



NORTH of SCOTLAND AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the QUARTERLY MEETING

Date: Wednesday 3rd November 2021

Meeting held online on MSTEAMS

Present:

Darren Grant (Chair)	D.G.	SSEN
Kevin Abercrombie	K.A.	Aberdeen City
David Armitage	D.J.A.	Aberdeenshire Council
Caroline Auld	C.A.	Network Rail
Kelly Bibby	K.B.	ABS Streetworks / Last Mile
Clare Callaghan	C.C.	Scottish Water
Michael Casey	M.C.	Royal Mail
Gerry Cullen	G.C.	Traffic Scotland
Karyn Davidson	K.D.	Vodafone
Irvine Ellis	I.E.	SSEN
Jim Forbes	J.F.	CityFibre
Lauren Goodman	L.G.	BEAR Scotland
Mike Gray	M.G.	BEAR Scotland N.W. and N.E. Areas
Julie Greig	J.G.	SGN
Gary Hay	G.H.	SSEN
Lindsay Henderson	L.H.	o.S.R.W.C.
Fiona McInnes	F.McI.	Scottish Water
Donald Macleay	D.A.MacI.	Western Isles Council
Alison MacLeod	A.MacL.	The Highland Council
Craig McQueen	C.McQ.	Scottish Water
Graham Milne	G.M.	o.S.R.W.C.
Ryan Newlands	R.N.	BEAR Scotland N.E.
Colin Matheson	C.M.	The Moray Council
Kat Quane	K.Q.	Transport Scotland
Neil Robertson	N.R.	Shetland Islands Council
Carine Russell	C.R.	GTC-Uk
Stephen Scanlon	S.S.	Openreach
Ruth Scott	R.S.	NEOS Network
Lewis Stacey	L.S.	ABS Streetworks / Last Mile
Antony Thorpe	A.T.	Balfour Beatty (AWPR O & M)
Donald Wilson	D.W.	Orkney Islands Council
Erin Wharry	E.W.	Balfour Beatty (AWPR O & M)

In Attendance:

George Borthwick	G.B.	Secretary
------------------	------	-----------

Apologies:

Stefeni Cownley	S.C.	ESPUG
Clark Findlay	C.F.	Ineos
Barry Hall	B.H.	GTC-UK
Kevin Hamilton	K.H.	Scottish Road Works Commissioner
Carole McDonald	C.McD.	CityFibre
Duncan MacLennan	D.MacL.	Openreach
Kenny Roy	K.R.	Orkney Islands Council

1. Welcome and Introductions

Darren Grant (SSEN) welcomed all to the meeting and thanked all Representatives for attending.

Apologies were recorded as above.

2. Minute of the last Meeting held on 4th August 2021

a. Accuracy

The Minutes of the previous meeting held on Monday 4th August 2021 on MS TEAMS were agreed as read.

b. Matters Arising

Matters arising from the previous meeting are recorded on the Action Tracking Summary.

3. National Coring Programme

C.McQ. reported to the Committee as follows: -

- The Group is meeting monthly to prepare for the Programme and the next meeting is on 5th November.
- The revision of the Advice Note No. 3 is ongoing having taken longer than expected due to a more in-depth review. The plan is still to complete the review in time to submit the final Draft to the December RAUC(S) Meeting for approval to publish.
- L.H. has sent out an email to the Lead R.As asking for contact details for the R.A. contacts in their area. A.MacL. indicated that the NoSRAUC response had been submitted. L.H. thanked A.MacL. for her prompt response.
- L.H. also asked the S.U.s to provide their coring representatives. **Action – S.U.s**
- Details of the S.U. Coring Representatives will also be required to set up the drop box facility for passing coring data, photographs etc.
- The Drop Box facility has been trialled with the members of the Working Group. One S.U. Member encountered a problem but that had been easily solved.
- Agreed method for void testing is to use a sealed core using inert filler.
- The issue relating to the Hapas approval on cold lay materials is not a concern in relation to reinstating trial patches on narrow trenching as that method of testing as a substitute for coring is not being used.
- J.F. and C.McQ. will meet online to discuss coring narrow trenching.

4. Matters Arising from RAUC(S) Meeting – 1st September 2021

The new Constitutions had been agreed. The revised Agenda for Area / Local Meetings would need to be drafted and agreed based on those already in an early draft.

