



**Joint Secretaries**

Guy Townsend  
 Global Crossing  
 Rosalind House,  
 Jays Close  
 Viables,  
 Basingstoke RG22 4BS  
 Tel: 01256 858580  
 Fax: 01256 858581  
 E-mail: [guy.townsend@globalcrossing.com](mailto:guy.townsend@globalcrossing.com)

Barry Lucas  
 Network Co-Ordinator  
 Islington Council  
 222 Upper Street,  
 London, N1 1YA  
 Tel: 0207 527 2582  
 Fax: 0207 527 2194  
 E-Mail: [barry.lucas@islington.gov.uk](mailto:barry.lucas@islington.gov.uk)

Quarterly meeting.

Held at: -

TFL offices, Parnell House, Wilton Road, London.

On: -

Wednesday, 28<sup>th</sup> February 2007.

In attendance:

Steve Barriff	(Joint Chairman)	SB	City of London
Peter Loft	(Chairman)	PL	Thames Water
Barry Lucas	(Secretary)	BTL	Islington / Northeast London Group
Guy Townsend	(Joint Secretary)	GT	Global Crossing
Peter Dixon		PD	Croydon / South London Group
Mark Ostheimer		MO	Virgin Media
Tony Pegrum		TP	Royal Borough of Kensington & Chelsea/North West London Group
Eddie Owens		EO	Three Valleys Water
Neil Davies		ND	Metropolitan Police
Helena Kakouratos		HK	Camden / Northeast London Group
Julia Burgoyne		JB	W.S.Atkins (Cable & Wireless)
Martin Zelder		MZ	National Grid Gas
Dave Broomfield		DB	EDF Energy Networks
Dave Lambert		DL	Bromley / South London Group

Apologies for absence:

Keith O'Brien	KO'B	thus
Barry Rainger	BR	Openreach
Louise Nagle	LO	Hammersmith & Fulham / North West London Group
Alan Florry	AF	Southern Gas Networks
Keith Childs	KC	BT Openreach
Steve Leeks	SL	EDF Energy Networks
Bob Bayley	BB	TfL
Tony Norman	TN	Network Rail
Julie Ulliott	JU	National Grid Distribution

**1. Presentation by Central London Partnership**

Peter Dickinson, Chair of the Central London Partnership Round Table, gave a presentation concerning the London Considerate Contractors Scheme.

He gave a résumé of the scheme and reiterated that it was driven by 'the desire to improve standards for all when working on, in or under roads and pathways in London'.

SB said that the original scheme proposed by the CLP faltered because there were financial implications for utility companies. PL concurred adding that it was his understanding that utility companies were required to pay an annual charge to participate. TP added that there had also some been doubt as to 'ownership' of the scheme.

PD confirmed that CLP merely wished to act as facilitators for the scheme.

(See also LHAUC Considerate Contractors Scheme)

**2. Presentation by Ritag**

Stephen Phelps explained that the system was developed as an electronic system for identifying excavations. Full details of the product can be found at [www.ritaguk.co.uk](http://www.ritaguk.co.uk).

**3. Minutes of the last meeting (accuracy)**

Accepted as accurate

**4. National & Regional HAUC Matters & Traffic Management Act**

Draft minutes of the HAUC(UK) meeting of 24<sup>th</sup> January 2007 are attached.

**5. London HAUC Expo.**

Next meeting of the Organising Committee will be held on 1<sup>st</sup> March 2007.  
EO reported that all of the exhibitor's spaces had been taken.

**6. TfL Issues.**

PL confirmed that he had tried to contact Nicola Cheetham regarding TfL Streetscape issues.

It was confirmed that utilities were still awaiting the contingency plan for the execution of emergency works during the period of the Tour de France event.

PD said that he had had problems with notices for works on side roads off of the TLRN, particularly where there were red lines.

**7. Met Police**

No matters tabled.

**8. LHAUC Web Site.**

Problems were reported that the website is not user-friendly. BTL said that he had had a number of requests for membership of the site that seem to have been prompted by difficulties in access.

**9. London HAUC Considerate Contractor's Scheme.**

(See also Presentation by Central London Partnership)  
It was agreed that utility companies who have been involved in the discussions regarding the scheme needed to bring their LJUG colleagues up-to-date with developments.  
HK said that she would like the CLP to continue to be involved, perhaps in the publicity side, but there were some items that were non-negotiable.  
SB added that CLP were not tapping into all of the potential sources of funding but were only approaching Highway Authorities and Utility Companies.  
DL said that it appeared that the scheme was resource hungry and there was no measure of quality.

