

SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE
Minutes of the Quarterly Meeting
Date: - 27th November 2019
**Kirkintilloch Town Hall
 Union Street,
 Kirkintilloch,
 G66 1DH**
Present:
Duncan Carrick (Chair)

Caroline Auld	C.A.
Neil Brannock	N.B.
Jaoa Carmo	J.C.
David Carter	D.Ca.
Matthew Crossan	M.C.
Karyn Davidson	K.D.
Bill Fenner	W.F.
Stephen Fisher	S.F.
David Fleming	D.F.
Clare Gordon	C.G.
Mike Grunwell	M.G.
Owen Harte	O.H.
David Hearty	D.H.
Lindsay Henderson	L.H.
Gary Hunter	G.H.
+William Luke	W.L.
Thomas McAuley	T.McA.
John McCulloch	J.McC.
Craig McQueen	C.McQ.
Valerie Park	V.P.
David Paton	D.P.
Alex Rae	A.R.
Iain Ross	I.R.
Ruth Scott	R.S.
John Scougall	J.S.
David Shaw	D.Sh.
Scott Sutherland	S.S.

D.C.
East Dunbartonshire Council

Network Rail
M6 Autolink
SPEN
South Lanarkshire Council
Dumfries and Galloway Council
Vodafone
Sky
Centurylink Telecommunications
PAG T.S. Agent M74
Scotland TransServ
Dumfries and Galloway Council
Virgin Media
MBNL – EE / 3
O.S.R.W.C.
GTC
Openreach
North Ayrshire Council
Balfour Beatty M77 DBFO
Scottish Water
South Lanarkshire Council
BEAR Scotland (M80 DBFO)
SGN
O.S.R.W.C.
SSE (Telecom)
North Lanarkshire Council
Ayrshire Roads Alliance
Amey / SRP / M8DBFO

In Attendance: -

George Borthwick	G.B.	Secretary to SW Area RAUC
Martin Polland	M.P.	Transport Scotland

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
Lisa Haston	L.H.	SPEN
Jock Laidlaw	J.L.	Autolink M6
Lyne Lyle	L.L.	Ayrshire Roads Alliance
Fiona McInnes	F.McI.	Scottish Water
Andrew Matheson	A.M.	Virgin Media
Chris Murray	C.M.	Sky
Katrina Quane	K.Q.	Transport Scotland
Stephen Scanlon	S.S.	Openreach
Elaine Stewart	E.S.	SPEN
Robert Young	R.Y.	Digital Scotland (Scottish Government)

1. Welcome, Attendance and Apologies

Duncan Carrick welcomed all to the 27th November 2019 meeting of the SW Area RAUC.

Apologies were recorded as listed above.

2. Minutes of the Last Meeting held on 28th August 2019

a. Accuracy

The minutes of the last meeting of the SW Area RAUC held on 28th August 2019 at the Kirkintilloch Town Hall, Union Street, Kirkintilloch, G66 1DH were approved as read.

3. Local RAUC Reports

a. Ayrshires Local RAUC

The Chair moves to North Ayrshire in the new year with Graham Robin as the Chairperson.

The Secretary was asked to update the Ayrshire local RAUC Page. **Action - Secretary**

b. East Dunbartonshire & North Lanarkshire RAUC

There were no issues remitted to this meeting.

The Chair moves to North Lanarkshire in the new year with John Scougall as the Chairperson.

The Secretary was asked to update the East Dunbartonshire and North Lanarkshire local RAUC Page. **Action – Secretary**

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 4th September 2019

The previously circulated Minutes of the RAUC(S) meeting held on 4th September 2019 were taken as read with the following summary: -

- Where Asbestos ducts are located during excavations they should be recorded in the Register as a site of Engineering Difficulty and added to VAULT.
- Comment was made about the danger of Tick Bites when working in rural areas. Tick Bites are known to cause Lyme disease in some cases.
- Martin Pollard is trying to resurrect the TTM Forum.
- Areas of Interest to be notified to Symology for uploading to the Aurora version of the Register. If not actioned this is very urgent.
- Aurora version of the Register – The Transition Training will be provided free on line from 10th February to 8th June. All Operators must pass the module tests before they will be given access to the new Register format.
- The HAUC UK Convention will be held on 14th May 2020 in the Emirates Old Trafford Cricket Ground, Manchester. All were encouraged to attend this free one day event.
- HAUC UK are developing an App for designing Traffic Management. It will be demonstrated at a RAUC(S) meeting when it is at a suitable stage.
- If a data cleanse is being carried out contact must be made with Graham Milne so that he is aware if there is a sudden drop in performance on the related statistics.
- The Scottish Government consultation on the Fees and Amounts is currently open and all should endeavour to submit a response.

a. Inspections Code and Flow Charts

The draft which was previously circulated incorporates Advice Note No. 15 which will be cancelled when the Code is published.

