

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

MINUTES OF THE MEETING HELD Friday 14th March, 2008 Grosvenor House, Surrey CC, Guildford

PRESENT

BOB BEANEY (JOINT CHAIRMAN) OPENREACH	ROGER WILLIAMS – (JOINT CHAIRMAN) EAST SUSSEX COUNTY COUNCIL
ROY CLARKE (SECRETARY) SOUTHERN WATER	ROBERT HUDLESTON – SURREY COUNTY COUNCIL (TREASURER)
GRAHAM MATTHEWS - ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	HARRY PENDLETON – ATKINS TELECOM
ANDY FRIBBENS – THAMES WATER UTILITIES	BRIAN WATSON – BOURNMOUTH & WEST HANTS WATER
TONY NORMAN – NETWORK RAIL	R. AMIR – SLOUGH BOROUGH COUNCIL
IAN LANCEFIELD - KENT COUNTY COUNCIL	GEOFF SPILLER – THREE VALLEY’S WATER
CAROLINE BRUCE - KENT COUNTY COUNCIL	PAT GREEN – SOUTHAMPTON CITY COUNCIL
DAVID LATHAM - KENT COUNTY COUNCIL	RICHARD KEATES – PORTSMOUTH WATER
ALAN FLORRY - SGN	ERIC COATES – ISLE OF WIGHT COUNCIL
NEIL AINSWORTH – WEST BERKSHIRE BC	PAT MULVIHILL – OXFORDSHIRE CC
IAN ACKERMAN – HANTS COUNTY COUNCIL	DAVID HANN & JIM BROWN - GUESTS

APOLOGIES FOR ABSENCE:

STEVE LEEKS – EDF ENERGY	WAYNE SCOTT – BRACKNELL FOREST BC
JULIE ULLIOT – NATIONAL GRID	ALISON HEWS – SOUTH EAST WATER
GRAHAM BARNWELL – WOKINGHAM DC	MARK OSTHEIMER – VIRGIN MEDIA
PETER BLOXHAM – BRIGHTON & HOVE CC	ANDY FINCH – PORTSMOUTH CITY COUNCIL
EDWINA KACZOR – ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	JOHN CLARK – SCOTTISH & SOUTHERN ENERGY
KEITH O’BRIEN – THUS GROUP PLC	ALAN FOSTER – SOUTH EAST WATER
ROGER HOWARD – WEST SUSSEX CC	JAMES PENMAN – READING BC
IAN ADDAMS – SUTTON & EAST SURREY WATER	PETER LOFT – THAMES WATER

3. MINUTES OF MEETING HELD ON 13th December 2007 - Accuracy
 - Accuracy accepted
4. MATTERS ARISING FROM MEETING 13th December 2007
 - How SEHAUC can feed into HAUC UK, and how information is fed downwards from HAUC UK. Recognized by HAUC UK that they don’t use Regions as well as they could. RW/BB to formulate letter.
 - BB thanked those who responded with help for event build up
 - Network Rail will have an ETON system in place 1st April.
5. REPORT FROM SEHAUC WORKING PARTYS – Robert Hudleston/Roger Williams
 - Met 7th March, minutes from Working Party sent out separately
 - No further action at present with Agreed WP’s. WP now acting more as a ‘think tank’.
 - Site Safety Survey –benefit in using same form – WG will re-evaluate.

ACTION

RW/BB

<ul style="list-style-type: none"> • Thanks to Roger Howard for collating performance results. • SEHAUC co-ordination form to be compared with SWHAUC form. • Any training presentation to be sent to Ian Ackerman. 	<p>Working Party All</p>
<p>EVENT WORKING GROUP – RH</p>	
<ul style="list-style-type: none"> • Event title will be ‘Delivering the Network’. Drive to get sponsors on board, early discount scheme. • Delegates registration form on website, exhibitors mail form on website. • ‘Buddies’ will work alongside reps. • SEHAUC will refund expenses to PG if she is not with SCC. 	
<p>6. TREASURERS REPORT</p> <ul style="list-style-type: none"> • Outgoings due to SEHAUC meeting at Easthampstead Park, & Sandown Park, annual maintenance of website. • Income from EXOR still outstanding. • Late payment from Roadtech received. • Estimated balance still healthy. 	
<p>7. REPORT FROM HIGHWAYS AGENCY</p> <ul style="list-style-type: none"> • HA will not be represented at SEHAUC following letter received from Helen Batty. HA have pulled out of HAUC WG’s & will not attend HAUC’s. Any issues can now only be raised at HAUC UK. SEHAUC suggests that this stance appears to go against Network Management Duty. • RW/BB to draft a strong response to be copied to HAUC UK, NJUG, NSWHG & Richard Buckley, expressing disappointment. • Also issues with TRSGD integration. Highway Authorities affected to write separately and distribute amongst SEHAUC members. 	<p>RW/BB HA’s</p>
<p>8. AGENDA ITEMS/ ISSUES TABLED FOR DEBATE</p> <p>WRAP DOCUMENTS –</p> <ul style="list-style-type: none"> • WRAP seeking in principle sign up from SEHAUC. Further debate to take place before next meeting. HA’s to go back to their own organisations to discuss acceptance, to be followed by further discussion at next SESWHG. SEJUG have no objections to the document. • SEHAUC agreed WRAP could use SEHAUC data for updating WRAP database. Ian Ackerman to forward to WRAP on next update. <p>NSWHG FPN DOCUMENT-</p> <ul style="list-style-type: none"> • Report expands on original guidance, but does not define an FPN or the application. • SESWHG generally supports the document. • FPN’s need to be justifiable, not just the push of a button. • BB requested reports of potential future FPN’s from 1/4 if possible. <p>ETON 4 READINESS –</p> <ul style="list-style-type: none"> • Hants, Southern Water (except Morrison Utilities) & Thames will not be ready for ETON 4 on 1st April. TWU aim to be ready 28/4/08, SW 12/5/08. • RAC mentioned that SW aim to notice to TMA time periods. No issues with 1 month & 7 day notices with TMA lead in times, but daily whereabouts with longer lead in times could result in s74 administrative overruns & daily whereabouts followed by in progress (actual start) notices will result in rejections. • Openreach will not be able to send ETON 3 notices after 1/4/08. 	<p>HA’s IA</p>

