

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 13th May 2020 on MS TEAMS (11.00 – 12.30)

Present

| | | |
|----------------------------|---|----------------|
| Julie Greig (Chair) | SGN | J.G. |
| Caroline Auld | Network Rail | C.A. |
| Angus Carmichael | Scottish Road works Commissioner | A.C. |
| Alan Burns | S.G.N | A.B. |
| David Corsar | Stirling Council | D.C. |
| Karyn Davidson | Vodafone | K.D. |
| Jane Dunlop | O.S.R.W.C. | J.D. |
| Jim Forbes | CityFibre | J.F. |
| Mike Gray | BEAR Scotland | M.G. |
| Carol Griffiths | LastMile | C.G. |
| Barry Hall | GTC | B.H. |
| Katrina Hardy | Ineos O & P Pipelines | K.H. |
| 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. |
| Alan Hutcheson | Tay Road Bridge | A.H. |
| Ian Jones | Fife Council | I.J. |
| Stephen Kitt | Amey | S.K. |
| Robert McFarlane | Energy Assets | R.McF |
| Fiona McInnes | Scottish Water | F.McI. |
| Duncan MacLennan | Openreach | D.MacL. |
| Craig McQueen | Scottish Water | C.McQ. |
| Andrew Mathieson | Virgin Media | A.M. |
| Hazel Moore | Bear Scotland N.E. | H.M. |
| Chris Murray | Sky | C.M. |
| Ronald Murray | Petroineos | R.M. |
| John O'Neill | Dundee City Council | J.O'N. |
| Kat Quane | Transport Scotland | K.Q. |
| Iain Ross | O.S.R.W.C. | I.R. |
| John Russell | Amey /F.R.B. / Q.C. | J.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 | Digital Scotland | R.Y. |

Apologies (Declined)

| | | |
|----------------------|---------------------|-------------|
| Clark Findlay | Ineos FPS | C.F. |
| Owen Harte | Virgin Media | O.H. |
| John McLuskey | | |

Apologies (Declined) Continued

Rob James
Alistair Schofield
Alistair Wales
Fraser Macrae
Kevin Skinner
Lance Scott
Fisher, Stephen
Robert Mills
William Doyle
Nigel Myers
Brian Ward
Alan Bowman
Rae, Alex
Martin Polland
Sammy Waters

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 12th February 2020 were agreed as read.

b. Action Tracking.

See the Action Tracking Summary Report.

3. National Coring Programme 2019 / 20

D.C. reported as follows: -

- An email had been issued to all R.A.'s asking them to check their A and B Appendices and result data on the Register and confirm they all matched. This had now been done.
- The check in the Trunk Roads results still needed to be completed.

C,McQ, Reported as follows: -

- Thanks to D.C.
- There had been discrepancies between the Appendices and the Results on the Register.
- S.U.'s should be checking the Inspection reports to ensure there were no conflicts. Defects should be recorded and accepted as agreed, all pending or declined inspections should be actioned with any problems passed to the R.A. and C.McQ.
- All results must be submitted by 22nd May.
- The final checks are being made but the indicative results suggest The National figure will be about 87.5% which is up by about 5%. The figure for TayForth is about 91.4% excluding the Trunk Road results.
- The plan is to issue the report by the end of June.

J.F. thanks to all involved in the programme including the Working Group, Lead Authorities, R.A.'s and Utilities Representatives.

b. Local / Internal Coring Programmes Update

The Scottish Water and SGN programmes had been postponed for the present but will recommence when suitable to do so.

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

The previously circulated Performance Dashboard and Bulletin were taken as read with the following comments: -

Dashboard: -

- The Report covered the last quarter of the 2019 / 20 year.
- Organisations should send comments on red performance to the Enquiries email address.

