

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 12th May 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.
Richard Cullen	Ineos O & P Pipelines	R.C.
Karyn Davidson	Vodafone	K.D.
Scott Donnan	EE / MBNL / 3	S.D.
Jim Forbes	CityFibre	J.F.
Mike Gray	BEAR Scotland	M.G.
Lauren Goodman	BEAR Scotland	L.G.
Julie Greig	SGN	J.G.
Barry Hall	GTC (Representing all 3 utilities)	B.H.
Colin Heggie	Perth and Kinross Council	C.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
Liz Jack	Transport Scotland	L.J.
Ian Jones	Fife Council	I.J.
Carle 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.
Fiona Parker	Ineos F.P.S.	F.P.
David Ross	BEAR Scotland S.E.	D.R.
Iain Ross	O.S.R.W.C.	I.R.
Ruth Scott	SSE Telecom	R.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.
Paul Tapley	Virgin Media	P.T.

Apologies (Declined)

Kevin Hamilton	Scottish Road Works Commissioner	K.H.
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Apologies (Declined) continued

Katrina Hardy	Ineos O & P Pipelines	K.H.
Kat Quane	Transport Scotland	K.Q.
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.

John on behalf of the Committee recorded condolences to David Corsar's family following his passing earlier in the year. David had been a valuable member of the Community and he will be sadly missed.

1a. Virgin Media - Recycled Aggregates Paul Tapley

The use of Recycled Materials was included in the SROR but the problem has been sourcing them in an environmentally efficient way e.g. reasonable travel distances.

On the current graph there will by 2030 be a need for the equivalent of two Earths to produce the required materials.

- The construction industry only makes up 6% of Scotland's GDP, but it is the largest consumer of natural resources by sector (>50%)
- Approximately 29 million tonnes of aggregates are used annually in Scotland as raw construction materials, That's 5.5 tonnes per head of capita each year
- Only 20% of Scottish aggregate demand is met with recycled or secondary products compared with a UK rate of 28%
- To move towards more sustainable methods and reduce the consumption of primary aggregates from quarries would reduce the industry's carbon footprint by 59%

The SROR requires materials used in the reinstatements to conform to the specification contained therein.

The 2019 Act was introduced to accelerate environmentally friendly operation and increase the use of recycling.

A plant at Livingston has been constructed to receive excavated materials, separate them, crush them as necessary, screen them and store the graded material ready for use in reinstatements.

Demolition materials are also received and included in the process.

There is also a plant under development in Glasgow which will provide the same service and be ready to deliver recycled materials by mid-summer.

A sludge material is left at the end of the process. In conjunction with Stirling University the possibility of producing bricks is being investigated.

Under the WRAP initiative, Certificates are awarded to recycled aggregates that are produced in accordance with protocols and specifications.

A site in Glasgow was recently reinstated using the recycled aggregates to demonstrate its ability to meet standards and specifications.

The indications are that Type 1 costs about £10.00 per tonne which compares reasonably with the recycled material at about £12 / £13 per tonne. Travel distance needs to be factored into the final calculation.

P.T. apologized to the Members who had already seen the presentation and thanked all for their time and indicated that he would circulate the slides.

Virgin Media is looking for national acceptance of the recycled products for the reinstatements. The information would be recorded on the Register for monitoring purposes.

Where recycled materials are available the intention would be to use them. At present the recycled material is more expensive but as it becomes more available commercial competition will make it more economic.

J.G. indicated that SGN will use these materials where they are available and as they are in the SROR they do not require official trials or permissions.

C.McQ. commented that although the product is more expensive there are likely to be savings elsewhere in the chain.

J.G. and P.T. would like to set up a working group to investigate recycling and they would appreciate volunteers input from the Community.

J.O'N. thanked P.T. for his presentation.

2. Approval of Previous Minutes.

a. Accuracy

The minutes of the last meeting held on 10th February 2021 were agreed with corrections to the sederunt.

Representation for Last Mile covers both the Electricity and Gas Sectors.

Fiona Parker Represents Ineos F.P.S.

b. Action Tracking.

See the Action Tracking Summary Report.

