



**WEST of SCOTLAND AREA ROADS AUTHORITIES & UTILITIES
COMMITTEE**

**Minutes of the
QUARTERLY MEETING**

Date: 25th May 2021

Meeting held on MS TEAMS

Present:

Stephen Scanlon (Chair)	S.S.	Openreach
David Allen	D.A.	Amey (South West)
Caroline Auld	C.A.	Network Rail
Kelly Bibby	K.Bib.	ABS Street Works / Lastmile
Kevin Burns	K.B.	Inverclyde Council
Clare Callaghan	C.C.	Scottish Water
Rachel Callaghan	R.C.	Amey / M8 DBFO
Joao Carmo	J.C.	SPEN
Gavin Cook	G.C.	East Renfrewshire Council
Lesley Craig	L.C.	Renfrewshire Council
Alan Crozier	A.Cr.	Energy Assets
Karyn Davidson	K.D.	Vodafone
Jim Forbes	J.F.	CityFibre
Claire Gardiner	C.G.	Transport Scotland T.S.
Mike Gray	M.G.	Bear Scotland N.W.
Julie Greig	J.G.	SGN
Barry Hall	B.H.	GTC
Frederick Hart	F.H.	Argyll and Bute Council
Liz Jack	L.J.	Scottish Government (TS / SG)
Claire Kirkpatrick	C.K.	West Dunbartonshire Council
Andrew Matheson	A.M.	Virgin Media
Katrina Quane	K.Q.	Scottish Government (TS / SG)
Kevin Hamilton	K.H.	Scottish Road Works Commissioner
Carole McDonald	C.McD.	CityFibre
Fiona McInnes	F.McI.	Scottish Water
Craig McQueen	C.McQ.	Scottish Water
Christopher Murray	C.M.	Sky
Ronald Murray	R.M.	Petroineos
Ruth Scott	R.S.	SSE Telecom
Lewis Stacey	L.S.	ABS Street Works / Lastmile
Callum Stewart	C.S.	Glasgow City Council
Elaine Stewart	E.S.	SPEN
JJ Van Graan	JJ.V.G.	Centurylink
Alistair Wales	A.W.	Verizon

In Attendance:

George Borthwick G.E.B. Secretary to RAUC(S)

Apologies:

Jamie Barr	J.B.	East Renfrewshire Council
Gerry Cullen	G.C.	Transport Scotland T.S.
Jillian Donaldson	J.D.	Renfrewshire Council
Owen Harte	O.H.	Virgin Media
David Hearty	D.H.	MBNL-EE/3
Allan MacKechnie	A.MacK.	SSEN
Clare O'Brien	C.O'B.	Argyll and Bute Council
Alex Rae	A.R.	SGN
Iain Ross	I.R.	O.S.R.W.R.
Allan Stewart	A.S.	Amey / M8 DBFO
Scott Sutherland	S.S.	Amey / M8 DBFO

1. Welcome, Attendance and Apologies

Stephen Scanlon welcomed all to the West of Scotland Area RAUC meeting which was being held on MS TEAMS.

Apologies were recorded as listed above.

1a. Virgin Media - Recycled Aggregates

Paul Tapley

The use of Recycled Materials was included in the SROR but the problem has been sourcing them in an environmentally efficient way e.g. reasonable travel distances.

On the current graph there will be, by 2030, a need for the equivalent of two Earths to produce the required materials.

- The construction industry only makes up 6% of Scotland's GDP, but it is the largest consumer of natural resources by sector (>50%)
- Approximately 29 million tonnes of aggregates are used annually in Scotland as raw construction materials, That's 5.5 tonnes per head of capita each year
- Only 20% of Scottish aggregate demand is met with recycled or secondary products compared with a UK rate of 28%
- To move towards more sustainable methods and reduce the consumption of primary aggregates from quarries would reduce the industry's carbon footprint by 59%

The SROR requires materials used in the reinstatements to conform to the specifications contained therein.

Virgin Media intend to use recycled materials in the layers below the blacktop.

