

MINUTES OF THE MEETING HELD
Fri 14th September 2018 at A1+ West Malling, Kent

PRESENT

JEFF ELLIOT – WSCC (CHAIRMAN)	PAUL DOOLEY- UK POWER NETWORKS (JOINT CHAIRMAN)
ROY CLARKE (SECRETARY) SOUTHERN WATER	STACEY GRANT – PORTSMOUTH CITY COUNCIL
GEOFF SPILLER - AFFINITY WATER	LINDA PLAYNE – A one +
ALISON HEWS - KENT COUNTY COUNCIL	HANNAH HOLMES - SSE
HEIDI SAMWAYS & GRANT PHILLIPS - RBWM	EMMA DODD & ESSEL HAGAN - SOUTH EAST WATER
DONNA COOPER - COLAS	KIRSTY WILLS – EAST SUSSEX HIGHWAYS
CAROLINE PANTING – B&HCC	DARREN HUNTER - SGN
HARMEET TIWANI – SLOUGH BC	ROBERT HUDLESTON - NETWORK RAIL
STEVE DENNARD - THAMES WATER	DAVE PLUMADORE – SES WATER
MARY ANN CUZNER - SOUTHAMPTON HIGHWAYS PARTNERSHIP	KEVIN ORLEDGE & MICHAEL COOMBES - SURREY COUNTY COUNCIL
ANDY ARNOLD - PORTSMOUTH WATER	DAN DICKINSON - OPENREACH
PETER SAMWELL – VIRGIN MEDIA	

APOLOGIES FOR ABSENCE:

JULIE PAYNE - SSE	ED DAY - WOKINGHAM BC
DAVID LATHAM - KENT COUNTY COUNCIL	LISA MORGAN - RBWM
IAIN THORNTON – ISLAND ROADS	PAUL TREAGUST – PORTSMOUTH WATER
PAUL HUGHES - VIRGIN MEDIA	MARTIN ZELDER - CADENT GAS
JAN CHAPMAN –THAMES WATER	IAN ACKERMAN - HANTS COUNTY COUNCIL
WAYNE SCOTT – BRACKNELL FOREST COUNCIL	

2. CONTACT DETAILS

A list had been circulated for updating.

Surrey CC Infrastructure Academy - David Short (Kier) & Loulla Woods (Surrey CC) also attended to give a presentation (attached).

ACTION**3. MINUTES OF MEETING HELD ON 15th June 2018 – Accuracy**
Agreed**4. MATTERS ARISING FROM MEETING 15th June 2018**

- JP overrun/ Permit issue with WSCC - JE confirmed this had been resolved.
- Carried over from last minutes - Surfacing ARM's 'good practice' for HA's – still outstanding. DL mentioned the need to ensure we are aligned with the SRoH. IAck to pass to DH to sanity check against the SRoH. DH/IAck to liaise if any other alternatives not covered by SRoH & will suggest these to the SRoH WG.
- SEHAUC website review - AH has discussed some ideas with her Team member . AH & PD will meet to discuss. DC also happy to get a web designer quote.
- HE point of contact for Area 4 - JE has a point of contact, but issues may initially need to be passed through him 1st. DC confirmed still

IAck/ DH**AH/PD**

waiting for SMART motorway from HE. LP confirmed M20 works at Maidstone should be completed end of March.

- SEHAUC Autumn Permit Guidance Refresher - AH has provisionally booked Oakwood House for Wed 14th November & will make payment. Another venue is required for end of November in the west for 80 -100 people at roundtables.
- Permit Annual Reports - IAck suggested at previous meeting that a table displaying Annual Permit report date should be placed on the SEHAUC website, with 'round robin' carried out at SEHAUC meetings. JE stated that he fully supports this initiative as the need for a report is stated in regulation. Agreed this would be passed to the WG.

Working Group

5. CONFIDENTIAL ITEMS ARISING FROM MEETING 15th June 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) –

- RC read out the WG notes on behalf of Ian Ackerman, which were as follows:-
- No WG meeting in Aug owing to lack of availability. A new meeting has been rescheduled for the 5th Oct.
- HCC has recently approved PWC to use Instarmac's permanent cold-lay surfacing material (Ultracrete Instant Road Repair 6mm cold-lay asphalt material in footways. IAck will add to the agreed materials list.
- Tar bound materials. Needs special disposal. Possibly identify sites via ASD on the gazetteer.
- Some recycled type 1 material is showing poor performance in winter. WG would be interested in hearing if others have had problems. May need to review its use in Cat 1 and 2 roads.
- AHAUC process for defects and reinstatement assessment. WG to review this doc.
- LHAUC resurfacing doc. WG reviewing
- TTRO Processes & Alternative materials – still under review.
- List of regional agreements being developed (see attached)
- Event – AH has had really good feedback regarding the event & has provisionally booked next years event for Tues 16th July. JE confirmed he had had really good feedback also.

