

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

MINUTES OF THE MEETING HELD Friday 14th June 2013, Openreach Offices, Aldershot

PRESENT

BOB BEANEY OPENREACH (CHAIRMAN)	DAVID LATHAM - KENT COUNTY COUNCIL (JOINT CHAIRMAN)
ROY CLARKE (SECRETARY) SOUTHERN WATER	IAN ACKERMAN - HANTS COUNTY COUNCIL
EMMA WENHAM - SOUTH EAST WATER	GRAHAM BARNWELL - WOKINGHAM BC
DAVID PARKER – SLOUGH BC	PAUL DOOLEY - UK POWER NETWORKS
WAYNE SCOTT & SAM HOWE – BRACKNELL FOREST BC	MICHELLE LOVE - PORTSMOUTH CITY COUNCIL
MATTHEW JEZZARD - SURREY CC	BRUCE MOTTRAM - THAMES WATER
EDWINA KACZOR - ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	RICHARD BOISSIEUX - UK POWER NETWORKS
MOHAMMED AMIN – VIRGIN MEDIA	MALCOLM LYONS - SSE TELECOMS

APOLOGIES FOR ABSENCE:

BERNIE GORRINGE, JULIE DAY, GRAHAM LAKE - EAST SUSSEX COUNTY COUNCIL	KEITH O'BRIEN - CABLE & WIRELESS WORLDWIDE
ROBERT HUDLESTON – NETWORK RAIL	OLU AIKULOLA - SOUTH EAST WATER
HELEN TUTT - AFFINITY WATER	IAIN THORNTON – ISLAND ROADS
KEVIN ORLEDGE – SURREY COUNTY COUNCIL	DONNA COOPER & JULIE PAYNE - SCOTTISH & SOUTHERN ENERGY
JAMES PENMAN – READING BC	ROGER HOWARD – WEST SUSSEX CC
GEOFF SPILLER - AFFINITY WATER	TREVOR HOATH - SGN
IAN LANCEFIELD - KENT COUNTY COUNCIL	ALISON HEWS - TREASURER
STEVE YOUELL – PORTSMOUTH WATER	PETER SMITH - BBMM
DEXTER DAVID – BRIGHTON & HOVE COUNCIL	TREVOR PROUT – VIRGIN MEDIA

2. CONTACT DETAILS

A list had been circulated for updating.

ACTION

3. MINUTES OF MEETING HELD ON 8th March 2013 – Accuracy

Janet Parker should read Janet Chaplin.

4. MATTERS ARISING FROM MEETING 8th March 2013

- BB to write to Matt Jezard re: Openreach s81 stance – ongoing
- Streetlighting – DL will pass the issue back to SEJAG re: HA’s switching off streetlighting. MJ confirmed that Surrey CC are dimming only, & DL reported that Kent CC are replacing dangerous columns.
- SEHAUC coring procedure - A SEHAUC addendum will be added to the National HAUC(UK) document displaying the sections that SEHAUC do not agree with. BB will send out the National Document reformatted with a SEHAUC Addendum.
- SRoH Toolbox talks – ‘Intellectual rights’ cannot be given out to SEHAUC, but SGN have agreed with SEHAUC that the document should be able to be used by SEHAUC in the near future – Ongoing. DL mentioned that Kent CC will be using First Intervention for coring in the future.
- Inspections CoP workshop – WP looking at workshop on application of the Inspections CoP. DL offered a venue in Kent, DD offered Brighton,

