



SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the Quarterly Meeting

Date: - 24th February 2021

Meeting held on MS TEAMS

Present:

Julie Greig (Meeting Chair)	J.G.	SGN
David Allen	D.A.	Amey (SW Trunk Road Operator)
Caroline Auld	C.A.	Network Rail
Kelly Bibby	K.B.	ABS Streetworks for Last Mile
Neil Brannock	N.B.	Autolink M6
Clare Callaghan	C.C.	Scottish Water
Katie Campbell	K.C.	North Ayrshire Council
Jaoa Carmo	J.C.	SPEN
Duncan Carrick	D.C.	East Dunbartonshire Council
David Carter	D.Ca.	South Lanarkshire Council
Martin Cochrane	M.C.	Amey / SRP / M8DBFO
Gerry Cullen	G.C.	Traffic Scotland
Ian Dalrymple	I.D.	
Caryn Davidson	C.D.	Vodafone
David Fleming	D.F.	PAG T.S. Agent M74
Jim Forbes	J.F.	CityFibre
Mike Grunwell	M.G.	Dumfries and Galloway Council
Barry Hall	B.H.	GTC-UK
Kevin Hamilton	K.H.	Scottish Road Works Commissioner
Rebecca Hamilton	R.H.	South Lanarkshire Council
Owen Harte	O.H.	Virgin Media
David Hearty	D.H.	MBNL-EE/3
Lindsay Henderson	L.H.	O.S.R.W.C.
Rob James	R.J.	Network Rail
Lynne Lyle	L.L.	Ayrshire Roads Alliance
Craig McQueen	C.McQ.	Scottish Water
Fiona McInnes	F.McI.	Scottish Water
John McCulloch	J.McC.	Balfour Beatty M77 DBFO
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
David Ross	D.R.	Bear Scotland S.E.
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
Lewis Stacey	L.S.	ABS Streetworks for Last Mile
Elaine Stewart	E.S.	SPEN
JJ Van Gran	JJ.V.G.	Century Link

Present Continued:

Alison Weir	A,W,	Last Mile
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In Attendance: -

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

Apologies:

John Ashcroft	J.A.	North Lanarkshire Council
Matthew Crossan	M.C.	Dumfries and Galloway Council
Jock Laidlaw	J.L.	Autolink M6
Carole McDonald	C.McD.	CityFibre
Alex Rae (Chair)	A.R.	SGN

1. Welcome, Attendance and Apologies

Julie Greig in the absence of Alex Rae welcomed all to the 24th February 2021 meeting of the SW Area RAUC and indicated that she would Chair the Meeting if that was acceptable to the Representatives. There were no objections to that proposal.

Apologies were recorded as listed above.

2. Minutes of the Last Meeting held on 25th November 2020

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 25th November 2020 on MS TEAMS were agreed as read.

b. Action Tracking

See the Action Tracking Summary paper.

3. National Coring Programme

The meeting received the following update from C.McQ.: -

- The next coring programme is going ahead in 2022 based on the Reinstatements carried out between 1st December 2021 and 31st December 2021.
- The use of more internal cores is recommended on the basis that they have been taken in accordance with Advice Note No. 3.
- The R.As did not agree to this being compulsory and maintained the right to take another core on a reinstatement which has already been cored by the S.U. during their programme.

J.F. suggested that where a core has been taken in accordance with the Advice Note on a reinstatement chosen from the Coring Sample it should be accepted and not the subject of another core in the programme.

The R.As wished to be able to take a core on any site in the Coring Sample although they may never do so.

This will be raised and discussed at SJUG and RAUC(S) in March

The coring programme is a staff resource issue and the use of the Internal Cores is one way of easing that burden.

- J.S. noted that a Lead Authority would need to be appointed and suggested that it could be an SU. He was not against the use of existing coring results.
- C.C. commented that Scottish Water had the highest coring rate of all, the SUs. The RAs appear to be happy with the standard of their coring programmes.

4. Matters Arising from RAUC(S) Meeting held on 2nd December 2020

The previously circulated Minutes of the RAUC(S) meeting held on 2nd December 2020 were taken as read.

a. RAUC(S) W.G. Recruitment

- The Recruitment Schedule was taken as read.
- The Secretary was asked to change Nicola Millar to Kevin Douglas in the Coordination Code Working Group. **Action - Secretary – Action Completed**
- On the SAT Clare Callaghan will be Co-Chair with Clare O’Brien.
- A Chairperson is required for the Gazetteer Group.

b. Scottish Government Update

K.Q. updated the Committee as follows: -

- There have been no recent updates to the Covid Guidance except to stress the need for Hygiene.

