

SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE
Minutes of the Quarterly Meeting
Date: - 1st July 2020
Meeting held on MS TEAMS
Present:

Alex Rae (Chair)	A.R.	SGN
Neil Brannock	N.B.	M6 Autolink
Angus Carmichael	A.C.	Scottish Road Works Commissioner
Jaoa Carmo	J.C.	SPEN
Duncan Carrick	D.C.	East Dunbartonshire Council
David Carter	D.Ca.	South Lanarkshire Council
Owen Cooper	O.C.	CenturyLink
Gerry Cullen	J.C.	Transport Scotland
Karyn Davidson	K.D.	Vodafone
Jane Dunlop	J.D.	O.S.R.W.C.
David Fleming	D.F.	PAG T.S. Agent M74
Jim Forbes	J.F.	CityFibre
Clare Gordon	C.G.	Scotland TranServ
Julie Greig	J.G.	SGN
Carol Griffiths	Ca.G.	Lastmile - UK
Mike Grunwell	M.G.	Dumfries and Galloway Council
Barry Hall	B.H.	GTC
Owen Harte	O.H.	Virgin Media
David Hearty	D.H.	MBNL – EE / 3
Fiona McInnes	F.McI.	Scottish Water
John McCulloch	J.McC.	Balfour Beatty M77 DBFO
Craig McQueen	C.McQ.	Scottish Water
Rob Mills	R.M.	JSM Group for Zayo
Chris Murray	C.M.	Sky
Valerie Park	V.P.	South Lanarkshire Council
David Paton	D.P.	BEAR Scotland (M80 DBFO)
Kat Quane	K.Q.	Transport Scotland
Graeme Robin	G.R.	North Ayrshire Council
Iain Ross	I.R.	O.S.R.W.C.
Stephen Scanlon	S.S.	Openreach
Ruth Scott	R.S.	SSE (Telecom)
John Scougall	J.S.	North Lanarkshire Council
David Shaw	D.Sh.	Ayrshire Roads Alliance
Scott Sutherland	S.S.	Amey / SRP / M8DBFO
JJ Van Gran	J.V.G.	CenturyLink

In Attendance: -

George Borthwick	G.B.	Secretary to SW Area RAUC
Robert Young	R.Y.	Digital Scotland (Scottish Government)

Apologies:

Graeme Alison	G.A.	Dumfries and Galloway Council
John Ashcroft	J.A.	North Lanarkshire Council
Caroline Auld	C.A.	Network Rail
Mark Barras	M.B.	M80DBFO
Martin Cochrane	M.C.	Amey / SRP / M8DBF
Matthew Crossan	M.C.	Dumfries and Galloway Council
Jock Laidlaw	J.L.	Autolink M6
Lyne Lyle	L.L.	Ayrshire Roads Alliance
Andrew Matheson	A.M.	Virgin Media
Carnie Morrison	C.M.	Avison – Young UK
Elaine Stewart	E.S.	SPEN

1. Welcome, Attendance and Apologies

Alex Rae welcomed all to the 1st July 2020 meeting of the SW Area RAUC and thanked J.G. for setting up the meeting.

Apologies were recorded as listed above.

2. Minutes of the Last Meeting held on 26th February 2020

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 26th February 2020 at the Kirkintilloch Town Hall, Union Street, Kirkintilloch, G66 1DH were approved as read.

3. National Coring Programme

The meeting received the following update: -

- The final draft report has been completed following a protracted collation of the data which across the Appendices and the Register did not match.
- The final draft has been issued to the Working Group Members for approval (by 12 noon on Friday 3rd July) to issue to the RAUC(S) Co-Chairs for final acceptance. All being well the report will be published in the next two weeks.
- The provisional National Pass Rate is 88% which is up on the performance in the previous programme. The provisional figure for the SW Area is 90%.
- The Commissioner will comment on the results in due course.
- D.S. and his team along with all who had worked on the programme were thanked for their input.

4. Matters Arising from RAUC(S) Meeting held on 4th March 2020

The previously circulated Minutes of the RAUC(S) meeting held on 4th March 2020 were taken as read with the following summary: -

- The SROH has now been published and the review / rewrite of the SROR will now commence. The Commissioner has issued an invite to the Community to

provide their comments for input to the review and this must be done by 13th July 2020 (*since the meeting this has been extended to the 22nd July 2020*). The content of the new SROR will be referred to in the review.

- A presentation was given by Martin Pollard on the preparations for the Euro Football Championship matches to be held in Glasgow and the COP 26 Environmental Conference also planned for Glasgow. These two events have been postponed and will now be held in Glasgow on equivalent dates in 2021.
- The Commissioner retires in September this year and the invitation to apply for the post has been issued. It can be accessed via the link on the Commissioner's Web Site or directly on the Scottish Government Web Site on the vacancies page.

a. RAUC(S) W.G. Recruitment

- The Recruitment Schedule was taken as read.

b. Scottish Government Update

K.Q. updated the Committee as follows: -

- Transport (Scotland) Act 2019 – The publication of the Commencement Schedule has been delayed by about 3 to 4 months due to the Covid 19 problems but remains a key priority.
- All were asked to complete the previously circulated spread sheet and send it in to K.Q. with the details of the operatives within their Organisation who had been tested for Covid 19.
- It was noted that the SRWR will accommodate the post Covid 19 programming of the road works start up without the need for any other processes.
- The guidance for working during the Covid 19 outbreak has been provided on the Commissioner's web site.
- A link to the provision of Perspex barriers will be issued via the Secretary but all should note that the document is one produced for the retail Industry.

