



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

**Minutes of the
QUARTERLY MEETING**

Date: 25th August 2020

Meeting held on MS TEAMS

Present:

Stephen Scanlon (Chair)	S.S.	Openreach
Caroline Auld	C.A.	Network Rail
Rachel Callaghan	R.C.	Amey / M8 DBFO
Angus Carmichael	A.C.	Scottish Road Works Commissioner
Joao Carno	J.C.	SPEN
Lesley Craig	L.C.	Renfrewshire Council
Alan Crozier	A.Cr.	Energy Assets
Karyn Davidson	K.D.	Vodafone
Jim Forbes	J.F.	City Fibre
Clare Gordon	C.G.	Argyll and Bute Council
Mike Gray	M.G.	Bear Scotland N.W.
Julie Greig	J.G.	SGN
Barry Hall	B.H.	GTC
Adrian Henzler	A.H.	Openreach
Fiona Kelly	F.K.	Amey / SW Trunk Road Operator
Fiona McInnes	F.McI.	Scottish Water
Craig McQueen	C.McQ.	Scottish Water
Andrew Mathieson	O.H.	Virgin Media
Christopher Murray	C.M.	Sky
Ronald Murray	R.M.	Petroineos
Iain Ross	I.R.	O.S.R.W.R.
Ruth Scott	R.S.	SSE Telecom
Calum Stewart	C.S.	Glasgow City Council
Elaine Stewart	E.S.	SPEN
Alistair Wales	A.W.	Verizon

In Attendance:

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

Apologies:

Kevin Burns	K.B.	Inverclyde Council
Gavin Cook	G.C.	East Renfrewshire Council
Gerry Cullen	G.C.	Transport Scotland T.S.
Caroline Griffiths	C.G.	LastMile
Claire Kirkpatrick	C.K.	West Dunbartonshire Council
Alex Rae	A.R.	SGN
Allan Stewart	A.S.	Amey / M8 DBFO
Sharron Worthington	S.W.	West Dunbartonshire Council

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. Several Members had indicated their apologies due to being unable to access the meeting on MS TEAMS.

2. Approval of the Minutes of the Meeting Held on 26th May 2020

a. Accuracy

The minutes of the last meeting of the WOS Area RAUC held on 26th May 2020 on MS TEAMS were approved with the following revisions: -

Page No. 1 - Sederunt

Clare Gordon to be added to the attendance register.

Page No. 8 - Craig McQueen – Scottish Water

The eight sentence should read: -

Glasgow to Barrhead 800mm water main. Will liaise with all parties on the scheme.

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

The verbal reports from the Local RAUC meetings were recorded as follows: -

C.McQ. reported as follows: -

- Thanks to Ian Jones, Gavin Cook and all who have assisted in the programme.
- Confirmed the National Result was 88% pass on 1666 cores
- For the WoS Area the pass rate was 90% based on 347 Cores. The split over the 6 R.A. Areas was as follows: -

Argyll and Bute	29 Cores - 86% Pass
East Renfrewshire	33 Cores - 97% Pass
Glasgow City	185 Cores - 88% Pass
Inverclyde	24 Cores - 88% Pass
Renfrewshire	46 Cores - 99% Pass
West Dunbarton	29 Cores - 83% Pass

4. Matters Arising from RAUC(S) Meeting 24th June 2020

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

- The Coring National Programme Report has been published on the Web Site
- Although the Legislation is not yet commenced for the requirement for Quality Plans the S.U.s have been developing a standard version. Three R.A. representatives have volunteered to get involved in the drafting to deal with the R.A. plans and requirements.
- The Scottish Government guidance on working during the Covid 19 pandemic was all on the Commissioner's web site in addition to the circulation round the prime contacts. Those who are not receiving the guidance and want it should send a request to the Commissioner's Enquiries email address.
- Works which had been at a low level during the pandemic was now returning to the levels experienced prior to lockdown.
- Where Spaces for People are being provided consideration must be given to S.U.s having access to deal with their plant. S.U.s should check the locations on the Register and advise the R.As of any potential works which may affect the layouts. **Action – S.U.s**
- Work Sites should be planned to accommodate Covid 19 guidance and be subject to the usual coordination.
- Jim Forbes has taken over from Alex Rae as the S.U. Co-Chair of RAUC(S).
- The SRWC has confirmed that reinstatements carried out between the 24 March 2020 and 24 June 2020 may have materials which vary from the SROR, but which are in accord with guidance issued during the Covid-19 pandemic. When inspecting or coring registered reinstatements from this period, subject to materials meeting the required structural integrity, R.As should acknowledge that certain materials were unavailable during the Covid 19 crisis. For example, where Hot Rolled Asphalt has been used in lieu of Stone Mastic Asphalt and has been laid to specification, it should left insitu. **Action - All**

a. RAUC(S) Working Group Recruitment

Recruitment – The previously circulated Working Group Recruitment Schedule was taken as read with the normal request to Representatives that they should consider seriously volunteering to fill vacant posts when they arise.

b. Scottish Government Update

K.Q. commented on the previously circulated update as follows: -

- The Construction Guidance (including road works) and updates were issued via the Commissioner's Office to the usual prime contacts.

