

SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE
Minutes of the Quarterly Meeting
Date: - 25th November 2020
Meeting held on MS TEAMS
Present:

Alex Rae (Chair)	A.R.	SGN
Caroline Auld	C.A.	Network Rail
Kelly Bibby	K.B.	ABS Streetworks for Lastmile
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
Matthew Crossan	M.C.	Dumfries and Galloway Council
Caryn Davidson	C.D.	Vodafone
David Fleming	D.F.	PAG T.S. Agent M74
Jim Forbes	J.F.	CityFibre
Julie Greig	J.G.	SGN
Mike Grunwell	M.G.	Dumfries and Galloway Council
Kevin Hamilton	K.H.	Scottish Road Works Commissioner
David Hearty	D.H.	MBNL-EE/3
Lindsay Henderson	L.H.	O.S.R.W.C.
Rob James	R.J.	Network Rail
Fiona McInnes	F.McI.	Scottish Water
John McCulloch	J.McC.	Balfour Beatty M77 DBFO
Andrew Matheson	A.M.	Virgin Media
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.
Iain Ross	I.R.	O.S.R.W.C.
Stewart Ross	S.R.	GTC - Uk
Gordon Russell	G.R.	Scottish Water
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
Elaine Stewart	E.S.	SPEN
Scott Sutherland	S.S.	Amey / SRP / M8DBFO
Peter Walton	P.W.	Century Link

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
Gerry Cullen	G.C.	Traffic Scotland
Jane Dunlop	J.D.	O.S.R.W.C.
Jock Laidlaw	J.L.	Autolink M6
Lyne Lyle	L.L.	Ayrshire Roads Alliance
Craig McQueen	C.McQ.	Scottish Water

1. Welcome, Attendance and Apologies

Alex Rae welcomed all to the 25th November 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 August 2020

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 26th August 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 Gordon Russell: -

- I.J. and C.McQ. held a meeting with the RAUC(S) Co-Chairs to discuss the final report.
- A meeting of the Working Group will be held in January to review the programme and the Advice Note and consider the next move.
- All who took part in the programme were thanked and it was noted that the improvement made year on year had been maintained.

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

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

All should note the HAUC UK conference will be held on 20th May 2021 and seriously consider attending this free event.

a. RAUC(S) W.G. Recruitment

- The Recruitment Schedule was taken as read.
- The Committee noted that almost all vacancies were now filled.
- All should consider volunteering for any suitable vacancies which come available as the Community needs good strong Working Groups.

b. Scottish Government Update

K.Q. updated the Committee as follows: -

- The Covid 19 Tiers are all allocated.
- There has been no change to the rules for road works during the pandemic. Organisations should note the tier where the site is to be located and use risk assessment prior to commencing the work to ensure safe working.
- If there is an option to work in a lower tier area then it should be taken.
- The money collected from Penalties issued by the Commissioner is passed to Westminster and the Consolidated Fund.
- The Commencement for the Transport Scotland Act may be agreed for April 2021 but there is no final confirmation yet and it could be affected by the Brexit arrangements and the 2021 Elections.
- The Fees and Amounts Consultation is open at present and closes on the 18th December 2020.

Additional Items discussed are as follows: -

- J.G. pointed out that RAUC(S) Advice Note 15 –Recording Inspection Results and Responding to Inspections on the Scottish Road Works Register can now be closed as the contents were added to the Inspections Code which was recently published following review.
- J.G. pointed out that RAUC(S) Advice Note 4 - Revised Inspections, Defects & Other Charges needs to be reviewed.
- The Committee noted that the reference to the Sample Inspections Consultation in the minutes is wrong and it should have referred to the Fees and Amounts Consultation. **Action - Secretary**

5. SRWC Report & Performance

The previously circulated Performance Dashboard for the Second quarter of 2020 / 2021 was taken as read with the following comments from L.H.: -

- The problems associated with working within the Covid 19 pandemic were noted and allowances would be made in reviews of performance.
- The work being carried out by R.As was still down on pre-Covid 19 levels but the S.U.s were generally back up to speed.
- There was an increase in the number of potential Notice failures, which could be due to dealing with reprogramming of works and restarting works which had been stopped during the lockdown.
- Any problems or issues with the Dashboard should be passed to Graham Milne.
- There are more failures being recorded mostly due to Organisations restarting works which were suspended and reprogramming schemes where necessary. Speak to G.M. and keep him informed of actions being taken.
- Some results which were expressed as a percentage have been changed to a number as this presented the result more clearly.

- Performance Targets will be reviewed but where a change is required it will not be made until the start of the new reporting year.

SRWC Report

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

- The Annual Performance Reviews for 2019 / 20 were issued in August to all Organisations. Covid 19 did not fully affect programmes until mid-March 2020 so did not affect the results of the Reviews to any extent.
- A total of 5 Organisations, (4 RA's and 1 S.U.) were asked to contact the oSRWC to comment on aspects of their 2019/20 performance. They have all responded.
- All Organisations subject to previously issued Improvement Plans (5 R.As and 7 SUs) have submitted their Q2 2020/21 plans and the oSRWC has now started the next round of follow up review meetings. Several Organisations have delivered improvements and they are scheduled to have their plans closed later this year.

