

# SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

## MINUTES OF THE MEETING HELD

Fri 11<sup>th</sup> June 2021

Via Microsoft Teams call

### PRESENT

PAUL DOOLEY (CHAIR) – UKPN	ROY CLARKE (SECRETARY) – SOUTHERN WATER
JEFF ELLIOTT (JOINT CHAIR) - WSCC	RICKY BURNETT - OPENREACH
DAVID LATHAM - HAUC (ENGLAND) & KENT CC	ALISON HEWS (TREASURER) - KENT CC
STEVE DENNARD - THAMES WATER	NEAL MASTERSON - HANTS CC
LOUISE WILSON - OXFORDSHIRE CC	JILL HUDSON - WIGHTFIBRE
LINDA PLAYNE – HIGHWAYS ENGLAND	TRUDI McLEOD – SE WATER (TMcD)
JULIE PAYNE - SSEN	WAYNE SCOTT – BRACKNELL FOREST
ROBERT HUDLESTON – NETWORK RAIL	GEOFF SPILLER - AFFINITY WATER
CAROLINE PANTING – BRIGHTON & HOVE	TREVOR MERCHANT - EAST SUSSEX HIGHWAYS (TM)
PAUL WOOD - MEDWAY COUNCIL	KAM HOTHI – SLOUGH BC
ANIS DANDY - UKPN	FRED WILLET - COLAS
JULIE DAY - WSCC	KAREN PATERSON – CITY FIBRE
PAUL HUGHES – VIRGIN MEDIA	ED DAY – WOKINGHAM BC
BEN SYDENHAM – PORTSMOUTH WATER	MICHAEL COOMBES & JON TANZILLI - SURREY CC
<b><u>GUESTS :</u></b>	
NEIL O'CONNELL – HANTS CC	

### APOLOGIES FOR ABSENCE:

MARY-ANN CUZNER - SOUTHAMPTON HIGHWAYS	DARREN HUNTER- SGN
KEVIN ORLEDGE – SURREY CC	

### 2. CONTACT DETAILS

A list had been circulated for updating (RC has circulated previous to the meeting).

**ACTION**

### 3. MINUTES OF MEETING HELD ON 12<sup>TH</sup> March 2021 - ACCURACY

Accuracy agreed apart from the Coal Tar document. TM didn't 'create' the document, a Highways Engineer in ESH did.

### 4. MATTERS ARISING FROM MEETING 12<sup>TH</sup> March 2021

LP mentioned the briefing note for working on HE Network is still outstanding, but due to changes in protocol needs to take these into account. The Diversion issue has gone away, and could have been a Street Manager transition problem, so will not pursue this.

KO – FPN stats on late start & stops outstanding. PD suggested would be good to get some details on what extent are we not doing something right?

**KO**

5. CONFIDENTIAL ITEMS ARISING FROM MEETING 12<sup>TH</sup> March 2021 - None – IAck to put on SEHAUC website. **IAck**

GDPR statement: - 'Those who have signed the attendance sheet agree that their details & comments can be used for SEHAUC purposes only'.

6. HAUC (ENGLAND) Update (DL) & REPORT FROM SEHAUC JOINT WORKING GROUPS (IAck/ AH)

SEHAUC WG -

AH updated all on the new SEHAUC website – is more tricky to get the content uploaded, so is trying & get costs for help from the web company. AH will get another meeting set up. DL mentioned the learning from HAUC UK website, where a large amount of material was questionably relevant due to move to the move to Street Manager, and suggested thinking about a cleaner start from old website. AH’s main concern is the initial build of the website, and may be looking at a secondary bid to KLRS. DL mentioned that succession planning is crucial, and if seeking to do training, suggested it would be wise to get someone else to help Jay. RB is happy to sit in on any training so can sit in, plus could also consider Yasin.

