

SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the Quarterly Meeting

Date: - 22nd August 2018

**East Dunbartonshire Council Headquarters
Council Chambers
12 Strathkelvin Place
Kirkintilloch
G66 1TJ**

Present:

Duncan Carrick (Chair)

Stewart Allan	S.A.
Caroline Auld	C.A.
Neil Brannock	N.B.
Keith Brown	K.B.
Angus Carmichael	A.C.
George Coles	G.C.
Karyn Davidson	K.D.
Stephen Fisher	S.F.
David Fleming	D.F.
Clare Gordon	C.G.
Mike Grunwell	M.G.
Adrian Henzler	A.H.
Ian Humphries	I.H.
Mamadou Jalloh	M.J.
William Luke	W.L.
Lyne Lyle	L.L.
Iain Lynch	I.L.
Caroline McAdam	C.McA.
John McCulloch	J.McC.
Fiona McInnes	F.McI.
Andy Matheson	A.M.
Chris Murray	C.M.
Valerie Park	V.P.
Martin Pollard	M.P.
Kat Quane	K.Q.
Alex Rae	A.R.
George Richardson	G.R.
Ruth Scott	R.S.
John Scougall	J.S.
David Shaw	D.Sh.
Elaine Stewart	E.S.

D.C.

East Dunbartonshire Council

S.R.P. M8 DDFO
East Dunbartonshire Council
Autolink M6
Dumfries and Galloway Council
Scottish Road Works Commissioner
North Ayrshire Council
Vodafone
Century Link
PAG T.S. Agent M74
Scotland TranServ
Dumfries and Galloway Council
Openreach
Energetics
North Lanarkshire Council
Openreach
Ayrshire Roads Alliance
North Ayrshire Council
Network Rail
Balfour Beatty M77 DBFO
Scottish Water
Virgin Media
Sky
South Lanarkshire Council
South Lanarkshire Council
Office of the Scottish Road Works Commissioner
SGN
GTC-UK
SSE (Telecom)
North Lanarkshire Council
Ayrshire Roads Alliance
SP Energy Networks

In Attendance: -

George Borthwick	G.B.	Secretary to SW Area RAUC
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Apologies:

Graeme Alison	G.A.	Dumfries and Galloway Council
John Ashcroft	J.A.	North Lanarkshire Council
Gerry Cullen	J.C.	Transport Scotland
Jim Forbes	J.F.	CityFibre
Jock Laidlaw	J.L.	Autolink M6
Stephen Scanlon	S.S.	Openreach
Robert Young	R.Y.	Digital Scotland (Scottish Government)

1. Welcome, Attendance and Apologies

Duncan Carrick welcomed all to the August meeting of the SW Area RAUC.

Apologies were recorded as listed above.

a. Safety Contact

No Safety Contact was submitted to the meeting.

2. Minutes of the Last Meeting held on 23rd May 2018

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 23rd May 2018 at the East Dunbartonshire Council Headquarters, Council Chambers, 12 Strathkelvin Place, Kirkintilloch, G66 1TJ were approved as read.

b. Action Tracking

All Actions are reported on the Action Tracking Summary.

bi. Electric Vehicle Charging

The previously circulated paper was taken as read with the following comments: -

- The policy is to have no diesel or petrol vehicles by 2040 and there is a need to increase the availability of the charging network in Scotland.
- In addition to electric vehicles and charging points there is a raft of research and development into various methods of propulsion.
- Councils need to work together to deal with the varied applications which will be submitted to provide charging points.

3. Local RAUC Reports

a. Ayrshires Local RAUC

D.S. reported that Lyne Lyle had taken over as Chair of the Ayrshires meetings. There were no issues remitted to this meeting.

b. East Dunbartonshire & North Lanarkshire RAUC

The problem with ghosting continues and has been reported to the help desk. There does not appear to be a solution and it may not be solved until the roll out of Aurora.

c. South Lanarkshire Local RAUC

There were no issues remitted to this meeting.

d. Dumfries & Galloway Local RAUC

There were no issues remitted to this meeting.