There still appears to be Staff within Organisations who are not aware of the revisions to the Constitution. The Members who attend the meetings where the Constitution was being discussed must inform their colleagues and managers about future structure. This should be the case for all issues which are discussed / approved which will affect their working. **Action – All Representatives**

a) RAUC(S) Working Group Recruitment

The schedule is currently up to date with NoSRAUC Representatives filling all the required appointments.

b) Scottish Government Update

K.Q. provided the following Updates: -

COVID-19 Update

- The general policy position on road works/construction remains unchanged since the previous meeting i.e. in Scotland, home working is still being encouraged where possible, e.g. for office staff. [Guidance](#) has been published which encourages employers to facilitate flexible working practices. This may mean more of a hybrid approach to work, allowing both home and office-based working
- In Scotland there has been a plateau and subsequent decline in COVID-19 cases, transmission, and hospitalization. These levels still remain too high and we can expect a challenging winter ahead.

Transport (Scotland) Act 2019

- The schedule issued to previous meetings has not changed.
- Items which are being progressed in November 2021:
 - SRWC increased penalties will commence legally in November 21. This will require a small update to the Penalties Code of Practice to replace £50k with £100k. This code will require a more substantial update following the introduction of Compliance Notices. The RAUC(S) Co-Chairs should consider if updating this Code is done now, or at that time. All should note that the Penalty is set by the legislation and even if the Code is not updated at this time it will not have any bearing on the value of the Penalty issued.
 - 'Red Book' compliance for R.As starts on 25 November 2021. The associated qualification requirement will be brought in during summer 2022. However, (as is currently the case) any HSE investigation will look at the competence of staff to undertake that work using relevant documents.
 - Other changes to how the SRWC provides Register information to the public.
 - Unused / duplicate legislation will also be removed.
- The S.R.W.C / T.S. held an information Webinar for Senior managers in October to update them on the main points contained in the Transport (Scotland) Act 2019 which they should be aware of and be ready to act on. It was well attended with a good question and answer session. Copies of the slides and the Q & A records have been issued.

- The drafting of the final version of the Reinstatement Quality Plans Code of Practice is now near completion. It will exist on a voluntary basis from 1st April 2022 before becoming mandatory in April 2023.
- One of the next changes being discussed at the PDG is the requirement for recording works start and finish time which change from next working day recording to within 2 hours recording on the Register.

Superfast Broadband

The Scottish Government holds premise-specific information on planned commercial broadband delivery which is available at <http://www.scotlandsuperfast.com/> with an enquiry form for more information if required. This may be useful to R.As in particular, in responding to misdirected public enquiries over broadband installation.

If there are any queries about any of the above, they should be passed to K.Q.

D.G. thanked K.Q. for the input to the meeting.

5. SRWC Report & Performance & Management

SRWC Indicators and Statistics Report

Transport Scotland Act Webinar – In conjunction with Transport Scotland a short Webinar was held on 28 October for Senior Managers to remind them of the changes to Legislation in the Transport (Scotland) Act 2019 affecting roadworks. 104 Representatives attended the event.

The event was well received. The slides and a summary of the Q&A have been issued to attendees. A further event will be held in the new year.

Research Project – The Commissioner has submitted a research proposal to the Scottish Road Research Board to investigate and report on the service life of reinstatements. This will build on work done in 2012 and will examine reinstatements selected from previous coring programmes to provide a baseline which will help future assessment of the impact of various legislative changes. The research also aims to develop simple criteria for inspecting reinstatements at 6-years. The Commissioner will be looking for input from RAUC(S) Members to the project.

SROR Review – Discussions with consultants are ongoing to appoint a Technical Editor by the end of November for drafting the Code.

Performance

Dashboard - The SRWC 2021/22 Q2 quarterly dashboard has been circulated.

2020/21 Performance Reviews – Following further engagement with a small number of Organisations, discussions are ongoing with the oSRWC.

Improvement Plans - 4 Organisations are currently on improvement plans with 2 delivering sufficient improvements to be considered for being signed off.

Submission date for Q3 Improvement Plans for 2021/22 is Friday 14 January 2022.

If you have any comments on any of these items, please contact the office at the usual e-mail address.

TAG development is ongoing with update paper submitted to the RAUC(S) meetings.

Management and Operation of the SRWR

Draft SRWR Prescribed Fees and Amounts 2022/23

A Matrix with an estimate of the Prescribed Fees and Amounts 2022/23 has been circulated. Please note that this estimate is only a guide to aid budgeting. It is based on noticing and areas covered for a previous year and will change before invoices are issued on 1 April 2022.

SRWR Aurora V2

Symology have upgraded the SRWR with Version 2 of the Aurora package.

This release included enhancements to: -

The look & feel of the system, making it more user friendly and usable;
Improvements to the mapping, including the ability to view closer to the street;
New functionality for reporting, such as the ability for reports to be produced offline overnight,
Further details can be found on the Aurora Community Portal news page.

There were issues with the implementation of the new release, the majority of which were resolved within the first week. Lists of the issues resolved and those outstanding can be found on the Aurora News page.

