

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

MINUTES OF THE MEETING HELD Thursday 15th March, 2006 YMCA, Bridge Street, 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	ALAN FOSTER – SOUTH EAST WATER
GUY TOWNSEND – GLOBAL CROSSING	IAN ACKERMAN – HANTS COUNTY COUNCIL
ANDY FRIBBENS – THAMES WATER UTILITIES	ERIC COATES – ISLE OF WIGHT COUNCIL
GEOFF SPILLER – THREE VALLEY’S WATER	WAYNE SCOTT – BRACKNELL FOREST BC
ARTHUR NORTON - HIGHWAYS AGENCY	ROD PORTEOUS – PORTSMOUTH WATER
PETER ATKINS – WEST SUSSEX CC	IAN LANCEFIELD - KENT COUNTY COUNCIL
SARAH CAMERON – MID KENT WATER	R. AMIR – SLOUGH BOROUGH COUNCIL
PAT MULVIHILL – OXFORDSHIRE CC	STEVE LEEKS – EDF ENERGY
MAURICE DOWN - INTERROUTE	JOHN CLARK – SCOTTISH & SOUTHERN ENERGY
ANDY FINCH – PORTSMOUTH CITY COUNCIL	

APOLOGIES FOR ABSENCE:

MARK OSTHEIMER – NTL: TELEWEST	KEITH O’BRIEN – THUS GROUP PLC
JULIE ULLIOT - NG	PAT GREEN – SOUTHAMPTON CITY COUNCIL
ROGER HOWARD – WEST SUSSEX CC	TONY NORMAN – NETWORK RAIL
JULIA BURGOYNE – ATKINS TELECOM	ALAN FLORRY - SGN
EDWINA KACZOR – ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	PETER BLOXHAM – BRIGHTON & HOVE CC
NEIL AINSWORTH – WEST BERKSHIRE BC	

3. MINUTES OF MEETING HELD ON 15th December 2006 - Accuracy

- Item 9 – substitute members for HA’s
- 13.1 – It was agreed to report pre-published Sample Inspection pass/fail figures quarterly. Performance agenda item to be added to reflect.

ACTION

RAC

4. MATTERS ARISING FROM MEETING 15th December 2006

- Scotvec can provide Streetworks Accreditation details if required.
- One Highways Agency representative will represent all areas & will cascade to other 3 areas if required.
- Victoria Burnham (EDF Energy Sustainability Graduate) attendance - SL to invite to future meeting & liaise with RAC
- Roger Williams still compiling the list of ARMs that are permitted in each HA area.
- Site safety survey results - % pass, fail, reviewed etc to be shared at SEHAUC. Those HA’s that do Site safety surveys to feed base figures to RAC in Excel Spreadsheet.

SL

RW

All HA’s

5. HAUC Terms of Reference (Appendix H1.1) and applicability to SEHAUC

- Point 1 already on agenda

RW

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	<ul style="list-style-type: none"> • Point 2 – Not acting as Regional focus for HAUC UK – RW to formulate a question to HAUC UK regarding how SEHAUC can feed into HAUC UK. • Point 3 – The revised SEHAUC meeting format will now allow for a forum for discussion on relevant regional issues. • Point 4 – Dispute resolution procedure allows for unresolved local disputes to be brought to SEHAUC, as well as stagnant local issues & principles. Both parties need to be in agreement if Dispute resolution is to be used. • Point 5 – Performance to be added as a standard agenda item. • Point 6 – Local initiatives have previously been referred upwards and there is scope for this to happen in the future. • Point 7 – Working Practices already being promoted • Point 8 – No specific remits being received from HAUC UK – RW to raise as point in question relating to point 2. 	<p>RAC</p>	
6.	<p>ROTATION OF CHAIRMANSHIP OF SEHAUC</p> <ul style="list-style-type: none"> • Two proposals were discussed, both with a 2 year tenure:- • Joint Chairs, which would rotate on an annual basis. If vote of no confidence takes place, each side would be a vote for each position. • Joint Chairs, which would rotate every meeting. • SEHAUC members agreed that the Joint Chairs would rotate every meeting, and if a vote of no confidence occurs, then there would be an open vote to replace Chairs for both sides. • The 2 year tenure will start from this meeting with RW as Chair for the next meeting. 	<p>RW</p>	<div style="border: 1px solid black; border-radius: 10px; padding: 2px; display: inline-block;">Deleted: acting</div>
7.	<p>REPORT FROM SEHAUC WORKING PARTY – Robert Hudleston</p> <ul style="list-style-type: none"> • SC has replaced Peter Burman as Water Industry representative. • Traffic Detector Loops, Vehicle Crossovers & S81 will be rebadged as ‘Good Practice’ Guidance notes & sent out to all members before the next meeting. • Common Co-ordination Form – all should use the common form. • Compliance Testing Form – can be used for all coring & sent back to RW. • Best Practice in Streetworks & Highway Works – Ann Coley (DfT will attend the SEHAUC event). • SEHAUC Agenda – RAC will send out 2 weeks earlier, to ensure availability for SEHAUC WG. All to supply any agenda items 2 weeks before next SEHAUC meeting. • SEHAUC Training Initiatives – IA will support initiatives for the Working Group & is invited to the next meeting. • New Materials, Footway Boards, special surfaces Reinstatement, manhole identification & Amsterdam Soil under discussion by WG. • NJUG 4 & 7 – BB to pass copies to RH • Next meeting 8 June, location likely to be in Kent. 	<p>BB</p> <p>All</p> <p>All</p> <p>RAC</p> <p>All</p> <p>IA</p> <p>BB</p>	
8.	<p>SEHAUC EVENT – Roger Williams</p> <ul style="list-style-type: none"> • 5th September 2007, at Sandown. • Parity, clarity & similarity is the theme • Presentations include the whole life of a notice & defect process (JC & PG), TMA Challenges for a HA Contractor, Top 10 TMA points, Processes around issuing FPN’s, DfT Good Practice Guide, Southern 	<p>All</p>	