	<ul style="list-style-type: none"> TMA training – training had taken place where it was stated minor works required 3 clear days between sending notice & starting works. SEHAUC agreed this is wrong and rules in ETON Technical Specification are correct. 	
	<p>AGREEMENTS & TECHNICAL SPECIFICATION –</p> <ul style="list-style-type: none"> Wrong Address – cannot override until registration, unless agreement obtained followed by error correction. Can blanket approval be given for this? Highway Authorities to look into. Grid References – generally Highway Authorities will check accuracy using map based systems. Reinstatement Grid References – Highway Authorities broadly agree that 5-10m accuracy is acceptable, although all should be working towards what the regulations state. Agreement phone calls – how will HA’s cope with increasing number of calls for agreements? Mail box suggested, but CoP states has to be a phone call. Development Control – Officers / planners needed to help co-ordinate works. Working Group to look towards developing a way forward. NSG Level 3 – Is this free after 1/4 ? If already have a MasterMap licence, then should be. As is statutory after 1/4, then should be, but is only statutory for HA’s. RAC to check with Intelligent Addressing. 	<p>HA’s</p> <p>Working Group</p> <p>RAC</p>
9.	<p>AGREED WORKING PROCEDURES/ BEST PRACTICE DOCUMENTS</p> <ul style="list-style-type: none"> SE161-64/002 Street Classification – as the information will be provided elsewhere (level 3) it is recommended this be withdrawn unless representation is received before the next meeting. Constitution – revisit at next working party. 	All
10.	<p>MATTERS TO BE REFERRED TO HAUC (UK) / ALL REGIONS HAUC MEETING</p> <ul style="list-style-type: none"> BB to instruct Political Intelligence to send HAUC UK minutes to RAC. 	BB
11.	<p>CONTACT DETAILS</p> <ul style="list-style-type: none"> A list was circulated for updating. 	
12.	<p>SHARING BEST PRACTICE</p> <ul style="list-style-type: none"> For June – Clancy Docwra will present MMM system. Plastic Road Plates –PG to send info to RAC Considerate Contractor Schemes – enough data should be available. Co-ordination Best Practice 	RAC PG
13.	<p>SUSTAINABILITY</p> <ul style="list-style-type: none"> Spreadsheet updates to IA RK – Portsmouth Water hoping to achieve 803, awaiting phosphate testing results. ESCC sustainability Working group – Following recent Clancy Docwra workshop, RAC has written to RW, Peter Bloxham & Peter Atkins regarding use of SMR. RW to link into County Surveyors Society. 	All RW

14. PERFORMANCE

- Sample Inspection Performance – All HA’s should send future information to Roger Howard – disappointing not all HA’s contributed. Cat A information will need separating out into SLG inadequacy & reinstatement failure. Information could be used for identifying best practice. High & low risk inadequacies could be added – SESWHG to evaluate.
- Improvement notices – Current notices running are for Openreach from IoW and ESCC. Hants Openreach notice now dropped, along with IoW Wightcable 2005 now dropped. Bracknell Forest Openreach notice to be clarified.
- PM identified issue of interims being closed down as permanents identified by coring. Noticing for coring under the TMA to be added to next agenda.

All HA’s

SESWHG

RAC

ANY OTHER BUSINESS

- New SERTOOC rep will be required to take over from PG. Ian Ackerman will represent.
- RH struggling to nominate awards for HUAC UK event at Cardiff.
- TN –notification of works on public footpaths. If deemed as Public Highway on NSG then notice required. BB will check if FPN applicable.

BB

15. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by Friday 30th May 2008 and Agenda circulated by the Secretary prior to meeting.

16. DATE OF NEXT MEETING

Next meeting to be held:

Friday 13th June 2008

Venue: Grosvenor House, Surrey CC, Guildford

at 10:00 hrs (unless notified otherwise).