

# **SOUTH WEST AREA ROADS AUTHORITIES & UTILITIES COMMITTEE**

## **Minutes of the Quarterly Meeting**

**Date: - 24<sup>th</sup> May, 2017**

**Holiday Inn  
Stewartfield Way,  
East Kilbride,  
G74 5LA**

### **Present:**

Duncan Carrick	D.C.	East Dunbartonshire Council (E.D.C.)
Stewart Allan	S.A.	S.R.P. (A)
Jim Cowan	J.C.	SGN
Karyn Davidson	K.D.	Vodafone (V.)
Jane Dunlop	J.D.	Office of the Scottish Road Works Commissioner
Clare Gordon	C.G.	Scotland TranServ (S.T.S.)
Lisa Haston	L.H.	SP Energy Networks (S.P.E.N.)
Lindsay Henderson	L.He.	Office of the Scottish Road Works Commissioner
Jock Laidlaw	J.L.	Autolink M6 (A.)
Crawford Lindsay	C.L.	South Lanarkshire Council (S.L.C.)
Lyne Lyle	L.L.	Ayrshire Roads Alliance (A.R.A.)
Iain Lynch	I.L.	North Ayrshire Council (N.A.C.)
Thomas McAuley	J.McA.	North Ayrshire Council (N.A.C.)
John McCulloch	J.C.	Balfour Beatty M77 DBFO (B.B.)
Robert McGougan	R.McG.	North Lanarkshire Council (N.L.C.)
Fiona McInnes	F.McI.	Scottish Water (S.W.)
Graeme Robin	G.R.	North Ayrshire Council (N.A.C.)
Stephen Scanlon	S.S.	Openreach (O)
Lance Scott	L.S.	MBNL (EE and 3)
John Scougall	J.S.	North Lanarkshire Council (N.L.C.)
David Shaw	D.Sh.	Ayrshire Roads Alliance (A.R.A.)

### **In Attendance:-**

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

### **Apologies:**

Elaine Stewart (Chair)	E.S.	SP Energy Networks (S.P.E.N.)
Graeme Alison	G.A.	Dumfries and Galloway Council (Dumgal C.)
John Ashcroft	J.A.	North Lanarkshire Council (N.L.C.)
Nisha Bunting	N.B.	Office of the Scottish Road Works Commissioner
Clare Callaghan	C.C.	Scottish Water (S.W.)

### Apologies (continued):

Angus Carmichael	A.C.	Scottish Road Works Commissioner
Campbell Dempster	C.D.	North Ayrshire Council (N.A.C.)
Susan Ewart	S.E.	Transport Scotland (T.S.)
Caroline McAdam	C.McA.	Network Rail
Stewart MacKenzie	S.MacK.	Balfour Beatty M77 DBFO (B.B.)
David MacLean	D.MacL.	Virgin Media (V.M.)
Craig McQueen	C.McQ.	Scottish Water
Chris Murray	C.M.	Sky (S.)
Christopher Nesbitt	C.N.	Vodafone (V.)
Valerie Park	V.P.	South Lanarkshire Council (S.L.C.)
Katrina Quane	K.Q.	South Lanarkshire Council (SLC)
Alex Rae	A.R.	SGN
Iain Ross	I.R.	Office of the Scottish Road Works Commissioner
Ruth Scott	R.S.	SSE (Telecom)
Kevin Skinner	K.S.	Scottish Water (S.W.)

### 1. Welcome, Attendance and Apologies

Duncan Carrick in the absence of Elaine Stewart welcomed all to the May meeting of the SW Area RAUC.

Apologies were recorded as listed above.

#### a. Safety Contact

D.C. presented the following Safety Contact on behalf of E.S.

#### Corporate Memory

In SP Energy Networks we talk about ‘**corporate memory**’. In other words, may the lessons of the past serve the future.

Retaining corporate memory of how and why things happen lies at the heart of sustaining good health, safety and environmental performance. Learning from serious incidents and retaining this information within the workforce will assist in the prevention of reoccurrence.

