

SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

**MINUTES OF THE MEETING HELD
Fri 15th March 2019 at Oakwood House, Maidstone**

PRESENT

JEFF ELLIOTT (CHAIR) - WSCC	PAUL DOOLEY (CO CHAIR) – UK POWER NETWORKS
ROY CLARKE (SECRETARY) – SOUTHERN WATER	TREVOR MERCHANT - EAST SUSSEX HIGHWAYS (TM)
ALISON HEWS (TREASURER) - KENT CC	DAVID LATHAM - KENT CC
WAYNE SCOTT – BRACKNELL FOREST	CAROLINE PANTING – BRIGHTON & HOVE
LOUISE WILSON - OXFORDSHIRE CC	HARMEET TIWANA – SLOUGH BC
IAN ACKERMAN - HANTS CC	LISA MORGAN & GRANT PHILLIPS - RBWM
JULIE PAYNE - SSEN	GEOFF SPILLER - AFFINITY WATER
MARY-ANN CUZNER - SOUTHAMPTON HIGHWAYS	DAVID CAMPBELL & AMMAR JAWAID – COMMUNITY FIBRE
KEVIN ORLEDGE – SURREY CC	DAN DICKINSON- OPENREACH
DONNA COOPER – COLAS	STACEY GRANT - PORTSMOUTH CC
TRUDI McLEOD – SE WATER (TMcD)	DAVE PLUMADORE– SES WATER
PAUL HUGHES - VIRGIN MEDIA	PAUL WOOD - MEDWAY COUNCIL
BRIAN LOMAS - WEST BERKSHIRE CC	PAUL TREAGUST - PORTSMOUTH WATER

APOLOGIES FOR ABSENCE:

ROBERT HUDLESTON – NETWORK RAIL	ED DAY - WOKINGHAM BC
DARREN HUNTER- SGN	IAIN THORNTON - ISLAND ROADS
<u>GUESTS</u>	
DAVID DEADMAN & JOHN NEWPORT - OPENREACH	AMANDA BROWN - UKPN

2.	CONTACT DETAILS A list had been circulated for updating.	ACTION
3.	MINUTES OF MEETING HELD ON 7 TH December 2018 Accuracy Agreed	
4.	MATTERS ARISING FROM MEETING 7 TH December 2018 <ul style="list-style-type: none"> • No Permit reports or Lane Rental reports for SEHAUC website received by Iack as of yet. JE will update Iack with latest Lane Rental proposals. • Manual control use of PTS already on list of Good Practice Agreements • Site wash downs - DL mentioned issue originated from Southend in relation to a s74 charge. HAUC(England) view is that if doesn't impinge on traffic flow then isn't a valid s74 charge. If anything makes the Highway unsafe then would be an issue, but does need washing down under the Highways Act. SEHAUC constitution - IACK to update in neutral format - still outstanding. 	JE Iack

5. CONFIDENTIAL ITEMS ARISING FROM MEETING 7TH December 2018 - None – Iack to put on SEHAUC website. **Iack**

GDPR statement:- 'Those who have signed the attendance sheet agree that their details & comments can be used for SEHAUC purposes only'.

6. HAUC (ENGLAND) Update (DL) & REPORT FROM SEHAUC JOINT WORKING GROUPS (Iack/ AH)

Working Groups (Iack/AH) –

- IACK reported no further progress at present with the SEHAUC working Group, and that he needs to resign as Chair of the WG. All to think about who could take over as potential Chair of WG in the future. DL suggested moving forward as HAUC(England) do, as task & finish groups. **All**
- AH mentioned that all speakers for the Event are confirmed (Neil Edwards, StreetManager, Health & Wellbeing). 14 exhibitors have registered so far, with Openreach as the sponsor. Event will be held on Tues 16th July at the Kent County showground.
- PD mentioned the National Permit Conditions training that would take place in the Western Area & JP has a couple of locations in the Thatcham area (Berkshire). Agreed on 30th May at Thatcham football club, where there is free parking.

HAUC(England) Update (DL) –

- DL mentioned the DCMS toolkit, which is more of an aspirational good practice doc, supporting fibre to premise rollout for 5G etc.
- Co-ord CoP - Chapter 6 feedback to be reviewed in April. Group will generally review a Chapter per month. Chapter 11 will be put out via HAUC(UK). RC expressed concerns about the potential legality of FPN's produced by StreetManager, where at present the legal FPN document cannot be reconstituted by the system (as it currently does in EToN). DL suggested DfT will need to change regulation to match what is in StreetManager. Likely CoP will become statutory. **RC**
- SRoH - PD would like to see strong evidence that reinforces the need for a 5 year guarantee period. DL mentioned research that indicated anything lasting 2 years would last for 5 years. TMcD suggested that this could impact s81's currently outside of the guarantee period. Discussion took place over whether SEHAUC should get together to formulate a Joint response. Agreed that RC would share SEJUG response with JE to see if any common ground.

7. TREASURER'S REPORT

AH confirmed that there were outgoings for the SEHAUC website maintenance, & exhibitor income for the 2019 Event. Balance remains healthy.

WS said that he will send AH a revised invoice EPCC for last December's meeting, which will cover refreshments only.

8. HIGHWAYS ENGLAND REPORT / ISSUES

N/A - no representative present.

