

**MINUTES OF THE MEETING HELD  
Fri 14<sup>th</sup> June 2019 at Portsmouth City Council offices  
Guildhall Square, Portsmouth**

**PRESENT**

PAUL DOOLEY (CHAIR) – UK POWER NETWORKS	ROY CLARKE (SECRETARY) – SOUTHERN WATER
CAROLINE PANTING – BRIGHTON & HOVE	TREVOR MERCHANT - EAST SUSSEX HIGHWAYS (TM)
ALISON HEWS (TREASURER) - KENT CC	JULIE DAY - WSCC
STEVE DENNARD - THAMES WATER	BRIAN LOMAS - WEST BERKSHIRE CC
LOUISE WILSON - OXFORDSHIRE CC	HARMEET TIWANA – SLOUGH BC
NEAL MASTERSON - HANTS CC	TRUDI McLEOD – SE WATER (TMcD)
JULIE PAYNE - SSEN	GEOFF SPILLER - AFFINITY WATER
ROBERT HUDLESTON – NETWORK RAIL	PAUL HUGHES - VIRGIN MEDIA
KEVIN ORLEDGE – SURREY CC	STACEY GRANT - PORTSMOUTH CC
DARREN HUNTER- SGN	

**APOLOGIES FOR ABSENCE:**

JEFF ELLIOTT (CO-CHAIR) - WSCC	ED DAY - WOKINGHAM BC
ALISTAIR MILTON - SW WATER	IAIN THORNTON - ISLAND ROADS
DONNA COOPER – COLAS	DAVID LATHAM - KENT CC
MARY-ANN CUZNER - SOUTHAMPTON HIGHWAYS	DAN DICKINSON- OPENREACH
PAUL TREGUST - PORTSMOUTH WATER	DAVE PLUMADORE & FIONA SMITHEE – SES WATER
WAYNE SCOTT – BRACKNELL FOREST	LISA MORGAN - RBWM
JAN CHAPMAN - THAMES WATER	PAUL WOOD - MEDWAY COUNCIL

**2. CONTACT DETAILS**

A list had been circulated for updating.

**ACTION**

**3. MINUTES OF MEETING HELD ON 15<sup>TH</sup> March 2019**

- PH mentioned that AOB comment relating to Virgin Media relates to s81 details changing rather than s58.

**4. MATTERS ARISING FROM MEETING 15<sup>TH</sup> March 2019**

- Permit Annual reports / Lane Rental reports for SEHAUC website - not on the website yet. PD stressed this needs to be done as important we have a log of annual reports as feeds into Lane Rental. PD suggests the HA inform JE once report is completed.
- SEHAUC constitution - IACK to update in neutral format - still outstanding.
- SEHAUC WG - decision outstanding as to whether this becomes a task & finish group or whether we have a new Chair. Effectively disbanded & to be discussed at next meeting.
- National Permit Conditions - PD thanks JP for the venue, and mentioned that good feedback was received, and looking to roll out in SWHAUC area. JP will see if dates & venues can be supplied. Was also raised at LHAUC but more nervous of the rollout as LOPS not 100%