Event Working Group –

AH re-confirmed that the event has been put back to late April 2022, and that no recent meetings have taken place much, so therefore need to get some dates in the diary. PD is still looking at a physical event in April 22, and TM suggested sending out a survey to all to get feedback regarding whether they would prefer a physical or online event? JP, TMcL, LP, GSp are happy to help with the event. PD mentioned that the HAUC (UK) convention was very well organised, and that the format worked really well. JP mentioned it was hard work, and they had to find the correct platform, and exhibitors get upset as not as much interaction as a live event. HAUC (UK) may do a face to face and a virtual event next year. All who want to get involved, please let Alison know. **All**

HAUC(England) Update –

DL updated the Group on the main points:-

- DfT consultation – closing date 23 July – DL suggested all need to respond as they feel fit, and that this will probably be the last significant change for a while. Main points are the 2 hr Start / Stop notices through the weekend, a s58 ‘tidy up’, Inspections, Flexi Permits. Also opportunities for wider comments, for example, such as issues around implementation of Flexi Permits.
- Collaboration piece of work ongoing, and s81 Appendix on the cusp of being agreed by Co-ordination & Inspections Working Groups.
- Co-ordination CoP will require further tweaks following outcome of the current DfT Consultation, and unlikely to hit the ground until 2022/23 even if all aspects are agreed.
- COVID – meeting delayed until 24<sup>th</sup> June (after Boris Johnson makes a decision on 14<sup>th</sup> June). Current COVID advice is now pretty close to a new normal.
- JE asked about thoughts around the DfT Consultation, and will Utilities use flexi permits? RC mentioned majority of SW works are reactive and therefore could not be used for these. DL suggested could be used for water metering schemes. JP has reservations, and suggested not very

useful due to small durations, and asked how will the HA co-ordinate flexi permits when there are multiple works in the same area at the same time? PD suggested could bring up more clashes, and JE concerned about operation of flexi permits. DL suggested making plain the potential operational issues that could happen in consultation responses.

- DL mentioned that Gigabit is coming on line, with a more direct Government hand on this, which will likely result in significant challenges ahead.
- PW worried about updating permits every 2 hours at the weekend, and that Utilities shouldn't be blamed by DfT for this. DL mentioned that DfT want to introduce this so that Street Manager can link real time information to Sat Nav Companies so traffic information is up to date over the weekend. TM mentioned that unless this information is processed up to Sat Navs, it will just sit in Street Manager doing nothing. PD asked whether this will increase Permit Scheme costs? TM suggested it probably will, as will need more Permit Processing.

Hants CC Presentation - 'Building stronger relationships with Hants CC'

- Neil O'Connell is Chief Engineer at Hampshire CC, and is responsible for New Infrastructure, but has no control over Statutory Undertakers works, and as has no relationship with Statutory Undertakers, so does not understand their Governance or processes.
- Hants CC have been working with SSE over last few months, very successfully, and have been able to provide forward programmes to SSE, helping them prioritise resources. This in turn helps the Hants CC programme with more certainty.
- NO'C therefore requesting a Key Contact from each Utility. For SSE, this is the Head of Design/Quotes, and is good to have contact quite early on in the process. JP mentioned that it is good that this is happening, but was not aware of it within SSE, and wouldn't actually know who deals with this. PD suggested NO'C set out on email, what process is & how it works currently, with Contact with Job Title, which will help guide other Promoters. RC to send out to SEJUG.

**RC - Complete**

Agreed Working Procedures –  
Nothing Reported

7. TREASURER'S REPORT  
AH reported that there was no incomings or outgoing transactions, so no change from last few meetings.

8. HIGHWAYS ENGLAND REPORT / ISSUES

- As mentioned above, LP to provide briefing note – working on the HE Network, once protocol changes in place.
- LP mentioned that HE are still a noticing HA, and that there are issues around responses via Street Manager. Initial HE Legal response was that HE could not respond to Permits, so had to respond via a change request. However, HE Legal have come back, and advised where cases with Safety issues, or deficiencies in the Permit Application, HE can now send a PMR, and if PMR is not actioned, then HE can refuse the works on grounds of Safety. HE are not using as a Legal framework, but PMR's helping HE with safety & co-ordination. LP mentioned that the Official Line at present is that HE are exploring a Permit Scheme, and

**LP**

that this is now being looked at as a wider Network Availability scheme, so be reviewed further in the autumn. AD suggested that as HE are not a Permit Authority, PMR's can't be used, and would like to know where the gaps are in the Legal framework allowing this to happen. LP believes that Safety will trump everything, as comments and s56 Directions are being ignored & works going ahead, so HE are using the system available (Street Manager, which does not cater for noticing) as opposed to Permitting tools. LP will ask for more details from Legal & feed back to SEHAUC. LP clarified that rather than sending a s56 notice in Street Manager, a button that says PMR is pressed in Street Manager (as Street Manager is not set up for noticing). TMcL agreed that this is probably the only option HE have got at present, as a PMR will raise the priority over a works comment.

