



NORTH of SCOTLAND AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the QUARTERLY MEETING

Date: Wednesday 5th May 2021

Meeting held online on MSTEAMS

Present:

Darren Grant (Chair)	D.G.	SSEN
Kevin Abercrombie	K.A.	Aberdeen City Council
David Armitage	D.J.A.	Aberdeenshire Council
Caroline Auld	C.A.	Network Rail
Gerry Cullen	G.C.	Traffic Scotland
Clare Callaghan	C.C.	Scottish Water
Karyn Davidson	K.D.	Vodafone
Irvine Ellis	I.E.	SSEN
Clark Findlay	C.F.	Ineos
Jim Forbes	J.F.	CityFibre
Mike Gray	M.G.	BEAR Scotland N.W. and N.E. Areas
Julie Greig	J.G.	SGN
Barry Hall	B.H.	GTC-UK
Kevin Hamilton	K.H.	Scottish Road Works Commissioner
Gary Hay	G.H.	SSEN
David Hearty	D.H.	MBNL-EE/3
Lindsay Henderson	L.H.	o.S.R.W.C.
Rob James	R.J.	Network Rail
Carole McDonald	C.McD.	CityFibre
Fiona McInnes	F.McI.	Scottish Water
Donald Macleay	D.A.MacI.	Western Isles Council
Duncan MacLennan	D.MacL.	Openreach
Alison MacLeod	A.MacL.	The Highland Council
Craig McQueen	C.McQ.	Scottish Water
Craig Mitchell	C.Mit.	SGN
Chris Murray	C.M.	Sky
Ryan Newlands	R.N.	BEAR Scotland N.E.
Kevin Price	K.P.	The Moray Council
Kat Quane	K.Q.	Transport Scotland
Neil Robertson	N.R.	Shetland Islands Council
Ruth Scott	R.S.	SSE Telecom
Lewis Stacey	L.S.	ABS Streetworks for Last Mile
Antony Thorpe	A.T.	Balfour Beatty (AWPR O & M)
Donald Wilson	D.W.	Orkney Islands Council
Matthew Wylie	M.W.	Orkney Islands Council

In Attendance:

George Borthwick
Paul Tapley

G.B.
P.T.

Secretary
Virgin Media

Apologies:

Alex Rae
Kenny Roy

A.R.
K.R.

SGN
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.

a. Presentation – Recycled Materials – Paul Tapley Virgin Media

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 raw 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 and 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.

DJA indicated that a report had been submitted to the Aberdeenshire Council indicating that at present with no recycling plant available within an economic travel distance the use of recycled materials was not economically viable.

At present these materials would be most viable for use in the Central Belt or in Cities. The use in the south of England where source of new aggregate is scarce is an area where the use of recycled material is economic and efficient.

J.G. indicated that SGN were keen to use recycled material either from plants or using on site equipment. The use of SMR is being progressed which reduces the transport costs. It was noted that the Type 1 storage needed to be covered and this had been pointed out to Brewsters.

J.G. and P.T. would discuss the issues of line,

J.F. commented that the use of recycled materials needed to increase with greater use being made of the existing materials and plant.

P.T. thanked all for their time and indicated that he would circulate the slides.

D.G. thanked P.T. for his presentation.

2. Minute of the last Meeting held on 3rd February 2021

a. Accuracy

The Minutes of the previous meeting held on Monday 3rd February 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: -

- Advice Note No.3 is being updated. If you have any comments about the draft which was circulated, please submit them by 6th May.
- All should remember that the reinstatements being carried out this year will be eligible for the coring programme.
- Arrangements are being made for an information transfer system to be available for the Coring Programme. It will enable coring reports to be passed between Organisations more efficiently without the need to break up Reports into several units.

- The R.As require to agree their Area Lead Authorities. If volunteers do not come forward it is likely that names will be drawn out of a hat.
- The new Areas and Local Groupings will be discussed at the RAUC(S) Meeting in June and it is hoped that a final agreement can be made to allow the arrangement to be made for next years Coordination and Area meetings.
- J.F. indicated that most of their tracks are approximately 250mm wide so the Advice Note would need to take account of that.

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

The previously circulated draft Minutes were taken as read. Any queries about the content can be passed to D.G. who would endeavour to provide the answer.

The Committee noted that the 2 monthly VAULT updating had been approved at the RAUC(S) meeting.

a) RAUC(S) Working Group Recruitment

The schedule is currently up to date. With David Crawford standing down from the SROR Working Group a replacement will be needed.

b) Scottish Government Update

K.Q. provided the following Updates: -

- The current Covid Advice is to stay local and / or work from home wherever possible.
- Police Scotland have received reports of anti-Covid vaccine stickers being stuck to street furniture. Where this happens, the stickers should not be removed but should be reported to the police.
- The Bill dealing with Heating Networks is about to be passed but awaits royal assent. The Heating Network providers will in due course become Utilities.