Transport (Scotland) Act 2019

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

- Some of the content of the Act will need secondary legislation and changes to the Codes and Advice Notes.
- Column 1 shows the batch numbers in the order they are anticipated to be introduced. There are no dates allocated and the order may be subject to change.
- The commencement has been delayed and there is no definite date for progress to be made.
- The Items indicated in green are already in place while those in red are still to be progressed.
- Column 2 indicates the way the batch will be progressed, and Column 3 indicates what actions are required.
- The paper has been written in plain English to avoid any confusion with legal terminology.
- The Section Numbers have not been used to avoid confusion with the Section numbers in the previous Acts.
- At the bottom of the list there is some minor legislation which was never commenced. These Sections will be cancelled as and when the Government timetable allows.

- If there are any queries, they should be raised with K.Q.
- c. Cop 26 and the Euro Championships
 - D.F. had updated the RAs and a copy of his paper on the embargoes on the Trunk Roads will be circulated via the Secretary. **Action – D.F. / Secretary**
 - The planned embargoes for the Euro Championships will be cancelled if no supporters can attend the matches.

5. SRWC Report & Performance

a) SRWC Indicators and Statistics Reports

The Commissioner provided a verbal report as follows: -

- The SRWC dashboard for 2020 / 21 Q3 had been circulated and was taken as read with the following comments: -
 - Organisations continue to programme works to accommodate the problems raised by Covid. Projects are being rescheduled where necessary to complete annual programmes before the end of the financial year. Work levels are tending to return to the pre Covid levels.
 - All Organisations should email the Commissioner's Office with their plans to deal with poor performance in any of the Report categories.
 - Comments on performance which is in the red and any queries should be passed to G.M.
- 2020/21 Performance Reviews – The office is considering options to provide an appropriate review for Organisations delivering their works while accommodating the Pandemic restrictions. The process to be adopted will be shared with the community prior to the May round of RAUC meetings. Q1/Q2 performance will probably be ignored.
- 2021/22 Performance – The office is reviewing several indicators in light of the continuing improvements with any changes related to standardising performance across all sectors. The Community will be given the opportunity to comment prior to publication.
- Improvement Plans - Organisations currently under review have submitted their Q3 2020/21 plans and the oSRWC has completed follow up review meetings where required. Organisations on plans are reviewed quarterly. Currently there is still 1 RA and 4 SUs on improvement plans. It is likely that 2 of these Organisations will have their plans closed before April 2021.

The Q4 submission date is Friday 16th April 2021.

a. Monitoring and Improving Compliance – No. 3 SRWR Dashboard Changes

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

- The Commissioner has published 'Monitoring and Compliance Bulletin No. 3' to clarify recent changes to the dashboard to reflect the continuing improvements delivered by all sectors. If there are any issues or queries about the content of the paper, they should be passed to G.M.

SRWC Report

The following comments were made: -

- Time Critical Updates - COVID-19 are available on the Commissioners web site in the news page at <https://roadworks.scot/news>.
- The SRWC issued a statement on reinstatement materials on 14 January 2021 which relates to the following: -
 - All requests for alternative reinstatements (in line with the SROR and the guidance given) are to be considered favourably – this relates to all utility companies, not just water, power and gas.
 - The statement applies to all geographical areas in Scotland. The guidance from the Scottish Government is to reduce interactions which means requests are appropriate no matter where the work is being carried out. The practice should be the same for all R.A. areas.
 - Please update the works description to indicate the revised reinstatement as necessary. IR is working with certain sectors of the community to try and improve the way this change is identified however for the present the revision should be recorded in the works description.
 - J.F. asked if this arrangement would be reviewed at the end of Covid. The Commissioner responded that if there were any problems, he would deal with them out with the meeting.
 - C.C. appreciated this arrangement and thanked the RAs for their assistance in dealing with a heavy workload due to numbers of bursts and leaks.
 - Overall, this easement had been a great benefit to all while dealing with the problems which Covid had raised.
- The Community were reminded that things can change rapidly, and they were encouraged to continue to monitor the SRWC website. It was possible that the SRWC and the Scottish Government may have occasion to issue further guidance on undertaking road works. Any new publications by the SRWC will be issued via the circulation list of primary contacts and senior managers held by the SRWC.
- If updates are not being received, please contact oSRWC and ask to be added to the circulation list (enquiries@srwc.gov.scot).
- New SRWR Reporting Group - Progress has been made with outstanding issues which were categorised for review. The next meeting is mid-February when the group will develop a statement for submission to Symology.

The Commissioner provided the following input: -

The Commissioner indicated that he had now been in the post for about 12 weeks. In that time, he had been finding his way into the post and reviewing the way the Office operated and the Staff workload (including issues related to the new Act which needed to be dealt with). He went on to comment as follows: -

- Noticing Works – The number of works recorded in the Register by the RAs continue to vary significantly across the Community and he intends to examine this issue closely over the coming year. The office will continue to measure notices per 100 km of road length and encourage all RAs to notify all their appropriate works on the Register.
- Inspections - Performance of SUs works is measured through the RAs monitoring. The SRWC is concerned that the way RAs are undertaking

inspections is not consistent and further scrutiny and monitoring will be undertaken over the coming year.

