

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

MINUTES OF THE MEETING HELD Friday 10th June 2016, at Portsmouth City Council, PO1 2BG

PRESENT

PAUL DOOLEY- UK POWER NETWORKS (CHAIRMAN)	GRAEME LAKE – EAST SUSSEX HIGHWAYS (JOINT CHAIRMAN)
ROY CLARKE (SECRETARY) SOUTHERN WATER	DAVID LATHAM - KENT COUNTY COUNCIL
DARREN HUNTER - SGN	LINDA PLAYNE – A-ONE +
JULIE PAYNE & HANNAH HOLMES - SCOTTISH & SOUTHERN ENERGY	TONY ROBINSON & LISA MORGAN - ROYAL BOROUGH OF WINDSOR & MAIDENHEAD
MALCOLM LYONS - SSE TELECOMS	ED DAY – WOKINGHAM BC
GEOFF SPILLER - AFFINITY WATER	FRED WILLET - COLAS
MICHELLE LOVE – PORTSMOUTH CITY COUNCIL	MARY ANN CUZNER – SOUTHAMPTON HIGHWAYS PARTNERSHIP
ANDY FRIPP – VIRGIN MEDIA	CAROLINE PANTING – B&HCC
KEVIN ORLEDGE– SURREY COUNTY COUNCIL	FIONA SMITHEE - SUTTON & EAST SURREY WATER
CHRIS KNIGHT - PORTSMOUTH WATER	

APOLOGIES FOR ABSENCE:

SAM HOWE & WAYNE SCOTT – BRACKNELL FOREST BC	ROBERT HUDLESTON – NETWORK RAIL
EMMA WENHAM - SOUTH EAST WATER	IAN ACKERMAN - HANTS COUNTY COUNCIL
PAUL TREAGUST – PORTSMOUTH WATER	ROGER HOWARD – WEST SUSSEX CC
JAMES PENMAN – READING BC	NEIL AINSWORTH – WEST BERKSHIRE CC
KEITH O'BRIEN – VODAFONE	ALISON HEWS - KENT COUNTY COUNCIL
LIN MELUIH – BOURNEMOUTH WATER	IAIN THORNTON – ISLAND ROADS
BOB BEANEY OPENREACH	DONNA COOPER - COLAS
JAN CHAPMAN & ANDY FRIBBENS - THAMES WATER	

2. CONTACT DETAILS

A list had been circulated for updating.

RC read out the address below from Bob Beaney:-

I'm really sorry that I can't be with you today, but as most of you will be aware by now, I am retiring from BT and leaving the Industry for ventures new. I therefore today resign as Chairman; I have always been honoured to be your Chair and that of the best region in the Country. Thank you all for the support you have given me over the many years. My leaving date is the end of September and it is my intention to introduce my replacement at the next meeting.

3. MINUTES OF MEETING HELD ON 11th March 2016 – Accuracy

No issues identified.

4. MATTERS ARISING FROM MEETING 11th March 2016

- DH - HBM / SMR SEHAUC quality assured criteria /protocol document – DH has sent the protocols to IAck. Ian has suggested best to add links to WRAP & SHW. DH is sending links to IAck.
- Balanced Scorecard – Geoplace slides - GL has still not had slides, so DL suggested getting the latest Regional scorecard as an alternative. SE Region at 60-70% feedback level, which is the top quartile.
- Rogue items of SLG – BB will take the Kent protocol & re-badge as a 1