**All HA's**

**Iack**

**All**

**JP**

- aligned to the HAUC Operational Guidance.
- New Development NJUG Installation Compliance - SD updated that this was discussed recently at Anglian HAUC, with the conclusion that it wont get anywhere unless Developers are on board.
  - WSCC Bus Stop process - Issues with Permits being refused ongoing as do not have correct PIN number. JD to ask JE for an update on the process he is working on.
- JD**
5. CONFIDENTIAL ITEMS ARISING FROM MEETING 15<sup>TH</sup> March 2019 - 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)
- Event Working Group (AH) –
- Event will be held on Tues 16th July at the Kent County showground.
  - AH mentioned that 24 exhibitors now in place, and asked for a final push to see if any more exhibitors could be brought on board. RC to send out exhibitors pack.
  - All speakers for the Event are confirmed (Neil Edwards/ Samantha Brothwell - Co-ordination CoP, Paul Chandler - StreetManager, Alan Rainford - SROH, Paul Marney - Health & Wellbeing). there will be a collection by MIND, so bring coins.
- RC- Done**
- HAUC(England) Update (RC) –
- RC ran through DL/PL's HAUC(England) report dated 15th May. Report has already been circulated to SEHAUC members.
  - JP mentioned that HAUC(England) are looking for electricity reps to sit on various HAUC working groups, as there a lot of older documents that need to be brought up to date.
  - RHud updated on the T&A Group. There will be new certificates for Inspections & NRSWA Admin, but various delays so courses wont start until January. There will be new reinstatement accreditation for January, with 20 harder multi choice questions. Also need to find an awarding body. Review of the Safety Code also coming up, taking into account collated EPG queries & cyclists updated.
7. TREASURER’S REPORT
- AH confirmed that there was not much movement in balance. SEHAUC event deposit has been paid, but further exhibitor income received to balance this out. Balance remains healthy.
8. HIGHWAYS ENGLAND REPORT / ISSUES
- No representative present. AH mentioned she had a recent meeting with HE & mentioned that their annual programme had been pushed back from 12 months to 6, in preparation for next Brexit date.

9. AGENDA ITEMS & ISSUES TABLED FOR DEBATE

- **Materials & Sustainability** – DH mentioned he will do a comparison of SRoH materials between vers. 3 & 4.
- **Sharing Good Practice** - TMcD mentioned she is looking at an internal process for Streets of Early Notification, and will report back at next meeting, but will bring to SEJUG 1st. CP also looking at processes internally at BHCC. GSp updated on the automatic traffic signals & has now got approvals to use in 5 HA's (outside of the SEHAUC area), which do the same as manual control but better, as they manage traffic flows & maximise green time. GSp would like to trial in Surrey. PD mentioned that the trial in Maidstone worked well & looking for further sites to trial. If anyone has any sites to trial let PD know. Trials being carried out by Pike signals & Hollco, part of the AGD traffic group. Darren Hudson is the technical guy on the trial. <https://www.hollco.co.uk/home/autogreen-advanced-technology> PD asked what we need to do to get approvals to use - would need trials to assess effectiveness. LW mentioned that Oxford would use a reduction in Permit fees as an incentive. KO asked for specification doc & mentioned he would look to identify some sites. Usage would be identified on the Permit by using NCT08b, specifying using ARVA / Auto Green lights (Advanced Radar Vehicle Actuation).
- **Performance** - No issues mentioned.
- **Consultations** - Oxfordshire Traffic Sensitive consultation ongoing. Slough Permit consultation - HT mentioned their was a mistake in the consultation, which has currently been put on hold. HT will resend out with the cost benefit analysis. Island Roads Traffic Sensitive consultation also ongoing. KO mentioned that Surrey CC will be carrying out traffic sensitive street review shortly as the last one was done in 2006.
- **Street Manager update** - Likely the DfT will not do further large roadshows, but instead will attend Regional HAUC Roadshows. JP is carrying out private Beta with Southampton Highways, but having difficulty accessing as StreetManager needs the highest level browsers (Edge, Chrome, Firefox etc). Once she has accessed the 'sandbox' then will go live with Beta testing. Any issues will need to be verbally discussed, and private permit numbers will have to be created themselves. Some users looking at keeping Symology for archive data & reporting. JP mentioned that SSE IT can't build their own API yet, & all therefore looking at using EToN providers to API directly into StreetManager. No one can make the decision at present to API directly into StreetManager as not yet fit for purpose. PD mentioned that UKPN interface will not be built until the end of the year. JP mentioned that if the date needs to be changed on the Permit, then will need to re-type the whole lot into a fresh Permit. For notices, the system will convert to a permit, and then the permit will deem. Also mentioned that some HA's are looking at a legal challenge regarding being forced down the permit route. Question was asked whether SEHAUC should write to the DfT regarding concerns over StreetManager. PD to discuss with Jeff. AH mentioned that Sam Grilli from Kent CC is now part time at DfT working on StreetManager ( Sam.Grilli@kent.gov.uk ) & can be approached. Jan Chapman continues to work part time there also on StreetManager.
- **Permit Conditions for flagging up Permit Fee discounts** - TM outlined the issue & mentioned that SEPS conflicts with the HAUC(England)

TMcD

All

PD

Guidance on mechanism for flagging up for discount, and that the HAUC Guidance also conflicts with itself also. TMcD confirmed that the special designation tab usage in EToN is also interpreted differently by EToN providers (e.g. Symology & Bentley). Safest way to flag up was agreed to be stating hours working in Permit Conditions comments (using NCT02a).

