

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

MINUTES OF THE MEETING HELD Friday 15th June, 2007 Grosvenor House, Surrey CC, Guildford

PRESENT

BOB BEANEY (CHAIRMAN) OPENREACH	ROGER WILLIAMS –EAST SUSSEX COUNTY COUNCIL (VICE CHAIRMAN)
ROY CLARKE (SECRETARY) SOUTHERN WATER	ROBERT HUDLESTON – SURREY COUNTY COUNCIL (TREASURER)
BRIAN WATSON – BOURNMOUTH & WEST HANTS WATER	GRAHAM MATTHEWS - ROYAL BOROUGH OF WINDSOR & MAIDENHEAD
GUY TOWNSEND – GLOBAL CROSSING	IAN ACKERMAN – HANTS COUNTY COUNCIL
ANDY FRIBBENS – THAMES WATER UTILITIES	ERIC COATES – ISLE OF WIGHT COUNCIL
ALAN FOSTER – SOUTH EAST WATER	WAYNE SCOTT – BRACKNELL FOREST BC
TONY NORMAN – NETWORK RAIL	RICHARD KEATES – PORTSMOUTH WATER
ALAN FLORRY - SGN	IAN LANCEFIELD - KENT COUNTY COUNCIL
PETER BLOXHAM – BRIGHTON & HOVE CC	R. AMIR – SLOUGH BOROUGH COUNCIL
PAT MULVIHILL – OXFORDSHIRE CC	STEVE LEEKS – EDF ENERGY
MAURICE DOWN - INTERROUTE	PAT GREEN – SOUTHAMPTON CITY COUNCIL
NEIL AINSWORTH – WEST BERKSHIRE BC	KEITH O'BRIEN – THUS GROUP PLC
GRAHAM BARNWELL – WOKINGHAM DC	MARK MILVERTON – MOTT MACDONALD
MARK OSTHEIMER – VIRGIN MEDIA	

APOLOGIES FOR ABSENCE:

GEOFF SPILLER – THREE VALLEY'S WATER	ARTHUR NORTON - HIGHWAYS AGENCY
JULIE ULLIOT – NATIONAL GRID	PETER ATKINS – WEST SUSSEX CC
ROGER HOWARD – WEST SUSSEX CC	ALISON HEWS – MID KENT WATER
JULIA BURGOYNE – ATKINS TELECOM	ANDY FINCH – PORTSMOUTH CITY COUNCIL
EDWINA KACZOR – ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	JOHN CLARK – SCOTTISH & SOUTHERN ENERGY

3. MINUTES OF MEETING HELD ON 15th MARCH 2007 - Accuracy

- Date should read 2007 as opposed to 2006
- Item 7 – Anne Colley (DfT) is correct spelling.

4. MATTERS ARISING FROM MEETING 15th March 2007

- Victoria Burnham (EDF Energy Sustainability Graduate) attendance - SL to invite to future meeting & liaise with RAC
- SEHAUC acting as Regional focus for HAUC UK & no specific remits being received from HAUC UK – RW to formulate a question to HAUC UK regarding how SEHAUC can feed into HAUC UK.
- NJUG 4, 7 & 10 – Being revised by NJUG as live Guidance Notes with issue control & will shortly be available as free downloads.
- Portsmouth Water recycling – still in trial period, but will be to 803 classification. RK to update. Terry Lomas (Hants CC) terry.lomas@hants.gov.uk , 01962 873760
- Global Crossing - GT to send out updated Contact list to all.
- CDM Regs – RW happy to share Highway's Briefing.

ACTION

SL

RW

RK

GT

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| 5. | <p>REPORT FROM SEHAUC WORKING PARTYS – Robert Hudleston/Roger Williams</p> <ul style="list-style-type: none"> • Common Co-ordination form to be used by all for consistency. • Compliance Testing – use SEHAUC form if carrying out compliance testing works, and send to RAC. • Sharing skills/seminars – IA will be point of contact. • Site Safety Surveys – working party will draft a form that can be used regionally for reporting results. RH to bring to next meeting. • DfT Best Practice Document – Link to HAUC UK website http://www.haucuk.org/best_practice.pdf • Improvement notices – discussion on whether there should be a target on number of Inspections that would trigger an improvement notice. • ARM Spreadsheet - detailing list of ARMs that are permitted in each HA area – IA will compile. All HA’s to send through to IA by 29 June 07. • Is Constitution of the WP fit for purpose? Add as Agenda Item for next Meeting • BB would like HA email addresses for processing of SEHAUC Temporary Traffic Light forms. • Next meeting 12th July, Uckfield • SEHAUC Event – 210 delegates registered to date, 22 stands confirmed. RW to circulate list of stands confirmed to SEHAUC members. | <p>All
All