The sharing of corporate knowledge provides invaluable experience and guidance for new employees and a continual reminder to existing personnel.

The details of the event in question are as follows: -

On April 15<sup>th</sup> 2017 it was 20 years since the tragic death of our SPEN colleagues Innes MacKinnon, 27, and David Dryden, 29 at Barrhead substation.

Innes and David were Operational Engineers who were working on an 11kV Ring Main Unit (switch gear) located within the grounds of the substation when it exploded.

SP Energy Networks took time to remember what happened at Barrhead (as we do every year), to ensure the lessons learned serve us in the present and the future. To this end a film was produced to highlight how each of us within SPEN can honour the memory of our lost colleagues by maintaining a safe working environment; and once again we carried out a full review of the Panel of Inquiry from 1997 to confirm that we continue to fully honour the findings of the inquiry and live up to the recommendations.

The following guiding principles are designed to help all of us with SPEN to promote positive behaviours and attitudes. We must keep doing all we can to remain safe – that is our number one priority.

Our 5 Health & Safety Essentials are as follows:

- We follow our processes, rules and procedures
- We promote health and wellbeing, in and outside work
- We only undertake work we are competent to do
- We look out for each other and work as a team
- We think before we act - assess and control the risks

A Memorial Fund was set up after the tragic event, using donations from friends, family and colleagues. The aim of the Fund being to maintain the memory of Innes and David, by funding education bursaries, providing support for the purchase of higher education text books and associated materials. Over the last 20 years more than £10,000 of support has been provided to over 100 young people. The fund continues on today thanks to generous one off and ongoing donations from friends and colleagues.

## **2. Minutes of the Last Meeting held on 22<sup>nd</sup> February, 2017**

### **a. Accuracy**

The minutes of the last meeting of the SW Area RAUC held on 22<sup>nd</sup> February, 2017 at the Holiday Inn, Stewartfield Way, East Kilbride, G74 5LA were approved as read.

### **b. Action Tracking**

All Actions are reported on the Action Tracking Summary.

## **3. Local RAUC Reports**

### **a. Ayrshire Local RAUC**

No issues were remitted to this meeting.

### **a. East Dunbartonshire & North Lanarkshire RAUC**

There was no Virgin Media Representative at the meeting. As a result, the problem of their Contractor drilling through kerbs and logs could not be discussed. This will be escalated to Nigel Myers.

This was raised at this meeting due to the lack of response to the comments made following the Local Meeting.

c. South Lanarkshire Local RAUC

There had been a problem with Openreach but that has now been remedied.

Virgin Media is working with South Lanarkshire Council to resolve issues associated with works being undertaken in the Bothwell Area, as part of their high speed broadband installation.

d. Dumfries & Galloway Local RAUC

No issues were remitted to this meeting.

**4. Matters Arising from RAUC(S) Meeting held on 1<sup>st</sup> March, 2017**

The Minutes of the RAUC(S) meeting held on 1<sup>st</sup> March, 2017 were taken as read with the following summary: -

**RAUC(S) WORKING GROUP REPORTS**

**National Coring Programme**

Kevin Skinner reported on the programme:

- The NoS RAUC and SW Area programme has been completed and the report submitted.
  - Dispute between SGN/South Lanarkshire (due to location of core) was passed to the Working Group. The decision of the panel was in favour of South Lanarkshire.
- TayForth – all core results were going to be agreed by week ending 3<sup>rd</sup> March, leaving only a few void tests to be completed.
- WoS Area – There are several problems in this area:
  - East Renfrewshire, Glasgow and Inverclyde programmes complete.
  - Argyll and Bute programme almost complete.
  - West Dunbartonshire and Renfrewshire had no coring carried out at time of RAUC(S).
    - The cores should be carried out and the results collated, albeit sites were marked about 12 months ago, and would likely not be visible now.
    - The problems appeared to be that Renfrewshire had no staff resources and West Dunbartonshire did not have a replacement member of staff to take over the programme when the original person retired.
  - The view was that the coring should be completed and if too late for the National programme they could be reported as local programmes.
- SE Area – the coring has been completed but the results had still to be agreed.

