

TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 9th August 2017 in Room No 11, Rothes Halls, Rothes Square, Glenrothes, KY7 5NX (11.00 – 12.20)

Present

Ian Jones (Chair)	Fife Council	I.J.
John Barr	Angus Council	J.B.
William Collins	Stirling Council	W.C.
David Corsar	Stirling Council	D.C.
Susan Ewart	Transport Scotland	S.E.
Claire Gardiner	Amey	C.G.
Katrina Hardy	Ineos	K.H.
Owen Harte	Virgin Media	O.H.
Colin Heggie	Perth and Kinross Council	C.H.
Douglas Hill	Angus Council	D.H.
Caroline McAdam	Network Rail	C.McA.
Fiona McInnes	Scottish Water	F.McI.
Peter MacNab	Bear Scotland N.W.	P.MacN.
Craig McQueen	Scottish Water	C.McQ.
Hazel Moore	Bear Scotland N.E.	H.M.
Chris Murray	Sky	C.M
Gary Neill	Falkirk Council	G.N.
John O'Neill	Dundee City Council	J.O'N.
Shannon Riley	Amey	S.R.
Iain Ross	Offices of the SRWC	I.R.
Stephen Scanlon	Openreach	S.S
Ruth Scott	SSE Telecom	R.S.
Chris Skivington	SGN	C.S.
Elaine Stewart	S.P. Energy Networks	E.S.
Scott Walker	Clackmannanshire Council	S.W.

In Attendance

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

Nisha Bunting	Offices of the SRWC	N.B.
Ralph Caldwell	S.G.N.	R.C.
Angus Carmichael	Scottish Road Works Commissioner	A.C
Karyn Davidson	Vodafone	K.D.
Alan Hutcheson	Tay Road Bridge	A.H.
Duncan MacLennan	Openreach	D.Macl.
Andrew Matheson	Virgin Media	A.M.
Kevin Skinner	Scottish Water	K.S.
Paul Willis	Virgin Media	P.W.
Robert Young	Scottish Government	R.Y.

1. Introduction

Ian Jones 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, 10th May 2017 were approved with the following revisions: -

Page No. 1 Sederunt

Lisa Hatson should be SP Energy Networks

Page No. 4 - Item No. 5a - National & Local Coring Update - National Coring Update

The fourth bullet point should read: -

- F.McI. thought that there were some void tests to be done. C.H. would check this out. **Action C.H.**

b. Action Tracking

See the Action Tracking Summary Report.

3. Local RAUC Reports.

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

Angus Local RAUC: D. O. N. M. 12/09/17

No issues remitted to this meeting.

Central Local RAUC: D. O. N. M. 17/09/17

The meeting was cancelled.

Dundee City Local RAUC: D. O. N. M. 21/09/17

No issues remitted to this meeting.

Fife Local RAUC: D. O. N. M. 17/10/17

No issues remitted to this meeting

Perth & Kinross Local RAUC: D. O. N. M. 31/11/17

C.H. reported that there were two issues which had not been remitted but were being dealt with at Local level for the present.

All should consider what topics required to be discussed at the local meetings and where necessary issues should be brought forward to the Area Meeting for consideration.

4. Feedback from RAUC(S) Meeting 7th June, 2017

The previously circulated draft minutes were taken as read with items commented on by Scott Walker as follows: -

- The Survey of Inspection data which was collected from the R.As is being worked on but no proposal has been yet been produced. Prior to any proposal being brought forward it will be checked against the Fee charged in England.
- The representation on the Committees and Working Groups was improved at the RAUC(S) meeting but there are still some vacancies. The Secretary was asked to circulate the membership schedule which was produced. **Action – Secretary**
- The Committee agreed that all coring results should be recorded on the Register by the 31st July with the final report being submitted to the September meeting.
- Discussion was held on which permit should be used to deal with the sites where trees are being cut down adjacent to the road.

The recommendation from RAUC(S) was that Section 59 of the Roads (Scotland) Act should be used.

TayForth considered that this Section did not deal with the situation correctly and it needed to be considered further.

TayForth agreed to remit this matter to working group being set up by the SRWR Steering Group. **Action – I.J. / Secretary**

5. National & Local Coring Update

a. National Coring Update

D.H. reported that the programme appeared to be completed and the accounts were being paid.

In the WoS Area it was thought that all the Council programmes were now completed but the results still needed to be discussed in one or maybe one or two of them.

The thanks of the Committee were recorded to the Angus Council staff and all who had assisted in completing the programme.

b. Local Coring Programmes Update

No reports from local programmes were submitted.

