

Working Group (IAck) –

- IAck confirmed that a meeting had taken place but there was an issue with attendees as a new Water, Comms & Unitary Reps are required. **PH**
- Sam Howe agreed to be the Water Rep, & Caroline Panting the Unitary Rep. Comms Rep not agreed & PH agreed to discuss with Dan Dickinson.
- New Materials – IAck will add Viafix to the SEHAUC materials grid for temporary repairs. DH is checking edge sealants for potential addition, along with Instaband Eco & Instaline. IAck has also added a blank ‘SEHAUC materials trial template’ to the website so materials for trial can be submitted to the WG.
- S81 – IAck outlined the key change to the draft process for non dangerous apparatus, where it is down to own inspection regime to check & maintain apparatus. Any further comments to IAck by 22/12/17. If no drastic changes required, this will be accepted as a ‘good practice’ document. JP mentioned the System group doc, but as this is a procedural doc, there should be no effect on the system doc (JP to forward copy of System Doc to IAck). DL will send finalised good practice doc to the Co-ordination review group for consideration. **All**
JP
DL
- SEHAUC Website – needs a refresh. JP will look at content, with AH looking at the technical side for recommendations. **JP/AH**
- Event – Good feedback on event received, with breakout sessions going well. SEHAUC agreed that an event will take place next year with a similar format. Provisional date is Friday 13th July. JC agreed to do a similar style session to ‘Game of Cones’ incorporating streetmanager/ co-ordination updates. DC will approach Sally Kendall as speaker, and could also speak from HAUC(England) perspective. JE will look at getting Kainos representative. Next event WG meeting is 19/1/18 – any ideas forward to AH/PD. **DC**
JE
All

HAUC(England) Update (DL) -

- Significant shift of operational issues from HAUC(UK) to HAUC (England) who are now the doing body, with (UK) now being the inter-territory talking shop. DfT now pushing back the writing of documents/ CoPs back to Industry. DL/PL asking for ideas to include into a mandate for the Co-ordination CoP review. Timeframe for review likely to be around 15 months.
- Inspections CoP – work to be done to modernize the style of the document. Consultant now appointed to head up the SRoH review (ARUP/AECOM).
- Coring Statutory Guidance – Still in the Ministers in tray waiting to be signed off.
- Lane Rental /Permits – awaiting outcome of Ecorys work, and the LR consultation. Big question is in what form LR will be released further & how it will be modified. DL/PL making sure they are getting regular meetings with Sally Kendall for updates.
- Streetmanager (JC) – ‘agile’ framework being used for Project Management, with the aim of producing one way of working, with a web based open dataset that will be released to traffic apps, sat navs etc. DfT currently looking at 2 user journeys – as a Utility planner & an HA Permit Inspector, and will need funding next for the Beta phase. Sally Kendall attends most of the WG meetings, with DfT analysts feeding in. Likely current Streetworks management part of ETON will no longer be used when streetmanager comes in, but may need to maintain for

historic data. Should be a noticing & permit system, but transactions will need to be agreed. Decision update should be available at the end of the Alpha phase.

- T & A Group – RC mentioned that Dave Reagan will be introducing a short consultation in the near future regarding Inspection of Streetworks – safety & compliance, which will go to all Regional HAUCs for consideration.

7. TREASURER’S REPORT

AH reported outgoings for the SEHAUC Event, with the Event balance now being paid. Still a trickle of Income from exhibitor payments, with balance remaining very healthy. SEHAUC just about broke even with the Event. A training event was suggested for October 18, but DL suggested this would be better placed in early 2019. Discussion took place over whether SEHAUC should put copyright on SEHAUC training (e.g. SEHAUC 2017)? DL uses HAUC(UK) copyright when needed.

8. HIGHWAYS ENGLAND REPORT / ISSUES

No report available

9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE

- **Sustainability:** IACK old Hants CC Materials list – will be kept within the WG. Surface dressing – would be good practice to note what is being covered up on the ASG. Most HA’s should have direct access to the ASD. JP mentioned issues with Oxfordshire Road classification – JC said that there is a form that can be used to flag up such issues with Geoplace, who will flag up with the HA (JC to send out form for circulation). JE confirmed that Rich Cuning is contact for Oxfordshire.

- **Sharing Good Practice:** DL mentioned the KLRs Rapid Curing concrete trial, where KCC are trying to downscale from motorways, for use in local roads using a proven method. May also be looked at for Utility trenches. Smart signals trial, which will remove manual control, now on course for late Jan 18 in the Dover/Deal area. Autogreen for 5 days will be initially trialled. South East Water starting to use ‘Temp Reinstatement’ markings on site. Southern Water have also been doing this in areas where agreed. Purpose is to reduce the number of customer complaints. WS suggested should only get phone calls where not compacted properly, and a member of the public wouldn’t know the difference between an interim & perm reinstatement.

Performance: DL is working with Virgin Media on a National Performance Improvement Plan, regarding generally safety & quality of reinstatement issues. DL reported that efforts are being made to solve problems under a collaborative approach.