Further discussion raised the following comments:

- Kevin Skinner asked for guidance on how the Working Group should progress the Programme and Final Results Report.
- The Commissioner asked for a report to be passed to him by the Working Group Co-Chairs.

- Suggestion put forward that an Area Representative should be a member of the Coring Working Group, with the Lead Authority Representative attending meetings as and when required.
- The NCW Group need to consider what happens with the next Coring Programme, and submit their recommendations to RAUC(S).
- Consideration has to be given to what programme format will be needed if the SUs are coring as part of Quality Plans. In the quality plans the appointment of one Contractor to carry out all the coring should be considered.
- The staffing to carry out the programme is considerable across both RAs and SUs and needs to be factored into future discussions.
- The above needs to be considered by the Working Group developing the Quality Plans and they should perhaps take input from the Co-Chairs of the Coring Group.

### **Inspection Fees**

- 29/32 Authorities returned data. This is a 91% return rate.
- Alex Rae of SGN has carried out the update of the spreadsheet that will be used to calculate the rate following analysis of the returned information.
  - Since RAUC(S) the information has now been passed to members of the working Group to populate the spreadsheet.
- The results of the calculations would be compared with the data south of the Border.

### **Fees and Amounts**

- Discussions on the Fees and Amounts calculators had not progressed.
- The Fees and Amounts for 2018/19 may change depending on the costs of operating the Register after the award of the new Contract running from 1<sup>st</sup> April, 2018.

### **Quality Plans**

- The Committee noted that this Working Group had yet to meet. George Wells (South Lanarkshire) will be a R.A. Representative on the Group.

### **SROR (Specification for the Reinstatement of Opening in Roads)**

- The Remit has been issued.
- Another R.A. Representative is required. Ian Jones (Fife) indicated that he would try to provide a R.A. Representative from TayForth Area
- A Roads Authority Co-Chair is required.
- Area Representation was not as important as getting members who have experience in materials etc

### **Inspections Working Group & Co-ordination Working Group**

- Groups to be reconvened to deal with issues which are raised by the Quality Plans, SROR, and Transport Bill Working Groups.
- The S.U.s have agreed volunteers but the R.A. volunteers need to be agreed.

## **Core and Vac**

- The status of the draft will be checked and if there's been no significant comments, which require changes to the document, it will be published.
- The Committee noted that the single core access was now being **extended to multiple** core access holes (Multiple Overlapping Keyholes).
  - SGN are looking to commence a formal trial of the revised process in Central Scotland on roads which have significant traffic flows.
  - As with the single core process the Multiple Overlapping Keyholes should reduce the time taken to carry out work and therefore reduce traffic problems.
  - This is one of the desires of the Minister.

## **Working Group Members - volunteers**

- Jim Clegg commented that Area RAUC Representatives should be volunteering to be Members of the Working Groups.
  - This is part of the coordination and cooperation.
  - The Committee work load needs to be shared.
  - If the Community do not work together we will end up with legislation/codes etc. being dictated.
- Jim Clegg suggested that an indicator be developed to monitor the performance of the Organisation's involvement in Working Groups.
  - This could be reported in the Annual Performance Reviews to Senior Management including the C.E.Os and would act as a prompt to ensure that relevant staff become involved.

There is a need for the Areas to provide a better communication chain up or down between RAUC(S) and the Local Meetings.

## **AREA RAUC(S) ACTION REPORTS**

### **NoSRAUC Area**

- S113 Validity Loophole
  - Issue raised by Scottish Water relating to the way the Register deals with Section 113 Notices.
  - The 3 month notice passes its end date but can be resurrected by the issue of a follow up notice.
  - These works can lie dormant after the expiry of the 3 month period until they are resurrected with the follow up notice.
  - The Commissioner indicated that this procedure appeared to be being used incorrectly but he would require more details.
  - The Commissioner will ask Iain Ross to advise him of the way the Register and the Code should operate.
  - If required, the problem will be remitted to the Coordination Group to review.

