

## TAYFORTH RAUC MEETING

The minute of the meeting of the TayForth RAUC held on Wednesday 13<sup>th</sup> November 2019 in Room No. 11, Rothes Halls, Rothes Square, Glenrothes, KY7 5NX (11.00 – 12.30)

### Present

Julie Greig (Chair)	SGN	J.G.
Craig Anderson	Energetics	C.An.
Caroline Auld	Network Rail	C.A.
Stuart Black	Stirling Council	S.B.
Angus Carmichael	Scottish Road Works Commissioner	A.C.
Norman Carnegy	USPUG	N.C.
David Corsar	Stirling Council	D.C.
Gerry Cullen	Traffic Scotland	G.C.
Karyn Davidson	Vodafone	K.D.
Graeme Dunipace	SPEN	G.D.
Jane Dunlop	O.S.R.W.C.	J.D.
Clark Findlay	Ineos FPS	C.F.
Stephen Fisher	Century Link	S.F.
Jim Forbes	CityFibre	J.F.
Katrina Hardy	Ineos O & P Pipelines	K.H.
Owen Harte	Virgin Media	O.H.
Lisa Haston	SPEN	L.Has.
David Hearty	EE / MBNL / 3	D.Hea.
Colin Heggie	Perth and Kinross Council	C.H.
Douglas Hill	Angus Council	D.H.
Ewan Hogg	Falkirk Council	E.H.
David Hunter	GTC	D.H.
Ian Jones	Fife Council	I.J.
Matthew Lannen	Tay Road Bridge Joint Board	M.L.
Fiona McInnes	Scottish Water	F.McI.
Duncan MacLennan	Openreach	D.MacL.
Peter MacNab	BEAR Scotland N.E & N.W.	P.MacN.
Ronald Murray	Petroineos	R.M.
John O'Neill	Dundee City Council	J.O'N.
Susan Pickard	LastMile	S.P.
Kat Quane	Scottish Government	K.Q.
John Russell	Amey /F.R.B. / Q.C.	J.R.
Ruth Scott	SSE Telecom	R.S.
Ally Schofield	Clackmannanshire Council	A.S.
Kevin Skinner	Scottish Water	K.S.

### In Attendance

George Borthwick	RAUC(S) Sec.	G.E.B.
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### Apologies

Jj Van Gran	Century Link	J.V.
Douglas Haughey	Century Link	D.H.
Alan Hutcheson	Tay Road Bridge	A.H.

## Apologies (Continued)

Stephen Kitt	Amey S.E.	S.K.
Robert McFarlane	Energy Assets	R.McF.
Hazel Moore	Bear Scotland N.E.	H.M.
Chris Murray	Sky	C.M.
Shannon Riley	Amey S.E.	S.R.
Tommy Smith	Shell	T.S.
Elaine Stewart	SPEN	E.S.
Scott Walker	Clackmannanshire Council	S.W.
Robert Young	Scottish Government	R.Y.

### 1. Introduction

Julie Greig, in the absence of Chris Skivington, welcomed all to the meeting.

The apologies were recorded as above.

### 2. Approval of Previous Minutes.

#### a. Accuracy

The minutes of the last meeting held on 14<sup>th</sup> August 2019 were agreed as read.

Change Examination Organisations to Awarding Organisations.

#### b. Action Tracking

See the Action Tracking Summary Report with the additional note as follows: -

The meeting will move to Room No. 10 which is larger and although the tables will be the same as in Room No, 11 there will be more room to sit.

The suggestion was made that the Balcony is used for the premeetings along with Room No. 10 alternating between the R.As and S.U.s. The Secretary was asked to indicate on the Agenda who is in the which room.

**Action - Secretary**

### 3. Local RAUC Reports

The Representatives of the Local RAUC's reported as follows: -

Central Local RAUC: D. O. N. M. 12-12-19

No issues were remitted to the meeting.

Fife Council Local RAUC: D.O.N.M. 14-01-20

- SPEN were asked to provide more extensive programmes to future meetings. The programme should include all schemes for at least a year in advance.
- The performance of Virgin Media is being monitored monthly with consideration being given to issuing an Improvement Notice.
- Traffic Signals and bus stops affected by works are not being bagged. Some S.U.s provide the service and BEAR Scotland would require it as a matter of course. One-man operation is not an excuse and it needs to be done. The requirement for the T.M. should be planned and include the bagging and / or signing provision.