- Safety – It is unacceptable for any road works to fail to comply with safety standards and it is expected that all organisations will take a zero-tolerance approach to sub-standard traffic management. Adequate provision for the most vulnerable road users in society must be accommodated ensuring equality of access for people with mobility challenges. The SRWC will continue to engage, with stakeholders representing these road users to promote best practice within the industry to meet their needs. He will communicate with the Community to ensure the required site management is fully understood. The increase in Active Travel must also be accommodated.
- General Performance - The performance framework is being reviewed and changes are proposed to several targets and indicators going forward. These changes are expected to be introduced prior to the start of the 2021/22 monitor. Information will be provided as soon as possible, and all will be invited to submit comments.

Management & Operation of SRWR

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

- The sum to be collected for the Fees and Amounts has been set at £915k which is up from last year's sum of £911k. If any Organisation requires information on their share of the fees, they should contact I.R. The OSRWC will issue quotations at the beginning of March in order that all Organisations can prepare for making an early payment after the invoices are issued on 1st April.
- If there are any issues / problems / queries with the SRWR they should be passed to the Support Desk. If the response does not appear to deal with the matter or if there is undue delay it should be passed to I.R. who will investigate it.
- SRWR Webinars - Symology are planning to hold regular webinars, in place of the user forums held previously. They initially plan to hold events fortnightly but will reduce in frequency once the backlog is caught up. Reports received following the first of these events, were positive. Details of future events will be advertised on the SRWR Aurora Portal news page (<https://aurora-portal.symology.net/news>).
- Two new Undertakers, namely The Electricity Network Company Ltd. and Open Fibre Networks Ltd. (both part of the GTC group) will be given access to the SRWR from 1 April 2021.
- SAT, having completed the testing of the new version of the Register, have now returned to reviewing Change Requests. Due to the workload they intend, for the present, to meet more regularly.
- Submissions to Community Apparatus Data Vault - A recommendation from the SRWR Steering Group will be made to the RAUC(S) March meeting that Submissions to Vault will be required once every 2 months, rather than quarterly/every 3 months. (Note: The option was always available to supply data every two months. The change is that it is now a requirement to do so).
- The OSRWC has issued a request to all Organisations to check / update their contact details. Some responses have already been received and all should ensure that their return is submitted as soon as possible. **Action – All**
- The Transport (Scotland) Act 2019 Seminar for Managers which was planned for last April is still to take place but due to the Covid Pandemic a new date has not been agreed with the Scottish Government.

- All Organisations should note that APIs are available to allow integration of systems directly with the Register.

6. Improvement Notice Action Tracking

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

7. Health and Safety

The previously circulated bulletins were taken as read. They were appreciated by Organisations who were in some cases using them in their training programmes and toolbox talks.

J.G. indicated that S.G.N have two safety videos which she was hoping the Management will agree on sharing them with the Community.

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.

- The programme is being reviewed and revised / recorded on the Register

Dumfries and Galloway Council – M.G.

- The programme of works for 21 / 22 will be recorded on the Register.

East Dunbartonshire Council – D.Ca.

- The programme is recorded on the Register.
- There are some additional works being discussed. On approval they will be added to the Register.
- There were no changes to road designations planned.
- There were no internal coring programmes being carried out

North Ayrshire Council – G.R.

- The works programme ongoing.
- The approval is due for the 21 / 22 programme. As soon as it is agreed it will be added to the Register.

North Lanarkshire Council – J.S.

- The position on the current programme and the 21 / 22 programme is much as above.
- The Local RAUC Meeting was held on 18th February 2021. There were no issues remitted to this meeting.
- There were no changes to road designations planned.
- There were no internal coring programmes being carried out.

South Lanarkshire Council – D.C.

- Resurfacing sites are recorded on the Register.

- The Local RAUC Meeting was held on 16th February 2021. There were no issues remitted to this meeting.
- There were no changes to road designations planned.
- There were no internal coring programmes being carried out.

M6 Autolink – N.B.

- The current works are on the Register.
- The 21 / 22 programme will be recorded on the Register once approved.

Balfour Beatty M77 DBFO – J.McC.

- No major works ongoing.
- The programme for 21 / 22 is being drafted.

BEAR Scotland M80 DBFO – M.C.

- Routine maintenance is ongoing.

Amey / SRP / M8DBFO – S.S.