### **TayForth Area RAUC**

- Ian Jones (Fife) reported that there had been a problem in the TayForth Area due to a S.U. application for a TTRO being held up because the R.A. was asking for upfront payment before they would process it.

- This appeared to be an issue with other R.As and related to the way the Financial Regulations were set up.
- The R.A. and S.U. finance departments were to discuss and agree a way forward
- The problem in the TayForth Area appears to have been resolved for the present but further discussions may be needed.
- This matter would be added to the list of remits for discussion by the Coordination Working Group.

### **WOS Area RAUC/ South East Area RAUC/South West Area RAUC**

- No issues remitted to RAUC(S).

### **RAUC(S) BUSINESS**

#### **Environmental Recycling - Coal Tar Arisings**

- Committee noted that there was a difference in the requirements of SEPA and EPA in the way that Coal Tar Arisings are dealt with.
- It was apparent that the more pragmatic contents of the EPA document needed to be considered for Scotland.
- At present, there are no real records of where Coal Tar has been used but it is likely to be widespread in older road construction.
- SEPA are looking for the contaminated material to be recycled to make safe but at present there are no facilities in Scotland with probably only one in England.
- Susan Ewart (Transport Scotland) will collect papers on the subject pending discussions with SEPA.

#### **Safety – Manhole Covers (Skid Resistance)**

- David Armitage (Aberdeenshire Council) indicated that he had concerns about the siting of manholes on bends, on the line likely to be taken by cyclists / motor cyclists.
  - The covers were a potential danger especially where they were worn.
- When a scheme was submitted in the Register there were no details which would indicate the potential danger.
  - S.U.s need to carry out risk analysis on siting covers and frames.
  - Apparent that a Safety Audit process was needed to pick up these problems before the work commenced so that discussion could be held to agree suitable safe siting.
  - The covers and frames need to be considered as part of the C.D.M. recording process for the scheme.
  - Sites where skid resistant material was added to the cover or where special covers were used could be recorded in the Register as a special surface.
- While new sites could be dealt with as above, there is no code guidance on how existing problems can be dealt with.
  - David Armitage queried if there was any legislation by which the R.As could require the S.U. to move the covers.
  - Kevin Skinner (SW) agreed to discuss this matter with the Scottish Water Safety Department and respond at the next meeting.
  - A suggestion was made that the R.A. could deal with the location of the manholes under Section 115a.

### **Remits from SRWR Steering Group**

- SRWR Concurrent Users - The number of concurrent Users will not be increased, so all users should follow the recommendations issued in the previous email from the Commissioner.
  - The time out period in the SRWR has been reduced from 60 minutes to 30 minutes.
  - If required the period may be reduced further to 15 minutes.

### **HAUC (UK) AND ASSOCIATED SUB GROUP REPORTS**

#### **HAUC UK Report**

- HAUC UK meeting held on 21st March 17.

#### **Convention Update**

- The Commissioner was chairing one of the sessions.
- The plan is to hold the 2018 Convention in Manchester at the Old Trafford Cricket Ground.
- The Strategic Review has agreed on 6 Objectives.
  - A Chair Person will be appointed to form a committee to deal with each topic.
- The Street Manager Project is ongoing and will be reported on as necessary.

#### **PAS 256 Review Panel Overview**

- David Armitage had been invited to join the Panel drafting this document, and was adding the issues relating to Scotland. He has submitted comments on the final draft and anticipates that the final version will be published before the RAUC(S) meeting in June.