R100 Rollout: -

- K.Q. indicated that future reports will be provided by the Contractor e.g. Openreach. If there are any problems, they should in the first instance be passed to Openreach and if no progress is made, they can be passed to the Digital Scotland.
- D.MacL. indicated that he would provide updates as part of his standard report to the meeting and would act as the go between to deal with issues. At present the high level contract arrangements are being dealt with.

The R100 work in the North will start in the Summer in Wick south to Dunbeath Area along with in Aberdeenshire and in Lerwick Areas.

Information on the programme and locations will be provided in due course.

Traffic management – the Review of the Red Book

- The Island R.As were asked to review the content of the Red Book and advise K.Q. of any issues which the content did not address.

Transport (Scotland) Act 2019

- Parliamentary Slots are being made available which will allow progress to be made on the Roads (Scotland) Act 2019. No dates have yet been allocated to any of the batches but hopefully by the RAUC(S) Meeting in June some information will be available.

5. SRWC Report & Performance & Management

SRWC Indicators and Statistics Reports

The Commissioner 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 person whose contact information is being requested.

D.J.A. indicated that he was concerned about the affect this would have on being able to communicate round the Community. He was happy for his office email a to be issued. He suggested that a Contact List was produced on the Register to be maintained by the oSRWC.

J.F. was concerned about the maintenance of any list and suggested that keeping it current would be a nightmare.

The Commissioner indicated that this was not possible under GDPR and the Community would need to accept the requirements of the Legislation.

- The Mobility and Access Committee for Scotland (MACS) – meetings have been held with MACS to discuss problems which arise due to Roadworks. 3 issues which were raised were as follows: -

T.M. signs placed on the footway – all should ensure that there is a clear 1.5 metre corridor passed them. A gap of not less than 1 Metre could be considered on some sites but this would not accommodate a double buggy.

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. A turning area must be provided at the 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 a review of the aggregated Q3/Q4 levels of compliance for Noticing Failures and Unplanned Works and where appropriate comment will be made on individual Organisations’ 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 of the 4 Organisations currently under review have submitted their Q4 2020/21 plans. Organisations continue to 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.

SRWC Report

L.H. provided a verbal report as follows: -

- L.H. indicated that he intended to attend more Local RAUC meetings this year and asked for his email address to be added to the Invitation Lists. Attendance of Organisations at Local RAUC meetings will be included in the performance monitors.
 - The invoices for the Fees and Amounts were issued on 1st April and payments are 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 online. 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 existing figure on the Register is provided for information and does not take into account fluctuations in planned works from year to year. The correct Sample needs to be agreed with the Organisation and the revised 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.
- 6. Improvement Notices** – No Improvement Notices had been raised in the last quarter in the NoSRAUC Area.
 - 7. Health and Safety** – No new Bulletins had been issued or problems raised during the previous quarter.
 - 8. Combined Reports and Comments**

Aberdeen City Council – K.A.

- The Spaces for People, Resurfacing and Developments are ongoing or planned. All were asked to make contact as early as possible with new works to allow time for coordination.

Aberdeenshire – D.J.A.

- The last meeting was held on 20th May 2021.
- Openreach was asked to provide more accurate information on their Daily Wherabouts Reports to allow better planning of sample inspections.
- The Tour of Britain cycle race will visit Aberdeenshire on Sunday 12th September 21. It will start in Stonehaven and run via the Cairn O'Mount, Deeside and finishing in Aبردdeen. This is a major event and embargoes will be issued for the route.

Highland Council – Alison MacLeod

- There were no issues raised at the last meeting and the next meeting will be held on 22nd July 2021.
- A.MacL, asked for dialogue on FPN lists at an early date so that they could be agreed before the due date for the issue of the invoice. She also indicated that she was having problems contacting ESPUG and any help with a contact would be appreciated. D.G. replied that he would raise the matter with Norman Carnegie and ask him to contact Alison.

Action – D.G.

Moray Council – K.P.

- A Local Meeting will be arranged for late June early July.
- The 21 / 22 Works Programme will be issued via the Secretary.

Action – K.P.

Orkney Islands Council – M.W.

- Works which were carried out on Hoy by Scottish Water have not been satisfactorily reinstated despite the matter being raised and promises made.
- There was Health concerns about septic tanks being connected to roadside ditches / drains. Scottish Water was asked to review this problem.
- F.McI. asked for the L.A. Reference for the Hoy site to be passed on to her so that the problem could be investigated.
- C.C. asked for information on the septic tank problem to be passed to her.
- The next meeting will be held on 19th May 2021.

Action –

M.W.

M.W.

Shetland Islands Council – N.R.