O.S.R.W.C. Bulletin: -

- Covid 19 – Information is available on the Web Site. Works should be in the Emergency / Urgent or Essential categories as indicated in the letter which was sent out. The works should be carried out in line with Legislation and Guidance.
- This is an opportunity to carry out housekeeping on “To Do” Lists.
- The penalties which were issued to three Organisations earlier in the year have been paid. The fourth penalty was not issued but monitoring is ongoing.
- The Seminar at Victoria Quay for the roll out of the new version of the Register was cancelled and consideration will be given to running it at a later date.
- A demonstration of narrow trenching was held in Edinburgh. The view was that it met the requirements of the SROR. There is doubt about the use of Type 1 for backfill and any comments should be passed to the O.S.R.W.C.
- The Commissioner’s Annual Report has been published and can be viewed online.
- The invoices for the Fees and Amounts were issued for the first of April and the payment must be made within 60 days i.e. before 1st June.
- The Commissioner is monitoring performance during the crisis so standards should be maintained.
- Attention was made to letter of the 8th April which required comment to be made in the Notices on works being carried out under Covid Guidance. This should be done in the Works Description text box prior to the normal works description.
- The Annual Reviews for 2019 / 20 are being drafted and will be issued when completed.
- The Commissioner is holding regular meetings with the RAUC(S) Co-Chairs and a R.A. Representative and a S.U. Representative to consider the issues related to works programmes restarting under revised guidance or following the removal of lockdown.
- MACS had contacted the Commissioner’s Office and asked for a reminder to be issued to all about consideration for persons with a disability to enable them to navigate through / past road work sites. **Action - All**

SRWR Bulletin: -

I.R. commented on the previously circulated Bulletin as follows: -

- Fees and Amounts – So far 44 of the 81 Organisations had paid their fees but there was still almost half to pay. If anyone was not sure if their fee was paid, they should contact him, and he would check. All should note there is only **two weeks** left to pay.
- The launch of the new version of the SRWR had been postponed. The situation was being monitored and the Community would be given three weeks' notice of a revised rollout date.

All Primary Contacts are being informed weekly of who was trained in their Organisation.

- The recording of interrupted works was raised with particular reference to schemes which were reinstated and cleared but would require a second phase to complete them. The Register only allowed for sites with a temporary reinstatement to be recorded as Works Clear

I.R. suggested that the option would be to close that job and open a new one to accommodate the completion of the scheme.

This could in some cases require a three month Notice which was not correct. The Commissioner commented that he was aware they there would be an increase in early starts to accommodate programmes.

J.G. would consider the options and may send in a Change Request for consideration to be given to a modification to the register.

C.H. indicated that staff had been seconded to other front-line services and were still to be trained. I.R. indicated that the transition training would be continued for two months after the rollout. The introductory training package would be available as an ongoing facility.

J.G. commented that SGN staff were using the available training packages for refreshing their knowledge.

b. 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.

6. Reports from the Community

Review of the RAUC(S) Minutes for the meeting held on 4th March 2020

J.G. commented on the previously circulated draft as follows: -

- The revised Aberdeenshire Roads Construction Consent conditions can now be viewed on the Council Web Site. The changes were introduced in an effort to have all plant laid in a new road before the it was finally surfaced and adopted. If there are any queries they should be directed to David Armitage.
- COP 26 conference and the Euro Championship matches have been postponed until 2021.
- Tony Black and John MacLennan have resigned from the SROR Working Group so two R.A. Representatives are required. Please volunteer personally or suggest a suitable member of your Organisation. **Action – R.As**
- There was comment made on efforts to reduce sending arisings to land fill and to the extension of the use of cold lay material on reinstatements greater than 2 square

metres. The latter would help on the Islands where limited quarry facilities are available.

The Commissioner indicated that the new version of the SROH will be published in the next few days which would allow it to be reviewed for Scottification to produce an SROR Ver. 5.

- The Inspection Code had been agreed and was now published on the Web Site.
- The Coordination Working Group had not met but J.G. would contact David Shaw to discuss recalling the Group.
- Gazetteer – The Commissioner had sent a letter to the Heads of Service asking them for an urgent review of their Associated Tables as Improvement Scotland had established that there were a large number of anomalies / errors. **Action – R.As**

Transport Scotland – K.Q.

Kat referred to the previously circulated paper as follows: -

- The progress on the Transport (Scotland) Act 2019 was delayed by some two to three months. The Commencement Schedule would be circulated when available.
- Covid 19 – Despite the changes notified this week by the Westminster Government in relation to return to work there was no change in Scotland and Emergency / Urgent / Essential works are only permitted with the required distancing. She referred to the letter on the subject which was issued on the 6th April.

The Register will be used as the management tool for the restart of works when the Lockdown is eased.

Covid Testing Arrangements – All should note the two previously issued Excel spread sheet for recording the testing of the Operatives within an Organisation. The information required is not extensive with only a list of the operatives tested in a week with their job title.

Results should be returned to Kat Quane.

Action - All

Angus Council – D.H.