**10. Recycled Materials**

EO confirmed that he had distributed draft documents to the Working Group.  
Working Group scheduled to meet on 4<sup>th</sup> April 2007.

**11. Matters arising from the Meeting of 25<sup>th</sup> October 2007 not already covered.**

Item 10, paragraph 3. DB to seek clarification of SL's comments.

S58 paper stalled due to some fundamental differences. Working group to reconvene.

It was asked whether Southern Gas Networks replied to Matt Jezzard's letter. MZ agreed to discuss the matter with AF.

**12. Any Other Business**

SB reported that there have been incidences of gully connections being damaged during the installation of new water mains. PL asked for details to be forwarded to him.

GT asked about the timescales expected for the laying of friction coatings on reinstatements. He said that manufacturer's specifications were at odds with the SROH. GT agreed to write to DL outlining these problems for the working party.

PD said that both Sutton and Kingston have registered concern about the use of the urgent notice system; particularly by Skanska and BT. The meeting requested examples of this.

PD asked whether a footway closure could be authorised by the use of a TTMO. As no legislation exists to close a footway it was suggested that all works be laid out as per the 'Safety at Streetworks' Code of Practice.

MO said that NTL/Telewest is now known as VirginMedia.

GT reported that Fibernet were now only dealing with Fibernet and Tanet networks and not any issues that anyone may have with Global Crossing plant / works.

TP said that it had been reported to him that Louise Nagle was returning to work from maternity leave, attending two days per week.

**13. Date of Future Meetings.**

30<sup>th</sup> May 2007, Eccleston Place, Boardroom

29<sup>th</sup> August 2007, Eccleston Place, Boardroom

28<sup>th</sup> November 2007, Room 9A, Windsor House

All meetings commence at 10.00 a.m.



Rosaleen Hubbard  
Utility-Side Secretariat  
NJUG  
59-60 Russell Square  
London, WC1B 4HP  
Tel: 0870 801 8007  
Fax: 0870 801 8008  
Email: info@njug.co.uk

Graham Eaton  
Local Authority-Side Secretariat  
C/o Derbyshire County Council  
Environmental Services Dept.  
County Hall, Matlock  
Derbyshire DE4 3AG  
Tel: 01629 760062  
Email: graham.eaton  
@derbyshire.gov.uk

## HIGHWAY AUTHORITIES & UTILITIES COMMITTEE

### MINUTES OF THE MEETING OF THE HIGHWAY AUTHORITIES AND UTILITIES COMMITTEE HELD ON WEDNESDAY 24<sup>th</sup> January 2007 AT THE OFFICES OF NJUG, 59/60 Russell Square, LONDON, WC1B 4HP

#### PRESENT

Chris Tunstall (Chair)  
Dave Turnbull (Chair)  
Lester Sonden  
John Crowther  
Peter Whitehouse  
Mark Ostheimer  
David Baker  
David Bowe  
Gary Quinn  
Steve Barriff  
Davy Crockett  
Steve Hennah  
Dave Thomas  
Alan Rainford  
Ellen Duffy  
David Armitage  
Stephen Chandler  
Keith O'Brien  
Rosaleen Hubbard  
Graham Eaton  
Nick Morris

Durham CC  
BT Openreach  
WaterUK  
Dudley MBC  
Sandwell MBC  
Ntl:Telewest  
TfL  
CSS  
NIRAUC (Highways)  
Corp of London/London HAUC  
Network Rail  
DCWW/Welsh HAUC  
Cardiff CC  
Ntl:Telewest utilities Chair – Specification  
DfT  
RAUC (Scotland)  
WAG  
Thus  
NJUG Secretariat  
NSWHG / Highway-side Secretariat  
TfL

#### 1. **Apologies for Absence**

Bill Barker  
Les Guest  
Ben Stills  
Richard Wakelen  
Bob Bayley  
Martin Hobbs  
Julia Burgoyne  
Marc Owen  
Bob Millican

Highway-side Chair, RAUC(S)  
National Grid  
DfT  
ENA  
Permits Working Group  
Highways Agency  
Atkins – Cable & Wireless  
Welsh HAUC  
NIRAUC – utilities side

**07.01** Dave Turnbull welcomed all to the meeting. Nick Morris was introduced by Chris Tunstall. Nick Morris is a Director and Traffic Manager for TfL and attending the meeting as a guest of Chris Tunstall and NSWHG.

**3. Matters Arising**

**07.02** 06.80 **HSE and High /Low Speed Roads.**  
Due to the absence of Robert Hudleston, a report was not possible on his proposed meeting with the IHT / CSS Standards and Safety Group to discuss issues of signing, lighting and guarding on low speed roads. The Secretariat to contact Robert Hudleston and ask for a written update to be circulated.