A.R. suggested that perspex barriers were not such a good idea and the provision of barriers and distancing on all sites should be dealt with via risk analysis.

C.McQ. reported that Scottish Water were looking at a form of Heras Fencing with solid infill panels. They are fitted with suitable footings to provide stability in the wind.

All were asked to have their revised programmes (updating all existing Notices with revised dates) on the Register and to liaise with the R.As and other S.U.s.

Action - All

5. SRWC Report & Performance

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

Performance Dashboard

There has been an increase in performance indicated in red. All should be monitoring their performance. Organisations with performance indicated in red should be sending in their comments to the Commissioner's Office on the potential cause and actions being taken to remedy the problem.

- The Covid Statements / Guidance are available on the web site. Those which are supersede are indicated.
- Road works can now proceed but distancing must still be observed.
- The marker on Notices relating to Covid 19 is no longer necessary
- On Notices related to the restart of Covid 19 interrupted works an indication that this is the case should be added to the Notice so that this is noted by the Commissioner's Office in relation to any performance spikes. **Action - All**
- The allowance for material not matching the existing road is now removed as the quarries are now open again.
- The three penalties issued earlier in the year have been paid. The fourth penalty which was suspended has now been cancelled.
- The performance on the Coring will be reviewed and may result in penalties being issued for poor results.
- Spaces for People – Indicate these areas as nonworks disruption on the Notices. Where possible a plan should be provided and if likely to be made permanent a statement should be included to indicate that. **Action – R.As**

A.R. recommended that the areas affected by Spaces for People should be checked on the ground and discussed with the R.A. indicating any issues they have e.g. access to plant and planned works. **Action - All**

- As indicated above the Commissioner will retire in September.
- All should try to respond with their comments on the SROR to aid the rewrite of the Code. J.F. thanked the Commissioner for extending the period allowed for replying to the request for information.

SRWR Bulletin

- There are still three Organisations to pay their fees and Amounts invoices. The Commissioner has been in contact with them.
- The existing version of the SRWR will shut down at 1700 on 10th July and the new version will start up at 0800 on the 13th.

The changeover should not affect FPNs, Notices etc but if they do a pragmatic approach should be taken.

Reports are being issued each week to Managers indicating who in their organisation have been trained and to what level. All should be ensuring that staff are fully trained as soon as possible. The transition training available for another two months then the full training course will be made available.

A Knowledge Base has been provided to provide hints and extra guidance on the system. This will be continuously updated with additional information. It is available via the Community Portal.

The Support Desk telephone facility will be available from Monday 13th for about two weeks. The Community should use the facility for essential queries only and use emails for general enquiries.

It was noted that some users working from home were finding the trial site slow. This could be due to the VPN being used by the Organisation or the capacity of the PC / Laptop being used. Symology will investigate the problem

if asked. If the Organisation will allow direct Wi-Fi connection avoiding the VPN access the speed should be satisfactory.

The Apps will be updated on the 13th July. All must upload any Notices, defects etc by 1700 on the 10th July. Reminders will be issued to App users.

All who had assisted in testing and auditing the new Register were thanked for their input.

- The SAT has been auditing the new Register but at their next meeting they will restart reviewing the Change Requests which are outstanding.
- The new SDTF Ver 4 will not now be introduced until 1st February 2021.
- The Duration Charges recording on the Register has been removed as it is not covered by Scottish legislation.

6. Improvement Notice Action Tracking

No Improvement Plans were issued in the SW Area in the last Quarter.

7. Combined reports and comments to cover Local RAUCS reports; Programmes of Major Works; Proposed Changes to road designations; local coring

Ayrshire Roads Alliance – D.S.

- Works restarting on sites with resurfacing commencing later this week.
- Works are recorded on the Register, but some dates may need to be revised,
- There are no Designation changes to report.
- The Local RAUC Chair has now passed to North Ayrshire.
- The problem with Openreach erecting poles in Kilmarnock without consultation should now have been resolved.
- There is no internal coring at present.

Dumfries and Galloway Council – M.G.

- The programme of works including surface dressing has now restarted.
- Capital schemes have also restarted.
- All need to update their start dates on the Register as it is giving rise to conflicts.
- Spaces for People require embargoes in shopping areas and will include road closures.

East Dunbartonshire Council – D.Ca.

- Bridge and drainage schemes have restarted, and resurfacing will start in due course.
- As above conflicts are arising due to start dates being out of date and interrupted works restarting.
- There is no local coring at present.

North Ayrshire Council – G.R.

- A phased return has started.
- The next Local RAUC will be held in August

North Lanarkshire Council – J.S.