6. SRWC Report & Performance

a. SRWC Report

I.R. gave a verbal SRWC Report as follows: -

- Performance Reviews for 2016/17 will be issued shortly.
- User Forums will not be held in the Autumn but are likely to be held in some format in the spring prior to the commencement of the new Contract when there are likely to be changes to the Register to be reported.
- Performance Seminars will be held on 4th October (Edinburgh) and on 11th October (Glasgow) to consider the performance information in the Register and what levels of performance the Commissioner is looking for. These Seminars are

intended for Managers. The two events are being booked up and there was only 1 space in Edinburgh and 15 (approx.) in Glasgow. Both events will be for both S.U. and R.A. Representatives.

- All Organisations were reminded that they should submit comments to the Commissioner's Office on any performance problems reported in the Quarterly Reports.
- Tim Masters has been appointed on a two day a week contract to assist L.H. with site visits.
- Coring Results must all to be recorded in the Register by the end of July with the completed Report being submitted to the September RAUC(S) Meeting.

b. SRWC Indicators and Statistics

I.R. commented as follows on the performance as indicated on the new Dash Board Report.

In the columns with the Traffic Signal colours the main concern is with the performance marked in red however amber should be watched and efforts should be made to improve the performance to green.

In the columns which are white all organisations should note the average at the bottom of the column and aim to be below that. In future, target values will be added and the traffic signal colouring will be used.

I.R. asked that all organisations review the reports and provide Nisha Bunting with details of how they plan to improve on any poor performance. I.R. then reviewed the figures with the organisations in attendance at the meeting, highlighting areas of concern. It is expected that those, not in attendance at the meeting, will carry out their own review.

Ratio of Noticing Failures per 100 Notices

- Angus Council / Fife Council should review their performance. Angus Council has been in contact with N.B.
- City Fibre / Energetics should review their performance.
- Openreach / SGN / Virgin Media / Vodafone all require to check their performance as they are in the Amber category

%age of Emergency, Urgent, Remedial and Dangerous

- Dundee, Falkirk, Stirling and NW OC should all be reviewing the numbers of works they are issuing in this category.

%age Overruns

- Angus and Fife should be reviewing the numbers of works they are issuing in this category.
- Energetics need to watch their performance in this category.

Ratio of Early Starts per 100 Notices

- P&K, Transport Scotland and NE OC need to watch their performance in this category
- CityFibre, Energetics, Fulcrum, SGN and Virgin Media need to watch their performance in this category

Ratio of Late Starts per 100 Notices

- No major issues for those Organisations in attendance in this category.

Ratio of Works Extensions per 100 Notices

- Angus, Clackmannan, Fife, Stirling and Transport Scotland need to watch their performance in this category
- Energetics and SPEN need to watch their performance in this category

Number of Interim Reinstatements after 6 Months without Agreement

- Openreach, Spen, SSE and Virgin Media need to watch their performance in this category

Substandard T.M

- Openreach, Scottish water, SPEN and SSE need to watch their performance in this category

Sample Cat A Inspections

- Falkirk appears to have more Inspections carried out than would have been expected. The Transport Scotland Organisations have few to no sample inspection results in the first quarter.
- SGN and SPEN are both below 90% pass.

Sample Cat B Inspections

- Virgin Media are below 90% pass.

Sample Cat C Inspections

- No issues commented on in this category.

Gazetteer

- All Authorities in this Area were recorded as up to date.

VAULT

- The majority of Organisations are needing to update their VAULT data. Some Organisations indicated that they had data going through the system for the next Upload.

c. Local Sample Inspection Reports

Virgin Media were below 90% on Cat B Inspections in Fife, Falkirk and Angus. I.J. indicated that Fife are monitoring the performance and may need to issue an Improvement Plan.

d. Local Defect Inspections Report

No issues raised under this Item.

7. Safety

a. Safety Concerns/Issues

C.H. reminded all that the required Protective Clothing must be worn when visiting a site.

b. Traffic Management Issues

No issues raised under this Item.

8. Information on Strategic Programmes of Works

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

Fife Council

I.J. indicated that the new Forth Crossing would be officially opened on the 4th September and the Aircraft Carrier would be named in Rosyth on the 8th September which would require embargoes on some roads in that area as high traffic volumes expected. Consideration should be given to works in that area. Details of the embargoes would be issued as soon as available.

The Bridge would be opened to traffic on the 30th August then closed again for the Bridge Walks and Official Opening. It would finally be opened during week beginning 4th September.