- Permit Authority end of Year KPI reports:- RHud would like to know how the Permit data is being scrutinised, and by whom & how this manages the Network more efficiently, and what is the measure of success? DL reported that there is no formal process, and that it is open for anyone to look at. The HAUC Permit Forum is revisiting the performance template again, with a view to streamlining. DL also mentioned that each scheme will define in its own scheme document what the success factors are & the annual report should define if this is being met. PD asked if the reports included figures to prove that success is being met? DL suggested they should do & KO confirmed that reports are in the public domain, and Surrey CC would be happy to receive any challenges. DL re-affirmed that the National

JC

Permit forum has recognised that a better template is needed, and that any issues can always be resolved via SEHAUC mediation.

- Emergency Road Closures – discussion over what happens when an emergency burst etc occurs. JE confirmed that all have a duty to protect others in such an event, and if immediate works were completed during a weekend, then a retrospective TTRN should be applied for. Police, under their Duty of Care, can protect people, if works are carried out under a Police closure, then TTRN not required. IAck will re-write for Hants CC & use as good practice for SEHAUC.
- Cancelled Permits – RC asked about discount applied to permit fee when works proposed on a TS street, wholly outside of TS times, and then works are cancelled. JP suggested it should relate to the reason for cancellation. DL stated that as per 11.4 of HAUC(England) Guidance then if something happens outside of the promoters control then fee should not apply, however, 11.7 suggests that the discount should only apply when the works are actually undertaken wholly outside of TS times. Therefore if works are not undertaken, discount cannot apply.
- Surrey CC/SEJUG agreement on increased fees & deficit recovery – KO reported that the 1st 3 years of the scheme showed a deficit, and Surrey CC initially proposed to recover all costs/ deficits as that is how they interpreted the legislation. Surrey CC were then challenged by Thames Water initially, then SEJUG, but issue now resolved which allows recovery of the previous year & current year deficit, but not the 1st 3 years. Permit fees that were consulted on were introduced 1st November, with revised lower Permit fees introduced 1st December, in agreement with SEJUG. KO very grateful for the pragmatic JUG side stance which was acceptable to both sides. WS confirmed that he had feedback from MJ regarding the SEUG agreement. Year 2 deficit continues, following 1st year deficit. New fees from 1st Oct introduced. WS drafting out 3rd year report, and will set out how timeline for reducing deficit, and also how to reduce fees, with a view to introducing discounts. DL stated that Permit reports need to clearly signpost issues over cost & what actions are proposed to address this. WS reminded all that Permit fees were set in 2008, and with inflation, there may be a point where no discount will be available.
- Streets subject to early notification – CP asked what sanctions could be imposed for failure to notify? DL mentioned that this is a National issues, which DfT have left out. Could potentially be a prosecution for non co-operation if repeated failure, but is not an FPN'able offence as no condition to breach so no mechanism to apply an FPN. DL would not support any promoters disregarding streets subject to early notification, and would encourage working together to get the co-ordination correct. PD is not aware of any Utilities being taken to task for not complying.
- Multi Way Lights & Approval timings – JP had granted Permit, but did not give 21 days notice for 3 way lights, so was told that the lights were not approved & was thrown off site. Do we need to give 21 days notice for minor works with 3 way lights? KO suggested that if the Permit was granted, then surely you would be able to carry out the works. JC mentioned that although you must get permission for lights, there is nothing mandated in ETON for separate timescales. If the lights are not approved, then the Permit should not be granted. Any further issues should be escalated to PD/JE. RC asked if any HA's were insisting on separate paper PTS notifications, as opposed to ETON. No members present were asking for paper notifications.
- Breach of Permit conditions – DL confirmed that the National Permit

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forum is looking at what constitutes a regulation 19 & regulation 20 offence, as well as the JAG FPN guidance. DL will launch through the Permit forum, but will only be guidance as cannot give a legal opinion. Regarding the issue of spoil/ vehicles in the c/way, and Permit states no c/way incursion, DL suggested DfT rationale behind comment is that a Permit is granted based on what it is applied for.

- **Venues for future meetings:**

- Fri 16th March 2018 – Oakwood House - Confirmed
- Fri 15th June 2018 – Portsmouth City Council offices - Confirmed
- Fri 14th September 2018 –A1+ West Malling offices - Confirmed
- Fri 7th December 2018 –Easthampstead House - Confirmed.

10. ANY OTHER BUSINESS

- TM asked about education of supervisors when working near motorways / bridges? Works should not go ahead until RAMS received & DC confirmed a ‘high speed’ discussion will need to have taken place along with structural report that bridge is safe to work on. DL suggested a protocol is set with highways England, which encompasses liaison with HE & HA structures teams.
- TM mentioned an issue raised by Chris Broadmanages (New Ash Green) relating to Utilities working within 25m of the kerb line. DL mentioned that NSG information has been submitted which should resolve the issue.
- JP mentioned issues getting weekly updates from WA Comms as unable to get on the distribution list.

11. SUBMISSION DATE FOR AGENDA ITEMS

Agenda items to be submitted to the Secretary by Fri 2nd March 2018 and Agenda circulated by the Secretary prior to meeting.

12. DATE OF NEXT MEETING

10am, Fri 16th March – Oak Room, Oakwood House, Maidstone