- The numbers of Covid 19 cases were down but spikes were still occurring, and local lockdowns could be re-introduced e.g. Aberdeen.
- A guidance document has been published with advice on dealing with staff who are returning to work from being shielded. The information includes risk analysis which can be used.
- The commencement of the Transport (Scotland) Act 2019 has been delayed due to priority being given to dealing with the Covid 19 pandemic. It will be progressed as soon as possible.
- There have been some reports of a scarcity of Vinyl Protective Gloves. Alternatives such as Nitril and Vinyl / Nitril gloves can be used and are available.
- Where queuing occurs, it is the responsibility of the business creating it but all should be aware of the situation and work in a manner that will accommodate the queue. **Acion - All**

5. SRWC Report & Performance

a) SRWC Report

A summary report from the O.S.R.W.C. was provided as follows: -

- The Performance Reviews for 2019 / 20 are currently being drafted and will be issued in September.
- All Organisations currently under review have submitted their Q1 2020/21 plans and the O.S.R.W.C. has commenced performance review meetings. Although it is expected that all these meetings will be concluded before the end of September, Covid – 19 influences would suggest that decisions on removal will not be concluded until late October 2020.
- Any Covid 19 Guidance will be issued to the primary contacts. If you are not receiving the information you should contact the O.S.R.W.C. and ask to be added to the list.
- Works can proceed as long as the requirements of the Guidance is observed and Risk Assessment is carried out as necessary.
- Inspections can be carried out in accordance with guidance.
- The Commissioner has issued penalties totaling £94,000 to six utility Organisations for failing to comply with their statutory obligations when placing cables and pipes in roads. The Organisations are; Openreach; Virgin Media; Last Mile Asset Management; ES Pipelines; Network Rail and GTC.
- The SRWC / Scottish Government Seminar which was due to have taken place at the beginning of April but was cancelled will now be held in April 2021 if Covid 19 allows.
- The SRWC has been appointed by Scottish Government to carry out the review of the SROR. Thanks were recorded to the 21 Organisations which responded to the request for input to the review. Their input is being reviewed.

b) S.R.W.C. Indicators and Statistics

The previously circulated Dashboard Report for Q1 2020 / 21 with the performance data was taken as read with general comment on performance as follows: -

- Report No. 16 is wrong and should be ignored. Symology are checking and rerunning it.
- Despite the effects of Covid on the works being recorded on the Register, the Organisations with performance recorded in red should still send in their comments to the O.S.R.W.C.

- Due to the circumstances the Commissioner intends to take a pragmatic approach to the monitor.

Management and Operation of the SRWR

A verbal report was provided as follows: -

- The Fees and Amounts invoices were all eventually paid and all are reminded that as statutory invoices they must be paid within the 60 days allowed.
- The roll out of the new version of the Register went ahead on 13th July. There have been some teething problems but in general it is coping well with the main operations which is required to perform and is an improvement over the last version. There are issues with the extraction of data for reports, but this is being dealt with.
- The Support Desk should be used to report problems or ask for guidance. If not satisfied with the response or you do not get a reply quickly enough you should escalate it to I.R. He will review the matter and may take it back to Symology, but you should note that he may decide that the response given was correct.
- The Transition Training will be available until mid-September when the new modules will be fed onto the system. All are reminded that the training modules are free to use.
- No new Organisations have come onto the Register.
- Inspections App – More Organisations are now using the App but the Commissioner is urging all to use it. **Action All**

Photographs of sites can be recorded directly into the Notice which can help the recipient to action any problem being notified.

J.G. indicated that she had reported a problem of multi recording on the App to the Support Desk.

Gazetteer Report

- R.As should note that the SDTF4 format introduction which was cancelled will now be introduced from 1st February 2021. **Action – R.As**

Systems Assurance Team

- The SAT have completed the testing programme and will now meet to carry on their normal agenda e.g. reviewing Change Requests.

Community Apparatus VAULT

No issues were raised under this Item

6, Improvement Notices

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

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

Clare Gordon – Argyll and Bute Council

Clare advised the WoS Community that she was now working for Argyll and Bute Council and she asked to be added to the WoS Local RAUC contact list. **Action – G.C.**

Work was now getting back to normal.

