



SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

Minutes of the Quarterly Meeting

Date: - 26th August 2020

Meeting held on MS TEAMS

Present:

Alex Rae (Chair)	A.R.	SGN
Caroline Auld	C.A.	Network Rail
Clare Callaghan	C.C.	Scottish Water
Rachel Callaghan	R.C.	Amey / SRP / M8DBFO
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
Matthew Crossan	M.C.	Dumfries and Galloway Council
Gerry Cullen	J.C.	Transport Scotland
David Fleming	D.F.	PAG T.S. Agent M74
Jim Forbes	J.F.	CityFibre
Julie Greig	J.G.	SGN
Carol Griffiths	Ca.G.	Lastmile - UK
Mike Grunwell	M.G.	Dumfries and Galloway Council
Barry Hall	B.H.	GTC
David Hearty	D.H.	MBNL-EE/3
Liz Jack	L.J.	Transport Scotland
Fiona Kelly	F.K.	Amey (South West Trunk Road Unit)
Jock Laidlaw	J.L.	Autolink M6
Fiona McInnes	F.McI.	Scottish Water
John McCulloch	J.McC.	Balfour Beatty M77 DBFO
Craig McQueen	C.McQ.	Scottish Water
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
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
Elaine Stewart	E.S.	SPEN
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
Mark Barras	M.B.	M80DBFO
Martin Cochrane	M.C.	Amey / SRP / M8DBF
Karyn Davidson	K.D.	Vodafone
Jane Dunlop	J.D.	O.S.R.W.C.
Lyne Lyle	L.L.	Ayrshire Roads Alliance
Scott Sutherland	S.S,	Amey / SRP / M8DBFO

1. Welcome, Attendance and Apologies

Alex Rae welcomed all to the 26th August 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 1st July 2020

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 1st July 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: -

- The final Report, the Co-Chair's press release and the press release indicating which S.U.s have been issued with penalties can all be found on the Publications page on the Commissioners web site.
- The National result was an 88% pass rate over 1666 cores with the South West Area result being 90% pass on 413 cores. The largest percentage of failures were due to materials
- The Coring Group will meet to review the programme, consider issues which arose, and review the Advice Note which will include adding a section for carrying out local / internal coring programmes.
- Craig thanked all within the Community including the O.S.R.W.C. who had worked on the programme.
- The Commissioner thanked all for their input and commented that he was pleased to see an improving standard of reinstatement across the Community.

4. Matters Arising from RAUC(S) Meeting held on 24th June 2020

The previously circulated Minutes of the RAUC(S) meeting held on 24th June 2020 were taken as read.

a. RAUC(S) W.G. Recruitment

- The Recruitment Schedule was taken as read.

b. Scottish Government Update

K.Q. updated the Committee as follows: -

- All current Covid 19 Guidance has been circulated by the Commissioner's office to the prime contacts and appears on the Web Site. Items which are no longer valid have superseded marked against them.
- Local Lockdowns will be dealt with in the same manner as previous guidance.
- Guidance for dealing with Staff returning to work in the office after shielding has been issued. This includes a risk assessment model. The guidance is general and not specific to road works.
- There have been indications that there is a scarcity of Vinyl protective gloves. Nitryl and Vinyl Nitryl gloves can be used as an alternative.
- Where queues are likely e.g. outside shops a risk analysis should be carried out on the location prior to setting up a site.
- Up to date information on Covid 19 cases across Scotland can be found on the Scottish Government web site.
- The Transport (Scotland) Act commencement has been delayed by the Covid pandemic but will be brought forward in due course. It is possible that the Programme will be moved forward to April 2021 but there are other issues which may affect the commencement e.g. continuing Covid 19 issues, the Scottish Government election and Brexit.

5. SRWC Report & Performance

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

Performance Dashboard

Report No. 16 is incorrect and is being reviewed by Symology.

Although the Commissioner will take a pragmatic view on Quarter 1 performance, Organisations should still comment on performance which is in the red band.

SRWC Report

- The Performance Reviews for 2019 / 20 are being drafted and will be issued as soon as possible.
- All Organisations currently under review have submitted their Q1 2020/21 plans and the O.S.R.W.C. has commenced performance review meetings. Although it is expected that all these meetings will be concluded before the end of September, Covid – 19 influences would suggest that decisions on removal will not be concluded until late October 2020.
- The Commissioner has issued penalties totalling £94,000 to six utility Organisations for failing to comply with their statutory obligations when placing cables and pipes in roads. The Organisations are Openreach; Virgin Media; Last Mile Asset Management; ES Pipelines; Network Rail and GTC.
- All guidance on Covid 19 from the Scottish Government is posted on the Web Site and has also been sent out to the prime contacts by email. Guidance which has been superseded has been so indicated on the site.

