

**Minutes of AHAUC Meeting held on 30 July 2010  
at Hinchingsbrooke Country Park**

**Present :**

John	Kirk	Anglian Water
Keith	Childs	BT/Openreach
Keith	O'Brien	Cable and Wireless (worldwide)
Andy	Chatfield	Cambridgeshire County Council
Richard	Boissieux	EDF Energy
David	Capon	Essex County Council
Rob	Scott	Luton Borough Council (Chair)
Lilian	Drew	Milton Keynes Council
Tony	Norman	Network Rail
James	Taylor	Network Rail
Clive	Derry	Norfolk County Council
Peter	Brigham	Peterborough City Council
Diane	Newson	Suffolk County Council
Barry	Rainger	Thames Water
Eddie	Owen	Veolia Water
Carole	Syme	Veolia Water

**1. Apologies**

S. Widdows	Bucks CC
G. Norman	Scotia Gas
C. Huckle	Central Beds
A. Prigmore	Beds Borough
P. Castleman	Herts CC
S. Brothwell	Central Networks
A. McGrath	Virgin Media
D. Giles	N.G. Gas

**2. WRAP – Presentation and Update by Scott Wilson.**

**3. Minutes of last meeting, 30 April 2010.**

Accuracy - Page 1 – edf energy.com needs to be edf energy.

Page 2 – Item 5 CD not LD.

Matters -	Page 1.3(b) Section 81		Closed
Arising	3(b) List of Authority Contacts.	Still Outstanding	MF

(KOB requested a contact list for AHAUC Members. LD to send out.)	LD
4(a) JK paid invoice.	Complete
4(d) Richard from edf to replace D. Cooper.	Complete
6(a) KOB to liaise with Herts on finding reps.	Complete
7. Diane Newson and Russ Blackshield are the Authority Reps.	Complete

#### 4. Good Practice Working Groups

- (a) **AHAUC Website** – AP. No update.
- (b) **Co-ordination Principles** – SW. No update.
- (c) **Performance Information** – CD  
Annual Meetings to be convened.  
**Utility reps.**  
Richard Bossineux – edf, John Kirk – AWS.  
**Authority reps.**  
Clive Derry – Norfolk. Diane Newson – Suffolk.
- (d) **Olympic co-ordination** – SW.

EO updated members to advise that he sat on four different groups on this topic. Most groups are following the lead from London.

Regional communication groups now set up.

#### 5. Performance Information

CD had circulated graphs and spreadsheets. The usual members had supplied information, and utilities and some Authorities had not. There was a worrying trend of increasing defects, as a region over 10%. This equated to poor performance that Utilities did not seem to be taking seriously.

RS enquired whether it was worth collating this information, if trends towards poor performance were not being dealt with.

EO & KOB advised that the information was useful, especially for new contractors and for training.

RS enquired if there was a need for a regional Improvement Notice, and this was left with the Working Group to consider.

## 6. County HAUC Feedback

- (a) **Beds Borough/ Central Beds/Luton**  
Good Attendance, apart from AWS.  
– Issues discussed and actioned.
- (b) **Suffolk**
- Had held no meeting because of holidays.
  - Performance and other information sent to Members electronically.
- (c) **Norfolk**
- Held the day before. (AWS had attended).
  - No Highways Agency attendee.
  - Shared performance information.
- (d) **Cambs**
- Proposed to go from 4 meetings a year to 2, plus 2 'virtual' meetings (held electronically, sharing data).
  - Trial basis for a year.
- (e) **Essex**
- Performance an issue but were holding individual meetings with Utilities regarding this.
  - DC advised that he thought that the HAUC meeting were not useful.
- (f) **Bucks/  
MK**
- Fair attendance.
  - AWS not in attendance.
  - Shared performance information.
  - Tried to encourage Utilities to use Forward Planning Notices so that ELGIN could be used as a presentation co-ord. tool – Utilities resistant to this.

(Utilities were then asked why they could/would not use Forward Planning Notices. KC replied that the comms. industry was mainly reactive at present.

It was pointed out that National Organisations had to complete up to 200 spreadsheets for the country and, if they could send Forward Planning Notices, this would increase efficiency all round.

Discussions ensued about ELGIN and how it worked. Authorities were keen to promote Forward Planning and this may be a tool to ensure meetings are more efficient.