3. National Coring Programme 2019 / 20

C.McQ. Reported as follows: -

- The Advice Note is being revised to deal with issues which were a problem in the last version.
- The consultation on the A.N. is now closed and the comments received are being considered. Thanks to all who submitted comment.
- The revised Areas which are proposed will affect the programme and which R.As are in the new Areas e.g. Perth and Kinross Council will be in a new Area. J.F.

indicated that the Working group would assist the Coring Group to set up the new Area Leads etc.

If there is still concern about the Area / Local RAUC memberships and relationships, they should be passed urgently to the J.F. / M.P.

4. Matters (Arising from RAUC(S) Meeting 3rd March 2021

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

- Changes were required to the Recruitment Schedule.
- All the Area Chairs are now attending the RAUC(S) Meetings.
- A Representative of City Fibre presented a paper on Safety.
- Jane Dunlop is on a 6 month secondment with Transport Scotland. There is no replacement at present.
- Martin Polland stands down from the R.A. Co-Chair after the RAUC(S) meeting on the 2nd June. A volunteer to take over is being sought. If interested, you should contact Martin.
- The development of the Quality Plans is progressing.
- Revisions to the Inspections Code have been completed and it will be published on the Commissioner's Web Site.
- David Crawford (South Lanarkshire) has retired from the SROS Review Group. Efforts to find a replacement will be made at the next S.W. Area RAUC meeting.

b. Working Group Recruitment

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

Alan Bowman and Vicki Connor have both stood down from the Area and National Gazetteer Groups due to new roles with their Councils. Replacements are required at both levels. I.J. will check if the Fife Gazetteer Representative will join the groups. **Action – I.J.**

There has been a call for the Area Chair to attend the Area RAUC meetings to provide a report on the Gazetteer. The National Gazetteer Group Chair will also be invited to the RAUC(S) Meetings.

c. Scottish Government Update

L.J. commented as follows: -

COP 26 will be held in October / November this Year in Glasgow. More information will be issued in due course to allow arrangements to be made.

Covid 19 – No changes have been issued to the legislation / guidance. The general direction is to stay local and work from home if possible.

Police Scotland have received reports of Anti Vaccination Stickers being attached to signs. If this occurs in the Area they should be left in place and reported to the Police. This may affect both R.As and S.U.s.

Heating Networks (Scotland) Act 2021 is awaiting Royal assent. It is likely to be introduced in 2022 / 23.

Transport (Scotland) Act 2019 is still delayed but the batches described in the paper issued to an earlier meeting will progress as the Government timetable allows. More information on the timetable will be provided when available.

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

SRWC Indicators and Statistics Reports

G.M. provided a verbal report as follows: -

- GDPR – The operation of RAUC(S) under this Legislation is being checked. Already the Secretary has been asked to send out emails with the addresses hidden and he has been asked not to pass on contact information. He will in future pass the request to the relevant person to respond direct to the enquiry.
- The Mobility and Access Committee for Scotland (MACS) – meetings have been held with MACS to discuss problems which arise due to Roadworks. There were 3 issues raised as follows: -

T.M. signs placed on the footway – all should ensure that there is a clear 1.5 metre corridor passed them. The absolute minimum width to be used in extreme circumstances must not be less than 1 metres.

When the works are completed the T.M. should be removed as soon as possible. Even stacking them neatly can give rise to problems e.g. vandalism.

Temporary Kerb Ramps should be of the correct incline and should be securely fixed down the existing surface. Turning space must be provided top and bottom of the ramp.

- All R.As are asked to take part in the Coring Programme in order that a full picture of the Reinstatement Quality in Scotland can be recorded.

All coring must be carried out in accordance with Advice Note 3 to meet the needs of good practice.

Quarter 4 Performance Dashboard

- The SRWC dashboard for 2020 / 21 Q4 had been circulated and was taken as read with the following comments: -
- In most cases work levels have returned to the pre Covid levels and the compliance levels are satisfactory.
- Some R.As work levels are still low and they will be contacted to discuss the situation.
- All Organisations should email the Commissioner's Office with their plans to deal with poor performance in any of the Report categories.
- Any queries should be passed to G.M.
- 2020/21 Performance Reviews – there have been a number of responses to the previously issued proposals for the Performance Reviews and they have been reviewed. Following consideration, the Review will be issued based on the review of the aggregated Q3/Q4 levels of compliance for Noticing Failures and Unplanned Works and where appropriate comment will be made on individual Organisation's adherence to the directions issued at the onset of the pandemic.

