

# SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

## MINUTES OF THE MEETING HELD

**Friday 27<sup>th</sup> March 2015, at Oakwood House, Maidstone, Kent ME16 8AE**

### PRESENT

DAVID LATHAM - KENT COUNTY COUNCIL (JOINT CHAIRMAN)	ROY CLARKE (SECRETARY) SOUTHERN WATER
KEVIN ORLEDGE – SURREY COUNTY COUNCIL	MICHELLE LOVE – PORTSMOUTH CITY COUNCIL
DARREN HUNTER - SGN	PAUL DOOLEY- UK POWER NETWORKS
JULIE PAYNE & DONNA COOPER - SCOTTISH & SOUTHERN ENERGY	ANDY FRIBBENS - THAMES WATER
WAYNE SCOTT – BRACKNELL FOREST BC	KEITH O'BRIEN – VODAFONE
GEOFF SPILLER - AFFINITY WATER	EDWARD DAY – WOKINGHAM BC
EDWINA KACZOR - ROYAL BOROUGH OF WINDSOR & MAIDENHEAD	MARK BURGESS & MARTIN MORRIS – MEDWAY COUNCIL
ROBERT HUDLESTON – NETWORK RAIL	EMMA WENHAM - SOUTH EAST WATER
ANDY MCDUFF - COLAS	PAUL TREGUST – PORTSMOUTH WATER
PHIL NICHOLSON – VIRGIN MEDIA	RACHEL WALSH – ELGIN (Guest)

### APOLOGIES FOR ABSENCE:

FRED WILLET - COLAS	BOB EELES – OXFORDSHIRE CC
GRAEME LAKE – EAST SUSSEX CC	DAVID PARKER – SLOUGH BC
PETER SMITH - BBMM	IAIN THORNTON – ISLAND ROADS
JAMES PENMAN – READING BC	ROGER HOWARD – WEST SUSSEX CC
MARY ANN CUZNER - BBLP	IAN ADAMS – SUTTON AND EAST SURREY WATER
MALCOLM LYONS - SSE TELECOMS	JAN CHAPMAN - THAMES WATER
BOB BEANEY OPENREACH (JOINT CHAIRMAN)	MATT JEZZARD – SURREY COUNTY COUNCIL
ALISON HEWS - KENT COUNTY COUNCIL	NEIL AINSWORTH – WEST BERKSHIRE CC
IAN ACKERMAN - HANTS COUNTY COUNCIL	BEN SYDENHAM – SEMBCORP WATER

### 2. CONTACT DETAILS

A list had been circulated for updating.

Ultipro Utilities were to be presenting at the meeting, but gave apologies as information was not ready. Presentation to be deferred.

Graeme Lake has taken over as Chair for SEJAG, and in the absence of GL & BB, DL Chaired the meeting.

### 3. MINUTES OF MEETING HELD ON 12<sup>th</sup> December 2014 – Accuracy

Ed Day mentioned he was not present at the December meeting.

Robert Hudleston apologies for Dec meeting should be noted.

### 4. MATTERS ARISING FROM MEETING 12<sup>th</sup> December 2014

- Plant ID tool - DL confirmed that KCC inspectors are now using this.
- Inspections Training – further roadshows in IoW /Wokingham /Surrey area now unlikely to take place.
- Temporary Obstruction Sign – BB made suggested amendments to the draft & will be put on website as Good Practice 043.
- EW confirmed that the attachment issue with Surrey CC has now been sorted.