- When requesting / issuing a TTRO consideration needs to be given to the bin collection and how it can be arranged.
- TTRO applications still give problems with the need for discussion and site inspection prior to submission. The R.A. needs to be advised if the work is running early or late which affects the advertised dates of the TTRO.

R.As will return unsatisfactory applications which could affect the planned start date for the scheme.

- A suggestion was made that a Working Group be set up to review TTRO management in an effort to get some standardisation and improved application and use. Further discussion is required on this Item to consider what would be looked at out with what is already specified.

**Action – J.G. / Secretary**

TayRAUC Local RAUC: D.O.N.M. 28-01-20

- There was a better attendance at the TAY Local Meeting and the combined format will continue for the present.
- For the second consecutive meeting, SSEN had not provided a Representative or a programme.
- Two S.U.s had been passed to the Debt Department for non-payment of Inspection Penalties. J.G. indicated that SGN had recently had problems with payment requests and the R.As were asked to check that they were issuing the paperwork to the correct Departments / Contacts.

#### **4. Feedback from RAUC(S) Meeting 4<sup>th</sup> September 2019**

The previously circulated draft minutes were taken as read.

##### **a. RAUC(S) Committee Recruitment**

The meeting noted that the Groups were now fully represented.

##### **b. Inspections Code of Practice (Final Draft)**

- The Inspections Code had been revised following the previous consultation. The “final draft had been circulated and the intention was to have it approved at the December RAUC(S) Meeting. JF had submitted a further request for clarification to be added. This would be reviewed and if required incorporated into a version to be submitted to RAUC(S). Advice Note No. 15 had been reviewed and incorporated into the new Code. When the Code is published the Advice Note will be cancelled.

##### **c. Transport Bill Update Report**

- The Transport Scotland Bill was passed by Parliament on 14<sup>th</sup> October and subsequently given Royal Assent on 10<sup>th</sup> November. The Bill is now referred to as the Transport (Scotland) Act 2019.

Further comment was made as follows: -

- Commencement of the sections of the Act will be prepared over the next year to two years which will bring them into operation.
- All should be reviewing the content of the Act and be making plans for the future introduction of the Sections.
- The Acts (NRSWA, Transport (Scotland) Act 2005 and the new Act) will need to be referred to individually when making a decision.
- The first actions are likely to be to make the Red Book mandatory and to remove the financial liability from the Commissioner.

- The Commissioner will have the ability to create an inspectorate. The inspections will in the early stages be random and will be carried out on R.A. and S.U.s sites. The Inspections can also be extended to the Organisation's offices if required.
- Regulations will be prepared as and when they are required. They will be subject to consultation.
- The Commissioner is arranging an event at Victoria Quay early in April to introduce the Act. It may be possible to provide coverage of the event via Skype or another platform. Attendance is for middle / upper management Representatives.
- K.Q. intends to prepare and issue a user guide to the Act.

#### 4a. RAUC(S) Committee Recruitment

The meeting noted that the Groups were now fully represented.

### 5. National & Local Coring Update

#### a. National Coring Update

C.McQ. reported as follows: -

- Socotec have delivered cores to the various depots as requested and any missing cores are being requested.
- There are some sites which have been missed and these are being chased up. C.H. noted that the Virgin Media cores are still to be delivered.
- The timeline for checking and agreeing the cores with the S.U.s is the end of the month. All should be pushing forward to comply with the date.
- Some cores are reported to have been taken at the wrong location and S.G.N. have asked for the agreed sites to be cored.
- Concern was expressed about the lack of daily whereabouts information during the coring.
- The performance so far has been much better than on the last programme.

#### b. Local / Internal Coring Programmes Update

C.H. reported that P&K are coring on their own sites with their own trained crew then sending the cores to a laboratory for testing and reporting.

J.G. asked C.H. for more information on their operation.

### 6. SRWC Report & Performance

#### a. SRWC Report

A verbal SRWC Report was provided as follows: -

- The Performance Reviews were sent out in September. Several Organisations have been asked for reports on areas where their performance did not appear to be satisfactory.
- 2 R.As were on a first stage warning for penalties being issue but these have been cancelled. 4 Other Organisations are now on first stage letters.
- The Annual Accounts 2018 / 19 have been signed off and are due to be published. The Annual Report 2018 / 19 is being drafted.