ACTION

DH

DL

HAUC England Update:-

- JP mentioned s81 doc launched at the Convention, and that the Systems group historic ETON documents are being looked at with resultant issues being pulled into a report for the ETON Developers.
- DL reported that 7DW & Coring are the prime pieces of work at present. DL suggested that if Industry can suggest alternatives to 7DW, DfT may consider. HAUC(England) have plead that the result be as easy to operate as possible, and have suggested more proportionate charges rather than negative s74 charges. Enforcement will be a burden on both Utilities & HA's, and DfT could end up with something unworkable. October 17 is the date DfT are looking to implement, and will need primary legislation change.
- National Permit Gp – DL updated that approx 60% HA's now permitting, and a letter has been sent to all JAG Chairs requesting a Regional Authority Rep to represent all Permit Schemes within their Region, so that the whole Country is covered. DL will also continue to sit on the Group as HAUC England rep.
- DL stressed that DfT consultations need to be responded to constructively, as DfT will not listen to general industry whinges.
- Coring Document – PD suggested NW HAUC may abstain from this, and that HA's in other regions are carrying out targeted coring on reinstatements outside the guarantee period. DL confirmed this will be Statutory Guidance, and HA's will have to follow. DfT recorded 66 responses to the consultation & there should be a final consultation in the autumn. DL is sending data to the DfT to indicate that there is a continual improvement in coring performance.
- JP mentioned she had received an improvement notice for SLG, which then moved on to reinstatement, but has not had this confirmed in writing. DL stated that the terms of the improvement notice need to be clarified in writing, and that improvement notices cannot accumulate & change –i.e. there needs to be a start and finish point of the notice. GSp had also received an improvement notice for SLG, and the HA tried to extend this to breach of Permit conditions. GSp clarified that conditions are not part of the improvement notice, and any references to conditions were removed. GSp mentioned Affinity are still challenging air voids & have not paid any failures to LB Barnett.

7. TREASURER'S REPORT

- DL reported no change to SEHAUC balance since last meeting.

8. HIGHWAYS ENGLAND REPORT / ISSUES

- LP mentioned that she is having ETON issues with Mayrise, and cannot see notices sent by this system. UKPN are good at communication by email/ phone, and Linda would like to extend a big thanks.
- The Contract for Area 4 is now with A1+. Linda's details as follows:-
Linda Playne
Street Works
A-one+
10 Kings Hill Avenue, West Malling, KENT ME19 4AR
DDI: 01732 446 856
Mobile : 07342 030 721
E-mail: linda.playne@aone.uk.com
Web: www.aone.uk.com

9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE
- **Sustainability:** Utilities need to promote use of Roadmender. SGN are using for s81 repairs, & Southern Water using in Hastings (GL has no adverse comments on usage). DL re-confirmed that it can be trialled in Kent as there is an approved KLRS bid for a trial. DH suggested documenting process for a trial, and has sent a draft doc to RC. RC would like to extend usage & will send to Clancy National Streetworks Manager to populate & use for extending trials, and then pass to PD/DH. Ultipro – DH has chased them for TRL document, but has not yet received. Will continue to chase before any further action is taken. RC -Done
 - **Sharing Good Practice:** KO mentioned the UKPN workshop he was invited to, where Surrey talked regarding the HA perspective of Streetworks. KO found it very useful, with UKPN being open & honest. Surrey CC came away from the event with the view that UKPN are doing all they can to resolve issues. PD found it good to hear feedback from the HA perspective. The Elgin comms app is working well in West Berkshire & is reducing customer complaints. DL has had Sally Kendall visit Kent CC to see how Permitting is done, & reported she was very impressed. DH
- Performance:** GL ran through items raised at SEJAG – KO mentioned the Openreach Improvement notice has been running for 9 months, and that there is not a disagreement over the validity of the improvement notice within Openreach. DL stated however, that HAUC England view is that peoples view on validity of issues should be left out of minutes. West Berkshire recently took out a prosecution against Openreach for SLG inadequacy, and Openreach pleaded guilty. JP mentioned issues in Hampshire over quality of interim reinstatements not being aesthetically pleasing. JP has had issues with SSE restructuring, with a lot of local knowledge being lost, plus issues with sub contractors. JP stressed that the interims are not dangerous, and issue will be sorted within 6 months. Affinity Water & Amey poor compliance & lack of understanding with Permits – DL is dealing with Helen Tutt as point of contact. DL to share issues with GSp. General discussion at JAG around SGN poor planning of schemes. GL wants to capture examples & has asked JAG members. DH will be the SGN point of contact. GL mentioned the issues that took place after changeover to Costain CH2M, where a ‘resetting of boundaries’ took place, with a need to minimise disruption in line with 7DW. GL said would have been better to communicate this before implementing. DL updated re: KLRS where the 1st Infrastructure bids have come through & been approved. Example is where a comms chamber has been moved out the carriageway thereby future proofing the carriageway. DL reiterated the need for submission of innovation projects on the KLRS Network. PD mentioned the recent West Sussex Permit forum, which was worthwhile refreshing approach. HH mentioned that PMR’s on immediates will be stopped & AIV will be used instead. Also issues with out of hours working & staff training. DL
- **Venues for future meetings:**
 - Fri 16th September 2016 – South East Water, Snodland
 - Fri 9th December 2016 – Easthampstead (TBC) RC to confirm whether this has been booked. DL confirmed that the March SEHAUC could take place at Oakwood House. RC to extrapolate dates for next year (2017). RC
10. ANY OTHER BUSINESS
- LP expressed thanks to UKPN for works to sort out the cover on the A259 outside the wind farm near Rye.