- The Commissioner has published ‘Monitoring and Compliance Bulletin No. 4’ on the web site to clarify recent changes to the Performance Targets for 2021-22.
- 3 out of the 4 Organisations currently under review have submitted their Q4 2020/21 plans. Organisations continue to be reviewed quarterly with the next submission date being 16th July 2021. Currently there is 1 RA and 3 Undertakers on improvement plans.
- Consideration is being given to publishing performance data more regularly. The data from the Dashboard would be posted on the Commissioners web page. If there are any views on this proposal, they should be passed to the Commissioner’s Office.

Management & Operation of SRWR

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

- L.H. will attend more Local RAUC meetings this year and asked for his email address to be added to the Invitation Lists. Local RAUC meetings will be included in the performance monitors.
- The invoices for the Fees and Amounts were issued on 1st April and 48 out of 85 payments have now being received. A reminder was given that they must be paid by 1st June. If there are any queries, they should be directed to I.R. via the Enquiries email address.
- All should note that the telephone number for the Symology Support Desk has been changed to **0808 1968341** (or by email to srwr@symology.co.uk). If there are any issues with the response, they can be escalated to I.R. via the Enquiries email address.
- The Webinars are continuing to be provided. The feedback suggests that they are being welcomed by the Community. If there are any suggestions for topics, they should be passed to I.R. or the Support Desk.
- All R.As should be agreeing the numbers of Sample Inspections to be used for this year. The figure on the Register is provided for information and does not take into account annual fluctuations in the planned programmes. The figure needs to be agreed with the Organisation and the corrected number recorded on the Register.
- All are reminded that the VAULT updates are now require every 2 months.
- There are interfacing facilities on the Register to allow connection to management systems. For more information contact I.R. via the enquiries email address.
- As RAs grant TTROs / Diversions they are required to record and plot them on the Register.
- All Organisations should be aware that interfaces between the Register and works management systems are available. J.F. indicated that City Fibre were interested in using an interface and would raise the matter with Symology. I.R. invited any queries to be passed to him and he would provide assistance.

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

C.H. indicated that at a recent site visit he had noted several issues with the T.M. which were not in accordance with the plans which had been approved. As a result, the site was closed pending them being rectified.

T.M. should be appropriate and the plans submitted should be based on the actual road layouts and traffic flows.

Unless there is good reason approved T.M. plans should be adhered to.

Spaces for People must accommodate all including those with mobility problems. Ramps for level changes should be of the correct width, grade change, access and be fixed down.

R.N. asked all to speak to BEAR and agree any T.M. especially where they foresee a potential issue. The likelihood was that by doing so time would be saved.

R.As should be aware of works on three month notices and as part of the Coordination they should be raising any potential T.M. problems so that they could be planned in. If the Notice is on the Register the work can be progressed, so discussion / coordination is essential.

8. Reports from the Community

Angus Council – D.H.

- The programme of patching and surfacing was recorded on the Register.
- The Surface Dressing programme is due to commence.
- The only event due to take place is the Ladies Open at Carnoustie between 16th and 22nd August 2021.

Clackmannanshire Council – S.W.

- S.W. asked for the appropriate Representatives to attend the Local RAUC Meetings with a knowledge of the programmes to be discussed.
- There was some concern about the slow response to requests for repairs to damaged hydrants.

C.C. indicated that the fire hydrants were the responsibility of the Scottish Fire and Rescue, and they required an order to carry out repairs. Meetings are being held with SFR to identify where efficiencies could be made. If there was a dangerous cover and frame Scottish Water would deal with it and agree the costs, thereafter.

- There is a need for contact numbers to be reviewed and issued as required. This was for R.As and S.U.s. **Action - All**
- Reference was made to the drainage problem raised at the last meeting which was to be discussed with SPEN: -
 - The source of the drainage problem had been located and a temporary outfall provided.
 - The cost is about £150k including the reinstatement of the road.
 - E.S. noted that the water should not be connected to the SPEN network and she would push for action.

Dundee City Council – J.O’N.