RH

All HA’s

RAC
All HA’s

RW</p> |
| 6. | <p>TREASURERS REPORT – Robert Hudleston</p> <ul style="list-style-type: none"> • Outgoings of Guildford YMCA hire, design/production of Event flyer, Instalment licence fee to Sandown Park. • Income has been received from sponsors/exhibitors for the event, but more sponsors/exhibitors required. | |
| 7. | <p>REPORT FROM HIGHWAYS AGENCY</p> <ul style="list-style-type: none"> • Highways Agency have issued PSA documents stating that a blanket enforcement under s60 NRSWA on majority of roads that working during the day is prohibited, along with a NOM requiring a phone call 15 minutes before cones laid out. MD to send documents to RAC for circulation. • BB has flagged up with NJUG who will respond. The Utilities will co-operate where possible but will not enforce, and will notice in accordance with NRSWA as they have a statutory duty to provide a service (Blanket prohibitions cannot be enforced under s60). • It was agreed that a Highways Agency representative, an Area 3 & 4 would attend SEHAUC. | MD |
| 8. | <p>AGREED WORKING PROCEDURES/ BEST PRACTICE DOCUMENTS</p> <ul style="list-style-type: none"> • Final Drafts of Traffic Detector Loops, Vehicle Crossovers to be sent to BB as ‘Best Practice’ Guidance Documents. BB to circulate prior to next meeting. • S81 Best Practice to have minor amendments (C2 should be within 7 days, App. D street name/USRN). • As opposed to blanket recharge for out of hour attendance, Utilities would like 24 hour numbers to be called. To be tabled at County | <p>BB
BB
All HA’s</p> |

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	<p>HAUCs.</p> <ul style="list-style-type: none"> Document is Best Practice over & above NRSWA requirements. After discussion, Document was ratified pending minor amendments, then to be put on SEHAUC website. SEHAUC agreed to keep terminology of Agreed Working Procedure and Best Practice Documents. BB has re-raised issue of TTL's at All Regions, and only way to take forward would be a test case. Agreed that DfT have given final stance, and that there is a best practice in place that works. 	BB
9.	<p>MATTERS TO BE REFERRED TO HAUC (UK) / ALL REGIONS HAUC MEETING</p> <ul style="list-style-type: none"> Other than items raised under (4), there were no matters to be referred. 	
10.	<p>CONTACT DETAILS</p> <ul style="list-style-type: none"> A list was circulated for updating. 	
11.	<p>SHARING BEST PRACTICE</p> <ul style="list-style-type: none"> Short 5 minutes briefings regarding any practices that improve the streetscene (including graffiti). Send through suggestions to RAC. 	All
12.	<p>SUSTAINABILITY</p> <ul style="list-style-type: none"> Number of initiatives underway (Clancy Docwra investigating use of Tarmac Company to recycle 80% materials, EDF Energy moisture content initiatives, Ringway Foambase). All to send to Ian Ackerman to include in spreadsheet, along with Coldlay permitted and one hit reinstatement materials to be included in spreadsheet. IA to liaise with Kevin Fuller HAUC (Reinstatement Working Party). 	All IA
13.	<p>PERFORMANCE</p> <ul style="list-style-type: none"> All to send out Sample Inspection Performance figures to RAC before next meeting. Those already received will be circulated. Headline Site Safety Survey figures to be sent to RAC before next meeting. 	All RAC All
14.	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> Improvement Notices (RW) – agenda item to be added so that they can be declared at next meeting. All to report to RAC any running prior to next meeting. Durations (RW) – a discussion took place around the opportunity to look at standard durations. It was agreed that they would be site specific (based on traffic flows etc) and would be a matter for local discussion. Plant Enquiries (IA) – All Utilities will see an increase in plant enquiries due to them now being required for vehicle crossovers. IA would grateful for copies of Asset data discs from Undertakers. Any questions on NJUG's Vision for Streetworks to MO. Series of NJUG forums across Country will take place, HA's will be invited. Non Payment of abortive Sample Inspection fees – Separate abortive fee being considered by Working Group. Tour De France Road Closures to be circulated. Southampton will be charging s74 on remedial works in accordance 	RAC All All IA/RAC – Done

with Transco v Leics ruling.

- Graham Matthews mentioned that Kingston Communications C2 enquiries are taking up to 3 months for a reply (issue raised at the local Hauc).
- Network Rail will be implementing ETON code Changes.
- Trial holes on Diversionary Works - Interroute can undertake trial holes for the undertaker and recharge. BB would like to know under what powers will recharge take place?

MD

17. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by 7th September 2007 and Agenda circulated by the Secretary prior to meeting.

18. DATE OF NEXT MEETING

Next meeting to be held:

Friday 21st September, 2007

Venue: T3, Grosvenor House, Surrey CC, Guildford

at 10:00 hrs (unless notified otherwise).