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

- RC raised a number of items on behalf of Emma Wenham as follows - SEW do an annual AMP presentation to all the HA's at the beginning of every year, but due to HA lack of attendance this year they were cancelled. EW asked for a general consensus on whether these should continue? DL mentioned that the last one clashed. General view is that these are worth having, and would encourage others to do the same.
- EW via RC - ESCC are not giving discounts for working outside of TS times on Cat 0-2 roads, only Cat 3 and 4. Not the case with other Authorities. Clarification needed on which roads discount received and is it only if applied for? Consensus was if working wholly outside of traffic sensitive times (either at promoter or HA request) then entitled to discount. KO mentioned that Surrey have a set discount of 30%, and the promoter does not have to apply for the discount, as is automatic. Out of hours box needs to be ticked, with NCT 2A. GL will take this back to his co-ordinators. RC mentioned that WSCC only allowing discount if applied for, and has raised this with the HAUC (England) Permits Group.
- EW via RC - reminder that SEW are using the same signs as Southern Water for leaks detected with a planned date on them. A few inspectors have commented not aware of these (both RC & EW have mentioned at previous SEHAUC meetings).
- RC mentioned the FPN dispute with WSCC he had sent to SEHAUC to look at, regarding whether Standard URL's must be used within a Firewall under the ETON Tech Spec.
- GSp asked a query about inspection units if remedial works were carried out & guarantee period reset. Agreed that this would count as 1 unit of inspection.
- GSp mentioned if an FPN is received for working without a permit, then should not get an FPN for late start etc. MAC suggested that if the Utility has identified the initial non compliance upfront, then would be reasonable to not receive an FPN at all.
- JP – Systems group are looking at what happens to a temporary traffic signal application form when a works is cancelled, and how this is dealt with. MAC stated in Confirm it sits on the system after works cancelled.
- JP – asked about if a Category of street is identified & believe it is incorrect (i.e. over years road has changed, or service road, cul de sac etc that is shown on the NSG as Cat. 1), what is the process to dispute? PD had a similar issue, and had agreed with the HA that for s74 charging, road would be treated as a Cat. 4. DL stated that it's up to the HA to keep its NSG in order, but worth checking works raised on correct USRN. MAC mentioned that the HA has to prove that the entry meets the correct criteria. If problems persist then go through dispute resolution process.
- KO asked about the timeline for consultation regarding the Permit Guidance document – DL waiting for a response from DfT and hoping for sign off in October.
- MAC raised the discrepancy between Confirm & EXOR (Southern Water) level of inspection units. DL suggested going back to the report & looking at rationale behind it. RC to contact EXOR & get a line by line Discovery report for comparison.
- FS mentioned receiving an invoice for making safe a dangerous defect out of hours, which was sent to their supplier. FS has stated to the HA that this must be sent to the Promoter, but not yet resolved. All agreed that the Promoter should be liable for the invoice.

GL

MAC/RC

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

- FS asked whether it is Utility responsibility to liaise with Env. Health when planning to work out of hours. If driven by the Authority, then Authority responsibility to liaise with Env. Health, if driven by the Utility, then Utility responsibility. DL mentioned the Kent Memorandum of Understanding, & is happy to table as good practice.
- TR mentioned poor working practices by Options (SSE supplier) identified in Maidenhead, where no /lack of SLG. Investigation is ongoing & JP will get clarification of the outcome. JP re-iterated that safety is a key priority for SSE. AF mentioned the risk if the gangs were sacked & moved onto another Utility.
- TR mentioned that RBWM Permit Scheme consultation is imminent with roll out towards the end of the financial year.

JP

11. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by 2nd September, 2016 and Agenda circulated by the Secretary prior to meeting.

12. DATE OF NEXT MEETING – Friday 16th September 2016 – South East Water, Snodland, 10am