HAUC(England) Update (DL) -

- RC read out the HAUC(England) update from David Latham & Peter Loft (attached).
- RC asked which Authorities are considering running a Lane Rental Scheme in the future. KO confirmed that Surrey CC had lodged 'an expression of interest' with the DfT, & JE also confirmed that WSCC are looking into. PD suggested that it would be useful to have the SEHAUC Website updated to reflect Authorities who are considering Lane Rental so Utilities can budget for this risk. Agreed this would be passed to the WG.

Working Group

- RC raised the issue of EA classification of excavated materials which was mentioned on the HAUC(England) report. This is a joint problem that will require HAUC(UK) to write to the Ministers as severe risks such as not enough labs, could result in works being left open for longer, increasing disruption. Streetworks UK drafting up proposal for Christmas, but if EA don't accept the proposal will need a plan B. RH concerned that timeframes rapidly shrinking.
- StreetManager - JE mentioned that there will be a StreetManager Roadshow/ update meeting in the SE at Brighton Town Hall on 1st November.
- Permits - JE mentioned that himself, DL & Iack attended a Permit Scheme Roadshow in Bath for the SW. DfT are suggesting using existing schemes as opposed to writing their own schemes.

7. TREASURER'S REPORT

AH reported outgoings for the SEHAUC event & income from exhibitor payments, and that this years event was the most ever spent on an event due to the larger venue being used.

Total available balance therefore slightly less than normal, but all agreed that it was worthwhile to have a 2019 event, and that it should go ahead. Also suggested that David Short (Kier) should be offered a stall following his presentation earlier today.

8. HIGHWAYS ENGLAND REPORT / ISSUES

LP reminded all the HE run a noticing scheme in place & don't want a permit scheme at present.

S81 - even after HE have made safe, the s81 needs to be rectified by the promoter, as cannot have PTS left on the trunk route network unnecessarily causing disruption. JE asked if other methods of making safe that are not so disruptive, but LP has to react & make safe within a time frame. LP asked for s81 escalation points of contact from all.

LP mentioned 3 major projects on the M20, & HE have set up a Kent corridor co-ordination group, which both LP & AH thinks has been a good exercise. Smart motorway on the M23 ongoing.

9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE

- **Sustainability:** MC & DP raised the usage of slurry seal on concrete reinstatements. Surrey happy with the usage, where its used in residential roads to prolong the life of a rigid slab, helps prevent potholes, as other materials not acceptable. SGN also use. Tests with SGN & SES Water acceptable. However, issues with Contractors laying in wet weather & at temperature less than 10 degrees. Surrey CC happy to add to the SEHAUC grid - DP to send product details of Colas product they use to DH for the WG to look at (or find suitable alternative). MC to ask Colas if looking at getting HAPAS approval.
- **Sharing Good Practice:** GSp is following DfT Statutory Coring Guidance & looking at shared coring programmes, with Permit at no cost for self identified remedials. 5 HA's have signed up so far. DH & RC share UKAS results with HA's so would like to see HA coring numbers drop, as results being shared. DH also has suppliers photographing layers so no need for full depth coring. DH & PD will re-look at the ESH coring proposal to see if there is a SEJUG wide option that can be used. JE fully supporting of this, but recognises that the HA may need to core occasionally for Asset Protection purposes, & supports free permits as long as low % of failure.