### **STANDING REPORTS**

#### **Scottish Road Works Commissioner's Report**

- The March Newsletter will be published in the next two weeks (from date of RAUC(S)).
- The progress on getting Telecom Companies to load their data onto VAULT continues to be slow. It is becoming apparent that legislation will be needed to complete the process.
- The progress on the use of mobile devices in Scotland is lagging behind England. Glasgow is progressing the introduction of the equipment.
- The Commissioner reminded all that they must send a response to his office when poor performance is recorded in the Quarterly Reports, indicating how they intend to deal with the problem.
- A summary Report will be provided to the next round of Area Meetings for quick reference on performance.
- Still concern about the low number of Notices being registered by some R.As.
  - The Commissioner is monitoring the numbers issued and will write to the C.E.O. where he has raised the problem and there has been no improvement.



- If he is convinced, using the data available to him, that all Notices are not being registered, he will consider Commissioner's Penalties as a last resort.

### **Policy Development Group**

- The outcomes from Jim Barton's Report and the comments from the Minister are the main topic of discussion.
- The need for primary or secondary legislation to deal with these matters is being considered.
- Reviewing which issues need to be included in the Drafting of the Transport Bill.
- The programme for the Transport Bill is being based on a May 2019 Implementation.
- The Qualifications and Accreditation Regulations will be laid on 18<sup>th</sup> April but will not be implemented until 4<sup>th</sup> September, 2017.

### **GAZETTEER UPLOAD REPORT AND THE HIGHLIGHT REPORT**

- Chair of Gazetteer Group is due to retire
- Group are still looking for a new Chair.
- Volunteers should contact Graham Smith.
- It is not essential to have knowledge of the Gazetteer but it would be helpful.

### **A.O.C.B.**

#### **Roads (Scotland) Act 1984 - Section 96 Remedial Repairs to Roads Damaged by Heavy Vehicles.**

- Kevin Skinner asked that a standard approach be agreed for payment for damage to routes agreed for diverted traffic.
- There was no agreed procedure and a divided view on whether or not this topic should be subject to a guidance procedure produced under the RAUC(S) umbrella - no progress was made on the matter.

### **5. National & Local Coring Update**

#### **a. National Coring Update**

The Coring Programme has now been completed and the Results submitted to the National Coring Programme Working Group.

#### **b. Local Coring Programmes**

No issues were remitted to this meeting.

### **6. SRWC Report & Performance**

#### **a. SRWC Report**

J.D. summarised the items to be raised on behalf of the Commissioner as follow: -

- The 2016 / 17 Performance Reviews are being drafted and will be issued in late June or early July this year. The Reviews will be issued to the CEOs by letter and copied to the main Contacts by email.
- The link for the new Training and Accreditation Legislation and Guidance is available on the Commissioners Web Site.
- The Tool Box Talks on Traffic Management and Noticing are ongoing. Contact the Commissioner's Office to apply for the training.
- The Newsletter will be issued soon. If you have not been receiving the Newsletter and want a copy sent to you please contact the Commissioner's Office.
- The Commissioner had issued Penalties to CityFibre for breach of safety and failure to comply with Scottish Regulations.

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

L.H.. summarised the Commissioner's numerical and textual Indicators and Statistics Reports as follows: -

- All Organisations should note that where there are comments on poor performance the Commissioner is looking for a response on the actions an Organisation is taking to deal with the apparent problem.
- A Summary Report (Dash Board) has been issued this quarter which provides quick reference to the Organisations performance and a comparison to others.
- The current quarter noticing failures (R2a & R2b) average is 0.07 for roads authorities and 0.07 for utilities. A failure rate of 0.15 or over is considered unacceptable by the Commissioner.

#### **Roads Authorities**

- Dumfries and Galloway – Early starts (R10) have decreased but are still high at 0.31. No Representative was present to comment on this issue.
- East Ayrshire – No areas of concern raised in this quarter.
- East Dunbartonshire – Early starts (R10) remain high at 0.47. Sample Cat A inspections undertaken are still low as reported previously.
- North Ayrshire Council – Early starts (R10) has increased to 0.26.
- North Lanarkshire – R9a Number of works have decreased whilst noticing failures (R2a) have increased to 0.19. R10 Early starts have increased to 0.25.
- South Ayrshire – No areas of concern raised in this quarter.
- South Lanarkshire - R12 Number of work extensions have increased to 0.34

Comment on this problem has already been made.

