



## NORTH of SCOTLAND AREA ROADS AUTHORITIES & UTILITIES COMMITTEE

### Minutes of the QUARTERLY MEETING

**Date: Wednesday 5<sup>th</sup> August 2020**

**Meeting held online on MSTEAMS**

#### **Present:**

Tommy Deans (NoSRAUC Chair)	T.D.	BEAR Scotland N.E. / N.W.
Kevin Abercrombie	K.A.	Aberdeen City Council
David Armitage	D.J.A.	Aberdeenshire Council
Caroline Auld	C.A.	Network Rail
Clare Callaghan	C.C.	Scottish Water
Angus Carmichael	A.C.	Scottish Road Works Commissioner
Karyn Davidson	K.D.	Vodafone
Jane Dunlop	J.D.	O.S.R.W.C.
Jim Forbes	J.F.	CityFibre
Darren Grant	D.G.	SEEN
Mike Gray	M.G.	BEAR Scotland N.W.
Julie Greig	J.G.	SGN
Carol Griffiths	C.G.	Lastmile
David Hearty	D.H.	MBNL / EE
Rob James	R.J.	Network Rail
Carole McDonald	C.McD.	CityFibre
Donald Macleay	D.A.Macl.	Western Isles Council
Alison MacLeod	A.MacL.	The Highland Council
Craig McQueen	C.McQ.	Scottish Water
Hazel Moore	H.M.	BEAR Scotland NE
Kevin Price	K.P.	The Moray Council
Kat Quane	K.Q.	Transport Scotland
Iain Ross	I.R.	O.S.R.W.C.
Kenny Roy	K.R.	Orkney Islands Council
Stephen Scanlon	S.S.	Openreach
Ruth Scott	R.S.	SSE Telecom
Antony Thorpe	A.T.	Balfour Beatty (AWPR O & M)
Peter Walton	S.F.	Century Link
Mark Wilson	M.W.	GTC

#### **In Attendance:**

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

## **Apologies:**

Gerry Cullen	G.C.	Traffic Scotland
Fiona McInnes	F.McI.	Scottish Water
Duncan MacLennan	D.MacL.	Openreach
Tommy Smith	T.S.	Shell

## **1. Welcome and Introductions**

Tommy Deans (BEAR Scotland), welcomed all to the meeting and thanked them for attending.

Apologies were recorded as above.

## **2. Minute of the last Meeting held on 6<sup>th</sup> May 2020**

### **a. Accuracy**

The Minutes of the previous meeting held on Monday 6<sup>th</sup> May 2020 on MS TEAMS were agreed as read.

### **b. Matters Arising**

Matters arising from the previous meeting are recorded on the Action Tracking Summary.

## **3. National Coring Update**

C.McQ. provided a verbal update on the National Programme as follows: -

- Following the collation of the results the Final Report had been drafted and subsequently published on the Commissioner's web site.
- Collating the results had been problematic but in the end all matched.
- The overall performance was 88% pass on 1666 cores which was up 6% on the performance in the last programme.
- The primary problem causing failures was layer depth.
- The NoS Area results were 90% On 251 cores.
- The performance in the 5 Areas was NoS Area – 90% / TayForth Area – 92% / WoS Area – 90% / SE Area - 79% / SW Area 90%.
- Western Island Council were thanked for taking part in the programme.
- Thanks were recorded to Craig McQueen, Ian Jones, the Lead Authorities and all who had assisted in completing the Programme.

## **4. Matters Arising from RAUC(S) Meeting – 1<sup>st</sup> July 2020**

The previously circulated draft Minutes were commented on as follows: -

- The concern raised by NOSRAUC about the depth of plant in the verge is to be considered as part of the review of the SROR which is due to be carried out.
- R.As should take a pragmatic approach to how the deal with materials used during the lockdown.
- Active travel is being promoted. Spaces for people should be recorded on the Register as non-works disruptions. All should remember, as always, to accommodate pedestrians through sites and not to forget people with mobility issues.