Falkirk Council

E.H. indicated the following event would require embargoes or at least avoidance of works:

Falkirk and surrounding area – Pedal Scotland on 10th September - Route to be provided.

Action – G.N.

Stirling Council

Kerse Bridge – Programme updated post meeting as follows: -

2 weekend Single Lane closure – 18 / 19 and 25 / 26 November 2017

Single Lane Closure – 3rd January 2018 to 24th April 2018

Full Closure – 25th April to 24th October 2018

Single lane Closure – 25th October to 22nd January 2019

Beaulieu to Denny Overhead Power Cable

31st August – Work affecting Bannockburn – Plean Road and also at Fallin

Dundee City Council

Details of events to follow.

Clackmannanshire Council

Alloa (24th June and 8th July) Events will require traffic restrictions and diversions.

Perth and Kinross Council / NW OC

The Blair Athol Horse Trials will be held from 23rd to 26th August and high volumes of traffic are expected on the A9 and in the Blair Athol Area.

The ongoing works in the town centre will require closures / diversions.

Angus Council

The Open Golf Tournament is due to take place at Carnoustie between the 16th and 22nd July 2018. This will generate high traffic volumes in the area and there will be embargoes raised.

a. Forth Crossings.

C.G. indicated that there would be embargoes in the vicinity of the new Bridge on either side for the opening. All were asked to contact her to discuss any required works.

The current works programme will be circulated via the Secretary.
/ Secretary

Action – D.R.

b. Superfast Broadband Update

R.Y. was not present at the meeting but has provided the following post meeting update on the programme: -

Programme is still generally on planned Programme Targets having achieved over 3000 CABS across all of the 27 Councils in the Rest of Scotland Area resulting in over 623,000 Premises now connected to the fibre enabled network.

Angus	60 CABS Live. 13 CABS / 16 FTTP installs in Deployment Plan for This and Next Quarter
Clackmannanshire	28 CABS Live. 1 CABS / 2 FTTP installs in Deployment Plan for This and Next Quarter
Dundee City	34 CABS Live. 3 CABS / 1 FTTP installs in Deployment Plan for This and Next Quarter
Falkirk Council	49 CABS Live. 7 CABS / 1 FTTP install in Deployment Plan for This and Next Quarter
Fife Council	245 CABS Live. 15 CABS / 24 FTTP installs in Deployment Plan for This and Next Quarter
Perth and Kinross	131 CABS Live. 11 CABS / 8 FTTP installs in Deployment Plan for This and Next Quarter
Stirling Council	64 CABS Live. 3 CABS / 5 FTTP installs in Deployment Plan for This and Next Quarter

The Programme has held Joint Surveys with Openreach and Council Officers to agree CAB placement in some contentious sites. Some meetings with Councils to discuss our “push to finish” are also being set up.

Deployment is now generally in the harder to reach areas, where technology is also more difficult to implement. There is now more Exchange Only Line (FTTC EO) solutions required which involves 2 new Streetside Cabinets (or an All In One – AIO – Cabinet solution). Fibre to the Premise (FTTP) is being deployed.

The “base” Programme ends in DEC 2017 but there will be further ongoing works associated with “Gainshare” in 2018. Beyond that there is, potentially, a further deployment to cover the very hard to reach areas.

9. Proposed Changes to Road Designations

No issues raised on this Item.

10. Management and Operation of the SRWR

I.R. gave a verbal report for the SRWR as follows: -

- The appointment of the successful contractor for the provision and maintenance of the Register will be advised shortly.

Changes have been made to the Public Facing Web Site to make the periods of works clearer. Actual start and estimated works period will be used. In future it is hoped that this information will become more accurate.

11. Gazetteer Report

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

- I.R. indicated that with the retiral of Graham Smith there is no Chair and the members of the Group will take it in turn to Chair the meetings.

12. Systems Assurance Team

The previously circulated report was taken as read with the following comment: -

- The Team is now at full strength.

13. Community Apparatus VAULT

I.R. indicated that there is some progress being made with Openreach to get their plant data on VAULT but they need to digitise plant data before it can be uploaded.

CityFibre and SSET have submitted their data to VAULT.

14. AOCB

a. List of Plant Protection Systems

I.R. indicated that this list had been drafted following a request from this area for a list of sources of Plant Information especially for the smaller S.U.s. It was anticipated that future maintenance of the list would be the responsibility of the Area Chair.