- Transport Scotland – M77 DBFO - R9a Number of emergency works is at 23% - more clarity required to confirm what this is. No sample inspections carried out.
- Transport Scotland – M8, M73, M74 DBFO – Noticing failures (R2a) have increased further to 0.25. Early starts (R10) continue to be very high at 0.59. No sample inspections carried out. A submission to VAULT should be provided.
- Transport Scotland South West Operating Company - A submission to VAULT should be provided as the last was in July 2016.
- Autolink M6 -Autolink should be added back into the Schedule but a VAULT submission is required. **Action – N.B.**

#### Utilities

- Sky –Retitle as Sky. **Action – N.B.**
- CityFibre - R2b noticing failures although decreased are still high at 0.23. R10 Early starts have increased to 0.27.

The SRWC has recently imposed a penalty on CityFibre for unsafe working practices and continued poor performance.

- EE - Still awaiting a VAULT submission.
- Network Rail – R18 Still outstanding one reinstatement overdue by more than six months. A submission to VAULT should be provided.
- Openreach – Sample inspections Cat A are below 90% pass rate. Still awaiting a VAULT submission
- SGN – Sample Cat A inspections are just below the required 90% pass rate.
- SP Energy Networks - R18 the number of outstanding reinstatements due by over 6 months has increased slightly to 17. R12 Work extensions are still higher than average. Sample inspections Cat A are below 90% required pass rate.
- SSE Telecom - R2b Noticing failures have increased to 0.27.
- Virgin Media – R10 Early starts usage has increased to 0.28. R18 Outstanding reinstatements overdue by over 6 months have increased to 114 and needs attention. Sample Inspections Cat A, B and C inspections are below the required 90% pass rate. A submission to VAULT should be provided.

A meeting with the Commissioner to discuss VAULT took place on 18th April.

D.S. reported that ARA had issued an Improvement Notice to Virgin but five weeks on had not received a response or Improvement Plan. He will escalate this matter to Nigel Myers.

The inspection sample for the Year was overestimated and that will require to be adjusted.

- Vodafone – Statutory sample inspections B and C are below 90% pass rate. R18 reinstatements overdue by more than 6 months have increased to 14.

We have been informed that a VAULT submission is expected to be underway soon.

Although not discussed at the meeting and therefore not minuted there are a number of the Organisations who were not in attendance at the meeting which have problems. These are detailed and can be viewed in the reports. Comment was also made on these S.U.s non-attendance.

All were reminded again that where they have areas of concern reported for the Quarter they must send their comments to the Commissioner's Office indicating how they are dealing with the problems.

## **7. Safety**

### **a. Safety Concerns/Issues**

C.G. commented on a recent problem on the trunk road where an Openreach Operative was working in a manhole adjacent to the 60mph road with no signing or guarding or safety zone. This was extremely dangerous and unacceptable and had been reported to Openreach.

S.S. indicated that Openreach were aware of this matter and were reviewing it and looking at how future works of this nature should be dealt with.

L.C. reported that a Virgin Media Contractor had been asked to stop work as they had no signing and guarding.

L.H. asked if these matters to be raised and discussed at Local Meetings and if they were being minuted. A note of the follow up should also be recorded. In addition if the Representative is not present that should also be recorded.

D.S. reported that they had met with Virgin media to discuss a contractor working on a T.S. route without permission or the required traffic management. A response on the discussion is awaited.

### **b. Traffic Management Issues**

This Item is covered in 7a above.

## **8. Information on Strategic Programmes of Works**

No S.U. or R.A. projects were brought forward to the meeting.

### **b. Superfast Broadband Rollout**

The Programme is still generally on planned Targets. Have achieved nearly 2900 CABS in service across all the 27 Councils in the Rest of Scotland Area, with over 590,000 Premises now connected to the fibre enabled network.