- No Major works planned.
- No changes in Designations planned.
- No internal coring programmes planned.

Clackmannanshire Council – S.W.

- Major works are planned to be carried out in due course on the A907 Clackmannan bypass.
- Two Spaces for Everyone schemes to provide for pedestrians and cyclists have been recorded on the Register. Plant responses are requested from the S.U.s.

Dundee City Council – J.O’N.

- Only essential works i.e. reactive patching for safety hazards and defects being carried out.
- Proposing list schemes for Spaces for Everyone sites. Bids to be submitted for funding.
- Ongoing road closure at Hospital Street requested by NHS for Coronavirus Assessment Centre. Closure in place from April until July.

NHS advised it is very difficult to say exactly where we are in the life cycle of this crisis and how the assessment centre in Kings Cross will evolve in the coming weeks. It is likely we can lift the road closure at the end to the current period. However, if we were to see a significant peak, we may require an extension to the closure period. We will review again before the end of the existing TTRO for any extension.

- Processing TTROs for roadworks programmed for May 2020 onwards
- Reactive to any road closure requests by NHS or other emergency services.
- Staff completing training courses for new SRWR Upgrade.
- BBC Radio 1 Big Weekend at Camperdown Park and Music Concerts at Slessor Gardens cancelled due to COVID-19.

Falkirk Council – E.H.

- The planned events in Falkirk with the embargoes / traffic restrictions have been postponed.
- The works programme for this year which includes surfacing in Falkirk is currently on hold.
- Schemes will be recorded on the Register.

Fife Council – I.J.

- A local RAUCs meeting should be held to consider programming and coordination going forward.
- Events have been postponed and may end up being cancelled for 2020.
- The Open at St Andrews has been programmed for 2022.

Perth and Kinross Council – C.H.

- All as above.
- Operation of distancing is being considered to allow works to be carried out in Perth within the Legislation and Guidance.
- There may be a need for TM at recycling centres when they reopen.

Stirling Council – D.C.

- The works programme was ready to commence when it is clear to do so.
- The Roads Operations Operatives are on a rota for dealing with problems which crop up.
- Distancing in Stirling town centre is being reviewed.

Amey – S.K. / J.R.

S.K. indicated: -

- There were no ongoing works except to deal with essential / urgent works.
- Works are recorded in the Register
- The Transport Scotland contract with Amey finishes on 15th August when BEAR Scotland will take over. This covers the Forth bridge / Crossing routes. BEAR will take over / develop the future programmes.

J.R. indicated: -

- The FRB is closed today and will be closed again on the 27th / 28th for urgent repairs. This has been agreed with the Bus companies. Their traffic is down to about 10%.
- There will be emergency barrier repairs being carried on the 18th June at Junction No. 2.

BEAR Scotland N.E. – H.M.

- The works programme for the next two years has been recorded on the Register.
- Dates will be issued for the scheme at the Swallow Roundabout.
- SSEN have works planned for north of Tealing but all off road.
- Cat 1 emergencies were being dealt with
- Comment on Covid will be recorded in the Notices in the text box.
- Covid testing data is being collected and passed to Transport Scotland.
- Training on the new Register version has been completed but refreshing is ongoing.
- Mobility requirement is passed to the T.M. provider.
- Distancing will be a problem going forward.

BEAR Scotland NW – M.G.

- All roads were open with no safety issues.
- Only Essential, Urgent or Emergency works were being carried out.
- Several Operatives were on furlough.
- Works programme for moving forward is on the Register but without dates.
- No events planned so access for works will not be affected by them.
- The A9 scheme just north of Perth may possibly restart again in June but there is no fixed date.

Superfast Broadband Update – R.Y.

DSBB Programme is now being finalised, with the target of premises connected now exceeded.

There are now only 2 Fibre to the Cabinet (FTTC) completions outstanding, along with under 30 Fibre to the Premise (FTTP) installations remaining. All to be completed by the end of May.

Further deployment called Reaching for 100% (R100) will be in 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. This is expected sometime later this year, with mobilisation to follow. The R100 Programme team will initiate meetings with all Roads Authorities in Scotland to discuss the deployment of the works.

Currently Openreach are continuing to work on telecoms infrastructure during COVID-19 lockdown. They are undertaking their own risk assessment for access to/from sites and safe working on sites. Digital Scotland have assessed that over 97% of the remaining DSSB works are in rural areas. Specific SRWR noticing requirements are in place. Thanks to the Roads Authorities for their assistance in ensuring these works are proceeding,

Century Link – D.H.