LP

- Operation Brock has been stood down for several months, but is in a state of readiness.

## 9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE

### Materials & Sustainability

- Jon Tanzilli from Surrey Labs is the new SEHAUC Materials expert with 24 years' experience with materials. PD mentioned that SEHAUC has been lacking for a few years with this experience. PD is currently working with Jon regarding plastic roads. Jon confirmed he is available & happy to answer materials questions.
- Special Materials/ Reinstatements – TMcL asked what are the rules behind special materials such as granite blocks etc., with different HA's asking for different things, and would like to iron out issues. In some areas, she is not given chance to procure blocks, and other areas HA's hold a stock of specialist materials. TM mentioned the issues has come up a few times in East Sussex with differing results, for example the granite sets in Eastbourne around the train station being ripped up, then black tarmac put down as permanent. The granite sets are very difficult to get hold of, but he does have a bit of stock in depots. However gangs were filmed digging up and throwing the blocks away and not storing them to be reused.

Across the board there are different issues in other HA's, with no set rules, other than putting back like for like. CP has similar issues to East Sussex with random surfacing's in BHCC. CP will put a comment on permit, stating store for re-use as materials difficult to get hold of. Can always ask the HA to help, to see if have a stock of the blocks. If tarmac is put back as permanent reinstatement, then the issue is harder to deal with – the sooner the HA is made aware of the issue, the better. TMcL mentioned that the main issue in some areas is that they are not given chance to order the material, and instructed that the HA will order. CP stated that in BHCC, this is more of an offer, as opposed to must use. PD mentioned the re-use of Chinese granite, where they cannot remove the surfacing from the block, resulting in total loss of block. TMcL mentioned that some HA's are refusing permits until it can be demonstrated that they have sourced material. GSp suggested that at times it can be in favour of the Utility for the HA to complete work on our behalf, if the price comes in cheaper, but the HA cannot pass the Guarantee Period back to the Utility. TMcL suggests putting all the info into NSG, along with details of where you can source the materials from. PW agrees this should be on NSG, and will not stop Utilities working in Medway, as they have the legal right to maintain their assets

in the ground.

- Reinstatement defects – SD asked about the relevant section of SRoH to be included when the defect is served. This was discussed previously, but put on hold until SRoH V4 was live. Now this is live, it could save a lot of times for both sides. PD expanded on the idea, in that a defect comes in with a ‘coding’ relating back to SRoH, which will encourage education, therefore reducing the need for joint site meetings, improving communication & understanding. GSp mentioned he was involved in the Anglian HAUC trial when this was put in place, and was up and running & working well, but has no recent update from the Anglian Region. MC agrees that this is a good idea, but the experienced officers know what constitutes a defect, but don’t necessarily know the relevant section of SRoH, so would result in further time spent on administration. TM suggested could ultimately result in a copy & paste exercise, although with the initial education. DL asked if this could be an opportunity for a SEHAUC virtual training session. SD believes something already exists in part, as there is an Anglian document could be used /adapted. RC suggested getting a SEJAG view on this. JE suggested is a good idea, and there could be a working group, with the Anglian template being used. GSp suggested that this should sit in a SEHAUC materials group. All to consider how this can be taken forward.
- Cold Lay – RB mentioned that he is being defected for use of cold lay – are Authorities able to do this, if the reinstatement is in line with the SRoH, and is there supporting documentation to back the Authority stance? MC suggested that if using within the guidelines of SRoH 4<sup>th</sup> Edition, then can’t be defected. Issue could be down to some not being up to date with 4<sup>th</sup> Edition. Cold lay also has to comply with the product acceptance scheme.

All

#### Good Practice

- Nothing to report.