- Water & Brighton & Hove working together presentation.
- Any potential exhibitors, liaise with RW/SC
 - Registration via SEHAUC website
 - EDF Energy will sponsor, flyer to be agreed & will be included in May 2007 HAUC UK Conference.
9. TREASURERS REPORT – Robert Hudleston
- NMDC (Jigsaw) have sent a replacement cheque
 - Exhibitors for this years event are being encouraged to pay by BACS
 - Reported balance takes into account advance payment for 2007 Event & the SEHAUC website work.
10. REPORT FROM HIGHWAYS AGENCY
- AN has cascaded guidance out to HA service providers for each area reminding of responsibility to manage network (copies already distributed)
 - Any serious issues with service providers, can raise with AN.
 - RCC at Godstone covers the South East area
 - Issues with HA Guidance contravening with NRSWA were discussed (permits for works, spotters on the A21). To be discussed more fully at a later date.
11. AGREED WORKING PROCEDURES
- Covered under previous item
12. MATTERS TO BE REFERRED TO HAUC (UK) / ALL REGIONS HAUC MEETING
- There were no matters to be referred.
13. CONTACT DETAILS
- A list was circulated for updating.
14. SHARING BEST PRACTICE
- RW suggested this be a standard agenda item & papers be submitted in advance, with possible 10 minute presentation.
 - SEHAUC is a good forum to share best practice
15. SUSTAINABILITY
- SMR – BB will visit depot in April to see if meets 803 classification (SMR looking towards getting yard in SE Area). Potential for presentation at future meeting.
 - Environment Agency have reclassified waste tarmac as a hazardous material & therefore cannot be placed in tips. Portsmouth Water will recycle 20 tons P.A. & invitation to attend was extended. RP to update next meeting.
16. ANY OTHER BUSINESS
- Standing of Inspections COP (AF) as is non statutory. Agreed that cannot 'cherry pick' to apply parts of the COP, & if opt out of the COP, then this needs to be declared formally at Local HAUC. Also if no confidence in a Utility call centre, then this should also be declared at a local HAUC. If a proven track record of non response to repeat defects then the JUG side would accept reasonable costs, providing an engineering summary of cost is attached. Highway Authorities do have to comply with the Highway's Act (1980) & therefore any do have the

All

RP

right to take immediate action if the Undertaker is not identified or persistent failure of undertaker to respond. The next version of the COP should provide further clarification.

- London HAUC Expo at Kensington Olympia (27/3/07).
- Global Crossing has now taken over Fibrenet. Issues with incorrect staff applying to carry out works on the Highway. GT to send out updated Contact list to all.
- Risk Assessment Grid suggested for a future Best Practice Agenda Item
- Roadside Memorials – Not a SEHAUC item as JUG Group have no influence over policy – ACPO have been tasked with discussing Regional Policy.
- CDM Regs – new regulations coming in 1/4/07 – AF would like to seek clarification of processes & procedures being put in place to meet obligations under CDM Regulations 2007.
- Website – suggested update to include updated contacts lists for all & Operational District Codes. Will need to be password protected. BB to discuss with Website services provider.

GT

EC

All

BB

17. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by 1st June 2007 and Agenda circulated by the Secretary prior to meeting.

18. DATE OF NEXT MEETING

Next meeting to be held:

Friday 15th June, 2007

Venue: Grosvenor House, Surrey CC, Guildford
at 10:30 hrs (unless notified otherwise).