Dumfries and Galloway	192 CABS Live. 34 CABS / 12 FTTP installs in Deployment Plan for This and Next Quarter
East Ayrshire	78 CABS Live. 7 CABS / 6 FTTP installs in Deployment Plan for This and Next Quarter
East Dunbartonshire	45 CABS Live. 3 CAB / 0 FTTP installs in Deployment Plan for This and Next Quarter
North Ayrshire	79 CABS Live. 3 CABS / 3 FTTP installs in Deployment Plan for This and Next Quarter
North Lanarkshire	142 CABS Live. 14 CABS / 8 FTTP installs in Deployment Plan for This and Next Quarter
South Ayrshire	61 CABS Live. 8 CABS / 4 FTTP installs in Deployment Plan for This and Next Quarter
South Lanarkshire	144 CABS Live. 8 CABS / 4 FTTP installs in Deployment Plan for This and Next Quarter

Note – CABS from previous Quarters but delayed may be implemented in this and the next Quarter.

Have held Joint Surveys with Openreach and Council Officers to agree CAB placement at some contentious sites.

Deployment is now getting to the harder to reach areas, where technology is also more difficult to implement. There is now more Exchange Only Line (FTTC EO) solutions required which involves 2 new Streetside Cabinets (or an All In One – AIO – Cabinet solution). Fibre to the Premise (FTTP) deployment is also starting to be rolled out.

The “base” Programme ends in DEC 2017 but there will be further ongoing works associated with “Gainshare” in 2018 and beyond that the “R100 (reaching for 100%)” programme.

## 9. Proposed Changes to Road Designations

The topic of discussion for this Item will be checked out and a response issued to the next meeting.

**Action – J.D.**

C.L. reported that there would be changes in Road Classification resulting from the Cathkin Relief Road. Details will be circulated.

**Action – C.L.**

All should be aware that there is a consultation process where the Reinstatement and or Traffic Sensitivity Classification is to be changed.

## **10. Management and Operation of the SRWR**

J.D. provided a verbal report as follows: -

- The tender process for the next Contract to provide and maintain the Register is ongoing to programme. The Bids were received from the interested Contractors and are now being Evaluated by the Tender Group.
- The invoices were issued for the fees and about 60% have paid. The Organisations should check that their payment was made or will be by the end of May. I.R. will assist any Member who wants further information on their Organisation's payment.
- The uptake on the June Training Courses is good so any member looking for training places should contact the Commissioner's Office as soon as possible. The courses are: -

Tuesday 27 June	SRWR for Promoters	New Statutory Undertaker Users
Wednesday 28 June	SRWR for Promoters	New Statutory Undertaker Users
Thursday 29 June	SRWR for Roads Authorities	New Roads Authority Users
Friday 30 June	SRWR for Licences	Roads Authority Users

- The Experienced Users Course provided by Symology went down well with those who attended.
- As a result of the Commissioner's request to use the system at peak periods only for Register purposes and the reduction in the time out period to 30 minutes the Concurrent Users peaks have dropped to about 250. The Commissioner thanks all for their assistance.

## **11. Gazetteer Report**

The previously circulated Report was taken as read.

All Gazetteer Developers should note the changes in the Specifications.

## **12. Systems Assurance Team**

The previously circulated Report was taken as read.

## **13. Community Apparatus VAULT**

The previously circulated report was taken as read and was discussed above.

## **14. AOCB**

### **a. Training and Accreditation**

All should note the content of the new legislation which was published in April to come into force on the 4<sup>th</sup> September 2017. Operatives will in future require to be reassessed when they need to renew their Card.

**15. Date and Venue of the Next Meeting**

**SW Area RAUC Next Meeting: - Wednesday 23<sup>rd</sup> August 2017**

**Future Meetings: -**

November Meeting      Wednesday 22<sup>nd</sup> November 2017

**Venue – SW Area RAUC – Holiday Inn, Stewartfield Way, East Kilbride, G74 5LA**

The meeting closed at 12.10