The submission date for the Q3 2020/21 plans is Friday 15 January 2021.

- Recent guidance bulletins on risk assessment and face coverings were issued from the Scottish Government via SRWC. There have been no other formal updates since 22 June 2020. The affect of the pandemic is continuing to change, and it is possible that the Scottish Government / SRWC will need to issue further guidance on undertaking road works. Any new publications will be issued via the SRWC to the list of primary contacts and senior managers held by the SRWC.

If you are not receiving these updates and think you should, please contact Jane Dunlop to be added to the circulation list (jane.dunlop@srwc.gov.scot).

- Website Link to the current and any new Covid 19 guidance is: - <https://roadworks.scot/news>.
- As previously reported the Commissioner issued penalties totalling £94k to 6 Organisations for failures in the Coring Programme. The penalties have all been collected.

For information, the money collected from the penalties does not remain with the SRWC but is transferred to the Scottish Government who pass it to Westminster.

- The new Commissioner, Kevin Hamilton, started in post on 9th November 2020.
- There are a number of public reports of signing and guarding not being removed when the work on site is completed. This reflects badly on both the R.A. and the S.U.
- Comment was made on some Targets in the Performance Reviews which were different from those in the Dashboard. There should be no difference and the problem should be reported to I.R. / G.M. for review.
- The zero tolerance performance standards are difficult to achieve and a request was made for these to be reviewed. The Commissioner will be looking at the performance targets and will if needed make changes for the next performance year.

SRWR Report

I R. 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. As last year a quotation will be issued to all Organisations in March to allow them to prepare for making an early payment. The estimate provided at any time until the invoices are issued can change if Organisations join or leave the Matrix. The change is liable to be small

- The new version of the Register is now bedding in. If there are any issues / problems / queries they should be passed to the Support Desk. If the response does not appear to deal with the matter or is delayed it should be passed to I.R. who will investigate it. All should note that the response from I.R. may be the same as from the Support Desk. In some cases, you may be asked to submit a Change Request which will be passed to I.R. / SAT for consideration.
- Problems with extraction of data and reports has been investigated and changes made with fields added where required. Further consideration may be required. The W.G. dealing with this matter met yesterday and their comments are awaited. This is an ongoing exercise.
- The New User Courses to replace the existing Transition Training are being rolled out with some development not quite completed. When all new courses are available the Transition Courses will be switched off. All will be informed prior to the change over to allow anyone partly through a unit to complete it.

The training modules are free as they are covered in the Fees and Amounts. modules.

Please note some courses may have a temporary price tag of £9,999.99 while the course is under construction / testing.

- In this quarter Commsworld Limited have been given access to the SRWR. Two other Organisations namely Energy Asset Networks and PCCW Global Networks have also started the process for gaining access. Infocus Public Networks have just submitted their application to join the Register.
- SAT have reverted to their normal tasks and have been reviewing the register of Change Requests and removing the C.Rs which are no longer relevant e.g. covered in the new Register. The C.R. process has been updated and includes a requirement for more dialogue with the sponsor and the provision of feedback.
- All Organisations should note that VAULT will now be unloaded every 2 months and a revised Calendar will be issued. **Action – I.R.**

C.C. asked if clearer information could be provided on the Register to indicate any changes. I.R. responded that this had been discussed and a better upfront news facility was being provided with a bell to draw the Operators attention to the update.

The communication with the Support Desk is to be improved with a better reporting format to advise on the progress of the enquiry.

D.S. indicated that he had reported to the Support Desk that the Permits and Consents unit in the Register no longer added the name of the Council to the heading. This was not acceptable. To date he has not had any feedback. I.R. asked D.S. to send him an email on this item and he would follow it up. **Action – D.S. / I.R.**

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.

- The ongoing works are recorded on the Register
- Area in Tier 4 with reactive works in Priority 1 and 2 being progressed.
- There were no changes to road designations planned
- There were no internal coring programmes being carried out.

Dumfries and Galloway Council – M.G.

- The resurfacing schemes are ongoing.
- The next Local RAUC meeting will be held on 10th December 2020.
- There were no changes to road designations planned
- There were no internal coring programmes being carried out.

East Dunbartonshire Council – D.Ca.

- Resurfacing programme ongoing.
- The Winter maintenance programme has started.
- 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 next Local RAUC will be held on 3rd December 2020.
- There were no changes to road designations planned
- There were no internal coring programmes being carried out

North Lanarkshire Council – J.S.