4. Matters Arising from RAUC(S) Meeting held on 6th June 2018

The previously circulated Minutes of the RAUC(S) meeting held on 6th June 2018 were taken as read with the following summary: -

- There was a presentation on the new web site. All should visit and review to see what it provides. The Secretary is to post the current diary and, when drafted, the 2019 diary. In addition, the site has a monthly diary on the RAUC(S) Community page.
Action - Secretary
- Coring – D.S. reported as follows: -
 - A Lead Authority is required and ARA has agreed to take on the task.
 - The Contract which was used in the previous year would be updated as required and used again.
 - The contractor must be appointed in time for the Coring to be carried out between 30th July and 27th September.
 - The Working Group will meet again on Tuesday 28th August.
 - The review of the Advice Note is almost completed, and it will be submitted to the RAUC(S) December meeting to be signed off.
- The Sample Inspection Fees are likely to be unchanged.
- The SROR Working Group will provide a programme to the September RAUC(S) meeting.
- The Inspections Working Group have been remitted to review charging for repeat inspections, Phasing Cat A Inspections through the year and Resetting the priority of defects if they are not dealt with and deteriorate.
- The TTRO Fees which were to be charged this year by Dundee City Council have been cancelled and new fees set. The charges for occupation were ultra vires and could not be used.
- The Fees and Amounts – Reminders were issued to all who had not paid the fees.
(They have all now been paid)

- The Privacy Policy has been updated and can be read on the Web Site. Contact information should only be provided in Notices in the Contact section and not in the free text fields.
- User Forums will be held in 2019 prior to Aurora being rolled out.
- The Apps will be available as follows: -
Works Promoter App – available on all platforms now.
VAULT App – available on all platforms late August.
Inspections App available on all platforms October / November.
- Section 61 permits must not be used. Only Section 109 permits to be used. **Action – R.As.**
- The Commissioner’s Annual Report has been published on the web site.
- Bimonthly uploads to VAULT will be introduced. The Commissioner will for the present continue to monitor on a four uploads per year. All should note the content.
- Some Wind farm companies have S.U status and should be using the Register to record works in the road rather than requesting Section 109 permits. They will need to join the Register via the Commissioner’s Office to use their powers.

5. National & Local Coring Update

a. National Coring Update

The Coring Programme was covered in the previous Item but additional comment was made as follows: -

- More detail on the accreditation and method of working are included as an appendix in the Advice Note.
- The Commissioner will not let the Contract hence the need for the Lead Authority.
- Jim Clegg will monitor and coordinate the programme.
- The SW Area Contract Document was found to be fit for purpose so with revision to meet the content of the revised Advice Note it can be made available to other Areas to use. It was noted that other Areas may need to modify to meet their procurement policies.
- March 2020 will be the date for the publication of the final results report.

b. Local / Internal Coring Programmes

No issues were remitted to this meeting.

6. SRWC Report & Performance

a. SRWC Report

The report summarised the items as follow: -

- All should send comments to Transport Scotland on the draft Transport Scotland Bill before the 28th September.

Chris Grayling is pushing for Permits to be introduced in England. These are not required in Scotland as the performance is already satisfactory. Make your

comments (for or against) on this or it could be another requirement to be administered. This issue was in the original consultation but was not included in the draft Bill.

- Tim Masters retired and he has been replaced by Jim Clegg (ex-Glasgow City).

b. S.R.W.C. Indicators and Statistics

The previously circulated Report was taken as read with the following comments: -

- All Organisations with performance in the red zone should contact the Commissioner with comments on the relevant categories.
- The S.U.s should if required respond to the Commissioner on performance relating to the national picture not individual areas. A national report is available. **Action – S.U.s.**
- The Meeting considered that some of the Zero Tolerance targets were too critical and asked the Commissioner to review them. On overruns 0.13% (one Notice) appeared a bit harsh.
- The Target for Potential Noticing Failures had been set at 4%. All, if not meeting that target, should be working towards it.
- The Performance Reviews will be issued soon.

c. Improvement Notice Action Tracking

D.S. indicated that the Virgin Media Notice would be closed as they were no longer working on major works in the Area.

7. Safety

a. Safety Concerns/Issues

The paper on the craft knife blades attached to temporary road sign frames was noted. None had been found in the SW Area but should this happen it should be reported to the police and within the Community.

b. Traffic Management Issues

C.G. reported that Transerv Scotland had reported problems with drivers ignoring closures to the police and Transport Scotland. Drivers are challenging the operatives on site and can be very aggressive. Any incident should be reported to the Police on their 101 number with as much information as possible. A Call Log number should be recorded. A report sheet is being prepared for use on site as a record of the incident.

C.G. will update the next meeting on this matter, but she reminded all that their signing, guarding and lighting must be satisfactory, or it could be called into question in any future case raised by the Police.

Control of local access is difficult to manage.