Works programmes are being reviewed.

Major schemes would be added to the Register.

Calum Stewart – City of Glasgow Council

The Local RAUC meeting was cancelled but will be rearranged.

Work is now restarting on sites.

Staff which had been assigned to other work during lockdown are now back with the section.

2 Members of staff are back in the office but the rest are still home working.

Michael Gray – BEAR Scotland N.W.

The work is now back on programme.

T.D. has now moved to the SE Area and the new Network Manager for North West is Colin Watson. **Action – Secretary / G.C.**

The works are all on the Register.

The landslip closure of the A83 at The Rest and Be Thankful (including the old Military Road) is ongoing with remedial work being carried out.

The Scottish Water Wastewater Scheme in Tarbert will start on the A83 this month on Harbour Road, Tarbert and move in sequential TM phases towards Barmore Road with a 16 week lane closure and weekend full closures. The TM plan is still being discussed.

Rachel Callaghan – M8 DBFO

Programmed works have restarted and are recorded on the Register.

Covid 19 guidance is is being incorporated.

Fiona Kelly - Amey

Amey has now taken over from Scotland Transerv on South West Trunk Road Unit.

Fiona advised the WoS Community that she was until notified otherwise the Amey Representative on the WoS Area RAUC and she asked to be added to the WoS Local RAUC contact list. **Action – G.C.**

Resurfacing will commence at the beginning of September. Sites will, where not already dealt with, be recorded on the Register.

Cyclic work is ongoing.

Staff are being updated on Health and Safety matters including working to the Covid 19 Guidance.

Jim Forbes – CityFibre

Back to normal programmes.

Dealing with problems with R.As as they occur.

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 West of Scotland are within the Central and South Contract Areas.

BT/Openreach have been awarded the Central and South Contracts. Survey work is now under way across these areas for the early phases of the R100 programme. Note that the contract is with BT plc and any associated works are the responsibility of BT and their contractors from planning to delivery.

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, but with some limited Fibre to the Cabinet installs planned for the Central Area contract.

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

Allan Crozier - Energy Assets

There has been an increase in the number of network extensions being carried out. This appears to be related to the Scottish Water programming.

Barry Hall - GTC

There is a major project in Arthur Street Glasgow in October.

Caroline Auld – Network Rail

Programmed works are all back on the ground.

The programme is on the Register.

R,As affected by works are being contacted.

Stephen Scanlon – Openreach

Works now all going ahead and recorded on the Register.

Work related to CityFibre is being dealt with through Carole McDonald.

Fiona McInnes – Scottish Water

Works on the Register and going ahead.

Work to deal with unplanned sites e.g. bursts and leakages going ahead.

Covers and Frames are available for replacement on R.A. schemes.

Craig McQueen – Scottish Water

The Coring programme has started again and will deal with sites back to the start of lockdown.

Results will be shared with the R.As.

Work levels are building up again with reprogramming, as necessary.

Drafting of the 2021 to 2027 Capital Works programme has started.

Julie Greig - SGN

The work level is back to normal.

Risk assessment is being used to deal with customer interfacing.

Inspections, coring and glegging all being carried out.
Extensions, early and late starts being discussed with the R.As.

Chris Murray – Sky

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

Joao Carmo – SPEN

Works on the Register and going ahead more or less as normal.

Andrew Matheson – Virgin Media

No major works in the area.

Ruth Scott – SSET

No works in the WoS area at present.

Karyn Davidson – Vodafone

No planned works

Alistair Wales – Verizon

No planned works in the Area.

The Commissioner noted through his Monitor (carried out since the start of lockdown) that works were, from a low level, now starting to get back to the normal level. Some R.As are still only working at a fairly low level

All Organisations should be ensuring that their Noticing and Coordination is being carried out correctly.

8. **Safety**

The Safety Alerts are being circulated and the content should be noted and passed on to relevant staff and operatives for education.

C.G. indicated that she had concern about pedestrian safety on some sites. And asked all to ensure that the Traffic Management indicated on Notices was correct.

All should raise safety matters at the meeting as it gives an opportunity for discussion where required.

Action – All

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.

c. Retirals - The Commissioner

R.Y. and S.S. on behalf of the Community thanked the Commissioner for his work and effort over the last 5 years and wished him a long and happy retirement.

A.C. thanked all for their kind wishes and hoped the Community would continue working together with the new Commissioner to maintain the steady improvement in performance noted over the period.

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 November 2020

Venue: - MS TEAMS

Meeting ended – 11.38pm