- Resurfacing is now ongoing with the sites posted on the Register.
- Major works are being carried out at The Loaning in Motherwell.
- Under Tier 4 so essential work being carried out under Covid 19 rules.
- The Local RAUC Meeting was held on 18th November 2020. 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 is now ongoing with the sites posted on the Register.
- Priority 1 and 2 works being dealt with under Covid 19 rules.
- Winter Maintenance has commenced and will affect works programmes.
- The Christmas Embargoes are posted on the Register. S.U.s should contact the R.A. if access is required for urgent works.
- The Local RAUC Meeting was held on 18th November 2020. 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.

- Surfacing almost completed.
- No other major works planned.

Balfour Beatty M77 DBFO – J.McC.

- No major works ongoing.
- Lane closures are in use for the LED lighting conversion.

BEAR Scotland M80 DBFO – D.P

- Sites are ongoing as posted on the Register with overnight working.
- There were no changes to road designations planned
- There were no internal coring programmes being carried out

Amey / SRP / M8DBFO – S.S.

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

Amey – No Representative

BEAR Scotland S.E. – D.R.

- D.R. asked for his contact details to be added to the S.W. Area. **Action - Secretary**

Traffic Scotland – D.F.

- Works covered by the above comments.

CityFibre – J.F.

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

Digital Scotland – R.Y.

The DSBB Programme is now complete.

The Reaching for 100% (R100) deployment is in three Contracts. 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 with survey work now under way and some limited works started. Note that the contract is with BT plc and any associated works are the responsibility of BT and their contractors from planning to delivery.

The majority of deployment is likely to be Fibre to the Premise technology, but perhaps with some limited Fibre to the Cabinet installs in the Central Contract Area.

The Scottish Government will be looking to share advance information with roads authorities, and communicate plans for the deployment of the works.

meantime, any issues/queries relating specifically to the R100 programme should be sent to r100@gov.scot

GTC – S.R.

- A scheme at Ravenscraig has been posted on the Register.

Network Rail – C.A.

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

Openreach – S.S.

- R100 upgrades ongoing.

Scottish Water – F.McI.

- Works posted on the Register.
- The results from the internal coring have been satisfactory and will be shared with the relevant R.As.
- Comments will be passed to G.M. on the Performance Statistics in the Dashboard. There were problems due to the migration of data to the new Register which needed to be cleaned up.
- Covers and Frames are available for replacement on Resurfacing sites.

Scottish Water – C.McQ.

- Works levels now back to normal.
- The 2021 / 2027 Capital Works programme is now being drafted with a higher level of funding.
- The internal coring programme is now ongoing, and the results will be shared with the relevant R.As.

SGN – A.R. / J.G.

- Much as above with programmes now ongoing.
- Inspections / Coring and Cleg testing being carried out. The coring is being carried out using their internal workforce. Because it does not comply with the Advice Note 3 the results have not been shared.
- If there are any issues with the work or the programme, they should be passed to J.G.

SPEN – E.S.

- 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. Meeting dates for 2021

The previously circulated schedule of meeting dates was approved as read.

d. Area and Local RAUC meeting Group Proposals

Reference is made to the previously circulated maps of Scotland indicating suggested Groupings for Local and Area Meetings going forward.

The Working Group (A.R. / J.F. / M.P.) had met and had produced the draft proposals for the meeting groups. These proposals are up for consideration by the Community and the Working Group want to hear suggestions / comments from the Members.

Action - All

The Clusters have been designed to reduce the number of meetings held in a year which take up a considerable amount of time especially for S.U.s.

There is a need for more emphasis on Local Meetings where coordination is carried out.

There were comments on some of the revisions and J.F. asked all to review the proposals and provide input to the final groupings.

It is unlikely now that the changes will be made before January 2022.

e. Drainage Responsibility in North Ayrshire

G.R. raised a problem which occurred in North Ayrshire. There was a flooding problem following heavy rain but when it was investigated and passed to Scottish Water they indicated that the existing drainage causing the problem was not their responsibility.

There was no road drainage feeding into the system.

There had been a similar problem in South Lanarkshire which had been passed to SCOTS but there was no resolution in that instance.

F.McI. indicated that she was not aware of this problem and asked for the details to be passed to her so that it could be discussed but would not comment until this happened. **Action – G.R.**

A meeting will be arranged and if G.R. is not happy with the result it can be escalated to the RAUC(S) Meeting. **Action – G.R. / F.McI.**

f. Streetscape Project

D.S. informed the Meeting that a streetscape project connected to a housing development refurbishment was planned. The project included special road surfaces and the proposal included for a partnership with the S.U.s as was the case in a similar scheme carried out in the Raploch in Stirling.

Responses were still awaited from Scottish Water, Virgin Media and SGN. An early reply was requested.

F.McI. indicated that Scottish Water would need control of the installation and reinstatement, but it would be checked, and a response sent.

Virgin Media will check this matter and respond to D.S.

10. Date and Venue of the Next Meeting

SW Area RAUC Next Meeting: - Wednesday 24th February 2021

This meeting will be held on MS TEAMS.

Future Meetings: -

Wednesday 26th May 2021

Wednesday 25th August 2021

Wednesday 24th November 2021

The Meeting Venue: - To be agreed

The meeting closed at 12.15