- SW/Island Roads conciliation - RC outlined the issue where Island Roads use specialist thin surfacing materials (Fibrovia, U-LM). At present, U-LM is only available as a machine lay, which is greatly increasing cost of Utility reinstatement (mobilisation of plant in itself greatly increases the cost). In carrying out customer connection works to a number of flats houses, 3 water service connections had to be laid across the road to connect to the customers to the main. Island Roads view is that these are not s58 exempt, so an 'Authorisation of Opening in a s58 Street' exemption form had to be signed, before Island Roads would approve the EToN portable traffic signal application. JP has also had similar issues, when mains reinforcement for customer connections, according to Island Roads, are not exempt. RC/JP/DH will be meeting to further formalise questions to feed into the conciliation process. JP will let Openreach know of the meeting. Following that, SEHAUC will set up a meeting with all parties involved.
- EA Disposal of Utility Waste - RC mentioned that trials are ongoing in 2 phases, 1st phase finishes end of June, 2nd phase mid July to November. SW Principle Environmental Advisor organising trials for SW, TMcD clarified that SEW have their own labs and asked whether they would need to be training their own teams? The teams SEW are training are for the sample taking not the actual testing.
- Testing in Thames area also ongoing. GSp concerned testing was not rolled out in correct way, and should have been more co-ordinated by the Working Group. NM concerned that if the EA states that everything has to be tested, then all minor works will become standard, & there will be no more roadspace left due to the resultant increased disruption.

**Venues for future meetings:**

- Fri 13th Sept - A1+ - South East Water - Snodland - Confirmed
- Fri 6th Dec -Easthampstead - Confirmed.

**10. ANY OTHER BUSINESS**

- TMcD asked whether a downgrade of TM is chargeable for the variation? RC mentioned at a previous Kent HAUC it was agreed in Kent that this wouldn't be chargeable, but no SEHAUC agreement. AH confirmed normally done via a data variation, which gives the correct info to roadworks.org. TM clarified that East Sussex agree with this and certainly would not want to discourage works promoters from informing ESH of TM down grades, provided that permits are clearly detailed so minimal time is spent processing by coordinators, there would be no charge. (KO also confirmed that Surrey County Council are happy to zero charge any permit Variation that downgrades the traffic management). All to decide whether chargeable or not. All
- GSp asked about works in slab footways, where, occasionally, slabs get broken, and imperial slabs are being replaced by metric slabs. Is this an issue, as long as infill used? AH confirmed that Kent CC would not treat this as a defect. KO will find out status in Surrey. All to give feedback. All
- SG mentioned that Portsmouth CC are currently reviewing their Traffic Sensitive roads, prior to implimenting their Permit scheme, which will

be similar to the Hampshire scheme.

- JP mentioned she was doing a moonlight walk for Rowans Hospice, in memory of one of her Streetworks Colleagues, and a collection took place. JP would like to thank all who generously donated.
- RC asked all Authorities what the current TTRO/TTRN costs are so he could collate. All to provide to RC.
- PD mentioned the old EDF video 'any given day', which was EDF branded, and is looking at making a new updated version. PD will approach Lane Rental scheme for funding. PD mentioned a company called 'rapidmoooc', who have a UK office with a green screen. PD is looking at using this company for filming small training modules (e.g. info boards). Difficult part will be creating the content. PD/Hugh Randall looking at having a 2 hour session to film a couple of examples. Will be another Lane Rental bid.

All

**11. SUBMISSION DATE FOR AGENDA ITEMS**

Agenda items to be submitted to the Secretary by Fri 30th August 2019 and Agenda circulated by the Secretary prior to meeting.

**12. DATE OF NEXT MEETING**

10am, Fri 13th September 2019 - South East Water, Snodland