

5. REPORT FROM SEHAUC WORKING PARTYS – Robert Hudleston
- Co-ordination form change in format – BB not confident all organisations have latched onto forward planning notice, as few months behind.
 - Discussion over whether SEHAUC form should mirror forward planning notice (RH has sent WSCC form out for information), but agreed in the short term, SEHAUC form would stay as it was and those who want to add ‘Traffic Management’ to the end of the form, can do so.

EVENT WORKING GROUP

- Sarah Cameron has all sponsorships taken up apart from breakfast.
- EXOR have now paid for last years event
- Over 200 delegates registered. Themes will be Safety COP, Kent Permits.
- Ask all to pledge assistance in Aug/September. Let RW know.

All

TRAINING

- Any initiative welcome on the website.
- Managing notices is not just an admin task, and should require accreditation. SEHAUC would welcome any accreditation initiatives for notices.
- Road Closures – HCC initiative where closures declared a year in advance, so a slot for working in the closure can be identified. This is being trialled in East Hants. SEHAUC recognised this as a good initiative.

6. TREASURERS REPORT
- Some charges for 08 event paid (flyer, licence). All monies now brought in from last years conference.
 - Estimated balance still healthy.

7. REPORT FROM HIGHWAYS AGENCY
- Non Attendance therefore NIL REPORT.
 - HA will not be represented at SEHAUC following letter received from Helen Batty - RW/BB to draft a strong response to be copied to HAUC UK, NJUG, NSWHG & Richard Buckley, expressing disappointment.
 - Highways Agency still ETON 3, and the distinct lack of interface between SEHAUC members and the Highways Agency causes concern. Communication is non existent & work details are not shared at the correct level. SEHAUC would like to express its disappointment over this.

RW/BB

8. AGENDA ITEMS/ ISSUES TABLED FOR DEBATE

JAG FPN DOCUMENT-

- The spirit is to work collectively together to improve performance. HA’s in SEHAUC Region will follow the document in principle (WSCC up to a point).

ETS DOCUMENT –

- DfT have endorsed (changes rules in CoP for immediate notices).
- Tech Spec will change as a result of NJUG/DfT meeting.
- ETON 5 won’t be delayed –Oct 08, ETON 6 (Inspections/s74) April 09, ETON 7 (s81) Late 09.

ETON 4 READINESS –

- Oxfordshire (Mayrise) – huge amount of notices errors being flagged up.

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

- Reading (EXOR) – real issues getting system installed. Should be installed before Oct 08.
- WSCC (Confirm) – various inconsistencies with Utilities as not everyone using Port 80. Software doesn't work in certain cases, some fields not populated, mapping functionality not working.
- Bracknell (Confirm) – live.
- Slough (Mayrise) – went live 4/4 but still issues with return path & IT guy off sick.
- Windsor & Maidenhead (Confirm) – went live end of April, but few notices getting through apart from Three Valleys, Thames & SEWater.
- Three Valleys (Symology) – went live 1/4/08, but notices not working with Berks. Faxes being sent to Surrey.
- SEWater (EXOR) – aiming to be ready July/August
- Thames Water (Symology) – went live 28 April, but had issues with firewalls, servers.
- Southampton (Confirm) – issues with notices disappearing due to change in FTP site /IT suppliers. Error messages in ETON 4 picked up due to fault with original notices under ETON 3. S'oton serving notices for their works.
- EDF Energy (Mayrise) – still sending both ETON 3 & 4 notices. Huge amount of resources used to get ETON 4 to work. Still having issue with mapping system.
- SGN (symology) – issue with link between WM system & ETON 4, along with return path & comments.
- Portsmouth Water (Symology) – were ready 1/4/08, can send ETON 3 & ETON 4 & will switch fully to ETON 4 when all HA's ready.
- Southern Water (EXOR) – were ready 12 May & will switch to ETON 4 region by region when HA's come on line.
- Network Rail (Confirm) – as a Utility, serving 25% ETON 4 notices. As HA, receiving few notices.
- Hants (EXOR) – go live imminent. Using Elgin to notice own works.
- Kent (Mayrise) – live, put return path patchy. Also issues with servers.
- Surrey (Confirm) – issues with return path.
- South East – most compliant region in the Country.

TMA NOTICING FOR CORING PROGRAMMES

- SROH defines anything below 150mm as small excavation, so suggest notice only triggered if work during traffic sensitive time. Issue has been taken to NJUG, and is now with DfT.
- As a region, generally don't core during traffic sensitive times. If coring program is announced, then engage with Utilities affected.

TRAINING ADMINISTRATION OF NOTICES –

- IA suggested that SEHAUC explore a qualification for notice originators /recipients. SEHAUC agreed.
- YHAUC have a programme in place – IA to look into YHAUC programme to see if meets requirements.
- All to identify number of 'gold' users (critical user per Co/HA), then look at more detailed numbers. All to check whether they have D1, D2 NVQ Assessors.

SEHAUC FPN COMMON UNDERSTANDING DAY

- Discussed whether SEHAUC should have a day dedicated to a joint discussion on FPN's to drive improvement, in line with the JAG document which looks at improvement.
- Although target is to achieve 100% compliance & receive no FPN's, it

RAC

I.Ack

All

is recognised that practically this may not be possible. PM has ‘switched off’ some potential FPN’s that do not affect the network.

- Could examine KPI’s, Parity measures etc.
- Last 2 weeks in August suggested.

9. AGREED WORKING PROCEDURES/ BEST PRACTICE DOCUMENTS

- [SE161-64/002](#) Street Classification – this was tabled for withdrawal, and although Surrey CC may keep the archive hard copies (as they don’t have Elgin), SEHAUC agreed that this WP would be withdrawn.

10. MATTERS TO BE REFERRED TO HAUC (UK) / ALL REGIONS HAUC MEETING

- Highway’s Agency Issue

11. CONTACT DETAILS

- A list was circulated for updating.

12. SHARING BEST PRACTICE

- Clancy Docwra MMM system presentation to take place at a future SEHAUC.
- Kent & Medway Considerate contractor Scheme - Joint Site Safety surveys are a prime example of working together, and showed standards had increased by 10% over 1 year period. Congratulations were extended to Kent HAUC.

RAC

13. SUSTAINABILITY

- IA mentioned that Terry Lomas at HCC has a process for Quality Management for use of recycling materials. IA to send to RAC.
- ESCC sustainability Working group – RAC mentioned that this group has now been re-branded as ‘3R’.

I.Ack

14. PERFORMANCE

Sample Inspection Performance – All HA’s should send future information to Roger Howard – No data to report on this period.

All HA’s

15. ANY OTHER BUSINESS

- SEHAUC TTL Form – Three Valley’s not now sending as no legal requirement. NRSWA takes precedence as is primary legislation, so Utilities have to notify (using ETON system). TVW suggest could be liability under s60. However, works could not be closed down for not faxing the form, only if works were physically causing congestion or being carried out in contravention to the Red Book.
- JAG Best Practice Note for Traffic Signals – new pink book states ‘permission required in writing’. This is an error and an addendum will be coming out.
- NJUG Docs –all free of charge & can be downloaded from NJUG website.
- Alan Florry mentioned new SGN fleet are now silver in colour.

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

- BB mentioned SWHAUC Operatives Short Guide to Reinstatement is very good and will put on Website. **BB**

16. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by Friday 5th September 2008 and Agenda circulated by the Secretary prior to meeting.

17. DATE OF NEXT MEETING

Next meeting to be held:

Friday 19th September 2008

Venue: Grosvenor House, Surrey CC, Guildford
at 10:00 hrs (unless notified otherwise).