Comment on the draft was made as follows: -

- A summary was requested on the action taken on submitted comments from R.As / S.U.s to previous drafts. The Working Group will try to issue a summary. **Action – J.G. / S.W.**
- Should Risk based Assessment not have been included. The Code is still prescriptive. The proposal had been considered but the decision was taken that the inclusion could not have been achieved in the timetable. The suggestion will be considered and issued as an Advice Note which can be incorporated in the next rewrite of the Code.
- J.F. had submitted a change which would be considered and if necessary a revised text would be intimated to RAUC(S).

b. RAUC(S) Working Group Recruitment

The previously circulated copy of the Working Group Recruitment Schedule is currently up to date.

5. National & Local Coring Update

a. National Coring Update

An update on the Coring Programme was recorded as follows: -

- The Coring Group met on Friday 22nd to review the progress on the programme.
- A meeting is to be held next week between Ian Jones, the relevant Lead Representatives and Socotec to discuss the programme and raise issues which had been unsatisfactory e.g. lack of daily whereabouts information.
- There is a problem getting contact with Energetics, ES Pipelines and GTC.
- The agreement meetings are almost finished. North Ayrshire has a void test to carry out on an Openreach core.
- Appendix B schedules should be sent to D.S. by Friday 10 January.
- Agreement on outstanding problems with Scottish Water Cores were being dealt with via F.McI. If there are further issues the East Dunbartonshire contact is D. McKenzie.
- The programme has progressed better than the last one but all should keep up the effort to complete the reports by the final milestone or earlier.
- There appears to be some confusion with who is agreeing the Trunk Road Cores i.e. Transport Scotland or the Operating Companies. This should be discussed with Tony Black.
- Any results from S.U. internal Coring Programmes which have been used must be recorded in Appendix A.
- There have been some issues with the depth of cores on Type 1 Roads. This is due to anomalies in the Reinstatement Code. The thickness of the core depends on the binder which was used and the delivery tickets should be checked if there is a dispute. If the tickets are not available a binder recovery test should be carried out to check the binder specification. If more clarification is required on this matter contact should be made with C.McQ. Scottish Water have 7 sites across the programme which fall into this category.

b. Local / Internal Coring Programmes

The Scottish Water coring of Capital Works is ongoing.

6. SRWC Report & Performance

a. SRWC Report

The report summarised the items as follow: -

- The Transport Bill received Royal Assent and is now the Transport (Scotland) Act 2019. Section 9 refers to Road Works. The Act will take some 2 to 3 years to be fully introduced with the development and approval of secondary Legislation, Statutory Instruments, Code revisions and consultations required.

A seminar will be held on 1st April at which the relevant sections will be explained.

A timeline will be produced to indicate the order in which the sections will be commenced.

The increase in the Guarantee Period will have an effect on the Reinstatement Code.

More attention will be given to signing, lighting and guarding by the Commissioner's Staff with both S.U. and R.A. sites being inspected.

- The Annual Report is being drafted and will be published soon.
- The Performance Reviews were issued to all R.As and S.U.s with several Organisations being invited by the Commissioner to comment on issues which were not meeting the required standard. Where considered necessary Improvement Plans will be requested and they will be monitored and discussed.
- The improvement plans which had been raised following the previous performance review have been monitored over the last year and it is likely that they will be closed with the required standards being achieved.

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

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

- All comments and responses on poor performance should be sent in to Graham Milne.

c. Improvement Notice Action Tracking

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

7. Safety

a. Safety Concerns/Issues

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

These Bulletins should be read and issued to relevant operatives. They are a useful item for consideration at toolbox training sessions.

All were asked to pass any internal Bulletins to the Secretary for circulation as a useful guide to Safety Improvement.

D.Ca. indicated that he would send out a bulletin relating to a problem which occurred in South Lanarkshire. **Action – D.Ca.**

c. Traffic Management Issues

No issues recorded.

8. Information on Strategic Programmes of Works

a. R.A Projects

There are several works planned for the A726 Queensway, East Kilbride. C.N. ask all with works planned to contact her.

There are resurfacing sites planned for the A76 and other routes in the SW Area. These are recorded on the Register.

A74 / Network Rail bridge replacement is planned.

Work is required on the B7076 at Hectors Bridge.

East Dunbartonshire is meeting with all S.U.s to discuss a planned programme of works in the Bearsden / Milngavie Area. Programme planning is needed.

D.S. is hoping that the ARA Annual Programme for 2020 / 2021 will be available earlier this year which will help with advising the Community where works are planned.

Connect A77 – Works in March in Mearns Kirk with overnight closures.

The Committee noted that the European Championship Football Matches will be held in Glasgow on 15th, 18th, 23rd and 30th June. Embargoes will be issued for routes in Glasgow and the main Routes into Glasgow. These are of a long duration therefore any required works will need to be discussed with the relevant R.A. representative.