As always, if you have an issue that has not been satisfactorily resolved, please escalate it to Iain Ross.

Distribution of RAUC(S) Papers

As reported previously the RAUC(S) Secretaries (George Borthwick and Brian Cooper) now have access to Office 365. The papers for all meetings are being circulated using OneDrive shared folders. Please provide feedback on this new mechanism for sharing papers.

George Borthwick's new email address is george.borthwick@raucs.scot. He can also still be contacted at secretary@raucs.scot.

Brian Cooper's new email address is brian.cooper@raucs.scot. He can also be contacted at se.raucs@raucs.scot.

RAUC(S) Website

All Chairs of Local RAUC meetings and Working Groups are reminded that they should keep George Borthwick apprised of changes to their groups and Diary dates etc so that he can keep the RAUC(S) website up to date. Also, the Chairs are reminded that they must provide George with copies of Minutes / Papers for updating the Web site.

New Undertakers

Indigo Pipelines (gas), Indigo Power (electricity), Borderlink Broadband (telecoms) and Netomnia (telecoms)

SRWR Mobile Apps –Removing Support for Older Android Devices – All are reminded that: -

The Android versions of the SRWR Mobile Apps were subject to certification changes in September 2021, which will remove support for Android Operating System versions 5, 6 and 7.0.

Prior to this change, the Google Play Store entry will be updated to prevent download of the SRWR Apps on those pre 2016 OS versions. You will be able to download and operate on devices running Android OS versions 7.1.1 (Nougat) and above.

Following the certification changes in September 2021, any devices still running the older versions will permanently fail to connect to the SRWR servers.

Please check your Android OS version now to ensure compatibility and plan any upgrade activities necessary.

It is important for your organisation to use officially supported OS software on your devices. Google currently support Android 8.1 (Oreo) and above only. We are able to retain support for Android OS 7.1.1 and above for the time being, to minimise disruption.

Note: Apple iOS Apps are not currently affected by this change.

6. **Improvement Notices** – No Improvement Notices had been raised in the last quarter in the NoSRAUC Area.
7. **Health and Safety** –All should note the recently circulated Safety Bulletins and deal with them within their Organisation as they consider necessary or beneficial.
8. **Environmental Issues**

The Committee considered that with COP 26 taking place and the increasing focus on the environment RAUC(S) should be taking a lead on this topic and sharing good practice across the Community.

Organisations are starting to review how they can make savings on emissions from their fleet and plant which is a high carbon generator.

C.C. indicated that the use of 30/14 reinstatements in footways had reduced carbon dioxide generation by some 13.5 tonnes in a month. If this alternative specification is given full approval this figure will rise considerably.

J.G. informed the meeting that SGN saved (in Scotland) 23,000 kg CO₂ of embodied carbon but this is mostly from the North area with vehicle movement reduction. SGN is keen to increase the use of SMR in reinstatements as this would reduce the use of new aggregate as well as cutting vehicle journeys.

D.J.A. reported that ducting was now being requested for street lighting cables to avoid excavation in the future when new cables or installations are needed.

J.F. reminded the meeting that CityFibre would enter discussion with S.U.s about sharing ducts, boxes and cabinets. They would also discuss reinstatements with R.As in relation to shared half panel / full width reinstatements.

9. **Combined Reports and Comments**

Aberdeen City Council – K.A.

- The last Local RAUC meeting was held on 13th October. There were no remits passed to this meeting.
- The works are recorded on the Register.
- The Christmas Embargoes are recorded on the Register.

Aberdeenshire – D.J.A.

- Borderlink Telecom has indicated that they are planning to be working in the Shire. It was noted that they had been added to the Register users. They will be invited to the Local Meeting and the Secretary should add them to the Area RAUC contact list.

Action - Secretary

- The programmes are progressing, and details of sites are recorded on the Register.

Highland Council – A.MacL.

- The last Local meeting was held on 21st October. There were no issues to be raised.
- The Secretary was asked to populate the 2022 Diary so that other meeting dates could be considered and added to avoid conflicts. **Action - Secretary**
- The programmes are progressing, and details of sites are recorded on the Register.

Moray Council – C.M.

- Colin introduced himself to the meeting and indicated that he had discussed the meetings with D.S.
- He was considering holding a Local meeting A.MacL. indicated that the new Constitution had paired Highland and Moray for the Local meetings so she would contact him to discuss this matter.

Orkney Islands Council – M.W.

- The next meeting will be held on 17th November.
- No issues to be remitted to this meeting from the last meeting

Shetland Islands Council – N.R.

- All works are recorded on the Register and are being progressed.
- There were no other issues to be remitted to this meeting from the last Local meeting.

Western Isles Council – D.A.McL.