#### Lane Rental updates

- Surrey CC – MC mentioned that the Scheme is going fine, with regular SEJUG review meetings, where nothing major that has come up. PD agreed the meetings are good, and the engagement welcome. RHud mentioned that Matt J hasn’t yet got everyone’s contact details for invoicing purposes.
- WSCC – JE mentioned that there were errors in the Consultation Documents, especially with the NSG. JE has taken on board the comments in the responses, and amendments have been made to scheme, with footways taken out. WSCC has a new Cabinet Member who is keen to go ahead, although the Scheme won’t be live before the end of this year, with any charging starting 2022. JE is working with MJ regarding Governance of funds. RC asked about an updated post consultation version of the Scheme document being available, but JE confirmed this will not be available until it goes to the DfT for approval.
- KLRS – DL mentioned that there is no update as such, although the ‘big ticket’ item was KLRS sponsoring the HAUC (UK) Conference. PD mentioned that the Lane Rental part of the conference was very good.

#### Permit Scheme updates

- PW mentioned that Medway is updating its Scheme (see below).

- JP mentioned she had no update from Reading. JE has had recent contact from James Penman, and will find out what's going on regarding their Permit Scheme. (NB: JE has spoken to James Penman and Reading are working with a Consultant to develop and implement a Permit scheme).
- KH mentioned that Slough BC are looking to update their Permit Fees and will go to consultation in the future.

### Current Consultations

- Lane Rental (HAUC England) document – consultation ongoing.
- Red Book – DL mentioned waiting for the DfT to appoint a consultant to oversee this.
- Medway Permit Fees - PW mentioned that Medway are consulting on increasing these. The Scheme is now in year 5, and is not covering its costs. A Permit fees increase of £2 per Permit should cover costs. Consultation ends 23<sup>rd</sup> July, with a proposed implementation start date of 1<sup>st</sup> Sept.

### Streetmanager Transition

- PW mentioned the outage for 2-3 days, and had emailed Paul Chandler about this, but never got a response. JP mentioned that the Street Manager Newsletter gave an explanation. DL mentioned that the DfT view is that there will be no recompense for breaks in service.

### Performance

- Performance WG (JP) – JP is Joint Chair of the WG with Phil Cameron, who are overseeing reporting in Street Manager, and had a recent meeting with Paul & Sally, who mentioned that by middle of July there should be reporting by Utility Sector & Region, so Regions can review Sector Performance. Reports should be on the DfT website, with an analyst producing Excel spreadsheets from Kainos data. Will need someone to analyse & put into workable reports. Also doing reports on Street Manager itself, but have to be a streetworks Admin to see the Performance reporting report. There should be more reports in the next Sprint over the next few months. TM mentioned that he could never produce a Street Manager report in working hours, as the report keeps failing, so need to do this out of hours. JP will take this issue back. RHud asked how many admins can you have? JP has a generic email address set up, and can add people onto that.
- SSEN Improvement Notice from Southampton Highways is now withdrawn.

### **Venues for future meetings:**

- N/A at present

## **10. ANY OTHER BUSINESS**

- MC is escalating issues within Virgin Media regarding Permit offences, such as problems with starts, stops etc., and suggests is down to Kier moving of offices, resulting in skills issues within Kier. MC confirmed this is a serious problem, and has been escalated to Nigel Myers. PH has also escalated to Mike Nash, who had call with MJ yesterday.
- PH mentioned that Virgin Media have now merged with O2, and nothing will change regarding contacts.
- JE gave an update on the WSCC coring trial, which is run by JD & a

Commercial Manager. He has been made aware of the results, and has looked at air voids. JE disappointed with number of times queries go back & forth, and suggests issues around coring need to be flagged at 1 point only. JE will set standard approaches & response times, and will have to extend the trial due to the level of failure. JP mentioned the need to sort Admin out, as cannot assess core failures without coring certificates. JE wants a clean exercise, and mentioned that there are hyperlinks to the certificates from the suppliers.

- SD asked about SLG failures due to grab operations – is it worth setting up a group to come up with agreed way forward? TM mentioned that this is the 1<sup>st</sup> time he'd heard of issue. SD confirmed is more of an issue in built up areas. MC mentioned not an issue in Surrey, and that stop & go more appropriate with grab Lorries. SD will look into internally. DL mentioned that this could feed into HAUC App process. NB: DL confirmed post meeting that grab lorry activities are on the scenario list for the HAUC App.
- TMcL raised £330 for dying hair, which has gone to Kent Mind.

**11. SUBMISSION DATE FOR AGENDA ITEMS**

Submission Date for Agenda Items – Fri 10<sup>th</sup> September 2021.

**12. DATE OF NEXT MEETING**

Fri 17<sup>th</sup> September via MS Teams/ call