EO commented that the discussion had been useful but this needed to be brought back to the table in three

months time, when utilities had had a chance to discuss more.

It was thought that Oxfordshire were also trialling ELGIN for co-ordination purposes.

This was thought to be a more positive approach than had been experienced at LHAUC's around the area. All  
Every one to see if they could use Forward Planning Notices (including Authorities). (It was also advised that there may well be one or more competitors to ELGIN about to start up).

- (g) **Herts**
- Well attended.
  - Herts had proposed a new Traffic Light Application Form. This had been rejected by the Utilities (because there had been no consultation on the subject).

## 7. Proposed AHAUC Seminar

CS & EO had taken this forward and booked a room at the Veolia Water Offices in Hatfield for 10<sup>th</sup> November. Their suggestion was that there would be four training sessions with a separate discussion/question and answer session.

Utilities would provide an update on the new Inspections Code and Section 74 and Authorities were requested to host sessions on Training and Safety.

General discussion ensued and it was thought a better way forward would be to have a session on the new SROH and to try and get the DfT to be represented.

Several items were then discussed:

Lane Rental/Section 74  
Overview of where we are  
Training & Accreditation  
ELGIN  
SROH.

It was decided that the following would be most useful.

Section 74, including Lane Rental  
SROH  
Overview  
Training and Accreditation

D Capon  
R. Scott

There was room for between 100 and 120 delegates. However, there was no on site parking and ID cards would have to be supplied for all visitors. Lunch would be provided (for free !).

It was also agreed that there should be an ELGIN presentation by Cambis to show how ELGIN was used as a co-ordination tool – This to be set up AC in the foyer/room for networking.

Organisations to give Veolia Water proposals of how many delegates All they would send (if possible). Delegates would be limited.

## 8. **Finance Report**

Report circulated. Bank had still not organised substitute signatories. All invoices paid and a balance of over £1,000 held in account.

It was advised that AHAUC members had subsidised the last Roadshow for £3,000, mainly because some Authorities had not paid their sponsorship fees.

DVD Sales – 4 No. DVD's had been sold to London HAUC FOR £2,400.

The Health & Safety Executive wanted 30 copies but were only willing to pay £1,500 for all. There was much discussion about the amount to charge but it was decided that, as London HAUC had been charged, £600 per copy, this would be the fee. It may be that AHAUC would surrender the copyright to enable HSE to make copies of their own.

## 9. **Codes of Practice Update**

(a) **Inspections** – DfT considering whether there was any value in continuing with updating this Code. Meeting arranged for 12<sup>th</sup> August to discuss all proposals to existing Codes of Practice. Inspections thought likely to be withdrawn.

(b) **SROH** – Starting 1<sup>st</sup> October 2010.

(c) **Training**

- Starting 6<sup>th</sup> April 2011.
- Conversion can be made for C&G Units 2 and 10 to a Scotvec. card between 6<sup>th</sup> October 2010 and 6<sup>th</sup> April 2011.

(d) **Safety** – Could be withdrawn in new proposals.

(e) **Noticing** – TM Plans Working Group.

(f) **Permits** – DfT trying to formulate a Working Group. This fits in with their localism Agenda.

(g) **Lane Rental** – Consultation out soon.

(h) **Diversionsary**, HAUC advice note published.

(i) **Records** – No action

Remove

(j) **Performance Management** – Minister to review proposals. Likely April 2011 start. Figures to centre on Network Occupancy and defects.

**10. Dispute Resolution**

None.

**11. Health & Safety**

One item to report. edf/Morrisons site in St. Albans, a cyclist cycled through the pedestrian walk way and was thrown off his cycle into traffic. Badly injured. Judge accused edf/Morrisons of negligence. RS to send round e-mail with details. RS

**12. HAUC (UK)**

RS circulated yellow card (with HAUC/site information on it) and asked if AHAUC wanted to buy a supply. Answer same as in April – No !

**13. Emergency AOB**

(a) HAUC (UK) looking at structure of meetings and whether quarterly meetings were still needed – Proposal for three meetings a year to be held. Was quarterly still useful for regional meetings ?

Members raised their hands to show agreement for continuing with quarterly meetings and this motion was carried. AHAUC to keep quarterly meetings for present.

Next Meeting, Friday, 29<sup>th</sup> October 2010.