I.R. asked for any changes / corrections to be sent to him asap.

b. Local RAUC Meetings

The paper indicates that the SRWC wishes to ensure that local RAUC meetings are taking place so that issues can be discussed. The website including posting minutes, the details of the Chairperson and the Secretary should be also be kept up to date through the RAUC(S) Secretary. **Action – Local RAUC Chairs and Secretaries / RAUC(S) Secretary**

c. TayForth RAUC Meeting Dates 2018

The Committee recommended the Diary dates for the meetings should be on the same basis as this year with NoSRAUC on the first Wednesday of the month and all other meetings following on from that date with the RAUC(S) Meeting being on the first Wednesday of the following month. The Secretary will issue the revised meeting dates. **Action - Secretary**

d. Road / Railing at Level Crossings

C.McA. explained that Network Rail wanted to stop using TTROs for this work and instead to use 15 minute delay boards with or without temporary traffic signals. The process takes between 5 and 10 minutes to complete and would be no different to a delay in raising the barriers on the crossing. Where relevant the barriers would be down during the transfer.

This request does not affect all R.As or even all crossings as only some are used for this process. C.McA. would send out a list of the affected sites via the Secretary. **Action**
– **C.McA. / Secretary**

The events which are carried out overnight would be recorded in the Register as minor works without excavation.

The R.As were not convinced that they could accept this proposal and may still require a TTRO with signed diversion which is the legal requirement. C.McA. indicated that in some cases the time taken to travel round the diversions would be longer than the 15 minutes being requested. The proposal would have pre-signing in place to warn of the delay and drivers could decide on the option.

The R.As would need the emergency services to be notified and for contingencies to be in place should emergency vehicles require access over the crossing. There would also need to be an arrangement to notify affected parties on the route especially where it was a cul-de-sac.

Comments should be sent to C.McA. based on the list of affected sites. **Action**
– **All R.As**

e. TTRO Applications

I.J. indicated that Fife were receiving applications for TTROs where they were not required and it was clear that the applicant had not visited the site. The S.U. / T.M. Contractor must visit the site and assess it prior to applying for a TTRO.

The S.U.s asked for such applications to be reported to them in order that they can be investigated **Action – R.As.**

f. Transport Scotland – Regulations and Consultations

S.E. reported on the following as follows: -

The Road Works (Qualifications of Operatives and Supervisors)(Scotland) Regulations 2017

SSI 2017/147, The Road Works (Qualifications of Operatives and Supervisors)(Scotland) 2017, comes into force on 4 September 2017, introducing the requirement for operatives and supervisors to successfully undertake reassessment of their qualifications on expiry of their Street Works card. A Q&A event on the new requirements was held last week in Victoria Quay, which was attended by about 50 stakeholders. Not too many questions were raised at the event, perhaps because the impact of the new requirements had not yet been measured. Once the new regulations have been in force for a while, Transport Scotland will be happy to host another stakeholder event on the new requirements for operatives and supervisors if there is an appetite for it.

The link to a guidance paper is available on the What's New page of the Commissioner's Web Site

Consultation - Raising Standards and Improving the Quality of Road Works in Scotland

This Consultation is now running and closes on the 12th October. All Organisations were being encouraged to respond to the Consultation to ensure the best outcome.

The link to the Consultation document and the guidance notes are available on the What's New page of the Commissioner's Web Site. Queries can also be made to S.E.

g. TTROs – Vehicles Parked Within the Affected Area

J.O'N. raised this matter as it was a problem in the Dundee Area. They were taking action against vehicles which were parked in the area after the start of the TTRO but the problem lay with vehicles which were in the affected area prior to the commencement date and were not likely to be moved as the owner was away. Only where there is a security issue will the Police respond and deal with the vehicles.

Prohibition of parking and loading is included in the TTRO.

In Glasgow and Edinburgh there is an appointed Contractor to lift and remove vehicles but not in Dundee.

Fife Council are looking at a tow away zone.

h. Ineos – Pipeline Awareness

Katrina Hardy informed the meeting that Ineos was holding a seminar on Pipeline Awareness in Grangemouth on the 18th and 19th October.

This is a free event and anyone wishing to attend should contact her if they have not already received an invitation.

15. Date of Next Meeting: - Wednesday 8th, November 2017

Venue: – Room No 11 Rothes Halls, Rothes Square, Glenrothes, KY7 5NX

Future Meetings Dates: -	February Meeting	Wednesday 14 th , February 2018
	May Meeting	Wednesday 9 th , May 2018
	August Meeting	Wednesday 8 th , August 2018
	November Meeting	Wednesday 14 th , November 2018

The Meeting finished at 12.15