- The work level is now back to pre-covid levels.
- The programmed works are on the Register.

- Spaces for People are being provided.
- CityFibre issues have been raised by elected members and an area MSP. J.F. noted this but indicated that issues were not being reported. He asked for details to be passed to him for investigation. J.O'N asked J.F. to ensure that a letter drop was made where there was a late change of programme. With up to 18 squads working in the city it was necessary that their location (daily whereabouts) was reported so that information was available to respond to any queries and Inspections could be arranged.
- Caird Hall is being used as a Covid Vaccination centre. It is likely that restrictions will be put in place on roads in that vicinity following access issues.
- There were no music events planned at present. If events were arranged with lower attendance, they would be discussed with the police.

Falkirk Council – E.H.

- The planned resurfacing is recorded on the Register. All S.U.s should check locations and indicate any works they had planned in the vicinity of these sites.
- There were no events planned but any which were arranged would be posted on the Register if they were likely to affect works.

Fife Council – I.J.

- The programmed works are on the Register.
- Additional funding had been allocated for resurfacing. This was likely to require more early starts.
- Any events which are notified for the Autumn would be notified to the S.U.s where required.
- T.M. had been discussed with the S.U.s so the Item in the Action Tracking could be closed.

Perth and Kinross Council – C.H.

- Sites on the A83 Glasgow Road and the A83 Crieff Road were due to be carried out. These would result in traffic issues.
- The Etape cycling event has been postponed but may be arranged for September.
- S.U.s were asked to contact the 24 hour contact line where emergency works are required out of hours.
- S.U.s were asked to ensure that Section 109 Licence holders working on connections to their plant have the necessary R.A. approval.

Stirling Council – W.C.

- Works are posted on the Register.
- Works affecting Goosecroft Road / Burghmuir Road would require an embargo so S.U.s requiring access to carry out works should contact the Office.

BEAR Scotland S.E. – D.R.

- The works are posted on the Register They would in the main be carried out Overnight.

BEAR Scotland N.E. – R.N.

- All works are on the Register.
- Bridge Works are planned on the A9.

- R.N. will provide JO'N. with an update on planned work at the Swallow Roundabout. **Action – R.N.**

BEAR Scotland NW – M.G.

- The programme is posted on the Register.
- With the anticipated additional traffic due to staycation, works are being moved to overnight working. S.U.s should also consider overnight working where possible.
- The A9 Dualling north of Perth is ongoing with a switch from travel on the north bound to the south bound.
- The Enchanted Forest event has been cancelled for this year.

Digital Scotland – Report provided by K.Q.

R100 Rollout: -

- Scottish Government staff is being appointed to deal with the project on an Area basis.
- Any issues should be passed to either Openreach or the Scottish Government Digital department.
- In future information reports will be included in the Openreach Report.

Centurylink – JJ.V.G.

- No planned works in the Area.

CityFibre – J.F.

- Remedial works in Stirling are up to date.
- A meeting is arranged with H.M. and R.N. to discuss a planned crossing of the Kingsway.
- Environmental issues are a priority.
- J.F. added that City Fibre had three notes of interest in their coring programme. One Contractor will be appointed, and the coring will commence. The tracks being cored are in general between 200 and 250mm wide.

EE / MBNL / 3 – S.D.

- No major works planned.
- Works on the Register

Energy Assets – No Report

GTC – B.H.

- All works recorded on the Register.

Ineos FPS – C.F.

- No works to discuss.

Ineos O&P Pipelines - K.H.

- No works to discuss.

Lastmile – L.S.

- No works to discuss.

Openreach – D.MacL.

- The programmed works are on the Register.

- No issues to raise.

Network rail – D.M.

- Sites recorded on the Register.
- A programme of work is being discussed with Fife Council. C.A. will discuss the T.M. arrangements with I.R.

Petroineos – R.M.

- No major works in the area.

Scottish Water – F.McI.

- R.As are asked to provide photographs with Defect Notices to assist locating the site.
- A reply to the recently issued email requesting local agreement to the use of 30/15 reinstatements in footways was requested. A national agreement would be welcomed but they are prepared to work to a temporary agreement pending reinstatement being approved in the revised SROR. C.C. commented that footway crossings would benefit from the stronger reinstatements.
- Scottish Water is also looking at the use of Viafix for reinstatements especially for out of hours working where keeping material within specification is difficult.
- Trans Scotland will be asked to approve these reinstatements especially for their network in urban areas.