The 2019 Act was introduced to accelerate environmentally friendly operation and increase the use of recycling.

A plant at Livingston has been constructed to receive excavated materials, separate them, crush them as necessary, screen them and store the graded material ready for use in reinstatements.

Demolition materials are also received and included in the process.

The use of the recycled materials reduces the use of fossil fuels and water (the water used by the plant is recycled)

There is a plant under development in Glasgow which will provide the same service and be ready to deliver recycled materials by mid-summer.

A sludge material is left at the end of the process. In conjunction with Stirling University the possibility of producing bricks is being investigated.

Under the WRAP initiative, Certificates are awarded to recycled aggregates that are produced in accordance with protocols and specifications.

A site in Glasgow was recently reinstated using the recycled aggregates to demonstrate its ability to meet standards and specifications. Test results including Clegg were satisfactory.

The indications are that Type 1 costs about £10.00 per tonne which compares reasonably with the recycled material at about £12 / £13 per tonne. Travel distance needs to be factored into the final calculation.

A demonstration site in Arbroath will be provided soon.

Virgin Media is looking for national acceptance of the recycled products for the reinstatements. The sites using recycled materials would be recorded on the Register for monitoring purposes.

Where recycled materials are available the intention would be to use them. At present the recycled material is more expensive but as it becomes more available commercial competition will make it more economic.

P.T. apologized to the Members who had already seen the presentation and thanked all for their time and indicated that he would circulate the slides.

J.G. indicated that SGN will use these materials where they are available and as they are in the SROR they do not require official trials or permissions.

J.G. and P.T. would like to set up a working group to investigate recycling and they would appreciate volunteers input from the Community.

C.C. commented that as the recycled Type 1 material is covered by the SROR the sites in Glasgow were not a trial but a demonstration of these products.

S.S. thanked P.T. for his presentation.

2. Approval of the Minutes of the Meeting Held on 23rd February 2021

a. Accuracy

The minutes of the last meeting of the WOS Area RAUC held on 23rd February 2021 on MS TEAMS were approved as read.

b. Action Tracking Summary

The comments on the actions from the previous meeting are contained in the updated Action Tracking Summary.

3. National Coring Programme

C.McQ. reported as follows: -

- The Group is meeting monthly.
- The review of the Advice Note No. 3 is ongoing.
- The comments received have been reviewed and dealt with as appropriate.
- The RAUC(S) Constitution reorganisation will have an effect on the programme and this is being considered.
- The Lead Authority will be Inverclyde. Thanks for their agreement to take on the task.
- Gavin Cook has agreed to stay on the Working group.
- The proposal is to use of a standard contract document as was the case on the last programme.
- Progress on arranging the programme including the Contract is essential.

4. Matters Arising from RAUC(S) Meeting 3rd March 2021

The previously circulated Minutes of the meeting were taken as read with the following comments: -

- Robert Marsden from CityFibre gave a good presentation on Safety. All were reminded to share safety events / bulletins with the Community.
- Coring as above.
- Progress on the Advice Note No 8 Portable Light Signals has been delayed due to a number of issues but the draft will be circulated soon.
- Advice Not No. 4 Revised Inspections, Defects & Other Charges has been approved and published on the Commissioner's web site.
- Quality Plan Working Group – the draft Plan has been produced and will be circulated in the near future for consultation.
- A WoS R.A. Representative is needed for the SROR Review Group. Fred Hart volunteered Julien Green from Argyll and Bute to assist on this Group.
- VAULT – Updates are now require every 2 months.
- COP 26 – Arrangements for the event are ongoing but there is nothing to report at this meeting. Any information e.g. embargoes will be circulated as soon as available.

a. RAUC(S) Working Group Recruitment

The recruitment was covered in previous Items.