## **b. SRWC Indicators and Statistics**

Comments on the previously circulated Dashboard Performance Report were as follows: -

- All were reminded that where their performance is in the red category they should submit comments to G.M. via [enquiries@roadworks.scot](mailto:enquiries@roadworks.scot).
- The general performance is improving across the Community but Virgin Media and SGN appear to have slipped a bit.
- The revised targets are a bit higher which requires more effort to achieve the required standard.
- Escalation with some Organisations is becoming more common.

### **e. Improvement Plans**

No Improvement Plan requests had been issued by R.As to S.U.s in the last quarter in the TayForth Area.

## **7. Safety**

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

Safety concerns were raised as follows: -

- A number of Safety Bulletins have been issued. These should be checked and where appropriate circulated to the relevant personnel.
- S.G.N. reminded all that risk events relating to their plant need to be phoned in immediately with the required reports submitted after.
- Lindsay Henderson is continuing to attend the Training and Accreditation Group which is currently preparing the bank of questions to be used in the future accreditation tests.
- K.Q. indicated that Westminster were looking for good examples of recording and actioning strikes on plant. K.Q. asked for any Organisation which has a tried and tested system of recording to contact her and provide her with information. This is not a check on who has a good or bad history of strikes but is a survey to find the best practice in this problem.

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

The time estimates on Notices for works are often excessive and may be being used to minimise overruns and / or works extensions. SGN indicated that as plant grew older there were occasions when replacement plant Items were not available off the shelf and this delayed work completion however the problem was noted, and efforts would be made to provide the best estimates. This problem can often give other Organisations planning problems due to conflicts setting their work programme back.

R.As asked for all reinstatements to be completed and the site closed as soon as possible after the plant repair was completed.

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

### **a. Roads Authorities**

The Committee noted the following R.A. works: -

Fife: -

The following events are planned: -

No major works but embargoes were recorded on the Register for Christmas light switch on events and for the increased shopping traffic.

Perth & Kinross, Falkirk and Stirling Councils made the same reports.

Clackmannanshire: -

A907 between Parkmill Roundabout, Alloa and Marywood Roundabout, Clackmannan - Dates TBC - Carriageway Resurfacing and Drainage Works which will see weekend lane closures with convoy working and road narrowing during the working week.

Dundee: -

There is a major event being planned for Friday 22 - Sunday 24<sup>th</sup> May 2020 in Camperdown Park, Dundee. More details will be provided in due course.

BEAR Scotland: -

A9 dualling between Luncarty and Birnam

An overnight closure is programmed for 28<sup>th</sup> to 30<sup>th</sup> November.

b. Statutory Undertakers Works

The CityFibre programme of work is ongoing in Stirling.

SGN have recorded their works on the Register. There is a scheme with a closure, about to commence in Perth affecting Glasgow Road.

Energetics have been appointed to carry out two schemes which they will add to the Register.

Energetics / LastMile – The Energetics part of the Organisation is the operational wing and Last Mile has the Code Powers. The press release will be circulated via the Secretary.

**Action - Secretary**

c. Forth Bridge Crossing

The works on the Forth Crossing are all recorded on the Register. Overnight working is programmed for the road between Junction 1 and 2.

The contraflow on the Forth Road Bridge is ongoing and will be in use until February 2020 so the bridge remains unavailable for diversions.

Driverless buses are to be introduced on the route between Ferrytoll Park and Ride and Edinburgh Gateway Train / Tram station. Road trials are due to be commenced.

d. Superfast Broadband Update

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 Tayforth area are within the North and Central 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**

On designation Changes were reported.

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

A verbal SRWR Report was provided as follows: -

- The Fees and Amounts Consultation is open at present but closes on 13<sup>th</sup> January. All were encouraged to respond.
- The draft Matrix has been circulated to help Organisations with budgeting in 2020. The total cost has risen from £855k to £911k. This is due to the deferred income having been spent in last two years.
- The payment period for the fees will return to 60 days from 1<sup>st</sup> April. This is a statutory charge and must be paid within the period. An estimate will be issued to each Organisation in March to allow payment arrangements to be put in place. There may be a change to that estimate, but it would only be small.