No issues to report.

CityFibre – J.F.

- Meetings taking place with Stirling Council about starting works.

EE / MBNL / 3 – D.Hea.

- All works are on the Register.

Energy Assets – R.McF,

- Hoping to be able to make a June start to works.

GTC – B.H.

- Emergency and Urgent works ongoing.
- The works programme has been rescheduled.

Inoes O&P Pipelines - K.H.

- No works ongoing.

Lastmile – C.G.

- No works ongoing except for Emergency and Urgent.
- Carol is now the Contact for Lastmile.

Openreach – D.MacL.

- Essential / Emergency and Urgent works ongoing.
- The briefing on working in the Covid environment was circulated to all.
- Notices are being monitored daily.

Network rail – C.A.

- There are no new works at present.
- Emergency / Urgent works being carried out.
- Considering a restart in August so planning on that basis.
- There are programming and coordination worries related to the start up.

Petroineos – R.M.

- No works at present.

Scottish Water – F.McI.

- Staff home working.
- The works being carried out are down about 50%
- Replanning works to accommodate a restart.
- Covid information signing is provided for sites.
- Where possible first-time reinstatements are being carried out. If not possible the R.A. will be informed, and an agreement made on a potential time extension.
- The To Do list is being addressed.
- R.As will be asked where needed to check Inspection / Defect records.

Scottish Water – C.McQ.

- No coring at present.
- No schemes being progressed on site.
- Urgent works are carried out when required with distancing in place.
- Space is a problem with distancing for Operatives and pedestrians.
- Looking at solid “heras” type barriers to separate public from sites.
- The programme is prepared for going forward. Much of the work is off road and at installations.
- No joint inspections are being arranged. Please send photographs with D2 Notices.

- T.M. is being checked daily more than once depending on location.

SGN – A.B.

- Dealing with safety critical works observing distancing.
- Planning at present for a June restart.
- Information signs used to advise that works are safety critical.
- Covid information signs are provided for sites and vehicles.

SPEN – E.S.

- Emergency / Urgent / Essential works being carried under Covid safety arrangements.
- Planning for a June restart and Notices will be issued.
- Covid instructions for Notices will be met.
- Covid operational restrictions are still likely to be in place for some time.

Sky – C.M.

- No works ongoing.

SSET – R.S.

- Emergency / Urgent / Essential works being carried out.

Tay Road Bridge – A.H.

- No planned works.
- Reduced staff available.

Virgin Media – A.M,

- Emergency / Urgent / Essential works being carried out under Covid safety arrangements.

Vodafone – K.D.

- No planned works.
- Information boards provided for sites and Operatives have been provided with high vis jackets with “Key Worker” on the back.
- Staff home working.

7. Safety

Covered in the reports above.

If any Organisation has copies of their Covid advice signing which they can share with the Community, they should send it to the Secretary who will circulate them. **Action – All / Secretary**

8. 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. HAUC UK Conference 2020

The Conference was cancelled and information on the new date will soon be issued. The venue will remain the same.

Post Meeting Comment – The new date is 20th May 2021

d. SRWC Comment

- The performance is being monitored and any issues will be raised with the relevant Organisation.
- The comment on Covid must be included on all Notices in the Works Description Text Box. It has been noticed that a number of Organisations have not been recording this information. This is one of the items being monitored.
- To record the future works on the Register the suggested method is to input them as potential works and the dates can be updated.
- R.As were asked to take a pragmatic approach to issuing FPNs.
- J.F. noted their poor recording of the Covid comment on the Notices and indicated that SJUG had issued instructions.

e. Quarry Material Information

The meeting thanked J.G. for her weekly report on the availability of materials from the quarries. This had been a big help and saved time hunting round sources which could be closed.

f. Change of TayForth Area RAUC Chair

Julie was thanked for chairing the meeting over the last year and a bit. It was much appreciated. John O'Neill will be Chairing the meetings for the next two years and would contact J.G. to discuss the meeting arrangements.

J.G. thanked all for attending the meeting.

12. Date of Next Meeting: - 11.00 am Wednesday 12th August 2020

Venue: – (To be confirmed) due to new chair

Future Meetings Dates: -

November Meeting 11.00 am Wednesday 11th November 2020

The Meeting finished at 12.45