- There were no issues to be raised.
- The next Local meeting will be held on 2nd December 2021.

Aberdeen Western Peripheral Road – A.T. / I.C.

- Routine maintenance and emergency works are ongoing with lane closures as necessary.
- The Work on the A90 between Balmedie and Blackdog has been delayed.

BEAR Scotland N.W. – M.G.

- Works are recorded on the Register and progressing.
- The Winter service is operational from October to mid-May.
- The World Mountain Bike Championships will be held in Fort Willaim 21st / 22nd May 2022. All should plan works on the A82 / A830 to avoid that period.

BEAR Scotland N.E. – R.N.

- The schemes have been recorded on the Register.
- The works programme will be circulated via the Secretary.
- The Winter service is operational from October to mid-May.

Traffic Scotland – G.C.

- No issues to report.

CenturyLink – P.W.

- No issues to raise except to record that Century Link has been renamed as Lumen Technologies.

Action - Secretary

CityFibre – J.F

- The work is recorded on the Register and is ongoing.
- There is regular liaison with the R.As in the Areas where work is ongoing.

Energy Assets – No Report

ESPUG – No Report

GTC – C.R.

- No issues to be raised and works posted on the Register.

Ineos – No Report.

- No works in the area at present.
- No other issues to raise.

LastMile – No report

EE / MBNL / 3 – No Report

Network Rail – C.A.

- No issues with the ongoing programme which is posted on the Register.

Openreach – D.MacL.

- Works posted on the Register.
- No issues to raise
- The works on the R100 project are due to commence on the Orkney Islands and Shetland Islands. Work has already commenced in Aberdeenshire as has Wick to Lyth in Highland.

Scottish Water – F.McI.

- The change of Contractors on reinstatements and ironwork repairs is being rolled out across the Area.

- Breadon is working in the Highland Area on iron work and reinstatements, but Clancy are dealing with sewer repairs and may ask Breadon to carry out the reinstatements. F.McI is assisting Breadon Staff with operation of the Register.
- The issuing of TTROs in Aberdeen City has been slow resulting in programmes being revised.

C.C. There are still too many requests being made for works to be dealt with out of hours. These requests will be accepted where they have just cause but should not be the standard response.

C.McQ. commented as follows: -

- The works are recorded on the Register and progressing as usual.
- The coring programme is ongoing, and the Results will be passed to the relevant R.As when agreed.

The Committee noted that Orkney and Shetland had indicated that they would not be taking part in the Coring Programme in 2022. The commissioner had discussed the matter with the R.As but to date there was no change in their decision. The view was that the Contract could be set up so that the cost per core was standard over the NoSRAUC Area. This needs to be considered.

The coring may need to be clustered on the main islands to get sufficient number of cores for a Utility. The last programme had included the Western Islands where the conditions would have similarities.

D.W. indicated that he would raise the matter with his Managers.

SGN – J.G.

- Works are on the Register.
- The Contacts for the revised Areas were now in place. If there was any problem contacting the correct personnel J.G. would be happy to assist.
- All testing is being carried out on sites and recorded as normal.
- Unattributable Notices and inspections are being passed to the SGN with a lack of information. J.G. asked for information to be provided in the Text Box and photographs to be attached to the Notice as prescribed in the Code of Practise. This would allow the site to be visited and assessed for a quick response.

Sky – No Report

SSEN – I.E.

- Works posted on the Register.
- No issues to raise

SSEN - G.H.

- All works posted on the Register.
- Major work is being planned for next year in ??????

Neos Networks – R.S.

- Works posted on the Register.

- No issues to raise

Royal Mail – M.C.

- Only urgent work will be carried out through to the end of the year.
- The Performance is being discussed with the oSRWC.

Virgin Media – No Report

Vodafone – K.D.

- No issues to raise.

9. AOCB

a. List of Plant Protection Systems

The list was circulated to the meeting, and all were asked to check the data and advise the Secretary of any additional information or changes so that it could be kept up to date on the Web.

Action - All

b. Emergency Contact Details

The list was circulated to the meeting, and all were asked to check the data and advise the Secretary of any additional information or changes so that it could be kept up to date on the Web.

Action - All

c. Meeting Dates 2022

All noted the proposed meeting dates as previously circulated. Arrangements would be required for setting up the new Area and Local Groupings. Dates for the new Local Meetings when agreed should be passed to the Secretary for posting on the Community Calendar.

10. Date and Venue of Next Meeting

The Next Meeting will be held on **Wednesday 2nd February 2022 (10.30)**

VENUE – MS TEAMS

Future Meetings for NRAUC

Tuesday 7th June 2022

Tuesday 4th October 2022

The Meeting Closed at 12.10