### **Aurora**

- Aurora will be rolled out on 6th April.
- The transition training will be free online during March, April and May. All Operators must complete the Modules to a satisfactory standard before they will be given access to the Register.
- Ongoing training for the Register will be in the same format i.e. free online. New operators will require to complete certain modules before they are given access to the Register. The cost of the training modules will be paid for within the Fees and Amounts so all should take advantage of being able to refresh their knowledge at any time they are available to do so. There will be a saving to all Organisations as there will be no requirement for subsistence or travel to Larbert for the courses.
- Areas of Interest – A letter and reminder has been sent to all Organisations explaining that automatic transfer of their existing Areas of Interest is not an option and they must provide updated Areas. Assistance is available for the process. Failure to meet the requirements will result in a default being provided which could result in all Scotland Notices etc being sent to that Organisation. All should note that the deadline has passed and time to catch up may only be given as a goodwill gesture.
- The following Organisations have joined the Register: -

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.

- The App questionnaire was closed but if any Organisation which uses the Apps and did not reply but still wish to comment should contact I.R.

#### **a. Gazetteer Report**

- The last upload was via Improvement Services who on that occasion used the Symology validation package.
- Some R.As have a problem with the Maintenance tool they were using for their Gazetteer. The provider is now asking for a payment to update the package to deal with the Convention Revisions. The Commissioner has indicated that he is not prepared to become involved with this matter as it is up to the R.As to decide which package they use.

#### **b. Systems Assurance Team**

A verbal SAT Report was provided as follows: -

- The SAT has carried out the first Audit of Aurora and their feed back was positive. The second Audit will be carried out in December. A version will be issued to SAT to allow the team members to continue auditing but in house.

#### **c. Community Apparatus VAULT**

- A reminder was issued to all to keep their data up to date.
- A revised FAQ sheet will be provided on the Website.
- Openreach are working towards providing data on VAULT. They are proposing a different way of issuing the data which will be trialled before it is introduced.
- The new Act makes it mandatory to provide data to VAULT.

### **11. AOCB**

#### **a. List of Plant Protection Systems**

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

#### **b. Emergency Contact Schedule**

This Item will remain on the Agenda and the Version of the Schedule current at the time will be circulated. All should check their record and inform the Secretary of any changes. The Schedule will be posted on the Web Site under Community Contacts.

#### **c. Traffex Scotland**

This event is on at the SECC in Glasgow over the 13<sup>th</sup> and 14<sup>th</sup> November.

#### **d. SGN – Use of The App**

J.G. indicated that SGN were asking if there was the possibility of raising/requesting Emergency Notices using the Work Promotor App. Even a notation showing on the task list.

e. SPEN Contractor

The R.As noted that Clancy Docwra is no longer working in the TayForth Area. They will complete outstanding orders before moving out of the Area. Sprat is the new Contractor. L.H. will send the contact details to the R.As.

SGN have had received a couple of calls regarding the use of grey safety barriers. Can all RA's / SU's be aware that SGN are no longer the only company using GREY barriers.

f. RAUC(S) Community Constitution

J.F. informed the meeting that a meeting with M.P. and A.R. was arranged for the 26<sup>th</sup> November to discuss the RAUC(S) Community Constitution. Amongst other topics the meeting will review the number of meetings, numbers of Representatives attending meetings and the meeting agenda. The Group will report to the Community in due course.

g. Retiral of Peter MacNab

Peter MacNab informed the meeting that he was retiring, and this was his last attendance at TayForth. The new Representative from BEAR Scotland would be Mike Gray and his contact details would be circulated.

J.G. on behalf of the Community thanked Peter for his work and input to the meetings over the years and wished him a long and happy retirement.

h. HAUC UK Conference 2020

The Conference will be held on 14<sup>th</sup> May 2020 in the Emirates Old Trafford Cricket Ground in Manchester. All were encouraged to attend this free event.

**12. Date of Next Meeting: - Wednesday 12<sup>th</sup> February 2020**

**Venue: – Room No 10 Rothes Halls, Rothes Square, Glenrothes, KY7 5NX**

**Future Meetings Dates: -**

May Meeting	11.00 am Wednesday 13 <sup>th</sup> May 2020
August Meeting	11.00 am Wednesday 12 <sup>th</sup> August 2020
November Meeting	11.00 am Wednesday 11 <sup>th</sup> November 2020

The Meeting finished at 12.40