During 9th to 19th November there is an International Climate Change Conference in Glasgow. There are likely to be a schedule of embargoes recorded on the Register for both Council and Trunk roads. Traffic delays and diversions are likely.

b. S.U. Projects

No projects were reported to the meeting.

c. Superfast Broadband Rollout

DSBB Programme is still on planned Programme Targets, and have achieved over 3935 LIVE CABS and over 750 LIVE fibre PONS across all of the 27 Councils in the Rest of Scotland Area.

Deployment is now almost exclusively Fibre to the Premise (FTTP), with around 170 structures remaining. There is less than 20 FTTC EO CAB installations still outstanding which will complete by December 2019.

There is a further deployment planned, termed Reaching 100% (R100), to address the remaining premises that will be without access to Superfast Broadband. There will be three Contracts – North, Central and South. Councils in the South West Scotland are within the Central and South Contract Areas.

It has been announced that BT is the only bidder for the Central and South Contracts. The preferred bidder for the North Contract has still to be announced.

Contract Award is expected later this year, with mobilisation to follow in 2020.

9. Proposed Changes to Road Designations

No issues raised under this Item.

10. Management and Operation of the SRWR

A verbal report was provided as follows: -

- The Prescribed Fees and Amounts will rise by £60k for 2020 / 2021 due to the deferred income being used up in previous years. The Invoices are Statutory and must be paid within the stated period which will be 60days from 1st April. There is a Scottish Government Consultation on the fees currently open and all should respond with their views.

A quotation will be sent to all early in March to allow them to plan to make the payments as early as possible.

- The Insight to Aurora transition training will be provided free online from 10th February to the 8th June. All Users must pass the Modules before they will be granted access to the new Register.
- Ongoing Training will be free online, and Modules can be accessed at any time with the cost met through the Fees and Amounts. New users will require to pass certain Modules before they are granted access.
- A letter was sent out to all Organisations requesting details of their Area of Interest to upload to the Aurora version of the gazetteer as the current Areas will not auto transfer. There are still some Organisations which have not responded, and the deadline has passed. All must respond immediately and hope that their data will be accepted. Failure to revise the Area will result in a default being allocated which is likely to result in Notices etc being received out with the Area required.

D.Ca. indicated that the South Lanarkshire revision was sent back because it had too many nodes. This is being corrected and will hopefully be accepted late. He would speak to Symology.

- 4 new S.U.s have joined the Register and they are: -

Murphy Power Distribution Limited
Murphy Gas Networks Limited
Premier Transmission Limited
Lothian Broadband Limited

In addition, Energetics are changing their name to Last Mile for the Code powers. The Contracting wing continues to be Energetics.

10b. Gazetteer Report

The following update was provided: -

- The last Gazetteer upload was provided via Improvement Services using the Symology validation tool. In future the Uploads will be validated by Improvement Services.
- The next Upload will require the data to use the SDTF 2 Format.
- SDTF 4 Conventions will be introduced in the New Year so all must be ready to provide their data in the new format.

10c. Systems Assurance Team

The following update was provided: -

- SAT carried out an audit on Aurora over 2 days in September. The Team found some issues, but none were showstoppers.
- A further Audit is planned over 2 days in mid-December. A sample of the Training Modules will be made available for the audit.
- The test site will be opened to SAT in the new year to allow extended testing.
- The Permissions and Licenses Module will be incorporated into the new version of the Register. An interface will be provided to transfer data from applications.

10d. Community Apparatus VAULT

The FAQ has been updated so should be reviewed by all involved in recording data

11. 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. RAUC(S) Constitution

A small Working Group is reviewing the Constitution and comments so far are: -

- The Agenda for each level of meetings should be standard.
- The Commissioner should monitor attendance at Local meetings as one of his Statistical Reports.
- Attendance should in general be limited to one Representative / Organisation
- RAUC(S) and Area meetings would be 4 monthly (3 per Year)
- Local meetings would be 6 weekly
- Consideration should be given to merging Local meetings to reduce the number of meetings which S.U. Representatives have to attend.

- Skype attendance is being trialed to assist Organisations to attend a meeting at a distance without the travel time.
- d. Maintaining Safe access for Persons with a Disability

Keith Robertson of MACs gave a presentation to RAUC(S) on the above subject. He raised a number of issues which should be checked in the design of the Traffic Management. His services should be requested for training all Operatives so that all public can move passed / through sites safely. The Area Meetings would be a good forum for these presentations. The Secretary was asked to circulate the contact information.

The HAUC UK / Anglia Water DVD on this topic can be borrowed from the Commissioners Office for training. It is hoped that it will soon be available in the Web.

Post Meeting Comment – The Video is now available on: -

<https://vimeo.com/376841696>

12. Date and Venue of the Next Meeting

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

Future Meetings: -

May Meeting	Wednesday 27 th May 2020
August Meeting	Wednesday 26 th August 2020
November Meeting	Wednesday 25 th November 2020

**The Venue for the February Meeting will be: - Kirkintilloch Town Hall
Union Street,
Kirkintilloch,
G66 1DH**

Subsequent Meetings are likely to be held in the Holiday Express in East Kilbride but this is to be confirmed.

The meeting closed at 12.15