- Aberdeenshire submitted text which was being used by that Council in permits for third party works during the Covid 19 pandemic. It indicated that works must be carried out in accordance with Scottish Government guidance.
- The SRWC has been monitoring works being carried out by Organisation over the period of the lock down. From a low level of works Organisations were starting to build up the action on their programmes with some near to their normal level of business.
- Jim Forbes (CityFibre) is now the S.U. Co-Chair replacing Alex Rae who had completed his 2-year tenure of the post.

a) RAUC(S) Working Group Recruitment

The schedule is currently up to date.

b) Scottish Government Update

K.Q. updated the meeting as follows: -

- The Scottish Government are issuing updated guidance today and a paper would be issued on 5<sup>th</sup> August via the Secretary. The guidance for Road Works would be unlikely to change but the paper should be checked when received.
- There is the potential for local lockdowns to be issued in which case there would be a rollback of easement of restrictions and further guidance would be issued for the relevant area.
- K.Q. will issue a link to guidance on dealing with employees who are shielding.
- Walking and cycling was being recommended to reduce the use of public transport and private cars.
- The demand for Nitrile protective gloves is high and may have created a procurement problem. There are, however, alternatives and they can be readily sourced.
- Due to the ongoing problems created by the Covid 19 pandemic there is a further delay on the publication of the Commencement Orders (including the Schedule) for the Transport (Scotland) Act 2019. It will be issued as soon as possible.
- Statistics on the Covid 19 pandemic can be found on the Scottish Government web site.

## 5. SRWC Report & Performance & Management

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

### SRWC Indicators and Statistics Reports

- A revised Dashboard will be circulated to deal with the errors in Report 16 which had been noted.
- Due to the low work levels caused by lockdown in the reported Quarter, the results were skewed. This was likely to carry over into the current Quarter but should be returning to something like the normal levels in Quarter 3. This was being taken into consideration by the Commissioner in the monitoring.
- All Organisations should be monitoring the results and where in the red band they should make comment to via the Enquiries email address to the O.S.R.W.C.

### SRWC Report

- The Annual Performance Review for 2019 / 20 is being drafted and will be issued in due course.

- All Organisations under review have submitted their Improvement Plans for the first quarter and meetings with the O.S.R.W.C. have been set up. The submission date for the Q2 plans is Friday 16<sup>th</sup> October 2020
- Although the Covid 19 working arrangements have eased any new guidance will be issued to primary contacts as well as being added to the information recorded on the Web Site. The previous guidance is still available on the Web Site and where relevant they are marked as superseded. If any Representative is not receiving updates, they should contact Jane Dunlop at the O.S.R.W.C.
- In relation to performance on the National Coring Programme, letters have been sent from the Commissioner to 6 Organisation advising them that he intends to take enforcement action. These Organisations can now submit information to mitigate their level of performance prior to the next stage in the process.
- The SRWC / Transport Scotland Seminar which was cancelled due to the Covid 19 Pandemic is under consideration for possibly being held in early April 2021. Further information will be given in due course.
- The Prescribed Fees and Amounts invoices were all finally paid albeit with some paying them late. These are Statutory Invoices and must be paid within 60 days after the 1<sup>st</sup> April and all Organisations must ensure they make the payment within the time in 2021.
- The SRWC has been appointed to carry out the review of the SROR and all Organisations (21) who responded to the request for comments / suggestions for the review are thanked for their submission.

I R. provided a verbal report as follows: -

#### SRWR Report

- The new version of the Register has been rolled out and is now being used by the Community and has been generally found to be satisfactory. Some problems have been reported especially with extracting reports / enquiry data. If any Organisation has experienced this or any other problem, it should be passed to the Support Desk and if the response is not considered satisfactory it should be escalated to Iain Ross.
- The transition training as available online and will be provided until about 13<sup>th</sup> September. New System Training will then cover any ongoing training for existing users and for new Operators on the Register. The Training is free and can be used at any time.
- The SDTF revision which was due to be rolled out this year will now be introduced on 1<sup>st</sup> February 2021 and all R.As should have made the required revisions to be ready for that date.
- The SAT has been fully occupied with the audit of the new version of the Register but will at their next meeting commence reviewing Change Requests and other general tasks.

## 6. Improvement Notices – Action Tracking

It was noted that no Improvement Notices had been issued in the NoSRAUC Area in the last Quarter.