9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE

- **Materials & Sustainability** – New materials are a key point in the SRoH consultation document.
- **Sharing Good Practice** - TMcD mentioned a Director level compliment and flowers sent to a Clancy Rep on the SEW Contract from a Developer for coordinating the collaboration of other utilities to get them all into a development site in one week.
- **Performance** - MAC mentioned that she has SGN on an informal Reinstatement Improvement notice, and SSE on a formal improvement notice, which she is hoping to withdrawn in the near future. KO mentioned the recent Openreach prosecution, where Openreach pleaded guilty regarding a dangerous reinstatement. Judge asked in any precedent set on fine level. AH mentioned the Virgin Media Thanet project where there is a high level of defects & Directors involved. VM have been stopped from working until issues are resolved. IACK also having issues with VM in Hampshire. DL stated the projects need 'effective' supervision.
- **SEHAUC Website Review** - Group agreed to put on hold for the moment.
- **Street Manager update** - JE is currently looking at cost's to Authorities having to adopt this system. MAC mentioned the Beta testing agreed with SSE, and that the expectation is to go live after Beta testing. PD suggested the need to be clear on signing up to Beta testing that you do not agree to go live at an earlier date. DL mentioned the bids for Lane Rental funding which will keep the project running for 2 more months. Approval is subject to the list of items agreed, and funding will only cover beyond MVP (items currently out of scope). RC stressed the criticality of getting the API working & asked if any more updates on this, but no further updates as of yet. Go live dates discussed, and SEHAUC general consensus of members at the meeting was that, with the product as we see it at the moment, is to go live on the very last day possible. JE mentioned he was not in a position to influence DfT on extending the date of go live. MAC asked if any influence on s58 being added to MVP. DL said is on the DfT wishlist, & JP will raise with Geoplace also to see if can be added back onto the NSG data.
- **FPN applied for working before 8am on a planned Activity** - PW/PD updated the meeting, where a UKPN grab lorry was on site, before 8am & asked whether this should be an FPN for breach of timing conditions (although Permit did not specify times of work) or a breach of Environmental Health Act? JP suggested would need a tick in the box for out of hours working & as haven't ticked could be a breach of the terms of the Permit. General agreement that it is an FPN for a Regulation 20 offence as not working to the terms of the Permit.
- **Defect Escalation Point** - Raised on behalf of Julie Day, asking where the escalation point for Utilities is. General agreement was that the SEHAUC Rep is generally the point of contact.
- **New Development NJUG Installation Compliance** - SD not available at the meeting, so agreed to carry over.
- **Street Works Permit Fees & Associated Financial Liability Payments** - WS mentioned that his admin team are being challenged to send different invoices on different cost elements (TS switch outs, coring costs, TTRO's, permit charges etc). TMcD mentioned that bus

SD/RC

stop suspension charges, TTRO's etc all go to different departments and having on 1 invoice will slow the payment process down. Really need 1 invoice for 1 charge so they can be allocated to the correct part of the Business.

- Bus Stops - JE mentioned recent issues in West Sussex where there had been a fatality at a Developer's site, and the Coroner had said it was inadequate to leave up to the Bus company to sort out, and that the Authority need to take safety measures & mitigate risks. PD mentioned issues with Permits being refused as do not have correct PIN number. JE working on the process at present to make it a more seamless exercise. IAck mentioned set up of his Permit team is ongoing, and is hoping to subsume staff who deal with bus stops. PD does not want a replication of the TfL 'slip' process, or anything else that builds delays. DL mentioned that this should not be a reason to refuse the Permit, as there should be commitment to sort out any Bus stop issues. IAck mentioned a similar situation with structures, where he is working with Virgin Media over structures, where Structures Team do their own assessment, & then get everything agreed before Permit is submitted (& included on Permit application). IAck to circulate process.

IAck

Venues for future meetings:

- Fri 15th March 2019 - Oakwood House - Confirmed.
- Fri 14th June 2019 - Portsmouth - Confirmed.
- Fri 13th Sept - A1+ - South East Water - Snodland - Confirmed
- Fri 6th Dec -Easthampstead - Confirmed.

10. ANY OTHER BUSINESS

- KO mentioned that Traffic Signal switch offs in Surrey have been outsourced to Siemens so rates will be changing. Surrey Permit fees also changing in April where discounted £7 amount will move back to £10.
- LW mentioned that Oxfordshire are changing all their licence fees, and are also heading down the Permitting route, with a possible scheme launch in November. Currently trying to rebuild teams at present.
- TM mentioned that ESH will be increasing their Permit fees on 1st April. TM asked RC to circulate his email sent to PD/RC to the whole Group (See attached along with the ESH Modified Consultation Report). RC asked that TM share the single permit evaluation report covering years 1-4 of the scheme, confirming that the permit fee increase is required in order to ensure ESH are resourced sufficiently to fully deliver their Network Management duties (in compliance with 16A of the Permit Scheme Regs).
- DC mentioned the Hudson's Highway Trip gauge, which is metal with a mat finish, costing £50-£100. Contact Hudson to order as per her previous email.
- PH mentioned that Virgin Media's s81 contact details will be changing. TMcD mentioned she is now Assistant Highways Manager, and SEW are in the process of recruiting a co-ordinator.

RC
(attached)

TM

11. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by Fri 31st May 2019 and Agenda circulated by the Secretary prior to meeting.

12. DATE OF NEXT MEETING

10am, Fri 14th June 2019 - Portsmouth City Council Offices