b. Scottish Government Update

K.Q. commented as follows: -

- There have been no changes in the Covid 19 Regulations since the last meeting. The advice is Say Home (work from home if you can) – Stay Local (do not travel to other areas if you can) – Stay Safe (if you can't work from home or have to move to other areas)
In tier 3 you should observe 2metre spacing. In Tier 1 or 2 the spacing is 1 metre.
- The Police have received reports of Anti Vaccination stickers being stuck to Vaccination signing. If these stickers are found in your area on any form of signing they should be reported to 101 and not removed until advised by the Police in order that they can be investigated.
- The Heat Networks Scotland Bill has been passed and now awaits Royal assent. In due course Heat Network providers will become Utilities and will require to meet the relevant regulations.
- Transport (Scotland) Act 2019 – The previously circulated paper was taken as read. Approximate dates for progressing the Sections have been added where possible. If there are any queries, they should be passed to K.Q.
- The Red Book Review has now started. In order to respond to the review K.Q. asked the Island R.As to inform her of any specific island only problems.
- Digital Scotland – Work on R100 is being progressed and at future meetings Openreach will provide progress reports. **Action – S.S.**

Staff are being appointed to deal with the contracts in each of the Areas. For the present K.Q. offered to act as post box to communicate any issues.

- HAUC UK Conference – the availability of the papers which were given at the Conference was raised. K.H. reported that the papers would be migrated to the HAUC UK Convention web page and available to the Community.

c. COP 26 November 2021

- See the comments in the previous Item.

5. SRWC Report & Performance

a) SRWC Indicators and Statistics Reports

The Commissioner provided a verbal report as follows: -

- GDPR – The operation of RAUC(S) under this Legislation is being checked. Already the Secretary has been asked to send out emails with the addresses hidden and he has been asked not to pass on contact information. He will in future pass the request to the relevant person to respond direct to the enquiry.
- The Mobility and Access Committee for Scotland (MACS) – meetings have been held with MACS to discuss problems which arise due to Roadworks. 3 issues were raised as follows: -

T.M. signs placed on the footway – all should ensure that there is a clear 1.5 metre corridor passed them. The absolute minimum width must not be less than 1 metres. Remember the Double Buggy users.

When the works are completed the T.M. should be removed as soon as possible. Even stacking them neatly can give rise to problems e.g. vandalism.

Temporary Kerb Ramps should be of the correct incline and should be securely fixed down the existing surface. Maneuvering space must be considered top and bottom of the Ramps.

Meetings are ongoing.

- All R.As are asked to take part in the Coring Programme in order that a full picture of the Reinstatement Quality in Scotland can be recorded.

All coring must be carried out in accordance with Advice Note No. 3 to meet the needs of good practice.

- The question of who was responsible for the posting the Route for a TTRO / Diversion had been raised. The Commissioner indicated that the TTRO was the responsibility of the R.As and they should therefore post the diversions.

Quarter 4 Performance Dashboard

G.M. provided a verbal report as follows: -

- The SRWC dashboard for 2020 / 21 Q4 had been circulated and was taken as read with the following comments: -
- In most cases work levels have returned to the pre Covid levels and the compliance levels are satisfactory.
- Some R.As work levels are still low and they will be contacted to discuss the situation.
- All Organisations should email the Commissioner's Office with their plans to deal with poor performance in any of the Report categories.
- Any queries should be passed to G.M. via enquiries@roadworks.scot
- 2020/21 Performance Reviews – there have been a number of responses to the previously issued proposals for the Performance Reviews and they have been reviewed. Following consideration the Review will proceed based on the a review of the aggregated Q3/Q4 levels of compliance for Noticing Failures and Unplanned Works and where appropriate comment will be made on an individual Organisation's adherence to the directions issued at the onset of the pandemic.
- The Commissioner has published 'Monitoring and Compliance Bulletin No. 4 on the web site to clarify recent changes to the Performance Targets for 2021-22.
- Organisations currently under review have submitted their Q4 2020/21 plans. Organisations continue to be reviewed quarterly with the next submission date being 16th July 2021. Currently there is 1 RA and 3 Undertakers on improvement plans.
- Consideration is being given to publishing performance data more regularly. The data from the Dashboard would be posted on the Commissioners web page. If there

are any views on this proposal, they should be passed to the Commissioner's Office.

