Review were still to be added to the Schedule.

5. National & Local Coring Update

a. National Coring Update

I.J. reported as follows: -

- There are problems with some results – The Appendices do not match the records on the Register.
- Some Appendix As have not been submitted.
- All R.A.s are asked to check the data on their Appendix A, Appendix B and Register Records to ensure they are all matching.
- There appear to be about 500 core records missing from the Register at present.
- The Register updates over the weekend so that number may have dropped.
- D.C. is checking the Appendices this week for his R.A. and will have them issued to the S.U.s by the end of the week.
- The publication of the results has been set back to June. I.J. and C.McQ. will send out details of the revised timetable. **Action – I.J. / C.McQ.**
- All should be communicating with each other to rectify any problems are dealt with and the Appendices and Register are matching.

b. Local / Internal Coring Programmes Update

No issues were raised in this Item.

6. SRWC Report & Performance

a. SRWC Report

A verbal SRWC Report was provided as follows: -

- The Commissioner had issued penalties in January against 3 S.U.s (£6k each) for systematic poor performance over 3 years. They are G.T.C., Fulcrum and Energetics. A fourth penalty was suspended and not issued.
- There will be a Seminar at Victoria Quay on 1st April to review the content of the Transport (Scotland) Act 2019. The Seminar is aimed at Senior Managers who will be expected to cascade the information to their Organisation / staff. The passes for the seminar are limited to one per Organisation but if there are any not requested, they will be issued on first come basis from a waiting list.
- BT / Openreach have arranged a demonstration in Edinburgh of their narrow trenching system in order to get an agreement to use it in the City. The system must be in accordance with the SROR, traffic management and other codes. The view was expressed that Type 1 backfill is not suitable for narrow trenches and the best option was foamed concrete.
- Following on from the 2019 Performance Reviews 11 R.A.s and 10 S.U.s were called in for discussion on their performance. The present indication is that no Organisation will be put on an improvement plan at present.
- 5 of the Organisations on Improvement Plans from the 2018 Performance Review have been released and it is anticipated that the rest will be cleared by September.

b. SRWC Indicators and Statistics

Comments on the previously circulated Dashboard Performance Report were as follows: -

- All were reminded that where their performance is in the red category, they should submit comments to G.M. via enquiries@roadworks.scot.
- The general performance is improving across the Community.
- The revised targets for unplanned works had been eased resulting in fewer Organisations being in the red (poor performance) band

e. 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. Safety

a. Safety Concerns/Issues

Safety concerns were raised as follows: -

- Several Safety Bulletins have been issued. These should be checked and where appropriate circulated to the relevant personnel.
- Signing, lighting and guarding inspection and maintenance should be regularly carried out especially in the stormy weather.
- Operatives should be reminded to wear safety belts when driving or travelling in vehicles.
- Works which are completed, and the road cleared should be notified as soon as possible to allow regular gritting to be reinstated.
- The TAG has agreed the bank of questions for the accreditation testing.

b. Traffic management Issues

Comment was made on this topic as follows: -

- Manual Traffic control of temporary lights was required in some instances, requesting such action should not be abused. The request should be site specific and requested following a survey and or risk analysis of the traffic / physical circumstances (junctions, hospitals, schools etc) or following traffic problems due to the automatic control.
The requirements should be limited to peak periods or where traffic build up is a problem. A pragmatic approach is needed.
- Consideration should be given to extended working to complete the works in a shorter period.
- On Major schemes early meetings are recommended to plan T.M. diversions, public consultation / notification etc.
- The use of a spotter was suggested to note queue length and be able to advise on the need to go for a green phase to deal with the traffic build up if visibility is compromised.
- R.A.s in many cases have 24 hour operators who will note emergency sites and the T.M being used in order to advise traffic supervisors early to accommodate media reports etc in the morning.
- The S.U.s indicated some concern about traffic sensitivity being monitored and updated to accommodate new traffic patterns due to say new bypasses.

8. Information on Strategic Programmes of Works

a. Roads Authorities

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

Angus – The Under One Banner march will be held in Arbroath on 4th April 2020. Traffic Management, diversions etc will be provided.

Stirling: - Two Schemes are programmed to be carried out in tandem between January 21 and February 23. The projects provide new cycleways and footways with drainage and surfacing to accommodate the new layouts. They affect roads in chronological order, as follows; -

Stirling Station to Stirling University Route – Goosecroft Road; Cowane Road; Old Stirling Bridge; Causewayhead Road.