### **ACTION**

## SOUTH EAST HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

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| 5. | CONFIDENTIAL ITEMS ARISING FROM MEETING 12 <sup>th</sup> December 2014  | <b>Iack</b>     |
|    | <ul style="list-style-type: none"> <li>• None - Updated version of minutes to be put on the SEHAUC website.</li> </ul>  |                 |
| 6. | REPORT FROM SEHAUC JOINT WORKING GROUPS (Iack)  |                 |
|    | <ul style="list-style-type: none"> <li>• BP001 (s81) to be re-written, incorporating ETON 6. RAUC timescales of make safe in 2 hours, &amp; 1 month for low risk to be considered. RC could not find on RAUC website. DL to check definitions.</li> </ul>   | <b>DL</b>       |
|    | <ul style="list-style-type: none"> <li>• RC ran through minutes of last WG meeting on behalf of Iack. RC to send out with minutes.</li> </ul>   | <b>RC</b>       |
|    | <ul style="list-style-type: none"> <li>• Event – Date of next event is 21<sup>st</sup> July – EK reminded all to promote the event. EK to send RC flyer for circulation. Sponsors to contact Alison Hews.</li> </ul>  | <b>EK / All</b> |
|    | <ul style="list-style-type: none"> <li>• DL gave an overview of latest HAUC(England) meeting –                             <ul style="list-style-type: none"> <li>○ Mark Osteimer has now stepped down as Joint Chair</li> <li>○ Peter Loft &amp; DL met with Robert Goodwill, who is focussed on Permits, SRoH &amp; Inspections.</li> <li>○ DfT about to award Lane Rental analysis contract – Kent CC will do its own analysis.</li> <li>○ SRoH is in a state of flux &amp; debate has now moved beyond the John Moore report. DH to provide a list of SROH WG reps.</li> <li>○ New Permit Regs go live on 1/10/15. DfT/ Industry to work out how to make it work regarding legalities &amp; practicalities.</li> <li>○ Streetworks Accreditation – process will change as of 6/4/15 but no details available yet.</li> <li>○ DL not aware of any major ETON changes yet, as a result of impending NSG changes.</li> <li>○ Next HAUC Conference will be Cardiff 2016.</li> </ul> </li> </ul> | <b>DH</b>       |
|    | <ul style="list-style-type: none"> <li>• Rachel Walsh (Elgin) gave a presentation on Roadworks.org &amp; an overview of the available apps (Traffic Management App, Signage App, Communications Management App). Full details available on <a href="http://www.elgin.org.uk">www.elgin.org.uk</a></li> <li>• General reminder that VMS messages need to be ‘static’ messages.</li> </ul>  |                 |
| 7. | TREASURER’S REPORT  |                 |
|    | <ul style="list-style-type: none"> <li>• SEHAUC funds in substantial credit, with outgoings for Inspections training at Oakwood &amp; website maintenance fee.</li> </ul>   |                 |
| 8. | HIGHWAYS AGENCY REPORT / ISSUES   |                 |
|    | <ul style="list-style-type: none"> <li>• No HA representation.</li> </ul>   |                 |
| 9. | AGENDA ITEMS & ISSUES TABLED FOR DEBATE   |                 |
|    | <ul style="list-style-type: none"> <li>• <b>Sustainability:</b> DH has no specific update, but is happy to take SRoH related questions that can be fed into the SRoH WG.</li> </ul>   | <b>RC</b>       |
|    | <ul style="list-style-type: none"> <li>• <b>Sharing Good Practice:</b> EW ran through the Clancy Docwra ‘recipe cards’ based on the new Red Book. RC to send out copies with the minutes. DL mentioned that the KLRS polymer binder initiative will be going live soon. PD mentioned the KLRS Traffic signal trial &amp; is looking for suitable sites in Kent (static site for 2 weeks, under 2 way lights). All to look for suitable sites in Kent.</li> </ul>  | <b>All</b>      |
|    | <ul style="list-style-type: none"> <li>• <b>Performance:</b> Surrey CC have put Openreach on an Improvement notice. RHud has had issues with contractors parking on footway resulting in safety issues, and asks all to report any vehicles found parked on Network Rail asset.</li> </ul>  | <b>All</b>      |
|    | <p><b>Venues for future meetings:</b> WS will book Easthampstead for the</p>  |                 |

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|            | December meeting (Fri 11 <sup>th</sup> Dec). All to check for venues for next two meetings.  | <b>All</b> |
| <b>10.</b> | <p><b>ANY OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>• The Queens Walkway - EK mentioned the 63 bronze markers that will be placed in the footway for a 6.3km route celebrating the queen becoming the longest reigning monarch on 9/9/15. Sondes will be placed underneath, and these will be designated as SED's.</li> <li>• JP discussed 2 FPN's that have been raised by Surrey CC regarding SEPS Model Condition 190, which she would like to take to arbitration. These have been issued due to the Operative having insufficient knowledge of the Permit conditions on site. DL will take forward &amp; will need 2-4 cross industry reps to investigate.</li> <li>• JP raised issue for noticing for private works where their ETON system will not allow for a notice to be raised without a USRN. West Berkshire want a permit for a PROW (without a USRN) and a permit for a private street (which has a USRN). EW mentioned that Bentley have added Private USRN's in the past, to enable a notice to be sent, but most HA's are not that concerned. For it to be uniquely populated on ELGIN would need HA agreement. RHud usually notifies on nearest USRN available, with 'for information only' added as comment. SEHAUC agreed should be 'by best endeavours' e.g. paper notice or card issued.</li> <li>• DC mentioned the work she is carrying out on competition &amp; connections.</li> <li>• RHud asked when HA's using scheme conditions will be moving to the National Conditions? DL confirmed can use National Conditions in Kent now, and Surrey will migrate in October.</li> <li>• ED mentioned that Wokingham is now part of SEPS &amp; thanked all for working with them.</li> <li>• KO will take away comments from Emma &amp; Robert regarding transitional arrangements to National Conditions.</li> <li>• Rachel Walsh raised three points of AOB as below:             <ul style="list-style-type: none"> <li>• DCLG (Dept Comms &amp; Local Govt) Statutory notices for the 21<sup>st</sup> century, where ELGIN is running a pilot in Yorks – see <a href="#">here</a>.</li> <li>• Innovate UK – Amey project</li> <li>• Participating LAs for Performance Indicators – 104 HA's participating, Geoplace will have a list of participants.</li> </ul> </li> </ul> | <b>DL</b>  |
| <b>11.</b> | <p><b>SUBMISSION DATE FOR AGENDA ITEMS</b><br/>                 Agenda items to be submitted to the Secretary by 29<sup>th</sup> May, 2015 and Agenda circulated by the Secretary prior to meeting.</p>  |            |
| <b>12.</b> | <p><b>DATE OF NEXT MEETING – Friday 12<sup>th</sup> June</b></p>   |            |