**Aberdeenshire Council**

**Local RAUC Meeting**

**5 December 2018 - Council Chamber, Gordon House, Inverurie**

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| Present: | Philip Leiper | PL | Aberdeenshire Council |
|  | Doug Cromar | DC | Aberdeenshire Council |
|  | Anne Buchan | AB | Aberdeenshire Council |
|  | Karen McFarlane | KN | KNN |
|  | Iain Frew | IF | KNN |
|  | Andrew Wilson | AW | KNN |
|  | Duncan MacLennan | DMacL | Open Reach |
|  | Darren Pointer | DP | Scottish Water  |
|  | Ross Anderson | RA | Aberdeenshire Council |
|  | Andrew Hay | AH | SGN |
|  | Philip Burnett | PB | SGN |
|  | Ken Lowson | INEOS | INEOS |
|  | Robbie Wilkinson | RW | Aberdeenshire Council |
|  | Robert Taylor | RT | Aberdeenshire Council |
|  | Ralph Newlands | RN | Aberdeenshire Council |
|  | Susan Milne | SM | Aberdeenshire Council |
|  | Bill Copland | BC | Aberdeenshire Council |
|  | Ken Hood | KH | Aberdeenshire Council |
| Apologies | Craig McQueen | CMcQ | Scottish Water  |
|  | Kevin Skinner | KS | Scottish Water |
|  | Claire Callaghan | CC | Scottish Water |

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| ITEM |  | ACTION |
| 2 | **Minutes of previous meeting** |  |
|  | Overhead cables: Previous meeting it was stated that overhead cables were not permitted, but this is incorrect. Electronic Communications Code was clarified and overhead cables are permitted. [David Armitage] |  |
|  | AWPR: Stonehaven to Dyce should be open next week, Wednesday / Thursday. Don crossing opening date to be confirmed.  |  |
|  | Defective apparatus: should be reported to the utility if the apparatus itself is defective. If it is the surrounding road surface, unless within warranty period, it is up to the authority to repair.  |  |
|  | Distances and visibility query by Darren Pointer was answered. |  |
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| 3 | **Major Works by Roads Authority** |  |
|  | Surface dressing will be classed as Standard Works [to be confirmed]. |  |
|  | DP, DMcL and AW have supplied lists of their upcoming Major Works. Issues with KN in Kincardine & Mearns to be discussed separately after this meeting. |  |
|  | SRWR: Scottish Water, Morrison Construction in Peterhead issues with traffic management. Corrections made after it was reported but lessons to be learned. Contractors must agree traffic management with the local roads office prior to work commencing. |  |
|  | PL asked if utilities had any statistics they could share with us regarding traffic Management. DP advised that they had issues with TM not being checked at weekends. They should be checked three times each day. Darren checks failures and follows up himself every day or two. |  |
|  | BC reported that failures are recorded but no follow up action is taken. Agreed to meet on site to sort out. BC also had some Scottish Water failure examples to pass on to DDP to investigate. | DP BC |
|  | DP to send Kevin Skinner’s details to PL. |  |
|  | KN have confirmed they have inspectors’ details for any issues on site. |  |
|  | KH [K&M Inspector] says he has phoned Scottish Water number to report issues but no call back received. DP will provide his number so he can be contacted directly. |  |
|  | KH reported a fault to KN over 13 times and met on site with personnel but fault still not repaired.  |  |
|  | PL to distribute a template for inspectors to report these faults so can be forwarded to the utility or contractor as appropriate | PL |
|  | RA [Senior Engineer K&M] reported suspended ducts in ditches. This caused issues when trying to clear the ditch. |  |
|  | KH reported a flooding issued to KN - cabling causing a blockage to a ditch drainage offlet. |  |
|  | General feeling by Aberdeenshire Council Roads Inspectors that they are being used by utilities to inspect their assets. |  |
|  | BC had asked for a qualification card from a workforce – no cards were available, no ID on vehicles, not able to determine if they were qualified to work on the road. KN to follow up [contractor CGT?] | KN |
|  | BC reported another squad working on a 60mph road with no TM, no PPE / high vis, and no symology. |  |
|  | PL asked to be cc’d in emails so if no action taken he can follow up. | ALL |
|  | DMacL asked to be phoned / emailed directly regarding failures / complaints. |  |
|  | DP advised he has been passing issues to Claire Callaghan. SW have two different departments so he is not sure why things have not been dealt with PL will contact Claire to discuss.  | PL |
|  | Concerns have been raised that decisions are being made on defective apparatus from an office using maps, rather than on site. |  |
|  | RT raised concerns with multiple symology notices being raised for one location. Notices are not being extended before the end date so effectively working with no notice [job not registered on SRWR]. This makes it difficult for Aberdeenshire Council Inspectors to inspect and to know which sites are live and which are completed. |  |
|  | KN applications for rolling lights are not always appropriate on one permit. Requested that where there are different road sections, one permit application for each section is required. Also some are traffic light requests on U or C class roads which are not suitable – road closures are required. Traffic light set up should include chicanes to slow down vehicles and provide adequate safe clearance. |  |
|  | Utilities advised that they can apply for a 30mph traffic order on roads if they know they will be working in a location over a period of time. |  |
|  | RT advised that duct / mole plough was used when poles could not be installed. Poles should not be installed in ditches. RT to forward details to PL | RT |
|  | BC says there are too many instances of traffic lights being left up when no work is taking place. Also notices are not being left on sites to advise of emergency contact in the event of failure.  |  |
|  | All reminded that work sites with traffic lights must be registered on SRWR. |  |
|  | Conflicts when registering work on SRWR must be investigated before going ahead with work. PL mentioned a recent incident when workforce was already on site when another workforce turned up. Waste of resources and money. |  |
|  | Timescale of work must be realistic when entering it on SRWR and appropriate notice provided. |  |
| 7 | **Performance Monitoring** |  |
|  | Aberdeenshire Council received a poor report from the SRWR Commissioner. An improvement plan is in place which includes* Register surface dressing works as Standard Works
* Training for technical assistants
* Inspectors inspection checks A, B & C
 |  |
|  | K&M are to start using a mobile app which will let us know where they are working. All squads in all areas will be getting tablets in due course. This will track actual start and end of work. |  |
|  | Safety inspections are being trialled in Marr. Inspections can be carried out while work is still being carried out. |  |
|  | Scottish water contractor Morrow is working in evenings and weekends which makes it difficult to inspect works. |  |
|  | SSE communications reported to be acceptable. |  |
|  | Symology checks / inspections – new model to be rolled out to try and share out inspections across all areas. |  |
| 8 | **AOCB** |  |
|  | KN: Karen, [Andy & Iain] will send a list of contact details. Communications with KN should be cc’d to DMacL. IF trying to get companies to rectify work, e.g. GCU and will provide realistic time scales. IF will advise. |  |
|  | OpenReach: DMacL going to start self coring [2 month trial] in carriageway and footway. Not aware of sites in Aberdeenshire. DMacL will share the results. KN have been checking reinstatements and found a few issues which they plan to resolve. |  |
|  | SW: no issues |  |
|  | SGN: AH requested a list of local inspectors / contractors etc. | PL |
|  | INEOS: KL no issues with regard to work in proximity to pipelines, locations etc. May arrange training with attendees at a later date. |  |
|  | DATE OF NEXT MEETING 24 May 2019 |  |

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