- L.H. will attend more Local RAUC meetings this year and asked for his email address to be added to the Invitation Lists. Local RAUC meetings will be included in the performance monitors.

Management & Operation of SRWR

I.R. provided a verbal report as follows: -

- The invoices for the Fees and Amounts were issued on 1st April and 48 out of 85 payments have now being received. A reminder was given that they must be paid by 1st June. If there are any queries, they should be directed to I.R. via the Enquiries email address.
- All should note that the telephone number for the Symology Support Desk has been changed to **0808 1968341** (or by email to srwr@symology.co.uk). If there are any issues with the response, they can be escalated to I.R. via the Enquiries email address.
- The Webinars are continuing to be provided. The feedback suggests that they are being welcomed by the Community. If there are any suggestions for topics, they should be passed to I.R. or the Support Desk.
- All R.As should be agreeing the numbers of Sample Inspections to be used for this year. The figure on the Register is provided for information and does not take into account annual fluctuations in the planned programmes. The figure needs to be agreed with the Organisation and the corrected number recorded on the Register.
- All are reminded that the VAULT updates are now require every 2 months.
- As RAs grant Diversions they are required to record and plot them on the Register.
- All Organisations should be aware that interfaces between the Register and works management systems are available. J.F. indicated that City Fibre were interested in using an interface and would raise the matter with Symology. I.R. invited any queries to be passed to him and he would provide assistance.

6, **Improvement Notices**

There were no Improvement Notices recorded in the last quarter in the WoS Area.

7. **Health and Safety**

All should provide comment on relevant safety issues and any internal Bulletins to the Community.

All should adhere to the requirements of the Red Book as a minimum when setting up a site.

8. **Combined Reports and Comments to cover Local RAUCS reports; Programmes of Major Works; Proposed Changes to Road Designations; Local Coring**

Frederick Hart – Argyll and Bute Council

- The works programme is being progressed.

- The works programme is posted on the Register.
- Any new schemes will be added to the Register as they are progressed.

Gavin Cook - East Renfrewshire

- The sample inspection allocations will be agreed with the S.U.s and revised on the Register.
- The works are posted on the Register.
- All in the WoS Local Coordination Committee were asked to send their programmes to G.C. for issuing ahead of that meeting.

Callum Stewart – City of Glasgow Council

- Callum had left the meeting to deal with other issues but had no major issues to record.

Kevin Burns – Inverclyde Council

- The works programme is recorded on the Register.

Lesley Craig – Renfrewshire Council

- The programme is posted on the Register.

Claire Kirkpatrick – West Dunbartonshire Council

- The Programme will be posted on the Register.
- No other issues at present.

Michael Gray – BEAR Scotland N.W.

- The works are posted on the Register.
- A83 – Works have commenced on sites and will continue into June.
- The Rest and Be Thankful has reopened. Mitigation works are continuing.
- All were asked to programme works to accommodate the anticipated additional traffic due to staycation.

Rachel Callaghan – M8 DBFO.

- All works posted on the Register.
- No other issues to report.

Claire Gardiner – Traffic Scotland

- The work is on the Register and is back to normal where it can be accommodated by Covid 19 guidance.

David Allen – Amey (South West Trunk Road Operator)

- The two previously circulated papers were taken as read. They are Amey South West Proposed Schemes and M8 Woodside Viaduct Diversionary Works – Initial Project Brief.

Any queries on the papers should be passed to D.A. but in the meantime, he thanked all involved so far for their assistance.

- The works are recorded on the Register.
- A8 Gourock to Greenock has deteriorated and will require a resurfacing scheme.

JJ Van Gran – CenturyLink

- No major works planed.

Carole McDonald – CityFibre

- All works are on the Register.
- Meetings with Glasgow City are ongoing.

Allan Crozier - Energy Assets

- There were no issues to raise.
- Remove William Lygate from the contact list as he is no longer with Energy Assets.