**Action: Secretariat**

**07.03** 06.82 **Use of Steel Plates**  
This issue falls within the Westminster Idle Trial. A meeting of the Method Working Group has been held. There will be another meeting in February. The Group is working to identify the products in the market.

**Action: Bob Bayley to keep the committee informed.**

**07.04** 06.83 **Mobility Scooters**  
This remains an ongoing issue of safety.

**07.05** 06.87 **Best Practice Working Group**  
A group has been set up and will meet in February. There is a full TMA update under agenda item 4

**07.06** 06.91 **Office of Fair Trading Complaint**  
The Secretariat on behalf of the joint Chairs had exchanged letters with the complainant and the company involved. HAUC (UK) had reiterated to all parties that it does not endorse any companies or products. Members were content with this approach. The Secretariat to confirm that the matter is closed.

**Action: Secretariat**

**07.07** 06.92 **Diversionsary Works**  
The issue concerning the Highways Agency experience of a delay of 4 months for estimates is still under review. Martin Hobbs to liaise directly with NJUG to resolve.

**Action: Martin Hobbs/NJUG**

**07.08** 06.93 **Training and Accreditation.**  
Robert Hudleston had circulated a clarification to the October written report – suggest this clarification is attached to the notes, as I do not recall it.

06.101 Improvement Notices Report  
Graham Eaton reported that he had received further information and that the updated report will be circulated with the minutes.

- 07.09 06.102 S74 Code of Practice** and the failure of authorities to consider alternative dispute resolution. Richard Wakelen to produce a paper for DfT.

**Action: Richard Wakelen**

- 07.10** All other matters arising are dealt with under the main agenda items.

**4. Traffic Management Act.**

- 07.11** Ellen Duffy reported on the TMA on behalf of DfT that there has been a lot of progress since the October meeting. The key points are:

- Notices, S74 and FPNs - there were 205 responses to the consultation. (151 LA's, 37 utilities and 17 misc). The DfT have analysed the responses and post-consultation meetings have been held with the three working groups to consider the responses and determine ways forward. The DfT do not intend to recall the three working groups as they have completed their work. However, they may be recalled if the need should arise.
- The main themes from the responses were the need for parity, greater clarity within the regulations and COPs and the restructuring of the COPs to achieve a 'logical flow'
- Some of the major conclusions of the Notices WP were the need to ensure the importance of reasonableness, in particular in relation to 'early starts', the need to focus on water leaks and how they are dealt with and the need to understand traffic sensitivity criteria. Ellen confirmed that the criteria would not change, but that LAs and utilities can agree additional designations.
- All agreed that the accuracy of the Gazetteer is an issue to be addressed. The DfT acknowledged that there are some contractual issues outstanding with OS that need to be resolved.
- FPNs there are no changes to the regulations just some clarifications.
- S74 An alternative proposal has been put forward by the working group and is presently being considered by DfT lawyers. Any necessary changes will be referred to the Working Group for final clearance
- The validation process for ETON is a high priority.
- There will be no appendix D and E, but a separate technical specifications document for all of the COPs.
- The proposed XML Schema will be published for consultation – there will be an 8/9 week consultation period. It will be published on the e.gov website.
- The issue of inclusion of all roads and 'off carriageway works' under S74 needs to be checked with DfT lawyers and other Government departments
- The regulations will be subject to legal scrutiny to ensure accuracy. KPI development is still 'work in progress'.
- Permits consultation closes on the 26<sup>th</sup> February. It is currently

planned to lay the regulations in May. Affirmative resolution is required.

- Anne Colley is working on the Good Practice Guide. The plan is to finalise the text ready for launching at the HAUC(UK)/Surveyor Conference in May 2007.
- A dedicated website has been proposed, which will, in principle be jointly funded by DfT, NJUG and NSWHG subject to satisfactory financial arrangements being agreed. Costs need to be identified and a decision taken in time for the announcement at conference.
- 

**Action: NJUG Secretariat**

- Training and Accreditation documentation has been forwarded to DfT lawyers.
- Inspections Fees Regulations have been drafted. The plan is for the new Regulations to be in force on 1<sup>st</sup> April.

**07.12**

Graham Eaton raised under FPNs the issue of the difference between the charges for FPNs for permits and for notices – caused by the level of penalties under permits being greater than the penalties under the notices regulations (Level 5 against Level 4 and Level 3 under NRSWA prior to change). Ellen Duffy confirmed that the differences arise as a result of discussions with the Home Office on the maximum penalties that can be imposed by Magistrates Courts. All agreed there would need to be some further debate.