DL

BB

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	<p>IAck to look for a venue in Hants. Ongoing.</p> <ul style="list-style-type: none"> It was suggested at previous meeting that representatives from Highways Agency at Dorking attend SEJAG – outstanding. 	SEJAG
5.	<p>REPORT FROM SEHAUC JOINT WORKING GROUPS (IAck)</p> <ul style="list-style-type: none"> Part covered under Item 4 above. S81 - outstanding. Covers & Frames – ongoing – any further examples to IAck. SRV of Covers – on hold –Midlands also looking at this issue. TTRO’s - ongoing SRoH – BB mentioned the 10 questions and PowerPoint presentation to explain questions he is using to improve compliance. Openreach supplier is also rolling out a training package. BB to feed information / questions/ presentations into the WG. Air Voids – WG developing piece of advice on how compliance with air voids can be met, although air voids cannot be eliminated completely. SEHAUC Event – 19th September, Windsor. Sign up form now on SEHAUC website, with poster in development. IAck recommended all SEHAUC members register now, and IAck will send out email when this can be rolled out to all. Event is approximately 50% coming in on budget so far, so coming in on budget. RC to chase Clancy & BBUS regarding a stand. BB has received communication from GlasGrid regarding Rapid Repair 100. BB to send information to RC for circulation. 	<p>BB</p> <p>SEHAUC members</p> <p>RC</p> <p>BB - complete</p>
6.	<p>TREASURER’S REPORT</p> <ul style="list-style-type: none"> DL on behalf of AH ran through the Treasurer’s Report. Outgoings website maintenance, insurance & hire of Windsor showground. Income already being received from exhibitors at this years SEHAUC event, so SEHAUC account in a reasonable position. 	
7.	<p>HIGHWAYS AGENCY REPORT / ISSUES</p> <ul style="list-style-type: none"> MJ has met with Highways Agency regarding Area 3 Managed Works. Consultants are engaging early and providing information. IAck & MJ both confirmed they do get Diversionary Works information from Highways Agency. Emma W to ask Olu to send MJ a SEHAUC exhibitor pack so he can pass to Highways Agency. 	EW
8.	<p>AGENDA ITEMS & ISSUES TABLED FOR DEBATE</p> <ul style="list-style-type: none"> Sustainability: BB will ask Darren Hunter to collate SRoH issues & approach Alan Rainford regarding them. Any new approved materials please let IAck know so that the SEHAUC Materials grid can be updated. Core & Vac to be added – if JAG members are approving the method, please let IAck know. Sharing Good Practice: DL mentioned the push on pothole repairs where 6 KCC gangs had questionable SLG, were removed & retrained. An initiative was introduced where simple questions were added to a credit card sized card, which gangs have to go through before works start. DL to get c500 printed off for the event. Performance: Still only 50% Region reporting on KPI’s – report from DfT ‘imminent’. Potential FPN reports – BB suggested that any information regarding potential FPN’s would be useful to drive noticing performance improvement. 	<p>BB</p> <p>JAG</p> <p>DL</p>

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<ul style="list-style-type: none"> • HAUC(UK): No HAUC(UK) meeting has taken place this year so far. Update from DfT/HAUC Permits Group as follows: – Safety CoP – Welsh changes received (jerkens, chevrons, beacons back in the code, along with upper levels of wind resistance for Wales only). Welsh will not approve Temporary Obstruction (RC to recirculate Kent CC documentation). 	<p>RC Done</p>
<ul style="list-style-type: none"> • Venues for future meetings: March 2014 venue will be discussed at September meeting. 	
<ul style="list-style-type: none"> • White Lines and S74 Charges – DL confirmed that the South East view would be to apply defects as opposed to s74 charges for missing white lines (as currently occurs) unless safety critical. 	
<ul style="list-style-type: none"> • Addition of Minutes to SEHAUC Website – SEHAUC agreed minutes would be added to the SEHAUC website, and would lag a meeting behind (historic minutes would not be added). A confidentiality item would need to be added to the agenda (new Item 5). It was also agreed that the One Road link would be added to the SEHAUC website, along with Roadworks.org. 	<p>RC</p>
<ul style="list-style-type: none"> • Cone Penetration Testing (Panda Testing) – BM reported that a defect via ETON for this & that Surrey CC requested a joint inspection as per the Inspections CoP, although there are no parameters for this allowable under the SRoH. BB stated that the defect should be for information only with defect process being used to highlight the issue, with the ‘defect’ then being withdrawn, with an ETON comment to say resolved. BM not sure if defect withdrawn. MJ was not aware of this issue & will investigate. 	<p>MJ</p>
<ul style="list-style-type: none"> • HAUC(UK) Discussion Document – SEHAUC reviewed the document in detail and did not agree with the document or feel the document was complete enough for ratification. A response from the Joint Chairs will be sent out. RC to send points of discussion from the meeting to the Joint Chairs to feed into this. 	<p>BB/DL RC</p>
<p>9. ANY OTHER BUSINESS</p>	
<ul style="list-style-type: none"> • BB mentioned that CoP allows for advance notice of immediate works (minimum notice periods) but Surrey CC rejecting. BB/MJ to discuss. 	<p>BB/MJ</p>
<ul style="list-style-type: none"> • MJ mentioned that as at time of meeting the SE Permit Scheme had not been approved. Provisional start date 1st November with 1 month with no charge. There is an aspiration to have a scheme working group. MJ to circulate scheme document to RC once approved. 	<p>MJ</p>
<ul style="list-style-type: none"> • WS – Utilities to ensure to either set up a D1 meeting or jointly agree D1 not required. 	
<ul style="list-style-type: none"> • ML – asked SEHAUC if Colas can attend with MJ. SEHAUC agreed but PCC will only have one ‘voice’. 	
<ul style="list-style-type: none"> • DL – KLRS went live with charging on 28th May & invoices not at levels initially feared. There will be a KLRS stand at the event to raise awareness on what revenue will be spent on. 	
<p>10. SUBMISSION DATE FOR AGENDA ITEMS</p>	
<p>Agenda items to be submitted to the Secretary by Friday 30th Aug 2013 and Agenda circulated by the Secretary prior to meeting.</p>	
<p>11. DATE OF NEXT MEETING</p>	
<p>Friday 13th September 2013 Venue: South East Water, Snodland</p>	