These issues will be reviewed by the R.As.

- Frames and covers are available free of charge for replacing existing in resurfacing schemes.

Scottish Water – C.McQ.

- The new Programme of works covering the next 6 years is now up and running.
- All works are recorded on the Register.
- Coring is ongoing and the Results when agreed will be shared with the relevant R.As. Covid is delaying the agreement of the results.

SSEN – C.M.

- The programme is posted on the Register.
- The T.M. for the scheme in Dundee will be discuss.

SGN – J.G.

- The 4 Area reorganisation has been completed. If there are any problems, they should be passed to J.G.
- Declined sites are being discussed with the relevant R.As.
- Any R.A. which has not agreed the Inspection Sample for 2021 / 22 should. do so asap through J.G.
- Defect notices are being declined where it is not clear what the defect is, or on which reinstatement. Please provide a photograph with each Notice.
- SGN are looking for the same local agreements as Scottish Water for the use of 30/14 on footway reinstatements.

Shell - No Representative online.

Sky – C.M.

- There are no planned works for the present.

SPEN – E.S.

- All works are posted on the Register.

SSET – R.S.

- programme is posted on the Register.
- SSET has now been rebranded as Neos Networks.

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.
- Snagging is ongoing in Arbroath.

Vodafone – K.D.

- No major works planned.
- 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. Standard Incident Diversion Routes (SIDR) – Local Authority Contact

BEAR Scotland is required to review the diversion routes on R.A. roads, and needs to agree the routes with the R.As. Accordingly could all R.As pass the contact details of the relevant staff to H.M.

Action – R.As

d. The TayForth Area RAUC Chair / Co-Chair Rota.

All were asked to consider the previously circulated rota which will be an agenda Item for the meeting in May.

Action – All

J.F. indicated that the S.U.s would consider this at the SJUG meeting and advise J.O'N. of the suggested rota. **Action – J.F.**

M.P. believed there was a need for the RAUC(S) Constitution to be revised as it was many years since it had been reviewed. Between the Area, Local, Working Group and RAUC(S) meetings there was a considerable burden on the S.U.s to attend all they were to be represented at.

Comment was made that the R.As did not agree with the revisions to TayForth Area and the relevant Local meeting arrangements which did not take cognisance of the working arrangements which were in place e.g. Tayside Area Councils and Central Area Councils. J.F. responded that the proposals were open to comment so any suggestions should be passed to him and M.P. for review.

Early input is needed as the current plan is to submit the proposal to RAUC(S) June meeting for approval to introduce the new arrangement for 1st April or even 1st January.

Further meetings were to be arranged and held with the R.As to discuss the proposed Area changes before agreement can be reached and new Areas to commence.

The attendance at future Working Groups should be revised to mirror the new Areas.

The Local Meetings are to be the main level for discussion on programmes and coordination and will be held 2 monthly. The attendance will be monitored by the Commissioner.

It is anticipated that most of the meetings held in a year will be online with only one held face to face subject to social distancing measures been maintained or relaxed.

Senior management in Councils which are either working in collaboration with others or are considering doing so, have asked that the Areas and Local groupings are reflected in these arrangements.

This matter has been discussed and has been out to consultation for some time but some R.As had not been aware of the status of the proposals. The current proposals will be reissued. **Action – J.F.**

e. Trench / Plant Sharing

CityFibre are considering entering into agreements with other S.U.s to duct / plant share. R.As should not assume that a reinstatement from a cabinet is the responsibility of the owner of the box as the facility may be shared, This is similar to Openreach and other telecom providers.

The colour of the duct / cable may be an issue but the tag information on VAULT should clarify the situation. The information will indicate the owner of the duct and separately the owners of the cables therein.

These arrangements are covered by an EU directive which is in law in the UK.

10. Date of Next Meeting: - 11.00 am Wednesday 11th August 2021

Venue: – MS TEAMS

Future Meetings Dates: - Wednesday 10th November 2021

The Meeting finished at