All

DP/MC
Working
Group

DH/PD

- **Performance:** JP now sitting on the HAUC Performance WG.
- **s81** - KO reminded the Utilities working in Surrey of the recent email he sent out & asked for responses please. RC mentioned that the Wastewater Team within SW may be looking at recharging for s81 attendance when called out to a s81 when not SW ownership, but suggested an alternative approach would be for photos to be supplied when s81's sent through. RC confirmed that Kent, ESH usually supply photos, BHCC used to (CP confirmed that photos should be sent out) but issues with WSCC, Hampshire CC & Southampton (DC confirmed that Colas send out photos). MAC asked for an email address for photos to be emailed (as issue with sending via EToN -RC has provided) & JE confirmed that he is working on this. JE mentioned happy to 'name & shame' those who don't. KO mentioned that Kier will go out to a dangerous s81 & make safe, & will check on a daily basis until permanently rectified. KO confirmed that this does have cost implications also.
- **ESH Permit Fee Review** - RC stated on behalf of SEJUG that SEJUG does not agree with the fee increases that were proposed under the recent consultation & believes ESH should continue to focus fees on traffic sensitive streets as per DfT guidance. The Permit Scheme Amendment Regs 2015' state that an evaluation report must indicate 'whether the fee structure needs to be changed in light of any surplus or deficit'. The latest (2016) Evaluation report states that 'The East Sussex Permit Scheme has been a success', states a surplus for the second year of £34k, and then states 'it is not the intention of East Sussex County Council to alter our Fee Matrix at this time. SEJUG would like to see a clear recent evaluation report to demonstrate the need for increased permit fees, with a full 3 years worth of data showing the shortfalls. KW mentioned that although not involved in the Permit Fee review, there are responses to be sent out & that there will be a Year 3 report, which is the same as the year 2 report, but with different charts. ESH need to have a robust assessment to prove increase in fees are required & a correct year 3 report. KO asked whether in light of the above whether ESH will increase fees & when? KW suggested likely to be mid October. DD mentioned that this will impact commercial decisions as could potentially become a less commercially viable area (for example new broadband rollouts). JE stated that he had been working with East Sussex Highways on their efforts to improve and was aware that they understood their Network Management Duty. This is the driver for current proposed changes. He stated that he was reassured that a full and appropriate report would be forthcoming to support the changes East Sussex Highways propose.
- Number of representative's per org - this was raised via email to RC via Trevor Merchant (Surrey CC) - Although each HA/ Utility representative has one vote, no problem with a second representative for personal development or if a specialist subject is under discussion or sharing of knowledge etc.
- No Parking Cones & s74 charges - RC mentioned a s74 charge due to no parking cones, but due to the cones being placed under different legislation then NRSWA would not apply. JE agreed that s74 charges could not be levied against yellow no parking cones left on site after works are complete (unless severe disruption caused).
- Portable Traffic Signals - PD mentioned the recent guidance from the DfT reminding HA's that manual control of PTS is not a Standard Permit Condition that can be applied to all sites on traffic sensitive

streets. PD mentioned that he was seeing an increase in manual control requests, with no specific objective, with some individuals threatening not to grant the permit. SD suggested it was a grey area in what is being expected from manual control. JE said reasonableness is needed when no delay is being caused & MC said should not be placed on traffic sensitive streets carte blanche. JE supports a SEHAUC agreement around where manual control is used as a Permit Condition, then a full explanation must be added to the text stating what manual control needs to achieve (to be added to the SEHAUC Agreements list). JE fully supports the DfT Guidance & any examples where a condition is not necessary or used inappropriately should be escalated to JE, as need to focus resourced where they are required & will give the most benefit.

Iack

- Permit Type for Temporary Obstruction (15 minute) Board - KO stated that the EToN Tech Spec does not make provision for this form of TM and that use of a major permit application would be totally inappropriate. All agreed that stop & go with a minor or immediate permit application would be the most appropriate (to be added to the SEHAUC agreements list).

- **Venues for future meetings:**

- Fri 7th December 2018 –Easthampstead House - Confirmed.
- Fri 15th March 2019 - Oakwood House - AH to book

AH

10. ANY OTHER BUSINESS

- KO mentioned that Surrey CC have listened to the DfT & written to them expressing an interest in running a Lane Rental scheme.
- LP reminded all that SSE noticing works on behalf of WSCC start with 995.
- EH mentioned issue when using PTS that some motorists jump lights (which is an offence) & the lights then get stuck. JE suggested taking photos, use of CCTV & flag up with Operation Crackdown. ED asked if there is a generic sign to state that lights will stay on red if jumped such as 'jumping lights causes delays'. JE stated nothing legislative but could look at Sussex safer roads partnership. SEW also moving from Bentley to Symology in December.
- MAC asked about defect escalation with Vodafone. She has flagged with KOB but issue not getting sorted. PD will sort out.
- RC on behalf of Iack thanked all who helped with development of Permit Scheme doc & consultation responses, especially JE & JP. Scheme is going to Exec member approval on 25/9 with a view to going live April 2019, with further collaborative work with SEJUG.
- PD updated on the trials using smart signals for manual control - more trials coming up with glitches to iron out. Aim is to negate the need for manual control. GSp also setting up trials & suggests that up to 30% need for manual control will be saved.
- PD is seeing an inappropriate increase in the use of NCT 10a, misuse of 6a & 8a, and 13a should be very rarely used. JE does not want to see unnecessary conditions being applied to permits. PD also reminded all the AIV's are non chargeable.
- JE mentioned that the West Sussex Streetworks Manager job is now being advertised on the WSCC website for applications.

PD

11. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by Fri 23rd Nov 2018 and Agenda circulated by the Secretary prior to meeting.

- 12.** DATE OF NEXT MEETING
10am, Fri 7th December 2018 –Easthampstead House, Wokingham