8. Information on Strategic Programmes of Works

a. R.A Projects

The R.As indicated that the resurfacing projects were all recorded on the Register.

b. S.U. Projects

The S.U.s had no major schemes to discuss.

c. Superfast Broadband Rollout

R.Y provided the following Report subsequent to the meeting: -

DSBB Programme is still generally on planned Programme Targets. Have achieved over 3620 LIVE CABS across all of the 27 Councils in the Rest of Scotland Area. Number of Live CABS and planned activity for this and next Quarter for each LA is shown below (figures are approximate and unverified).

	CABS LIVE	FTTP LIVE	CABS for This and Next Q	FTTP for This and Next Q
Dumfries and Galloway Council	>250	>60	Up to 40	Up to 50
East Ayrshire Council	>90	>15	Up to 5	Up to 10
East Dunbartonshire Council	>50	1	Up to 5	Up to 5
North Ayrshire Council	>75	>10	Up to 5	Up to 10
North Lanarkshire Council	>165	>15	Up to 5	Up to 10
South Ayrshire Council	>70	5	Up to 5	Up to 5
South Lanarkshire Council	>170	>10	Up to 10	Up to 15

The Programme has held Joint Surveys with Openreach and Council Officers to agree CAB placement in some contentious sites.

Deployment is now almost exclusively for Exchange Only Line (FTTC EO) solutions, which involve 2 new Streetside Cabinets (or an All In One – AIO – Cabinet solution), or Fibre to the Remote Node (FTTrN), in effect a mini fibre CAB. Fibre to the Premise (FTTP) deployment has been fully ramped up, but this involves less civil engineering works and therefore impact on Roads Authorities and other utilities. There may be potholing and moleplough works in rural areas.

The Phase 1 Programme ended in DEC 2017 and a Phase 1 Delivery Report is to be issued to Councils in the coming months. There is further ongoing deployment works in 2018 and perhaps 2019 termed Extended Build from “Gainshare” funding, involving additional new CABS and FTTP installations.

Beyond that there is a further deployment termed “Reaching for 100” to cover the remaining premises that will be without access to Superfast Broadband. This contract is currently under procurement.

9. Proposed Changes to Road Designations

No issues raised under this Item.

10. Management and Operation of the SRWR

K.Q. provided a verbal report as follows: -

- The Apps are now available as follows: -
Work Promoters App – Available on all platforms
VAULT App - Available on all platforms
Inspections App will be available on all platforms in October or November.
- All should now have transferred to the new Domains as the existing ones will be closed soon. If there are any IT problems contact I.R. who will assist.
- The Fees have all been collected for 2018/19
- Performance Reports will be available on the Register when Version No. 3.7.0) is rolled out late September.

11. Gazetteer Report

There were no issues raised under this Item.

12. Systems Assurance Team

The previously circulated Report was taken as read.

- SAT and Symology are working on the Aurora development.
- All users are encouraged to pass a Change Request with any improvements they wish to suggest to the Systems Assurance Team. These will be reviewed at the next meeting.

Action - All

13. Community Apparatus VAULT

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

- Virgin Media are about to provide their first plant data upload to VAULT.
- Bimonthly uploads are being introduced but for the present the Commissioner will be monitoring based on four uploads per year.

14. AOCB

a. List of Plant Protection Systems

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

c. Meeting dates for 2019

The meeting dates for 2019 were agreed as tabled.

d. Fibre Toolkit

The previously circulated document was taken as read with the following comments: -

- This matter is on the agendas of the Policy Development Group and the RAUC(S) Agenda Setting Meeting for discussion.
- The Telecom Industry is still a national issue.
- The document is related to work, legislation, codes and Advice Notes in England and there has been no reference or consultation with Scotland. The existing document is not fit for purpose in Scotland.
- The Scottish Community will now have to be taken into the process and the Document revised. K.Q. and Jim Forbes will review the document to see if it can be Scotified.
- There is pressure to introduce the document and the Community needs to be involved in the revision to ensure that problems are addressed.

e. Narrow Trenching – Consultation

- The Consultation will be issued soon, and all should consider it and respond with their comments.
- A decision is needed on what narrow trenching is and how it is specified.
- There is a scheme being proposed for Gifford in East Lothian which is using micro trenching and they are looking for Community support to turn it down.

15. Date and Venue of the Next Meeting

SW Area RAUC Next Meeting: - Wednesday 28th November 2018

Future Meetings: -

February Meeting	Wednesday 27 th February 2019
May Meeting	Wednesday 22 nd May 2019
August Meeting	Wednesday 28 th August 2019
November Meeting	Wednesday 27 th November 2019

The Venue for these Meetings will be: - East Dunbartonshire Council Headquarters
Council Chambers
12 Strathkelvin Place

Kirkintilloch
G66 1TJ

The meeting closed at 12.20