Barry Hall - GTC

- No major work.

Lewis Major – LastMile

- Any works affecting the Area will be recorded on the Register.

David Hearty - MBNL-EE/3 (Post meeting Report)

- Only minor works and these are recorded on the Register.

Caroline Auld – Network Rail

- Programmed works are all back on to normal and posted on the Register.

Stephen Scanlon – Openreach

- Works on the Register and progressing as usual.
- Fibre upgrades progressing.

Ronald Murray - Petroineos

- No major works and no issues to raise.

Fiona McInnes – Scottish Water

- F.McI. indicated that she may be in contact with the R.As about the arrangements for emptying Sceptic Tanks.
- Where resurfacing is being carried out Scottish Water will provide replacement covers and frames free of charge.
- An extension to the agreement on 30 / 14 reinstatements in footways was being requested. All R.As were being contacted. The use of the material has been passed to the SROR Review Working group for consideration. While local agreements are being requested a national agreement would be appreciated. The use of the reinstatement can lead to reduced transport which is a plus. All R.As were asked to respond to the Request.

Action – R.As.

Craig McQueen – Scottish Water

- The programme has been posted on the Register and will be discussed at the Local RAUC meetings.
 - The internal coring programmes are ongoing and the results will be passed to the relevant R.As when they are agreed.
 - The information on the Euro Football Matches and the COP 26 embargoes / closures need to be made available as soon as possible.
 - C.G. and L.J. noted the request and indicated that they would try to push this matter forward internally. C.A. indicated that she would pass Euro information to the Members via the secretary.
- Action – C.A / Secretary**

Julie Greig - SGN

- J.G. thanked all R.As who had responded to her email dealing with the agreement on the Sample Inspections. Those who have not responded were asked to do so as soon as possible.
- J.G. thanked Symology for their assistance in introducing the 4 Areas which were now operating. The transition appeared to have gone well. If there were any queries they should be passed to J.G.
- The works are posted on the Register.

Chris Murray – Sky

- There are no works planned at present and no issues to be raised.

Elaine Stewart – SPEN

- Works on the Register and going ahead more or less as normal but accommodating Covid 19 Guidance.
- SPEN trying to get works completed which are likely to be affected by COP 26. She thanked the R.As for their cooperation.
- If there are any problems, they should be passed with details to her for consideration.

SSEN

- No Report submitted.

Ruth Scott – SSET

- No major works in the WoS area at present.
 - SSET has been rebranded as Neos Networks.
- Action - Secretary**

Andrew Matheson – Virgin Media

- No major works planned but general programmed works posted on the Register.

Karyn Davidson – Vodafone

- No planned major works.

Alistair Wales – Verizon

- No planned works in the Area.

9. AOCB

a. List of Plant Protection Systems

The Secretary indicated that this Item would be a standard Item on future Agendas 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 would be a standard Item on future Agendas and would give all the opportunity to update their details in order that the schedule was up to date on the Web Site.

The Emergency Contact Details for Argyll and Bute should be revised. The Change is the Emergency number within office hours should be the Call Centre at 01546605514.

c. Notices Received by Renfrewshire

Notices had been received from Amey requesting Access Forms for works on R.A. roads.

D.A. noted that this had been due to a training issue which was being addressed.

d. Updating Notices for Return Visits to sites for Remedial Works

F.H. reminded the S.U.s to update Notices to record the return to sites for remedial works.

It was noted that replacing lines and banding do not require a Notice to be submitted.

S.S. and F.McI. suggested that F.H. contact them to discuss the issue.

e. R.A. Premeeting

The R.As are to consider if a premeeting is required.

Action – R.As

10. Date and Venue of the Next Meeting

The Chair thanked all for attending and advised that the next meeting would be held as follows: -

Next Meeting: – Tuesday 24th August 2021

Venue: - MS TEAMS

Future Meeting in 2021: - Tuesday 23rd November 2021

Meeting ended – 12.00 noon