City Centre Forth Valley College Route – Drip Road; Raploch Road; Raploch Road / Dumbarton Road; Albert Place; Upper Craigs.

In the same period works are planned on the Station Forecourt with associated works. Dates for the project have still to be agreed.

All these works affect main routes and will therefore create traffic problems.

Fife: - The 150th Golf Open will be held in St Andrews in 2021. A programme of resurfacing is planned in 2020 / 21 on roads in the East Neuk and planners should note the sites and advise of any works they intend to carry out on the affected roads.

Clackmannanshire: - Roadworks affecting the A911 commence in April with closures and diversions as required.

A907 between Parkmill Roundabout, Alloa and Marywood Roundabout, Clackmannan - Dates TBC - Carriageway Resurfacing and Drainage Works which will see weekend lane closures with convoy working and road narrowing during the working week.

Dundee: - The BBC Big Weekend concert will be held on Friday 22 - Sunday 24th May 2020 in Camperdown Park, Dundee. Traffic Management will be set up and traffic issues are likely.

Falkirk Council - Three events are planned for the Falkirk Football Stadium as follows: -

28th May – Killers Concert
26th June – Little Mix concert
27th June West Life Concert.

April 2021 – A major scheme of updating the town centre in Falkirk. Consultation will be commenced to gather details of work required by the S.U.s before the road scheme commences.

BEAR Scotland: -

North East Planned works -

- A90 Swallow Rnbt, Dundee – 3rd Party works by Developer - lane occupations from mid-April - Night time lane closures, weekend lane closures and contraflow where required. The Developer will issue a fortnightly newsletter/brief to consultees indicating upcoming works and lane restrictions etc. Prestart TM meeting booked for 10 March – I & H Brown have issued invites.
- A90 Moatmill Jnct NB (Seagreen SSE) – Offshore Windfarm to Tealing HDD. Should be little impact on trunk road, however there will be speed restriction for access to site.
- A90 SB Swallow Rnbt to filling station – resurfacing – 4/5 nights from 2nd March 2020

- A90-M90 Wind VMS – gas diversion and erection of VMS signage – Transport Scotland driven - SB Nr Leetown Jct Glendoick – proposed over night and weekend works – date TBC
- M90 4-4 10 J4 Cocklaw Overbridge – Bridge deck joint replacement and some surfacing.

End of Financial Year. Falkirk Council have asked for a TM layout which we can provide. There will single lane TTL.

- A92 Mill Lade – Scour Repairs [this is next to the River Leven Bridge]. Enabling works will require extensive tree felling on the east side and probably some on the RHS. Will have to do before the birding season.

Events –

- A90 22nd to 24th May BBC Big Weekend – Camperdown Park. TM Meeting to be held soon. Expected numbers 35,000 per day
- Womens Tour of Scotland Road Race, Cycle – 21st to 23rd Aug – Route TBC

North West Planned works

A9 Dualing Luncarty to Pass of Birnam

We have received notification from our precast supplier that because of the continued bad weather as a result of Storm Ciara that they will now not have the beams to site until Fri/ Saturday this week. In light of this news and the forecasted Storm Dennis over the weekend, we now propose the following full closure.

Tuesday 18th – Full Closure - 830pm to 6am

Wednesday 19th – Full Closure – 830pm to 6am

Thursday 20th – Contingency Full Closure which may be able to be reduced to 2 way lights depending on the situation at the time. 830pm to 6am.

b. Statutory Undertakers Works

The CityFibre programme of work is ongoing in Stirling. Regular liaison meetings are being held with the R.A.

SGN have recorded their works on the Register. A list of works of varying length was noted affecting Crieff, Wormit, Forfar, Perth, Dundee, Brechin and Kirriemuir. These schemes (some already ongoing) are all recorded on the Register with the start dates. The scheme with closure affecting Glasgow Road, Perth is ongoing but there have been traffic problems.

Energetics have been appointed to carry out two schemes which they will add to the Register.

LastMile – LastMile has now split into LastMile (Electricity) and LastMile (Gas).

The SPEN works are all recorded on the Register.

Openreach works are all on the Register and any queries should be passed to D.MacL.

c. Forth Bridge Crossing

To be added

d. Superfast Broadband Update

DSBB Programme is still on planned Programme Targets and is due for completion at the end of year 2019/20.

Deployment is now almost exclusively Fibre to the Premise (FTTP), with around 80 installations remaining.