- All works can proceed as long as they meet the Covid 19 Guidance and risk assessment.
- All Inspections can proceed as long as they meet the Covid 19 Guidance and risk assessment.
- The indication is that All Organisations are now getting back to a work level similar to pre Covid 19 levels.
- There are Organisations which have carried out more Sample A Inspections than their agreed sample for the year. This does not allow proper monitoring through the rest of the year. The full agreed sample should be split into the 4 Quarters with Target Inspections used if required by the R.A. for additional monitoring of an S.U. The existing Report will be modified to make monitoring of inspections easier to carry out. The meeting noted that since this matter was discussed at the Steering group meeting some inspection numbers have increased again above the limit. A change will be made to stop the auto generation of inspections when the annual sample is reached.

A request was made for details of the sample figures which had been input to the old Insight version to be made available in order that the problem could be dealt with and the old sample numbers input to the new version. Insight will be interrogated to get the old sample numbers. **Action – I.R.**

- All R.As appear to be carrying out Inspections.
- The Commissioner added the following input to the meeting: -
 - There is a variation across the Community with some R.As fully committed to using the Inspections App through to those not using the facility. The App is there to be used and in general it is fulfilling its purpose. **Action - All**
 - The App has the functionality to allow photographs to be taken, attached to the Notice and sent direct with the Notice to the S.U. The photographs allow the S.U. to review the site on receipt of the Notice and start the decision process on what action to take. It can save joint inspections.
- The SRWC / Scottish Government Seminar which was to be held in April 2020 will now hopefully be held in April 2021.
- 21 responses were received by the Commissioner to his request for input to the SROR review. All who responded were thanked and their input which was now being reviewed.

SRWR Bulletin

- All Fees and Amounts invoices were eventually paid. The Commissioner has reminded all that these are Statutory payments which must be made within the 60 day payment period.
- The new version of the Register went live on the 13th July. There were several teething problems which have been or are being dealt with. There are problems relating to reports and data extraction and a small group is working with Symology to rectify the issue. The new system is considered by all to be a good improvement over the old version.
- The Support Desk is available to deal with problems and queries. If the response is slow to be delivered or is not considered acceptable it can be escalated to I.R. He indicated that he would deal with the matter and make a response, but it could be that he agrees with Symology.
- The facility which provides information on the Post Codes has been partially removed from the system. The matter is in hand and the facility will be reinstated. No information is available at present when the update will be made.
- The new version of the Register has changed the Agreed Sample Numbers from those agreed and recorded in the old Version. It has also been raising

Inspections against S.U.s on Private Roads. This should not be happening. The R.As in some cases will carry out Inspections on these roads but they should not be part of the agreed Inspection sample. This will be checked.

- There is a need for feedback on all problems raised with the Support Desk. This information is available on the Register in the same section as the Knowledge Base.
- A single Log-in had been provided for the two areas of ARA. This had been passed to the Support Desk and a response is awaited. I.R. will check this item.

Action – I.R.

- Virgin media had registered a closure, but they did not carry out the work. Details should be passed to A.M. **Action – J.McC. / A.M.**
- The Transition Training will be available until mid-September when the Training Modules will be rolled out which will include the new User Modules.
- No new S.U.s had been added to the Register in the last Quarter.
- The SDTF Ver. 4 which was delayed by Covid 19 will now be rolled out on 1st February 2021. **Action – R.As**

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 have now commenced.
- Major works programme being reassessed and recorded on the Register.
- Resurfacing is liable to continue through the winter when weather allows.
- There is no internal coring at present.
- There are no changes to Road Designations.

A.R. asked all to check works, especially major schemes, as they appear on the Register to deal with potential conflicts.

Dumfries and Galloway Council – M.G.

- The resurfacing schemes are being carried out on rural sites. Urban sites will be dealt with later.
- The last Local RAUC meeting was not held but coordination through discussion is ongoing. This is especially important for urban locations.

East Dunbartonshire Council – D.Ca.