- Covid and Winter have taken their toll on the progress on works which will require a review of the programme going forward.

Western Isles Council – D.McL.

- There were no issues to be raised.
- Due to Budget issues the programme will be reduced.
- Surface Dressing will only be carried out in Lewis and Harris.
- The quarry availability schedule will be issued and circulated.

- Work on the Bernera Bridge has started.
- The next Local meeting will be held on ????????

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

- Routine maintenance and emergency works are ongoing with lane closures as necessary.

BEAR Scotland N.W. – M.G.

- Resurfacing is being progressed in an effort to avoid the summer traffic.
- All were asked to try to work to Appendix 117 through the summer.
- Discussions are ongoing with SSE regarding their proposed renewable scheme at Loch Lochy. Meetings are being held to discuss the wind turbine transport problems between Inverness and Fort Augustus.

BEAR Scotland N.E. – R.N.

- The schemes have been recorded on the Register.
- Liaison is ongoing relating to the work to take place on the A95 in Craigellachie with a closure being considered.

Traffic Scotland – No report

Digital Scotland – Kat Quane (see Item No. 4b above)

CenturyLink – No representation.

CityFibre – J.F

- No major issues being recorded on the works in Aberdeen and Inverness.
- Duct Sharing is being requested where possible. On this basis the track from a box may not be the work of the S.U. responsible for that box.

Energy Assets – No Report

ESPUG – No Report

GTC – B.H.

- No issues to be raised.

Ineos – C.F.

- No works at present.

LastMile – L.S.

- No issues raised and works recorded on the Register.

EE / MBNL / 3 – D.H.

- Works posted on the Register.
- Working within the Covid restrictions.

Network Rail – C.A.

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

Openreach – D.MacL.

- All ongoing work is recorded on the Register.
- Working within the Covid restrictions.
- Duct sharing is being used across the network.

Scottish Water – F.McI.

- All work is recorded on the Register.
- A general agreement is requested with the R.As for the use of 30 / 14 reinstatements. If there are any queries contact should be made with either F.McI. or C.C. **Action – R.As.**
- There appears to be a higher requirement for night working in the north of Scotland. If there is good reason the request will be agreed but to work overnight causes problems with operatives being available and with obtaining materials and keeping them in specification until required. Consideration is being given to the use of Vialfix which is available to match either asphalt or SMA.

J.F. asked R.As to agree to the use of 30 / 14 reinstatements as a general arrangement at least for the present.

C.McQ. commented as follows: -

- The work on the new Capital programme is now ongoing.
- New Contractors and T.M Contractors will be used on the programme.
- The programmes will be discussed at the relevant Local Meetings.

SGN – J.G.

- The new Regions have now been introduced but as the NoSRAUC Area is controlled from Dundee there will be no change.
- A request was made for Inspection Invoices to be issued as soon as possible after the due date. Invoices for 2016 inspections are too late. **Action – R.As.**
- Discussions with the R.As on the use of SMR is needed as soon as possible. **Action – R.As.**
- An agreement on the use of 30 / 14 reinstatements on the sites of bursts is needed. Can R.As respond to J.G. **Action – R.As.**

Sky – Left Meeting Early

- No planned works.

SSEN – I.E.

- Works are posted on the Register and are ongoing with cooperation with others.

SSEN – G.H.

A 1.8 mile scheme is planned for Tongue in the summer but no date has yet been set.

SSET – R.S.

- The programmed works in Aberdeen City and Shire are on the Register.
- SSET has now been rebranded as Neos Network. **Action Secretary**

Virgin Media – No Representative.

Vodafone – K.D.

- There are no issues to raise.
- Works are posted on the Register.

Verizon – No Representative.

L.H. indicated that he would raise the subject of the 30 / 14 reinstatements at the SROR Review Group.

9. AOCB

a. List of Plant Protection Systems

The list would be circulated to each 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.

b. Emergency Contact Details

The list would be circulated to each 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. An early update to the list on the web page is needed so respond with the Secretary asap. **Action - All**

c. Standard Incident Diversion Routes (SIDR) – Local Authority Contact

BEAR Scotland is reviewing the routes for incident diversions and H.M. and M.G. are looking for the R.A. contacts who would be the best Representatives to discuss and agree these routes. R.As to contact H.M. and / or M.G. **Action – R.As**

d. SGN – Sample Inspection Agreement

J.G. asked all R.As to contact her in response to her email to agree the Inspection Sample for 2021 / 22. **Action – R.As**

10. Date and Venue of Next Meeting

The Next Meeting will be held on **Wednesday 4th August 2021 (10.30)**

VENUE – MS TEAMS

Future Meetings: - Wednesday 3rd November 2021

The Meetings are likely to be held on MSTEAMS at present.

The Meeting Closed at 12.25