- Works are ongoing.
- A bridge joint replacement programme is planned and this will be discussed with other Organisations

Amey – David Allen

- Summary of works was noted. (See circulated email)
- The programme for 21 / 22 is being drafted.
- Emergency works are required at the Service Station Slips on the M74 at Junction 6 to Junction 5, Roadchef Hamilton and the M74 S/B, Junction 4 to 5 Roadchef Bothwell are to be closed for works.
- For additional information see the web site and in addition email alerts can be provided.

BEAR Scotland S.E. – D.R.

- Works on going and with night shifts.
- There were no changes to road designations planned.
- There were no internal coring programmes being carried out.

Traffic Scotland – D.F.

- Works covered by the above comments.

Traffic Scotland – G.C.

- There are no major works planned.
- Maintenance being carried out as required or possible.
- The Transport Scotland Web Site is available to check for incidents.

Century Link – JJ Van Gran

- No major works.
- If there are any issues, they will be dealt with by meeting on MSTEAMS

CityFibre – J.F.

- Meeting with D.Ca. on works in the South Lanarkshire Area.
- Works are posted on the Register.
- CityFibre will be coring their sites from next month.

Digital Scotland – K.Q.

Kat Quane reported as follows: -

- R.Y. has retired but may provide input on a consultancy basis.
- Digital Scotland is a separate Section from Kat's but for this round at least she will make the report to the RAUC meetings.
- A revised staff structure is being created to deal with each Area.
- The Reaching 100% Programme (R100) is striving to extend the availability of next generation access (NGA) broadband infrastructure to meet the Scottish Government's commitment to enable superfast broadband access to 100% of premises in Scotland. To achieve this, the Scottish Government has procured coverage of NGA broadband infrastructure in areas where such broadband is currently unavailable. The procurement was split into three geographic lots, with Lot 1 (North) covering the north of Scotland and the islands, Lot 2 (Central) covering the central belt and Lot 3 (South) covering southern Scotland. All three lots were awarded to BT plc.
- BT is responsible for the contractual build against the three contracts via its prime contractor – Openreach. As this is a gap-funded contract, Openreach will build the network in line with its normal commercial approach. Most of the build is full fibre to the premises (FTTP) and therefore the amount of civils work is greatly increased from previous Scottish Government funded programmes.
- Roads Authorities have access to the planned build across the contracts at premise level, providing an advance view of where and when activity will take place. Any issues can be raised directly with Openreach and their contractors and/or raised with the Scottish Government's R100 team via the Stakeholder Director.
- If there are any issues, they should be raised via K.Q. or direct to Duncan Nesbit.

Last Mile – K.B. / L.M.

- The works are recorded on the Register.

GTC – B.H.

- A scheme in South Ayrshire has been recorded on the Register.

Last Mile – K.B. / L.M.

- The works are recorded on the Register.

MBNL – EE/3 D.H.

- No Major works in the Area.
- Works will be recorded on the Register as and when required.

Network Rail – C.A.

- Works on the Register should be assumed to be going ahead.

Openreach – S.S.

- Fibre Upgrade ongoing in several areas. All on the Register.

Scottish Water – F.McI.

- They are experiencing a high volume of Emergency / Urgent works.
- More extensions are being requested to complete works.
- Temporary Reinstatement extension agreements being requested.

Scottish Water – C.McQ.

- Works levels now back to normal.
- The 2021 / 2027 Capital Works programme commences in April potentially with a change of Contractors and Contacts.
- The internal coring programme is now ongoing, and the results will be shared with the relevant RAs once they are agreed. The meetings to discuss the results are suspended at present due to the Covid pandemic.

SGN – A.R. / J.G.

- There is an increase in escapes at present which is delaying planned works. Thanks to the RAs for their assistance with extensions and coordination.
- The new Regulatory Period is due to start with changes in requirements of SGN and changes in the contacts.
- The Organisation is changing from 6 Depots to 4 Areas, but the known contacts should still be available.
- If there are any problems, they can be passed to J.G.

Sky – C.M.

- C.N. had to leave the meeting but left a message to say that Sky have no works planned at present.

SPEN – E.S. / J.C.

- Works and sites are back to normal.
- Works are recorded on the Register

SSET – R.S.

- No planned works in the area at present.

Virgin Media – O.H.

- Works and sites ongoing and on the Register.

Vodafone – K.D.

- No major works in the Area.

8. Safety

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

All were asked to share any Safety Bulletins or incidents with the Community for education and to possibly save the problem happening again.

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. The Commissioner thanked J.G. for Chairing the meeting.

10. Date and Venue of the Next Meeting

SW Area RAUC Next Meeting: - Wednesday 26th May 2021

This meeting will be held on MS TEAMS.

Future Meetings: -

Wednesday 25th August 2021

Wednesday 24th November 2021

The Meeting Venue: - To be agreed

The meeting closed at 12.00