- Resurfacing will commence in September.

North Ayrshire Council – G.R.

- The works programme has now commenced.
- The next Local RAUC will be held on 3rd September 2020.

North Lanarkshire Council – J.S.

- Resurfacing is now ongoing with the sites posted on the Register.
- The Local RAUC Meeting was held 19th August 2020.
- There was a disagreement with Scottish Water about their reinstatements round ironwork on imprint sites.
 - There was concern expressed about the lack of Contractors available to carry out the works and the 1 year Guarantee which was provided.
 - R.As are looking for like for like on reinstatements as aesthetics are important on these sites.
 - Is the material in the SROR as being compliant?
 - A pragmatic solution as required to meet the requirements of the R.A. and the S.U.
 - S.W. suggested that a red textureflex (or equal) could be used chosen to match the colour of the Imprint. Alternatively, the area could be reinstated with blockwork,
 - On road tables a larger area could be removed, and the Imprint reinstated.
 - J.S. and F.McI. will meet and discuss the matter out with the meeting and update the next SW Area meeting. **Action – J.S. / F.McI.**
 - It was noted that Imprint should be recorded on the Register as High Amenity surfacing.

South Lanarkshire Council – D.C.

- All as other R.As above.
- Resurfacing and cyclic works proceeding.
- Programmes were discussed at the Local RAUC meeting which was held on 19th August 2020.
- All should work together to get their programmes carried out.
- There is no internal coring at present.
- There are no changes to Road Designations.

M6 Autolink – N.B.

- The works are now getting back to a normal level after a delayed start.
- As it is a protected road the programme will not affect S.U.s.

Balfour Beatty M77 DBFO – J.McC.

- Works are ongoing.
- Resurfacing being carried out on overnight shifts.

BEAR Scotland M80 DBFO – D.P

- Works are ongoing.
- Resurfacing will commence in September and will be carried out on overnight shifts.

Amey / SRP / M8DBFO – R.C.

- Works are ongoing.
- Resurfacing being carried out on overnight shifts.

Amey – F.K.

- Amey had now taken over the SW Trunk Road contract from Scotland Transerv.
- The programme is posted on the Register.
- Clare Gordon has moved to Argyll and Bute Council and to date she has not been replaced.
- F.K. will be the contact for any enquiries.

Traffic Scotland – G.C.

- 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, with the target of premises connected now exceeded.

The Reaching for 100% (R100) deployment is 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. Survey work is now under way across these areas for the early phases of the R100 programme. Note that the contract is with BT plc and any associated works are the responsibility of BT and their contractors from planning to delivery.

BT was also named as preferred bidder for the North lot, but a subsequent legal challenge by Gigaclear means that the contract cannot be awarded until the legal process has concluded.

The majority of deployment is likely to be Fibre to the Premise technology, but with some limited Fibre to the Cabinet installs planned for the Central Area contract.

The Scottish Government is looking to share advance information with roads authorities in the near future, and initiate meetings to discuss the deployment of the works. In the meantime, any issues/queries relating specifically to the R100 programme should be sent to r100@gov.scot

GTC – B.H.

- 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.

- Fibre optic replacements ongoing in all Ayrshire Areas.

Scottish Water – F.McI.

- Works levels now back to normal.
- 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.
- Coring programme will now be restarted and will include sites carried out since the start of lockdown.
- Joint Inspections can be arranged but will take longer to set up as approval is required.

SGN – A.R. / J.G.

- Much as above with programmes now ongoing.
- Inspections / Coring and Cleg testing being carried out.
- Trying to get crews accredited for coring as it will be included in Quality Plans when they are introduced.

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.

8. Safety

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

There are several Spaces for People sites being set up across the Area. These are being recorded on the Register as non-works disruptions and S.U.s should note them and check that they are not potentially affecting works which they intend to carry out.

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. Retirement of the Scottish Road Works Commissioner

The Committee noted that this was the last SW Area Meeting which the Commissioner would be attending before he retires in September.

A.R. on behalf of the SW Area thanked Angus for his input to the Community over the 5 years he had been in the post and he wished him a long and happy retirement.

10. Date and Venue of the Next Meeting

SW Area RAUC Next Meeting: - Wednesday 25th November 2020

This meeting will be held on MS TEAMS.

Future Meetings: -

November Meeting – To be agreed

The Meeting Venue: - To be agreed

The meeting closed at 12.09