There is a further deployment planned, termed Reaching for 100% (R100), to address the remaining premises that will be without access to Superfast Broadband. There will be three Contracts – North, Central and South. Councils in the Tayforth area are within the North and Central Contract Areas.

BT/Openreach have been awarded the Central and South Contracts. These Contracts are currently being mobilised. The preferred bidder for the North Contract has still to be announced. Contract Award is expected sometime later this year.

The R100 Programme team intend to meet with all Roads Authorities in Scotland to discuss the deployment of the works.

9. Proposed Changes to Road Designations

No designation Changes were reported.

10. Management and Operation of the SRWR

A verbal SRWR Report was provided as follows: -

- The Fees and Amounts matrix was issued with the draft sums. The information is draft and will depend on whether any changes are made to the membership of the Register.

The Statutory invoice must be paid within 60 days from 1st April.

An email will be sent out to all Organisations early in March with an updated draft fee to allow preparations to be made for early payment.

- The Transitional training for the new version of the Register is now available and will run until 8th June. All Users must complete the training and pass the tests on the relevant Modules before they can gain access to the new Register.

The training which is funded from the Fees and Amounts is free online and can be done in sections when the User is available. The full package is estimated to take between 4 and 6 hours. Training need not be carried out in one session but can be completed over several visits. There will be additional savings to all Organisations due to no travel time to training centres or travel costs or accommodation / subsistence.

The ongoing training will be available from 8th June in the same format. There will be no classroom training and to date no forums are planned.

The Courses are: -

Register Overview

Co-ordination – Standard

Co-ordination – Advanced

Works Promoter – Standard
Works Co-ordinator – Advanced
Permissions and Consents
Inspector

The Register will close on Friday 3rd April and will be open again in the new system on 6th April. FPNs and Notices will not be affected by the shut down period.

All should be ensuring that their to do lists are up to date before the transition.

The existing Apps will need to be updated to operate on the new Register. All Users will be notified of the action to be taken to complete the changeover which includes ensuring that any information is downloaded before the shutdown on the 3rd to avoid it being lost.

A new Telecom Organisation has joined the Register. It is Axione. Solway Communications ha changed its name to Grain Communications.

a. Gazetteer Report

- The last upload was successfully achieved via the Improvement Service.
- Symology require a clean cut of the Gazetteer for the new version of the Register therefore all should submit a fresh upload for the next due date. If there is a problem, contact I.R. and discuss it.
- The revised Gazetteer Conventions SDTF4 are due to be introduced. All should note that this is a RAUC(S) Community project.
- The R.A.s which have been using Road Net as their maintenance tool need to decide whether they will use a new tool or pay for the Road Net upgrade.

b. Systems Assurance Team

A verbal SAT Report was provided as follows: -

- The SAT carried out their second phase of testing in December and while there were some problems recorded none of them should stop the sign off and introduction at beginning of April.
- There is further testing on 3rd February and 23rd March before the sign off.

c. Community Apparatus VAULT

- BT / Openreach are working towards providing data on VAULT. They, with input from Symology, are developing a different way of issuing their data without storing it on VAULT which will be trialled before it is introduced. The project is reported to be going forward satisfactorily and other S.U.s have indicated that they may consider using the new system if it is successful.

11. 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.

J.G. reminded all that they should be using the contact numbers on the email which was recently issued. Some Operatives were using the SGN Supervisors contact numbers and on occasions the information was not being circulated. **Action - All**

c. Power Outage Monday 10th February – Central Perth

C.H. thanked SSEN for their quick response to the outage which affected much of the Perth town centre.

d. HAUC UK Conference 2020

The Conference will be held on 14th May 2020 in the Emirates Old Trafford Cricket Ground in Manchester. All were encouraged to attend this free event.

e. Meeting Venue - Room No. 10

The Committee agreed that Room No. 10 was better than Room No. 11 and the meetings should continue in that location. The Secretary was asked to note that the locations of the pre meetings on 13th May would be R.A.s in the Balcony and S.U.s in Room No. 10

12. Date of Next Meeting: - 11.00 am Wednesday 13th May 20200

Venue: – Room No 10 Rothes Halls, Rothes Square, Glenrothes, KY7 5NX

Future Meetings Dates: -

August Meeting	11.00 am Wednesday 12 th August 2020
November Meeting	11.00 am Wednesday 11 th November 2020

The Meeting finished at 12.55