- As above with resurfacing planned to start.
- No designation changes planned.
- The next Local RAUC will be held in August.

South Lanarkshire Council – D.C.

- As above with larger schemes starting. Generally rural and quiet urban area work is being carried out at present.
- Distancing is being observed.
- Inspections are being carried out.
- The next Local RAUC will be held in August.
- No coring or designation changes are planned.

M6 Autolink – N.B.

- Mobilising programme with smaller packages at present.
- Distancing being observed.
- Surfacing and bridge works to be completed by September.

Balfour Beatty M77 DBFO – J.McC.

- Cyclical works are ongoing.
- Preparations are in hand for the resurfacing programme.

BEAR Scotland M80 DBFO – D.P

- Cyclical programme ongoing including slip roads.
- Resurfacing is planned for August on overnight closures.

Amey / SRP / M8DBFO – S.S.

- As Above with resurfacing in August.

Scotland Transerv – C.G.

- The programmes have now fully restarted.
- Contact has been made with all affected by programme.
- Adjacent R.As are asked to advise her of any diversions in their area which will affect the S.W. trunk road network.

Traffic Scotland – G.C.

- Works covered by the above comments.

CenturyLink – J.V.G.

- There are no planned works in the Area at present.

CityFibre – J.F.

- There are no planned works in the Area at present.

Digital Scotland – R.Y.

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

Further deployment called Reaching for 100% (R100) will be in three Contracts – North, Central and South. Councils in the South West of Scotland are within the Central and South Contract Areas.

BT/Openreach have been awarded the Central and South Contracts. These Contracts are currently being mobilised. The R100 Programme team will initiate meetings with all Roads Authorities in Scotland to discuss the deployment of the works.

Openreach continued to work on telecoms infrastructure during COVID-19 lockdown. Thanks to the Roads Authorities for their assistance.

GTC – B.H.

- Interrupted works to be restarted.

MBNL - EE / 3 – D.H.

- 5 sites in the S.W. Area. Details on the Register.
- The safety alert for the use of hand sanitizer and its potential to self-ignite appears to be not correct but the one warning users to ensure hands are dry before touching surfaces is still correct as a static spark can cause the ignition.

Openreach – S.S.

- A project in Irvine will start soon.
- All Operatives have been instructed on distancing and safety.

Scottish Water – F.McI. / C.McQ.

- The level of operations has risen as works are released.
- The To Do Lists are being checked and tidied up
- Defects and temporary reinstatements are being reviewed.
- Capital schemes are restarting.
- New projects will come forward in due course.
- Thanks to L.L. for her assistance with work in the East Ayrshire area.
- Joint Inspections will be started again but there must be justification as external meetings are still restricted.
- Coring is still on hold.

SGN – A.R. / J.G.

- Much as with Scottish Water.
- Customer face to face meetings being avoided where possible.
- Inspections / Coring and Cleg testing being carried out.
- Defects being checked again.

Sky – C.M.

- No planned works in the area at present.

SPEN – J.C.

- Works and sites are all restarting.

SSET – R.S.

- No planned works in the area at present.

Virgin Media – O.H.

- Works and sites are all restarting.

Vodafone – K.D.

- No planned works in the area at present.

The general view was that meetings should be held as required observing distancing and following the available guidance. There may be a delay in attending the meeting but staffing and guidance governs how arrangements can be made.

The new Inspections Code has been published (on Commissioner's web site) and it allows 5 days to arrange the joint inspection.

8. Safety (Temporary Signing – Information Boards)

The previously circulated batch of Safety Bulletins were taken as read.

The requirement for signs has changed as a result of revised guidance and easing of the lockdown.

Signs will be used where necessary with a pragmatic view of the need.

9. AOCB

a. List of Plant Protection Systems

The Secretary indicated that this Item is a standard Item on the Agenda and would give all the opportunity to update their details in order that the schedule was up to date on the Web Site.

b. Emergency Contact Details

The Secretary indicated that this Item is a standard Item on the Agenda and would give all the opportunity to update their details in order that the schedule was up to date on the Web Site.

c. Working during the Lockdown

The Commissioner thanked all for their cooperation during lockdown.

A monitor of the number of works being carried out has been made weekly and a copy is available from the O.S.R.W.C. The level of work fell dramatically in the initial period but over the period the work level has increased at different rates.

The indication is that: -

R.As are restarting their programmes.

Transport Scotland Contractors are also restarting their works.

S.U.s did not drop as far as the R.As and are now reaching normal levels of work.

Use the Register to manage works and keep the data up to date.

The 13th July is rapidly approaching so all Managers should be ensuring their staff are all ready trained for the new version of the Register. The trial site is there to allow trained staff to get experience of using the system.

10. Date and Venue of the Next Meeting

SW Area RAUC Next Meeting: - Wednesday 26th August 2020

**This meeting may be held on MS TEAMS or at the Holiday In Express, East Kilbride –
To be confirmed**

Future Meetings: -

November Meeting Wednesday 25th November 2020

**The Meeting Venue: - Holiday Inn Express,
Stewartfield Way,
East Kildride,
G74 5LA**

The meeting closed at 12.00