**07.13**

### **Specifications**

A letter had been sent by the working group Secretariat to DfT concerning the submission of the final report and the schedule of works for Waves 2 and 3. Ellen Duffy said that the DfT and HAUC(UK) would be reviewing the agreed priority list.

**Action: Secretariat**

Specifications Handbook – the list of issues requiring revised wording for future versions of the handbook will be forwarded to DfT.

**Action: Secretariat**

**5.**

### **Working Group Reports.**

**07.14**

#### **Co-ordination.**

No report available.

**07.15**

#### **Diversionsary Works**

David Baker reported: The joint chairs had met with Ellen Duffy and good progress had been made. HAUC (UK) still awaits a response from the DfT to their letter regarding the DfT's views on changing the Regulation's.

**Action: DfT**

**07.16**

#### **Training & Accreditation**

A written report was made available to the meeting. The meeting noted

its disappointment in the time taken to reach the current position although it was also noted that DfT were now actively working on producing the Regulations and associated RIA.

**Action: DfT**

**07.17**            **Records** – See agenda item 9.

**07.18**            **Inspections and Inspection Fees**

Mark Ostheimer introduced the written report. The Secretariat was asked to request that the Inspections working group joint chairs attend the next HAUC(UK) meeting.

**Action: Secretariat**

**07.19**            **KPI's**

See TMA report at agenda item 4.

**Action: DfT**

**07.20**            **Conference**

Lester Sonden reported: The conference organising committee has finalised the programme. The financial outturns from last year's conference has been finalised and NJUG and NSWHG would receive just over £9,000 each.

Awards will be made this year for Personality of the Year within utilities, Highways and Contractors.

It was intended that HAUC(UK) should have a stand at the conference, which will be manned by joint chairs and members from the various working groups. A small sub-group is organising the stand and are due to report on financial implications in order to receive both NJUG Ltd and NSWHG Ltd approval before any expenditure is committed. The Secretariat to verify the cost of a stand.

**Action: Secretariat**

**6.                Reports from Wales, Scotland and NI.**

**07.21**            **Wales** – The written report was noted.

- The Government for Wales Act has altered the way the Assembly deals with secondary legislation. It is anticipated that the changes will speed up implementation.

**07.22**            **Scotland** – David Armitage reported:

- Suggest:
- Work on producing the various Codes of Practice is well advanced and it is hoped that implementation will be possible in advance of the Scottish Assembly elections.

**07.23**            **Northern Ireland** –Gary Quinn reported:

- The Primary Legislation passed through the House of Commons on the 9th January 2007 and was due to be considered in the House of Lords 24th January 2007. If the Legislation passes through the House of Lords then it is hoped to become official at Privy Council on the 7th February 2007.

- The secondary legislation is to be prioritised in consideration of the progress being made by DfT on the English & Welsh Regulations. It is likely that it will take a minimum of 12 months to bring in any of the NI regulations behind the introduction of similar regulations being made by DfT.

**7. Temporary Traffic Lights**

**07.24**

Dave Turnbull reported that TFL had decided not to undertake a trial with utilities. NJUG members may consider undertaking a trial with another Highway authority. Graham Eaton stated that to his knowledge the procedure appeared to be being followed.

**8 RAUC Coring Report**

**07.25**

David Armitage introduced the written report to the meeting. There was a discussion about the value of having a similar arrangement in England and Wales. CSS had produced a compliance testing report, which will be implemented as far as possible within the revised SROH. It was noted that the scheme in Scotland was voluntary, but that every utility participated.

**9 NUAG**

**07.26**

Dave Turnbull gave a brief overview of the activities of NUAG (full details are available for the NUAG website ([www.nuag.co.uk](http://www.nuag.co.uk))). Chris Tunstall expressed concern as to the possible implications of the work being outside of the HAUC(UK) work programme and to the potential for conflict with HAUC(UK) priorities. Members agreed that the project is important but it needed to take account of HAUC(UK) Priorities and feed into the programme for the revision of the Records code. Dave Turnbull stated that it was not possible for him to represent HAUC(UK) on the NUAG group. It was agreed that the joint Chairs approach Frank O'Dwyer and Les Guest with the view of them representing HAUC(UK) and to report back as necessary

**Action: Joint Chairs**

**10 AOB**

**07.27**

Steve Bariff encouraged members to attend the London HAUC expo.

**11 Date of next meeting:**

**07.28**

**Wednesday 25<sup>th</sup> April 2007  
At the offices of the LGA, Smith Square, Westminster, London.**



Severed gully connection.