### Items Nos 3 / 7 / 8 Local RAUC Reports / Safety / Information on Strategic Programmes of Works

#### Aberdeen City Council – K.A.

- The works programme is starting up again with social distancing observed.

- Spaces for people have been using up the Operations resources so that has slowed the return to normal working.
- CityFibre are now working normally in the City.
- Work on the Haudagain Roundabout improvement scheme has recommenced.

#### **Aberdeenshire – D.J.A.**

- The works programme is starting up again with social distancing observed.
- Committee approval is required for works over £50k and that is holding up progress.
- Spaces for People has been introduced in 7 of the 10 towns in the Council Area. The sites are recorded on the Register as non-works disruptions.
- They are working to the national guidelines and reviewing the sites as required.
- Public return to work will change the pattern of movement.

#### **Highland Council – Alison MacLeod**

- Operating much as above with additional approvals required for schemes. Sites are on or will be added to the Register.
- A Local RAUC Meeting will be arranged.

#### **Moray Council – K.P.**

- There has been a slow restart to the programmed works which will be reduced from that originally agreed.
- The Surface Dressing programme has commenced.
- Openreach is the busiest S.U. in the Area.

#### **Orkney Islands Council – K.R.**

- Much as the above R.As
- Revenue schemes are on hold.
- Capital schemes are going ahead.
- Inspections are being carried out as required.
- No Spaces for People have been required.

#### **Western Isles Council – D.McL.**

- The works programmes are starting up again but on a limited budget.
- The quarries have provided a programme for times when materials will be available. Discussions are ongoing with the S.U.s to try to tie in their works with the quarry opening periods. It appears that the second half of September will be a busy period.
- The Local RAUC Meeting will be held on MS TEAMS on 4<sup>th</sup> September.

#### **Aberdeen Western Peripheral Road – A.T.**

- Routine maintenance programme ongoing.
- Overnight resurfacing is programmed for mid-September on the A92 Tipperty to south Ellon section.

#### **BEAR Scotland N.E. - H.M.**

- Overnight resurfacing of the A96 is programmed for the east end of Nairn.

- Discussions are taking place with SGN regarding their scheme affecting the A96 from Raigmore roundabout toward Inverness.
- Walton Utilities working for Scottish water should have Sector Scheme Approval.
- Discussion is needed on 24 / 7 Traffic Management on works in Elgin on the A96. It may be necessary to provide manual control during the traffic sensitive periods.
- All Utilities should consider working on the Trunk Roads overnight to minimise traffic disruption.
- The Media in areas affected by works should be used to inform the public of anticipated disruption.

#### **BEAR Scotland N.W. – M.G.**

- The work programmes have restarted with work arranged to fit in with S.U. work where relevant.
- Resurfacing on the A9 north of Inverness programmed for August / September using Convoy traffic control.
- The A9 Dualling between Perth and Birnam has now restarted.
- A9 Berriedale should be completed by the end of August with the safety audit to be carried out.
- The transporting of a transformer to Fort Augustus from Inverness on the A82 will affect traffic on 6<sup>th</sup> September.

#### **Century Link - Peter Walton**

- Only carrying out reactionary works where required.

#### **Robert Young – Digital Scotland**

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 North of Scotland are within the North Contract Area.

BT/Openreach have been awarded the Central and South Contracts. 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.

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

#### **CityFibre – J.F**

- J.F. thanked those who had responded to his recent email request for information on Inspections and asked those who had not yet done so to reply to him.
- Work was now ongoing in Aberdeen and in Highland. Where problems cropped up they were being discussed and hopefully suitable solutions found.
- Suitable PPE and signing had been provided in relation to the Covid 19 Pandemic.

#### **GTC – M.W.**

- Services were being installed where required.

### **LastMile – C.G.**

- There had been a slow return to the restart on works,
- Some employees still on furlough.

### **EE / MBNL / 3 – D.H.**

- All ongoing works are recorded on the Register
- All requirements to meet the Covid 19 guidance was in place.

### **Network Rail – C.A.**

- Work programmes are now back to normal.
- All works are recorded on the Register

### **Openreach – S.S.**

- All work is recorded on the Register
- An internal coring programme is due to commence on Direct Labour and Contractor's sites

### **Scottish Water – F.McI.**

- Generally home working.
- The works programme being carried out is restricted.
- Reprogramming the works which have been delayed is ongoing including predesigning the T.M.
- Cancelled TTROs will need to be rearranged.
- First time reinstatements are being used wherever possible.
- The staff are tidying up the various "to do" lists on the Register.

### **Scottish Water – C.McQ.**

C.McQ. commented as follows: -

- Night works can be accommodated but there are extra costs associated with doing so and there are operational issues caused by the lost day time working.
- Replacement Covers and frames are available for resurfacing / reconstruction schemes, but the warranty of the works have to be considered.
- On the Nairn resurfacing it is noted that defect notices had been issued on some of the covers and frames.
- The problem of rattling covers on the A95 in Aberlour needs to be resolved. Scottish Water can replace the covers and frames but the matter of who pays needs to be agreed.
- The embargo on the trunk road in Fort William over the summer is not recorded on the register which is giving rise to problems with ironwork repairs. This needs to be discussed and an agreement established.
- The need for Sector Scheme Approval for S.U. Contractors working on the trunk roads needs to be discussed as there appears to be differing views on the requirement.
- These operational matters all need to be reviewed by Bear and Scottish Water and dealt with out with this meeting.
- Works have been slow to resume but there will be sites operating South of Loch Ness, Wick, and in the Western Isles. As noted above there are problems getting quarry materials in the Western Isles.

- The internal coring programme will be recommenced dealing with all sites back to the start of the lockdown.

#### **SGN – J.G.**

- The programmed works are now restarting with risk assessments carried out to deal with Covid 19 problems. Sites are being discussed with the R.As where considered necessary.
- The spaces for people locations may present problems where work is required. These will be raised with the R.A. where they arise. A pragmatic response is needed.
- The internal coring programme has restarted and Inspections (including Joint) are being accommodated.
- J.F. noted the above and will add it to his Inspection survey spread sheet.

#### **SSEN – D.G**

- Works programme starting up over the network.
- Internal Coring will be carried out.

#### **SSET – R.S.**

- The programmed works are on the Register.
- There are no major schemes in the area at present.

#### **Vodaphone – K.D.**

- The programmed works are on the Register.
- There are no major schemes in the area at present.

### **8. Safety**

T.D. asked all Representatives to share Safety Bulletins with their colleagues and remember to provide mobility facilities when setting up Traffic Management and Barriers on sites.

### **9. AOCB**

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

The list would be circulated to each meeting and all were asked to check the data and advise the Secretary of any additional information or changes so that it could be kept up to date on the Web.

#### **b. Emergency Contact Details**

The list would be circulated to each meeting and all were asked to check the data and advise the Secretary of any additional information or changes so that it could be kept up to date on the Web.

#### **c. Network access Forms**

J.F. asked if there was any progress developing them on the Register as previously agreed. There was no knowledge at this meeting so J.F. will ask M.P. for an update. **Action – J.F.**



**d. SRWC Retiral**

T.D.. noted that this was the Commissioner's last attendance at NoSRAUC as he was retiring in September. On behalf of NoSRAUC he thanked Angus for the way he had dealt with a challenging post over the last 5 years. He had dealt with matters in a firm but fair way. He wished him a long and happy retirement doing the things he wished to do.

The Commissioner indicated that he would have preferred to have attended real meetings to say goodbye but, in the circumstances, the virtual meetings were the only sensible solution. He was pleased to have seen the introduction of the new version of the Register and the steady improvement in performance over the five year period and he hoped that this would be continued. He thanked all for their kind wishes

**10. Date and Venue of Next Meeting**

The Next Meeting will be held on **Wednesday 4<sup>th</sup> November 2020 (11.00)**

**VENUE – MS TEAMS**

**Future Meetings: -**

To be agreed.

The Venues are arranged for 10.30am with the meeting starting at 11.00am

**Meeting Venues to be confirmed: -**

\*\* The Learning Centre Meeting Room, The Highland Archive Building, Bught Road  
Inverness, IV3 5SS

\*\*\* The Beach Ballroom, Beach Promenade, Aberdeen, AB24 5NR

The Meeting Closed at 12.30